



**COMPASS**  
CHARTER SCHOOLS



# **Financial Services Division**

## **March 2021 Update**

**(855) 937- 4227**

**CompassCharters.org**

**COMPASS**  
CHARTER SCHOOLS



# Agenda

- Mission and Vision
- Division Update
- Community Providers Department Updates
- Finance Department Updates
- Operations Department Updates
- Q & A



# Our Mission and Vision

## **MISSION STATEMENT**

Our mission is to inspire and develop innovative, creative, self-directed learners, one scholar at a time.

## **VISION STATEMENT**

Our vision is to create a collaborative virtual learning community, inspiring scholars to appreciate the ways in which arts and sciences nurture a curiosity for life-long learning, and prepare scholars to take responsibility for their future success.



# Financial Services Impacts the WIG

*WIG: By focusing on scholar engagement, 100% of eligible scholars will graduate by the end of 2020-21 academic school year*

Finance & Accountability	Community Providers	Operations & Logistics
Finance will reconcile the general ledger every two weeks and evaluate the restricted fund spending to see it's on track for the proposed budget allocation. This will include LCP funds.	Ensure that we are quickly processing orders so that families have quick access to materials and services. The number of purchase orders per week matched to the % that are done correctly	Each department will quickly build knowledge and skill set with the SIS so that they can ensure their department's "relevant" info is in the SIS in a timely manner so that scholar info is accurate and usable to support scholars.



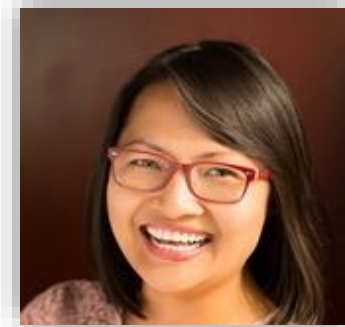
## Community Providers



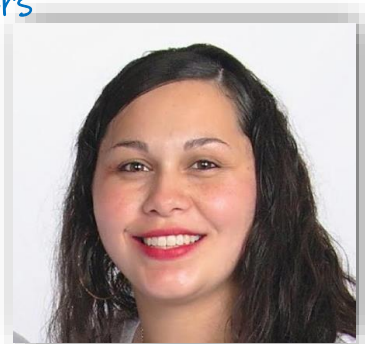
Jeanne Hlebo  
Director of Community  
Providers



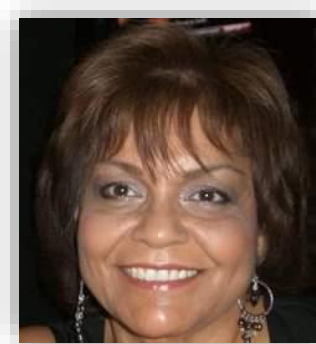
Donnell Tyler  
Community Providers  
Coordinator



Linh Le Has  
Community Providers  
Coordinator



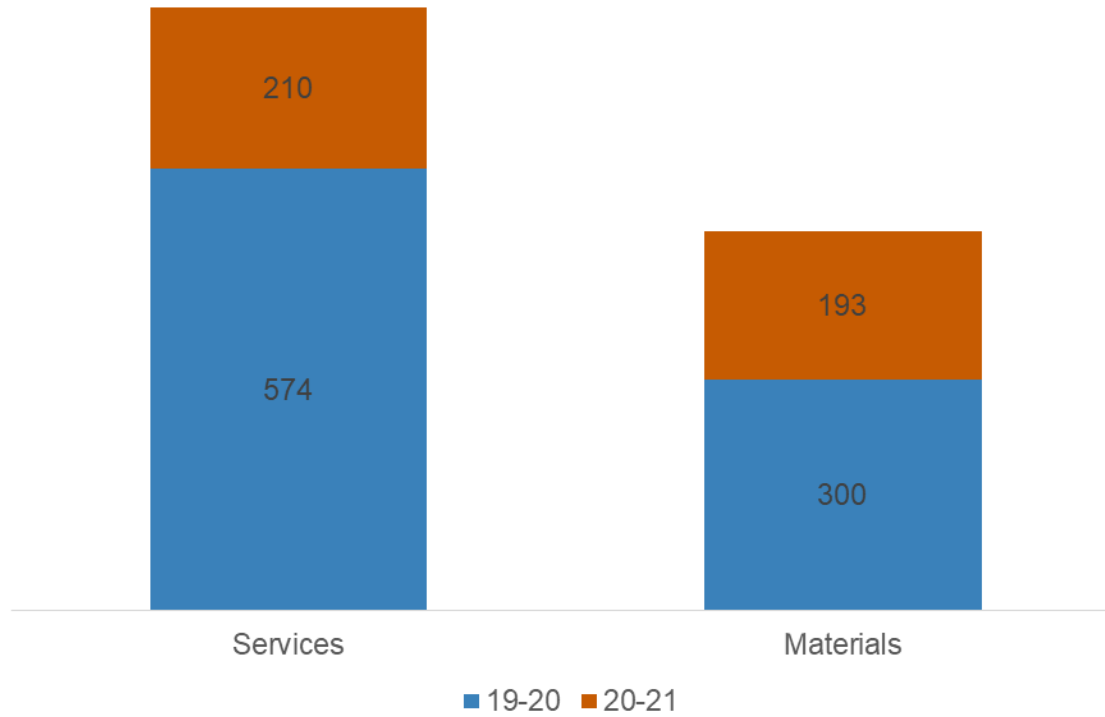
Brittany Simi  
Community Providers Liaison



Shirley Trivino  
Community Providers Liaison



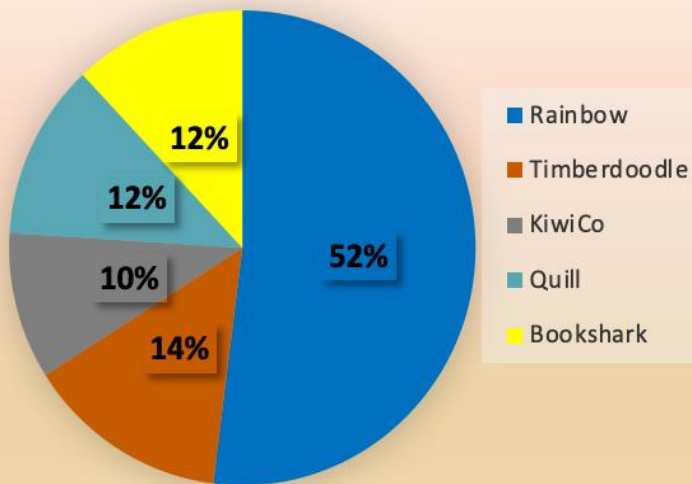
## CCS Approved Vendors



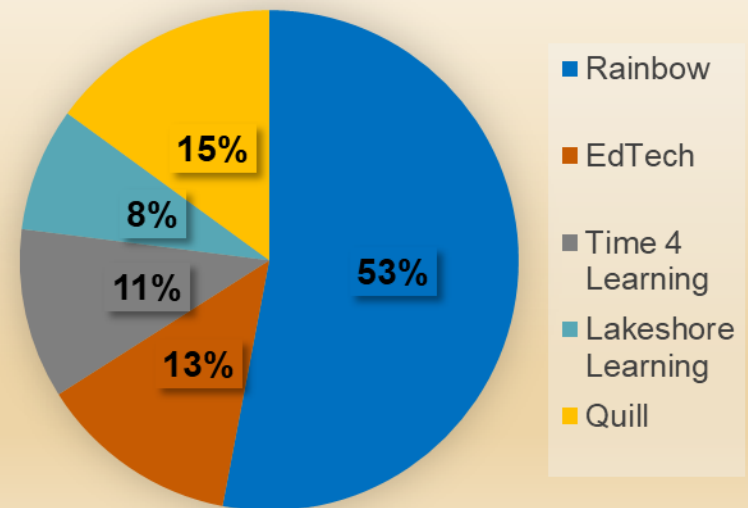


## Top Five Material Providers

### YTD as of 2/28/2021



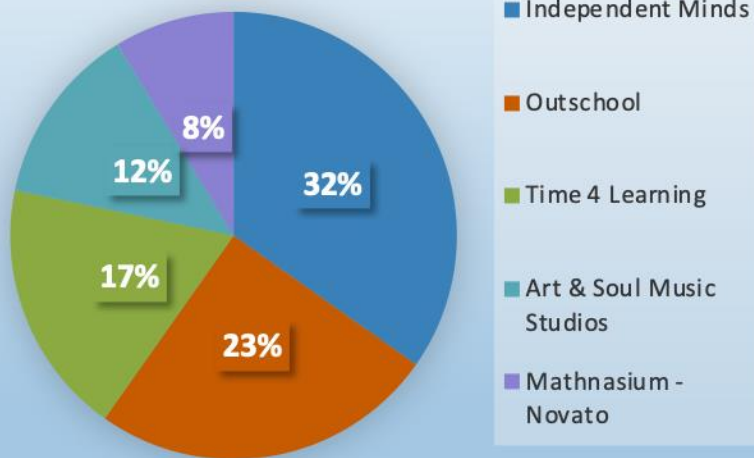
### 2019/2020 School Year



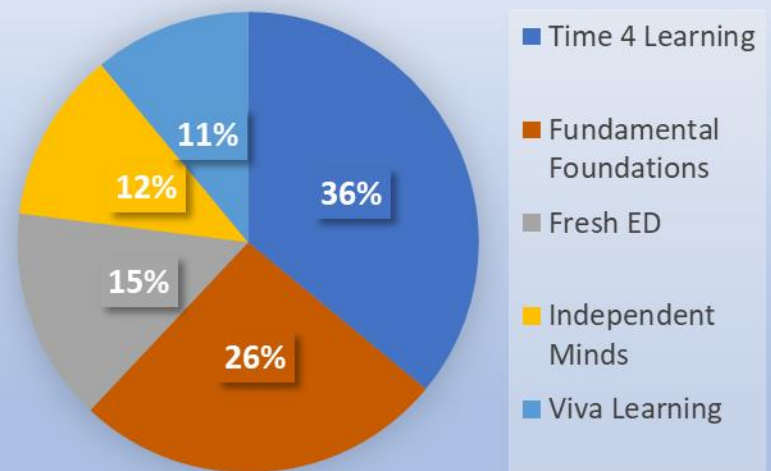


## Top 5 Service Providers

### YTD as of 2/28/2021



### 2019/2020 School Year







## Finance



Melissa Alcaraz  
Finance Coordinator



Nicole Sendejaz  
Logistics Coordinator

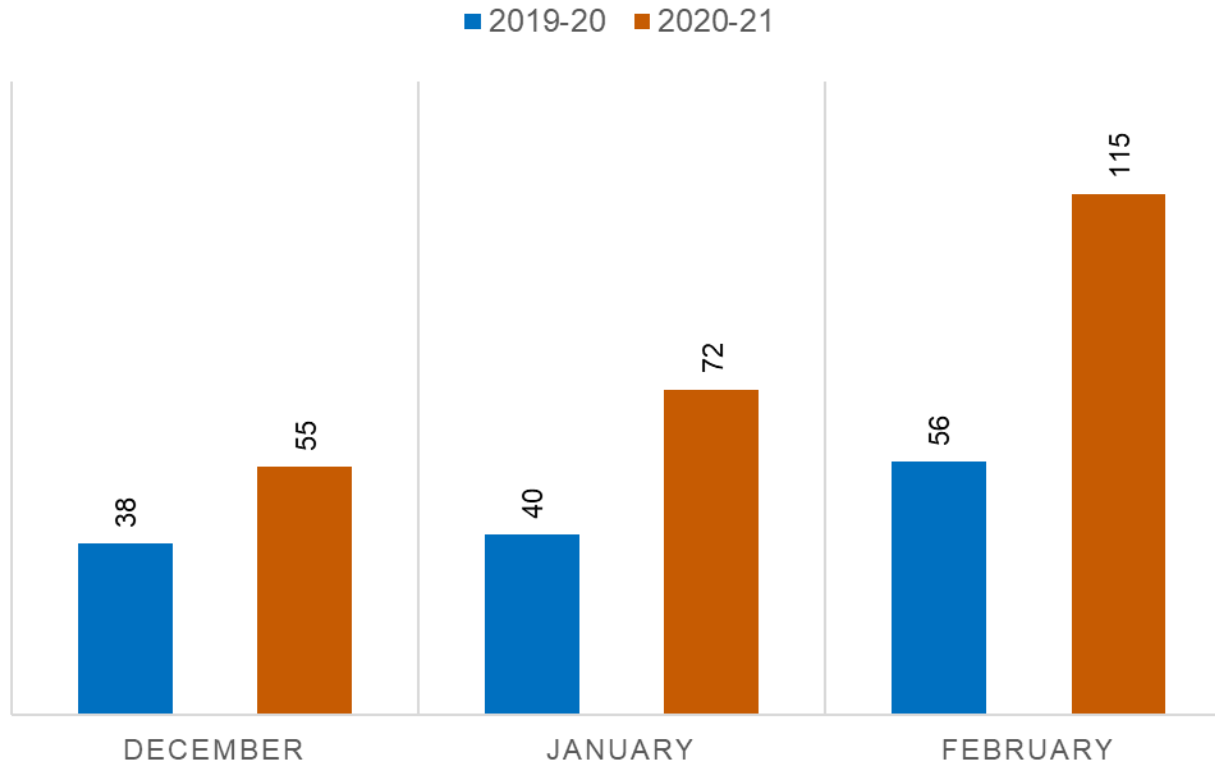


## Finance and Logistics

- Nicole Sendejaz, Logistics Coordinator is currently working on our 21-21 All Staff Retreat Logistics as well as her continued work assisting Community Providers, the Registration team and the Engagement department. Nicole is also the first point of contact when anyone calls CCS, providing them with information about our school or putting them in contact with staff who can assist them and answer their questions.
- Melissa Alcaraz, the Finance Department Coordinator primary focus is the processing of invoices, reconciliations, GL reviews. Melissa is responsible for tracking and reporting the WIG progress for the Finance department. Melissa has been working all year on tracking the restricted funds CCS receives, including all the Corona Relief Funds and Title Funds and she is also continuing her work towards her CBO certification.

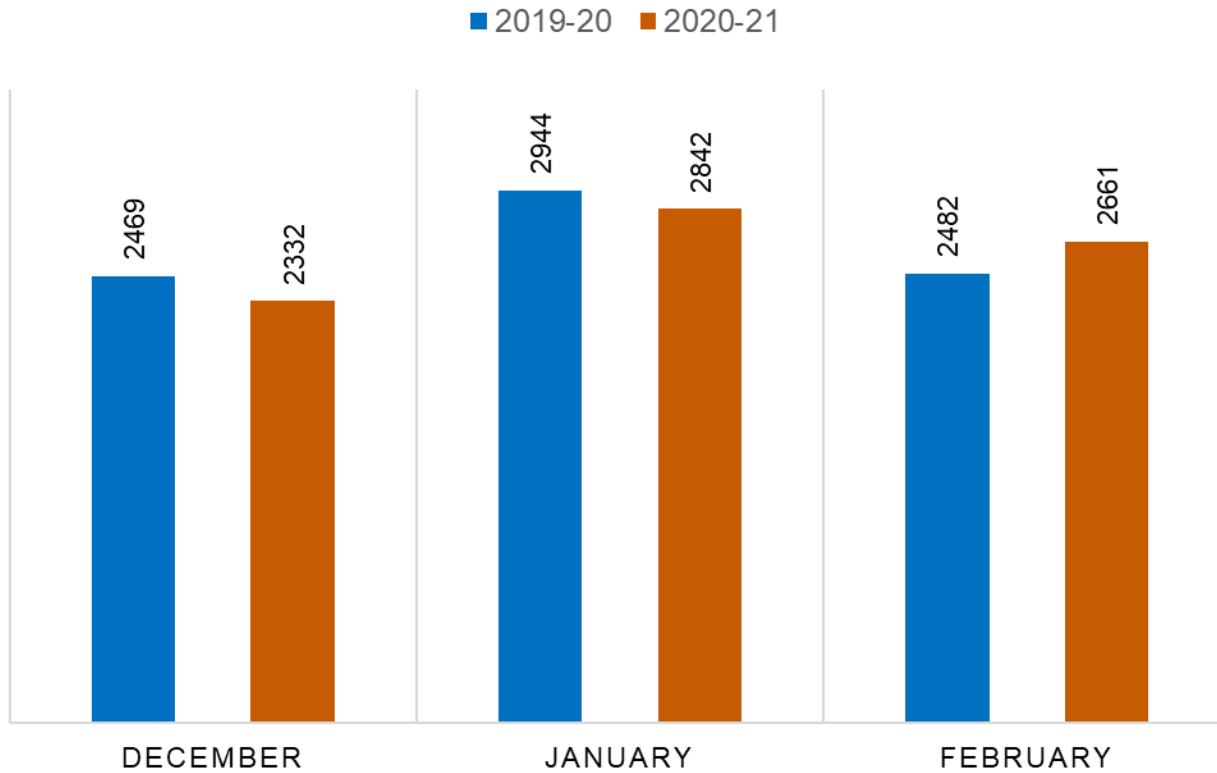


## CMO Invoices Processed as of 02.28.21



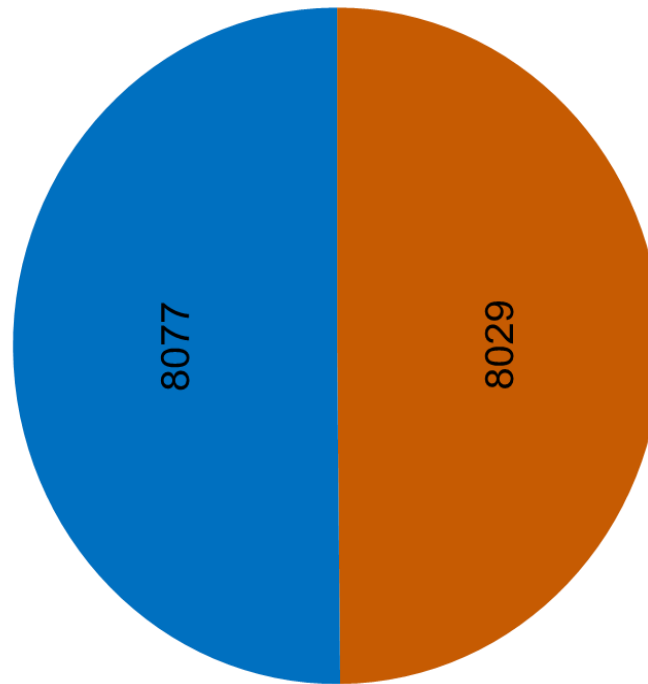


## Invoices Processed - Community Providers





## Total Invoices Processed as of 02.28.21



■ 2019-20 ■ 2020-21



## Operations



Danielle Gamez  
Director of Operations



Nora Barnhart  
Attendance  
Coordinator



Karla Gonzalez  
Registrar



Vanessa Plascencia  
Compliance  
Coordinator



## Registration



**Karla Gonzalez**  
Registrar



**Vanessa Beyer**  
Outreach  
Coordinator



**Arianne Machgan**  
Records Specialist



**Silvia Neri**  
Records Specialist



**Eli Berdugo**  
Enrollment  
Specialist



**Dario Eminente**  
Enrollment  
Specialist



**Corey Figueroa**  
Enrollment  
Specialist



## Scholar Support Technicians (SST)



Karina Barbosa



Taylor Castillo



Brooklyn Coney



Kimberly  
Constanza



Adriana Escobar



Jason Henry



Lindsey Woods





## Operations Department Update

**Danielle Gamez, Director of Operations** has been leading the growth of her department. Over the quarter, the Scholar Support Technicians (SST) have joined the Operations Department. Danielle has focused on building the team work and connections among the Operations Department, bringing all together to tackle challenges and brainstorm process improvement initiatives. During this time the SSTs have also expanded their expertise in multiple areas across Compass, serving as administrative support to targeted areas of need. SSTs have supported areas such as Community Providers, Compliance, Registration, Records, and Special Education. The Operations Department continues to find new and innovative ways to encourage collaboration across Compass.

**Compliance – Vanessa Plascencia, Compliance Coordinator** has been focused on data collection for CalPads Fall 2 reporting and streamlining communication with McKinney-Vento families to engage them in completing re-enrollment for the upcoming school year. Vanessa provides support in SIS maintenance. She reviews data in the SIS for anomalies on a monthly basis. The Compliance Coordinator has collaborated with the Registration Department in streamlining communication with current McKinney-Vento eligible families to promote engagement with our re-enrollment process for the 2021-22 academic year.

We are planning for the Pandemic-EBT card distribution by updating our CalPads data with current addresses and program records to ensure our eligible scholars receive their benefits seamlessly. The CDE is awaiting approval from USDA on their communication plan in order to roll out this program. Their target date to begin the first wave of distribution is April - July.



## Operations Department Update cont.

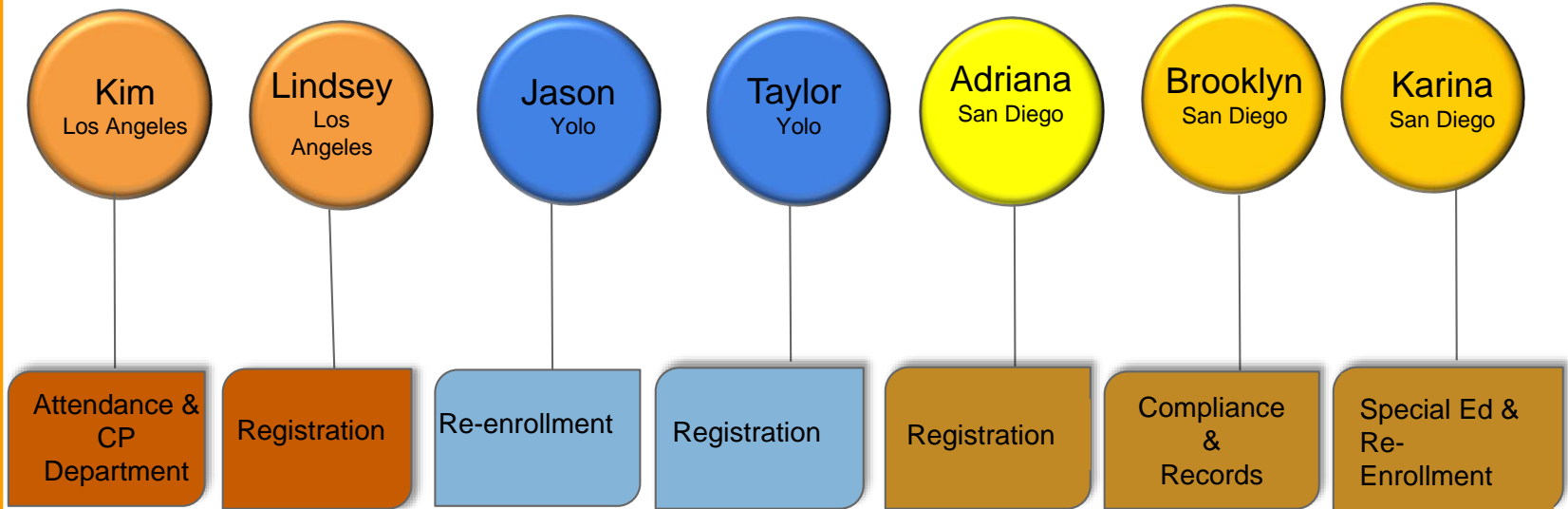
**Attendance – Nora Barnhart, Attendance Coordinator** has been expanding her knowledge of the attendance system in School Pathways and continues to update the attendance process as new information is learned. She has been working with the SSTs as they assist with reviewing the supervising teachers' attendance and have teachers make corrections as needed to ensure the attendance we have is accurate.

**Outreach – Vanessa Beyer, Outreach Coordinator** has joined the Operations Department under the Registrar. She has been committed to working with families on reenrollment and also participating in information sessions for prospective families.

**Registration – Karla Gonzalez, Registrar** has been working on creating and putting a plan in place for re-enrollment and 21/22 enrollment for new scholars. She has been calibrating and managing daily maintenance for Lotterease for scholars on the waitlist, Reg Online for scholars completing enrollment applications and SPSIS for active and withdrawing scholars.



## Scholar Support Technicians – areas of expertise



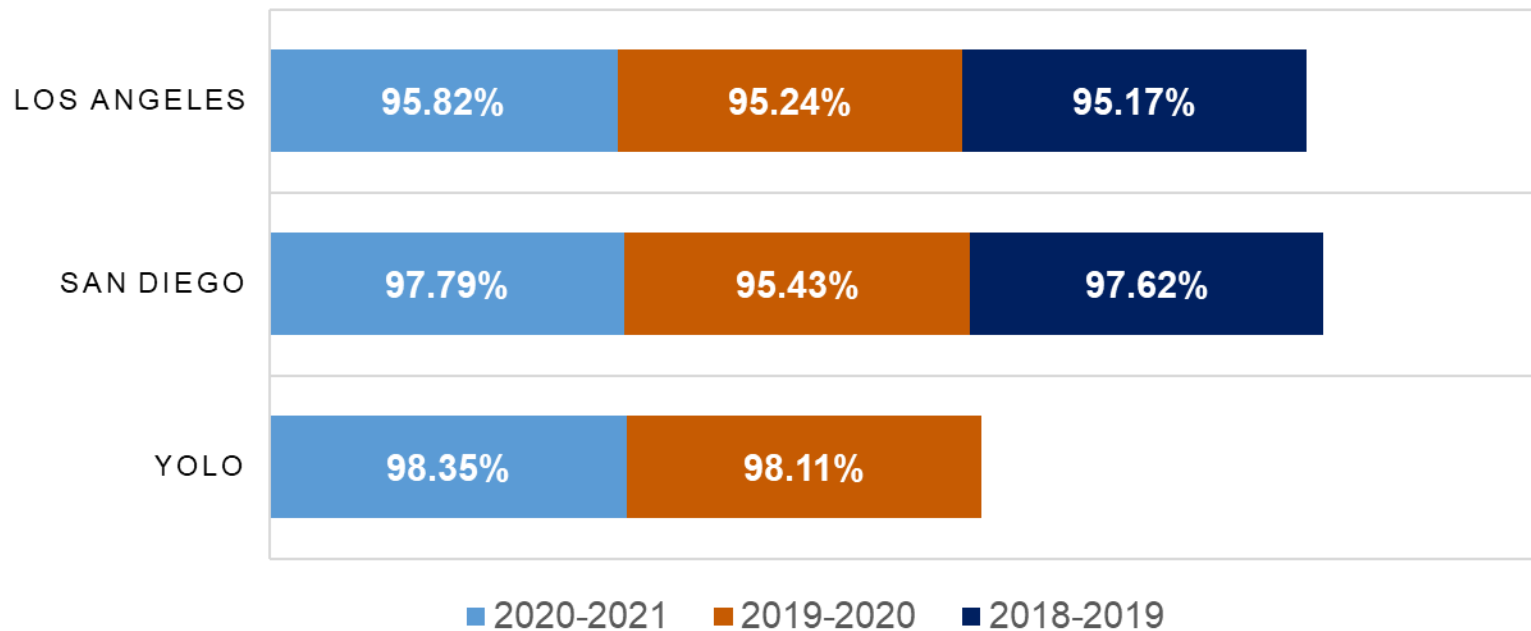
### All

- Attendance Review
- Maser Agreement Review
- Create Enrollment Records
- Assign scholar to supervising teacher rosters



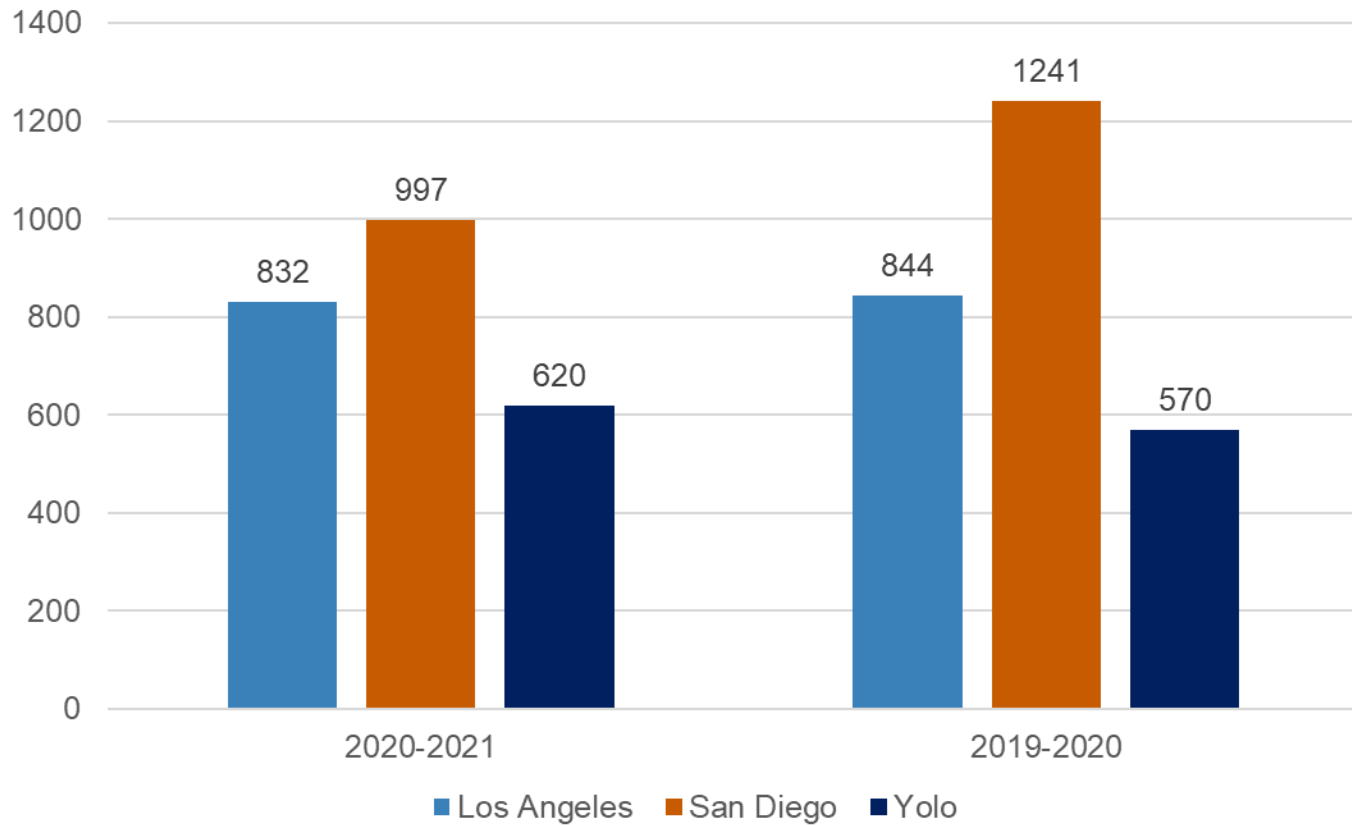
## ADA % OF PRESENT ATTENDANCE BY YEAR

GOAL- 97%



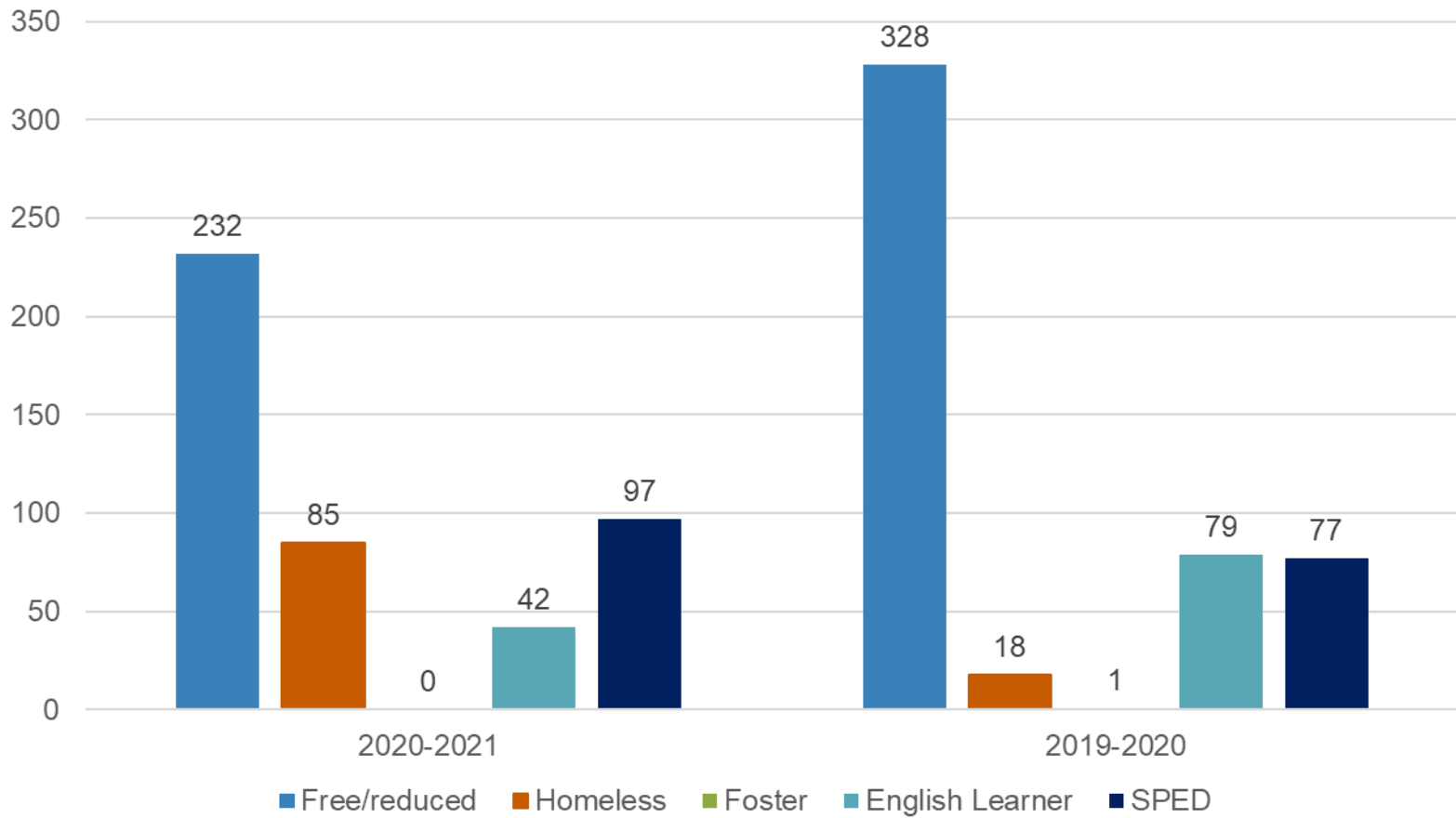


## Enrollment as of Census Day



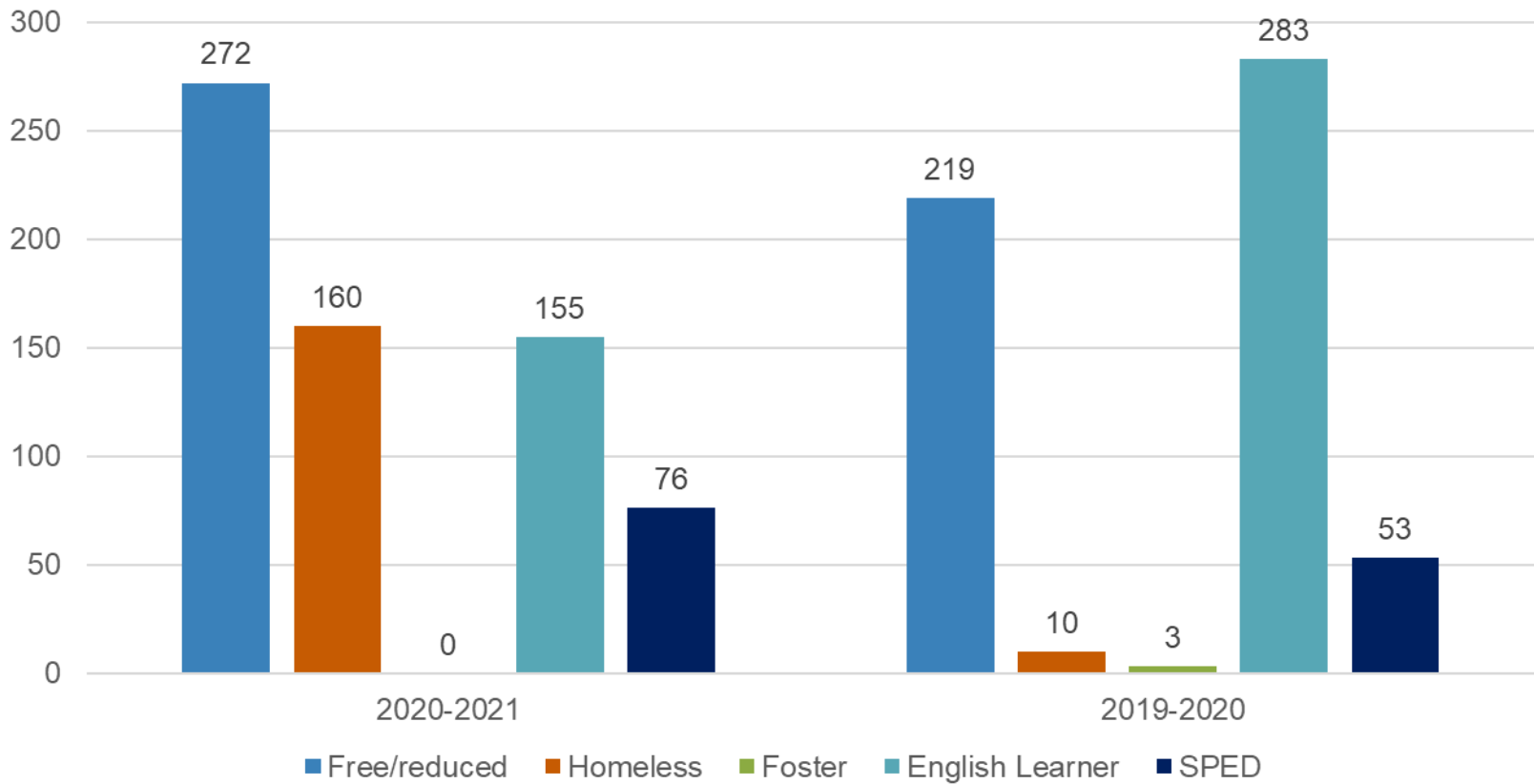


## CalPads Fall 1 Reporting – Special Programs CCS of Los Angeles



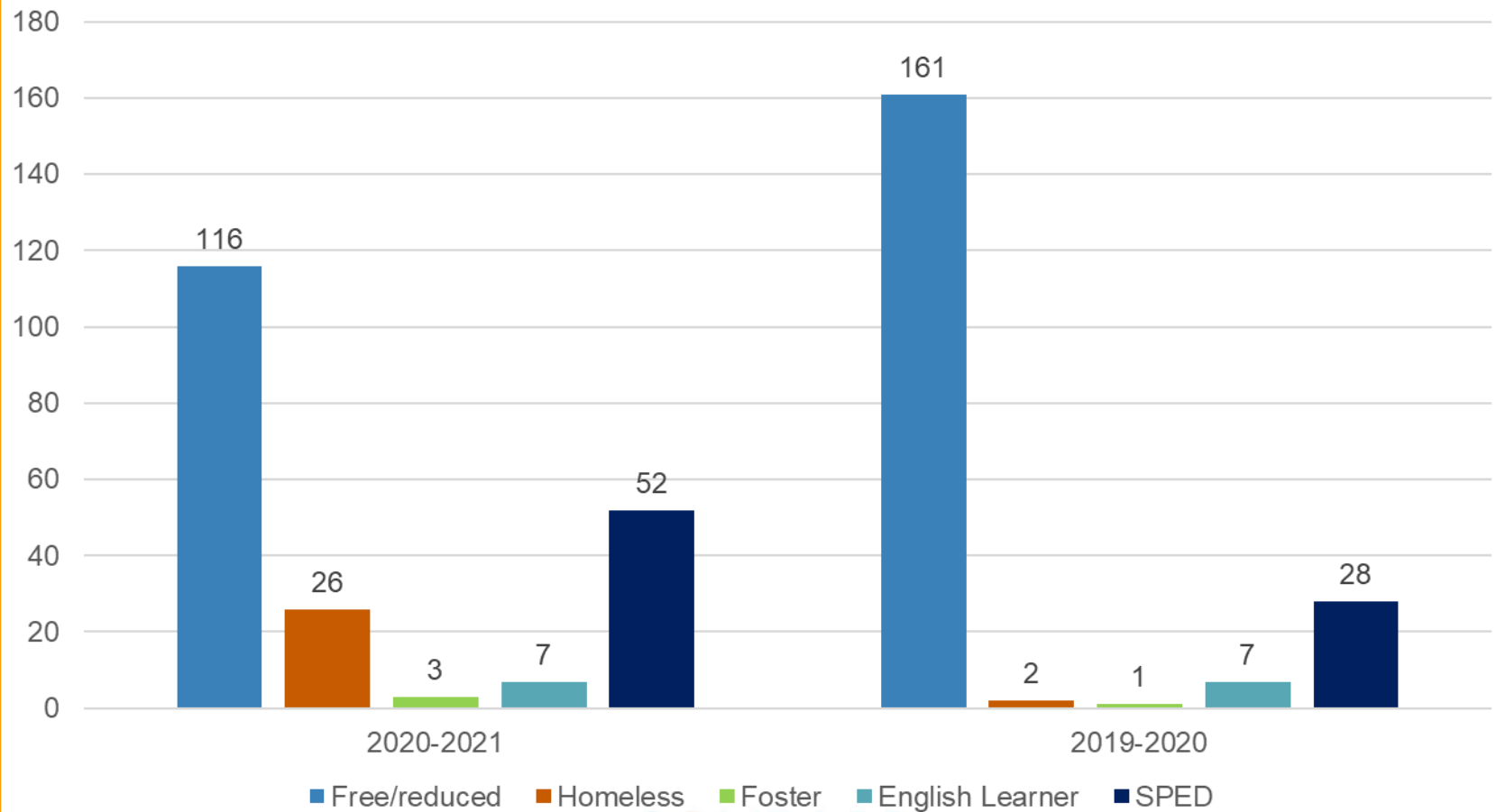


## CalPads Fall 1 Reporting – Special Programs CCS of San Diego





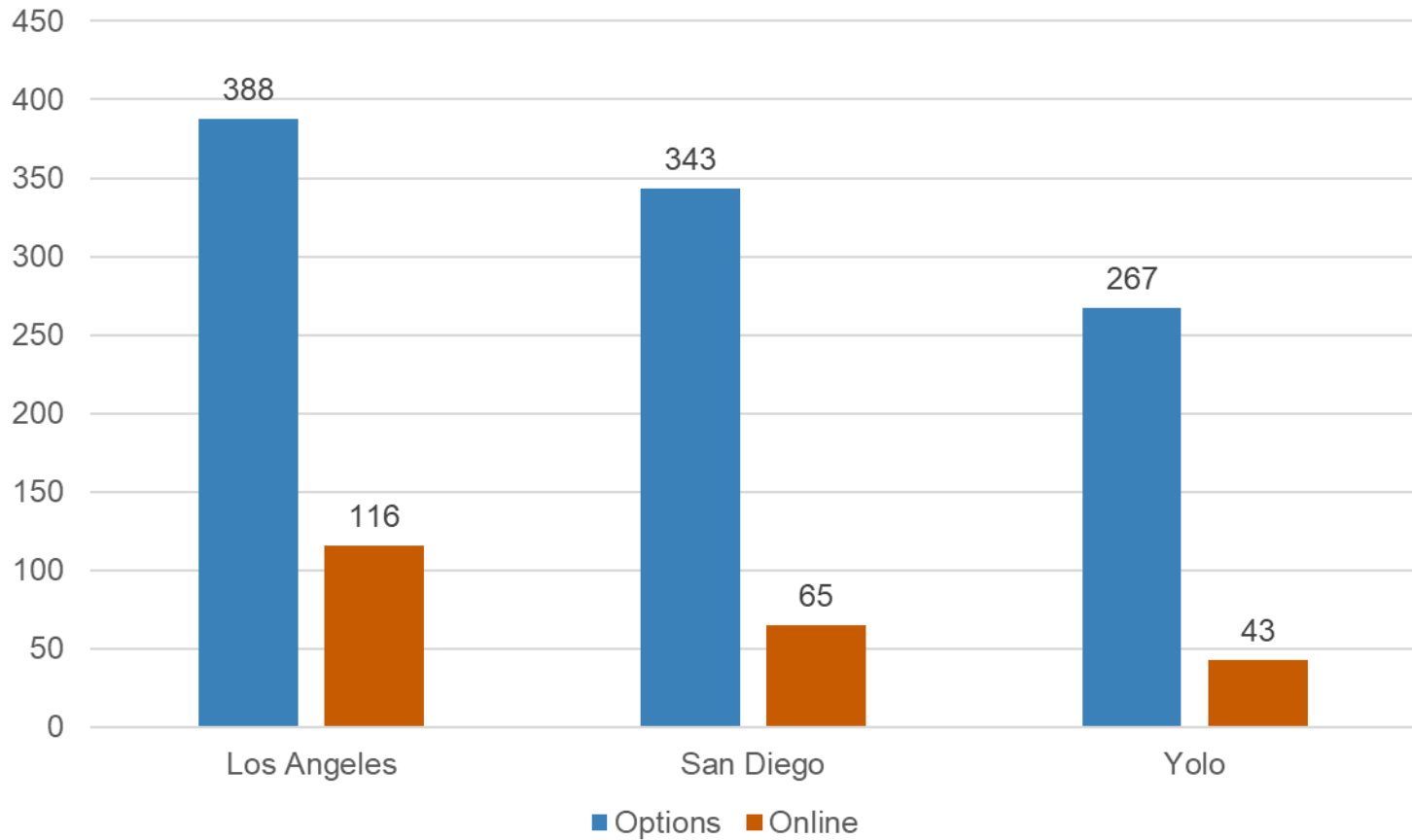
## CalPads Fall 1 Reporting – Special Programs CCS of Yolo





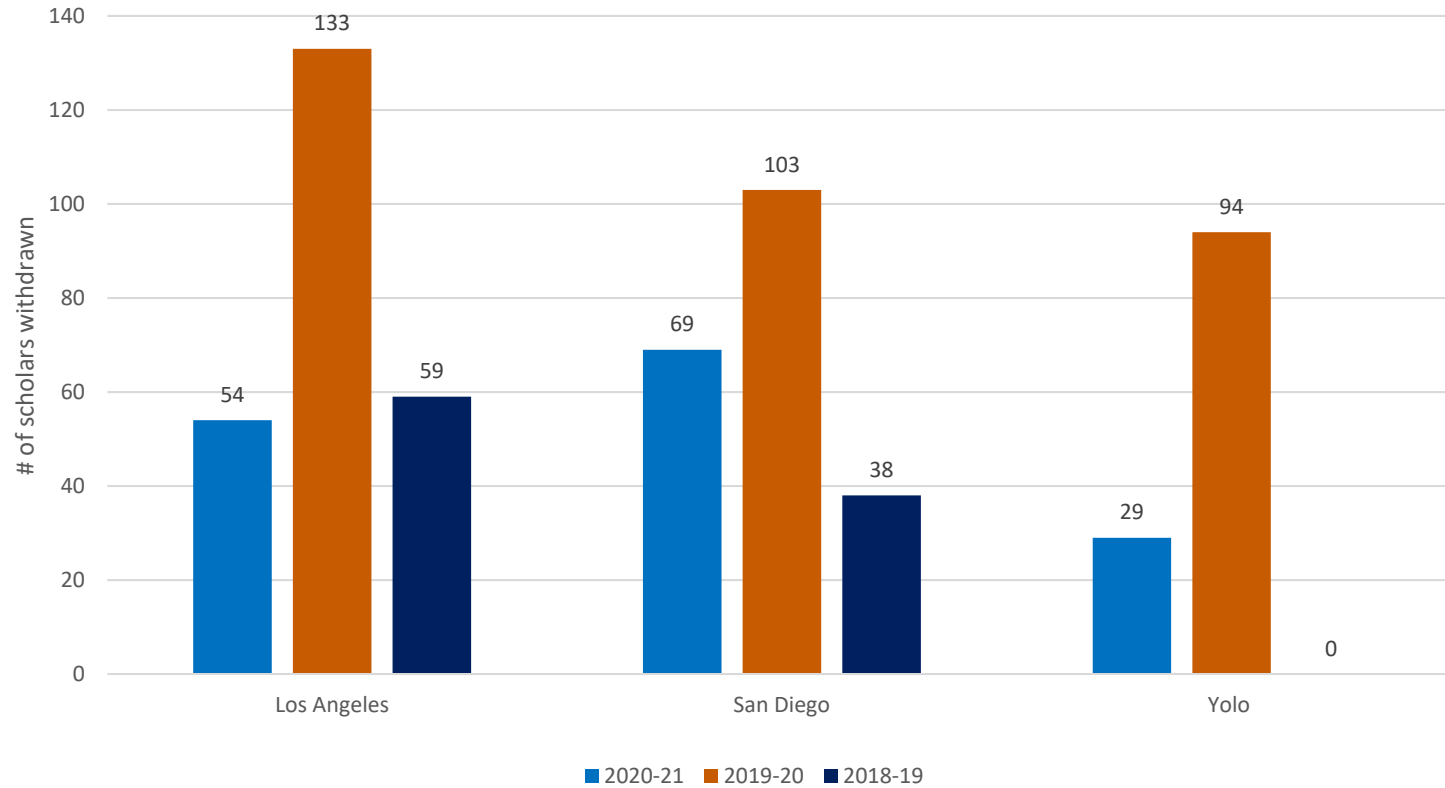


## Number of Scholar Applicants In Lotterease



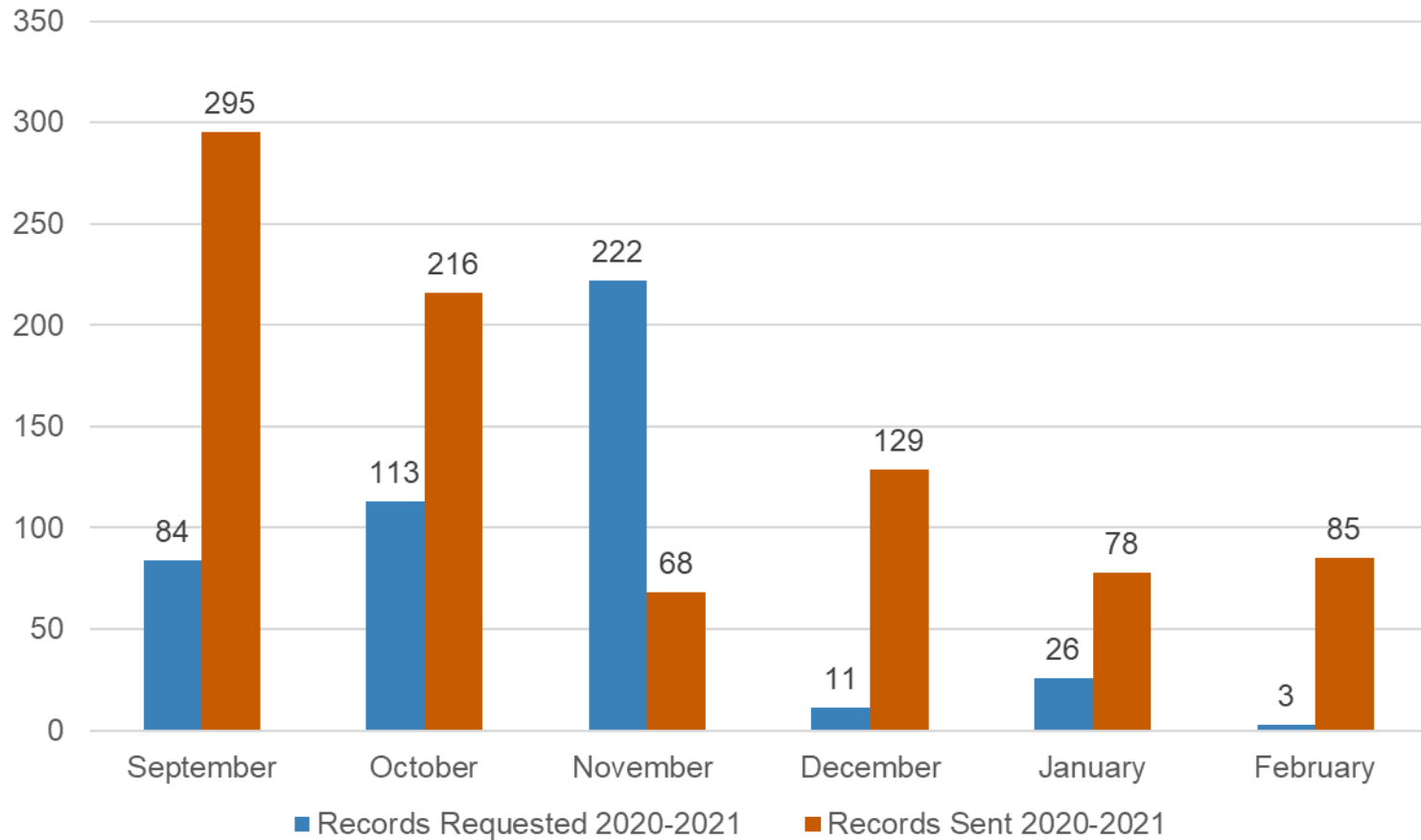


## Withdrawals by Charter as of February 28



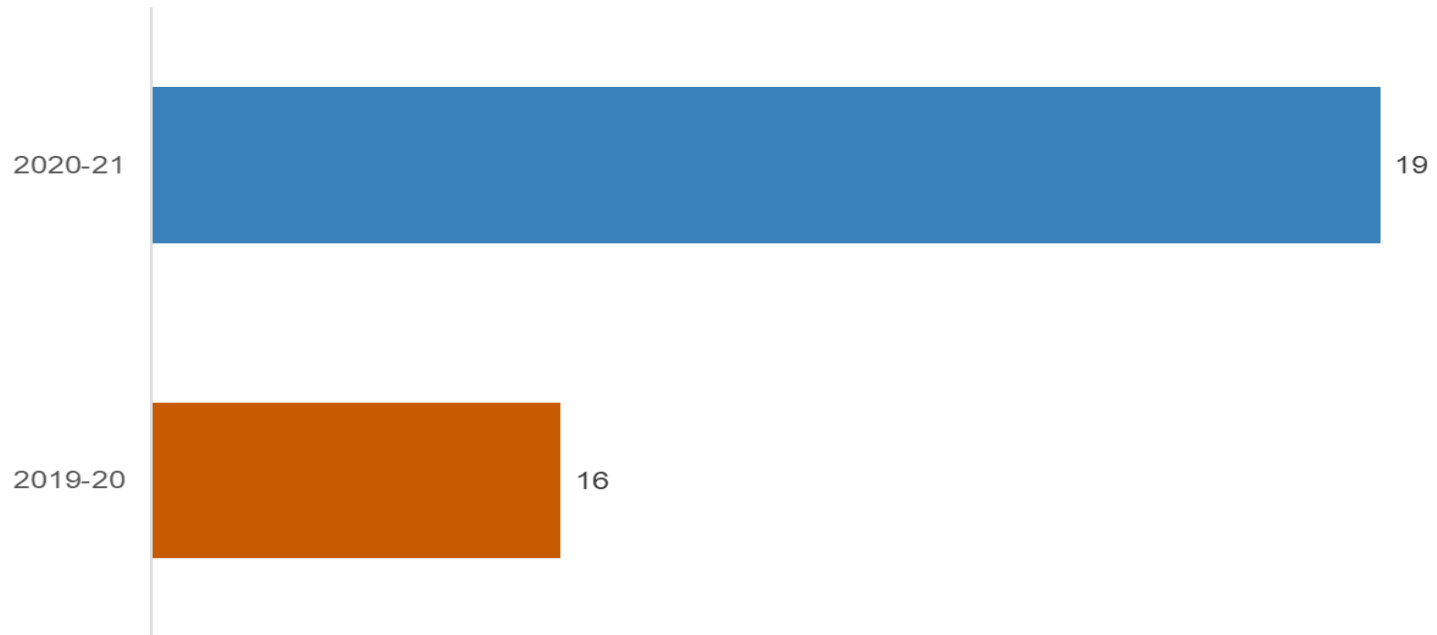


## Records Update





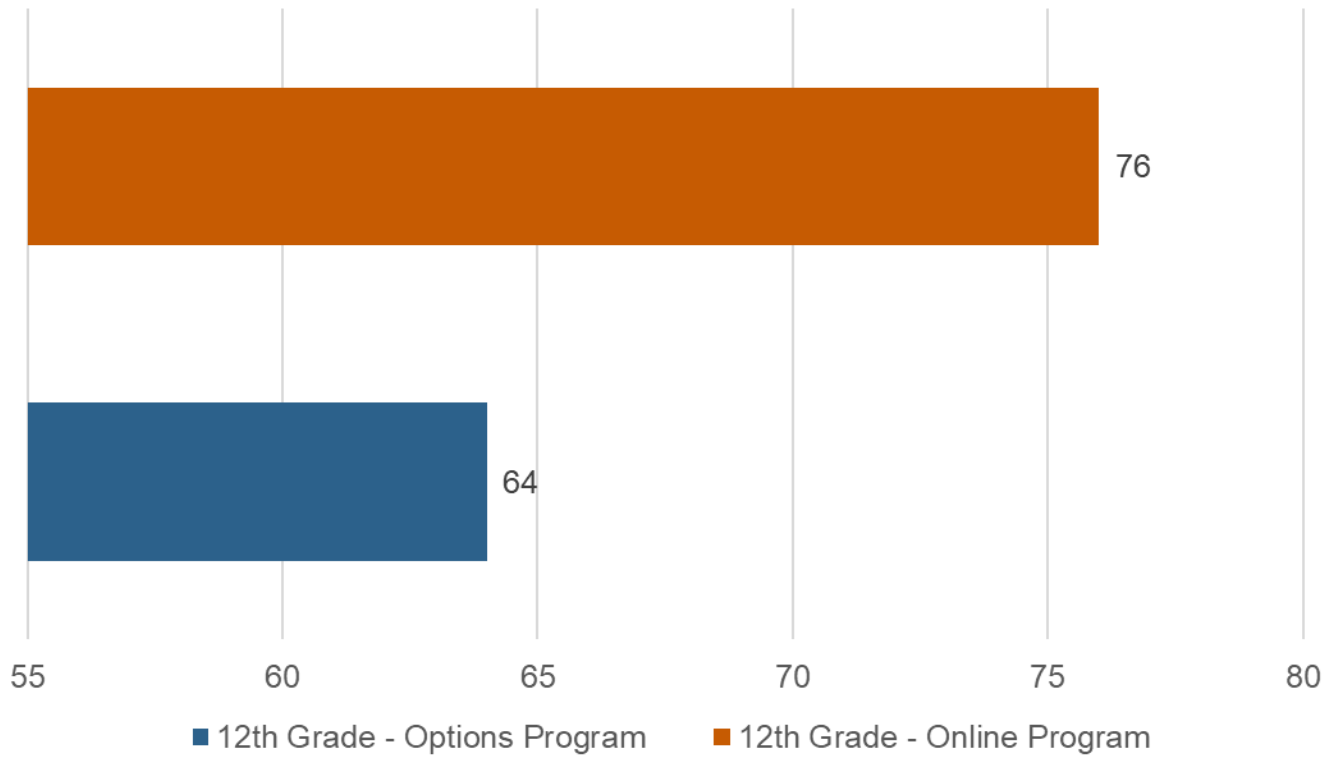
## Fall Graduates





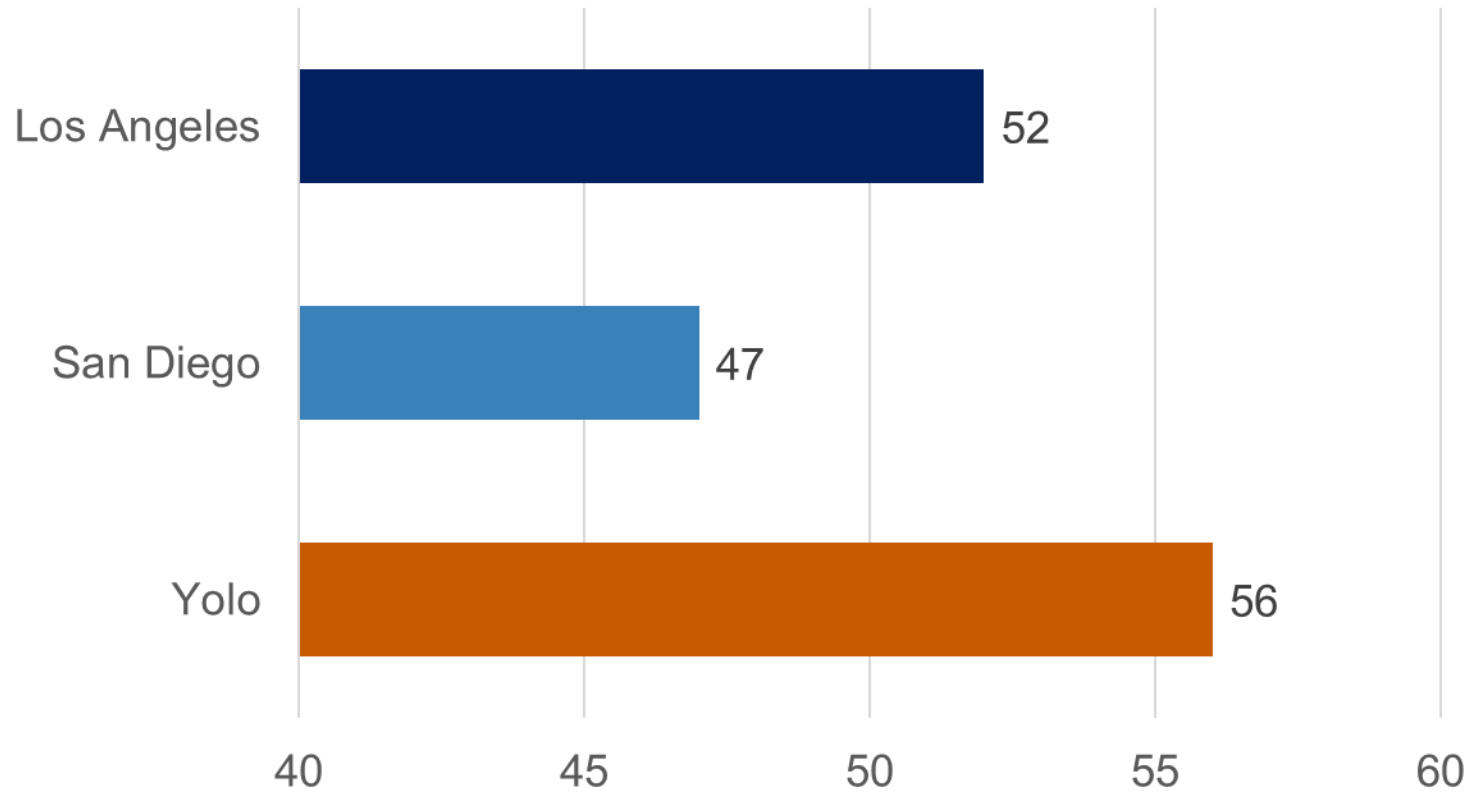
## Cal Grant Submissions

2020/2021



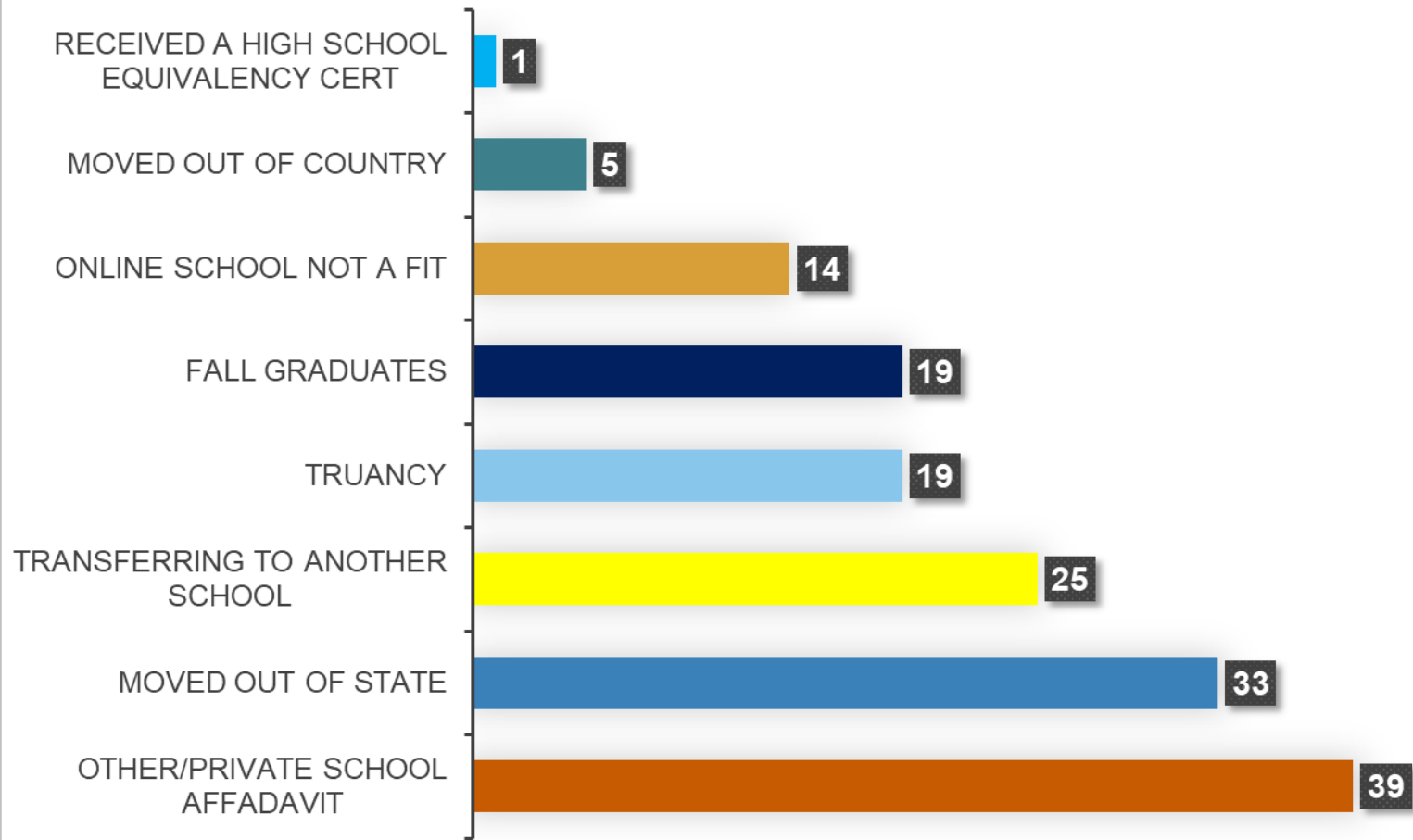


## Withdrawals December through February





## Withdrawal Trends





# Questions?



Contact:

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[lfishman@compasscharters.org](mailto:lfishman@compasscharters.org)

[@CCSCFO](#)