APPROVED

Navigator Schools

Minutes

NS Finance Committee

Date and Time
Thursday May 30, 2019 at 2:00 PM

Location
Navigator Schools, 650 San Benito Street, Suite 230, Hollister CA 95023

Teleconference Locations

- 827 Broadway, Suite 300, Oakland CA 94607
- 780 Broadway, Redwood City CA 94063
- 10326 Roselle Street, San Diego CA 92121

Anyone who needs a disability-related accommodation, modification, or auxiliary aid/service, should direct their request to Sean Martin, Executive Assistant to the CEO. Mr. Martin may be reached by telephone at (831) 217-4894 or by email (smartin@navigatorschools.org).

An archive of board meeting agendas and minutes is available for public view at the Navigator Schools Support Office, 650 San Benito Street, Suite 230, Hollister CA 95023.

Committee Members Present
Joyce Montgomery (remote), Nora Crivello (remote)

Committee Members Absent
Caitrin Wright

Committee Members who arrived after the meeting opened

Nora Crivello

Guests Present
Ami Ortiz, Kevin Sved, Rosa Segura, Sean Martin (remote), Victor Paredes-Colonia (remote)

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 Thursday May 30, 2019 at 2:06 PM.

C. Approve Minutes

J. Montgomery expressed her approval of the minutes as written.
Joyce Montgomery made a motion to approve the minutes from NS Finance Committee on 04-09-19.
Nora Crivello seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

Caitrin Wright	Absent
Nora Crivello	Aye
Joyce Montgomery	Aye

II. Finance

A. Approve Consolidated Application Federal Funding Request

A. Ortiz explained the document, including next steps, and J. Montgomery asked clarifying questions about key figures and categories of the various Titles (I-IV).

B. Approve STRS Agreement with Santa Clara COE

A. Ortiz explained the State Teachers Retirement System (STRS), and J. Montgomery offered further explanation comparing The Public Employee Retirement System (PERS) and STRS. V. Paredes-Colonia asked clarifying questions.

C. STRS Application for Santa Cruz County COE

J. Montgomery asked questions about STRS data and human resource procedures. K. Sved described next steps. J. Montgomery considered varying charges between counties.

D. 2018-19 Financials

A. Ortiz presented relevant tables and figures. J. Montgomery and participants discussed various items in the financials. J. Montgomery offered to provide a second review of the document prior to the next board meeting. K. Sved discussed fundraising efforts and potential policies. A. Ortiz explained support office management fees. J. Montgomery offered new approaches for organizing the data.

Participants discussed enrollment and average daily attendance. J. Montgomery offered suggestions for analyzing attendance patterns. N. Crivello suggested applying identical axis scales to relevant charts comparing sites. J. Montgomery asked questions about the attendance metrics and how they are calculated (relating to the school calendar and reporting dates).

E. LCAP Approval and Federal Addendum

There were no questions or discussions about this topic. Final versions of the documents will be presented at the next board meeting.
Nora Crivello arrived.

F. 2019-20 Budget

A. Ortiz provided an overview of important budget elements. She explained Financial Crisis Management Action Team (FCMAT) funding formulae. N. Crivello and J. Montgomery asked questions regarding a new position added to the Support Office. K. Sved described the primary functions of the position. J. Montgomery discussed skill sets, organizational charts, and funding related to new positions. J. Montgomery offered best practices for utilizing teachers on assignment. She also presented outsourcing as a strategy for conserving resources. She recommended augmenting acronyms with full titles in documents.

III. Other Business

A. Facilities Update

This topic will be presented at the next board meeting.

B. Schedule Next Meeting

This item was not discussed during the meeting.

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:02 PM.

Respectfully Submitted,

Sean Martin