

Regular Meeting Minutes
February 4, 2026

1. **Interim Executive Director Jennifer Hoover called the meeting to order at 5:04 p.m.**

2. **Roll Call –**

Board Committee Members: James Stark, Ekaterina Khmelniker

Board Committee Members Absent: Stephen Quadro

Guests: Jennifer Hoover, Becky Page, Brittany Galles, Ryan Sutton (remote)

3. **Minutes Approval –**

It was moved by James Stark and seconded by Ekaterina Khmelniker that the committee approve the December 3, 2025, meeting minutes.

(Ayes: 2, Noes: 0)

4. **Check Register Review –**

The committee reviewed the November and December 2025 check registers.

James Stark would like to see field trip account reconciliation during a Finance Committee meeting or offline to review and then could provide an update at the following Finance Committee meeting. The committee may invite Carol Evans to the next meeting.

The committee discussed CalCard credit card statements. Jennifer Hoover clarified all credit card statements get uploaded when check registers are generated. Jennifer has recommendations of what can be used as backup documents pertaining to when she approves all CalCard purchases.

Ekaterina Khmelniker pointed out that Golden Valley Charter Schools (GVCS) paid the oversight fee for last year. GVCS will ask CSMC where that will be reflected moving forward to reflect when it is paid.

5. **GVCS Fiscal Oversight Policy Review, Committee Feedback and Clarifications –**

The committee discussed identified sections of the Fiscal Oversight Policy to provide feedback, additional detail, and note areas for clarification as directed by the Board.

The committee discussed cross referencing governance policies when revising #4 on the list of revisions.

The committee discussed a control to ensure GVCS is not overspending on consultants, they would like to focus on visibility and seeing the trend. The check register does not show over or under the budget. They would like to see how GVCS is trending more during Finance Committee meetings and not just at interims. Would it be possible not to have to review the entire interim but just the problematic line items budget versus actuals? The committee suggested obtaining instructions on what specific portion to review and what settings to have implemented and then be able to review it themselves.

James suggested having an operating guide for the Finance Committee for when new members join. Ekaterina suggested reviewing substitutes, meals and SPED together with the check register review at each month's meeting.

Regular Meeting Minutes
February 4, 2026

The committee asked to email GVCS kindergarten teachers and cc principals to obtain feedback on kindergarten spending thresholds over previous years. Kindergarten budgets will remain the same, monthly spending thresholds will be \$500.00.

The committee discussed points for revision #2 on the list of revisions: adding controls and procedures pertaining to payroll.

The committee discussed points for revision #6 on the list of revisions: adding controls and procedures pertaining to CalCard spending limits.

6. **The committee recited the Motto of the Social Ethic –**
7. **Interim Executive Director Jennifer Hoover adjourned the meeting at 5:45 p.m.**

Jennifer Hoover, Interim Executive Director

Date

DRAFT