



# ST. SERRA STAFF SPOTLIGHT

March 5, 2023

## Ms. Cindy Melton



Meet Ms. Cindy Melton, who works primarily as a senior accountant in our Business and Financial Operations department and spends a portion of her time supporting our Information Systems department. Although Ms. Melton originally thought she wanted to be a teacher, this is the first time she is working for a school. A graduate of the University of La Verne with a degree in English and French, she initially went to work in accounting for Rockwell International because teaching jobs were scarce at the time. Through her work experience and additional education in accounting and business administration, Ms. Melton found herself landing a job as the controller for an advertising agency. There, she had oversight of the finance and human resources departments as well as administrative staff, and managed a team of eight employees. Her time at the agency spanned more than thirty years, during which she held responsibility for two software conversions. The agency eventually closed, and

Ms. Melton went on to manage all of the accounting functions for a mortgage company. She has also spent time as the accountant for a few small churches.

Having been at St. Serra now for almost a year, Ms. Melton feels that her background with various software programs and experience with all facets of accounting have helped her to succeed in her current position. She finds joy in working in a Christian environment; she loves walking by the chapel and reflecting pool each morning and hearing the Angelus at noon. Her favorite part of the day is traffic duty at 2:00 p.m., when she gets to help with the students in TK through second grade. "I love interacting with these students and keeping them safe," she shares.

Ms. Melton lives in Lake Forest with her son, Tim, and their two dogs - a pit/shepherd mix named Moose and a chihuahua mix named Ziggy. Weekends find them attending services at Calvary Chapel Foothill Ranch and walking their dogs at a nearby park. Ms. Melton has a passion for working with dogs, and volunteers regularly at the Pet Adoption Center in Lake Forest and the Irvine Animal Care Center. Last July, she and Tim walked in the Lake Forest parade with the Pet Adoption Center, along with a chihuahua named Bud.



Having varied responsibilities at St. Serra is something Ms. Melton appreciates. She says, "I enjoy learning new things and doing lots of different things keeps it interesting." Currently, she finds herself busy with accounting support for PTO events, as well as managing a few special projects on the technology side. "I am happy to help wherever I can," she affirms, "and [I] look forward to contributing to the school's success."