



Ceiba College Preparatory Academy

Board Retreat

Date and Time

Sunday October 16, 2016 at 10:00 AM PDT

Location

Santa Cruz Community Foundation: 7807 Soquel Drive, Aptos

Agenda

	Purpose	Presenter	Time
I. Opening Items			10:00 AM
A. Record Attendance and Guests			1 m
B. Call the Meeting to Order			1 m
C. Welcome and Overview of the Retreat		Dina Hoffman	5 m
D. Review and Approval of the Agenda	Vote	Dina Hoffman	1 m
E. Public Comment		Dina	5 m
II. Board Development			10:13 AM
A. Board on Track Introduction	FYI	Gina Fafard	30 m
1. Board on Track: purpose, structure, assessment results (What are our key areas of focus?)			
2. Brown Act			
3. Conflict of Interest Process; Form 700			
4. New Members On-Boarding Process			
5. Recruitment of Additional Members			
III. Ceiba Overview			10:43 AM
A. Ceiba Current and Future States	FYI	Annie Millar	15 m
1. Draft of the mission-level scorecard: How are we doing?			
2. Charter Promises: What did we say we would do?			
3. Moving Forward: What are our broad organizational goals?			

IV. New Board Structure			10:58 AM
A. Board on Track Recommended Committees	FYI	Gina Fafard	20 m
1. Academic Excellence: Josh Ripp 2. Development: ileana Brunetti 3. Finance: Annie 4. Governance (including Leadership Evaluation and Support): Dina			
B. Committee Structure	FYI	Gina Fafard	20 m
1. Goals and Key Areas 2. Committee Job Descriptions from BoT 3. Committee Composition			
V. Lunch			11:38 AM
A. Prep for the Next Activity	Discuss	Group Work	45 m
Work in small groups to brainstorm ideas for activities for each of the broad organizational goals from Section IIIA of the agenda.			
VI. Activities to Support Ceiba's Goals			0:23 PM
A. Gallery Walk and Prioritizing	Discuss	Annie Millar	86 m
We'll continue the work begun at lunch to brainstorm activities. Then, we'll identify the priorities. This work is leading to a strategic planning process.			
VII. Closing Items			1:49 PM
A. Preparation for the November Board Meeting	FYI	Annie Millar	5 m
1. Retreat Follow-up <ol style="list-style-type: none"> Board Committee Composition Board Calendar 			
B. Strategic Planning	FYI	Annie Millar	5 m
We plan to begin a strategic planning process in partnership with Board on Track in early 2017. The goal is to have a working three to five year plan to ensure that Ceiba's goals are met.			
C. Adjourn Meeting	Vote	Dina Hoffman	1 m