APPROVED

Academy of Arts & Sciences

Compass Charter Schools

Minutes

Finance Committee Meeting

Date and Time
Tuesday November 15, 2016 at 2:00 PM

AAS Central Office: 850 Hampshire Road, Suite P, Thousand Oaks, CA 91361
3305 Buckman Springs Road, Pine Valley, CA 91962
3625 Thousand Oaks Blvd., Suite 245 Westlake Village, CA 91362

Please join my meeting from your computer, tablet or smartphone.
https://global.gotomeeting.com/join/188967613
You can also dial in using your phone: (312) 757-3121 Access Code: 188-967-613

Addressing the Committee – Committee meetings are meetings of the Board of Directors and will be held in a civil, orderly and respectful manner. All public comments or questions should be addressed to the Committee through the Chair of the Committee. To ensure an orderly meeting and an equal opportunity for each speaker, persons wishing to address the Committee must send a Speaker Request Message through the form of a text message or chat box message to Miguel Aguilar, Executive Assistant to the CEO (805-807-8199). Messages must contain speaker name, contact number or email, and subject matter and sent prior to the beginning of the Public Comment section of the meeting. Members of the public may address the Committee on any matter within the Committee's jurisdiction and have **three (3) minutes each** to do so. The total time of each subject will be fifteen (15) minutes, unless additional time is requested by a Committee Member and approved by the Committee.

The Committee may not deliberate or take action on items that are not on the agenda. However, the Committee may give direction to staff following a presentation. The Chair is in charge of the meeting and will maintain order, set the time limits for the speakers and the subject matter, and

will have the prerogative to remove any person who is disruptive of the Committee meeting. The Finance Committee may place limitations on the total time to be devoted to each topic if it finds that the numbers of speakers would impede the Committee's ability to conduct its business in a timely manner. The Finance Committee may also allow for additional public comment and questions after reports and presentations if it deems necessary.

For questions or requests regarding accessibility, please call Miguel Aguilar at (805) 807-8199.

Committee Members Present
J. Cummings (remote), J. Lewis (remote), K. Granger (remote), L. Fishman (remote), M. Aguilar (remote)

Committee Members Absent
None

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

K. Granger called a meeting of the Finance Committee of Compass Charter Schools to order on Tuesday Nov 15, 2016 at 2:01 PM.

II. CONSENT ITEMS

A. Approval of November 15, 2016 Regular Meeting Agenda

L. Fishman made a motion to approve the consent items.
J. Cummings seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

K. Granger	Aye
J. Cummings	Aye
L. Fishman	Aye

B. Approval of the October 18, 2016 Regular Meeting Minutes

J. Cummings made a motion to approve minutes from the Finance Committee Meeting on 10-18-16 Finance Committee Meeting on 10-18-16.
L. Fishman seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

J. Cummings	Aye

Roll Call

L. Fishman Aye
K. Granger Aye

III. PUBLIC COMMENT

A. Public Comment

No Public Comment.

IV. REPORTS

A. Staff Report

Lewis mentioned formal presentations on our audit, revised Finance Policy and College Readiness Block Grant proposal would occur during New Business.

V. NEW BUSINESS

A. Review and Discussion of the October Financials

Discussion led by J.J. Lewis.

B. Review and Approval of Revised Board Finance Policy

Lewis provided an overview of the revised Finance Policy. Key revisions include language on the use of petty cash and credit cards.
K. Granger made a motion to approve the revised Board Finance Policy.
L. Fishman seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

J. Cummings Aye
L. Fishman Aye
K. Granger Aye

C. Review and Approval of College Readiness Block Grant Proposal

Lewis provided an overview of our College Readiness Block Grant proposal, which was prepared by the Counseling Services Department. A majority of the proposal is the development and deployment of an AVID Program.
J. Cummings made a motion to approve of College Readiness Block Grant Proposal.
L. Fishman seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

K. Granger Aye
L. Fishman Aye
J. Cummings Aye

D. Review and Approval of the 2015-16 Audit

L. Fishman made a motion to approve the 2015-16 Audit.
J. Cummings seconded the motion.
The committee **VOTED** unanimously to approve the motion.

Roll Call

J. Cummings	Aye
L. Fishman	Aye
K. Granger	Aye

Lewis reviewed the draft 2015-16 audit report, which was prepared by Christy White Associates. He led a discussion on the four (4) findings and Academy's response to those findings.

VI. 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 3:06 PM.

Respectfully Submitted,
M. Aguilar