

APPROVED



## Navigator Schools

# Minutes

## Finance Committee

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### Date and Time

Tuesday February 27, 2018 at 3:00 PM

### Location

650 San Benito Street, Suite 230, Hollister CA 95023

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### Teleconference Locations

- 83 Great Oaks Blvd., San Jose CA 95119
- 900 Island Drive, Redwood City CA 94065

### Teleconference Instructions

- Meeting ID: 689 104 265
- Dial by phone: US: +1 646 876 9923 or +1 669 900 6833 or +1 408 638 0968
- Join from PC, Mac, Linux, iOS or Android: <https://navigatorschools.zoom.us/j/689104265>

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### Committee Members Present

Joyce Montgomery (remote), Nora Crivello (remote)

### Committee Members Absent

Caitrin Wright

### Guests Present

Ami Ortiz, Bryan Adams, Kevin Sved, Sean Martin

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## I. Opening Items

### A. Record Attendance and Guests

### B. Call the Meeting to Order

Joyce Montgomery called a meeting of the Finance Committee of Navigator Schools to order on Tuesday Feb 27, 2018 at 3:01 PM.

### C. Approve Minutes

Joyce Montgomery made a motion to approve minutes from the Finance Committee on 12-05-17 Finance Committee on 12-05-17.

Nora Crivello seconded the motion.

The committee **VOTED** unanimously to approve the motion.

## II. Finance

### A. 2017-18 Financials with Dashboard

The committee discussed variance, position control, income, expenses, cash balance, and enrollment and attendance data, including an in-depth discussion of average daily attendance (ADA) and related terminology.

### B. Preliminary 2018-19 Budget

The committee reviewed the preliminary budget. Key components of the discussion included the CMO fee, added positions, salary ranges and increases, LCAP feedback and development, and PBIS.

## III. Other Business

### A. Cash Management Policy

The committee discussed the insurance and protection of funds. Efficient and practical strategies related to the safety of funds were considered. Internal control policies were also mentioned.

## IV. Closing Items

### A. Adjourn Meeting

Joyce Montgomery made a motion to adjourn the meeting.

Nora Crivello seconded the motion.

The committee **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:50 PM.

Respectfully Submitted,  
Sean Martin