



# Ceiba College Preparatory Academy

## Regular Meeting of the Ceiba Board of Directors

### Date and Time

Tuesday August 15, 2017 at 5:00 PM PDT

### Location

260 W. Riverside, Watsonville, Conference Room 211

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:00 PM</b>
<b>A.</b> Record Attendance and Guests			
<b>B.</b> Call the Meeting to Order			
<b>C.</b> Approval of the Agenda	Vote	Damian Maldonado	2 m
<b>D.</b> Public Comment		Damian Maldonado	5 m
At this time, any person may address the Board on any item not listed on the agenda. Pursuant to the Brown Act, the Board cannot consider issues or take action on requests during this comment period.			
<b>E.</b> Approve Minutes	Approve Minutes	Damian Maldonado	2 m
Approval of the minutes from the 7/18/17 meeting.			
Approve minutes for Regular Meeting of the Ceiba Board of Directors (Agenda revised: 7/18/17 at 2:15pm) on July 18, 2017			
<b>F.</b> Consent Agenda	Vote	Damian Maldonado	2 m
1. Revision to the Ceiba College Preparatory Academy Graduation Requirements (last approval: 2/16/16): extends one semester of Health to two semesters of Health and describes college application process for students continuing to community college following graduation			
2. Revision to the CCPA Dual Enrollment Policy (last approval 7/15/17): eliminates specific mention of 'free periods' for students			
3. Fiscal Services Update: Summary of Warrant Register: July 2017			
4. Overnight Field Trip Request for Oregon/Washington College Trip			
<b>II. Reports</b>			<b>5:11 PM</b>
<b>A.</b> Associated Student Body and Activities	FYI	Jackie Alcala	10 m
<b>B.</b> Principal's Report	FYI	Josh Ripp	10 m
1. First Four Weeks of School			
* Back to School Night			
* Fast 40 Implementation			
* Edmentum Implementation: <i>Accucess</i> Credit Recovery			
* Senior Capstone Projects: areas of interest, mentors, expectations			

- \* Teacher Support and Evaluation
- \* Bi-weekly Grade Checks

## 2. Upcoming Events in the First Quarter

- \* ILP's
- \* Professional Development: Early release day on 8/16
- \* Parent Leadership

**C. Finance Report** FYI Daniel Ornelas 10 m

1. Update on 17/18
- \* Enrollment Update

2. July 2017 marks the beginning of a new Fiscal Services Update process. Instead of reviewing the bank statement for the prior month, the Board will review the following materials from Delta Managed Solutions:

- a. Narrative: a summary of major budget variances or changes that are known at the time of the report.
- b. Year-To-Date Budget vs. Actuals: a summary view of the current adopted budget compared to actuals and includes potential budget variance projections based on actual activity.
- c. Balance Sheet: Updated financial statement that summarizes assets and liabilities at a specific point in time
- d. Cash Flow: Updated monthly cash flow statement based on year-to-date actual activity with remaining fiscal year monthly projection
- e. Warrants: Review of the warrants ensures transparency as to what vendors have been paid over the course of the prior month

The Board will be asked to take action from here on out on approval of the Cash Flow and Warrants.

For the August, 2017 meeting, only the warrants are available as the transition to the new financial services provider is still underway. In September, year-to-date reports should be provided to the Board.

## 3. Update on 16/17

- \* Progress on the year-end close

**D. Executive Director Report** FYI Annie Millar 5 m

1. Staffing Update

**E. Finance Committee Report** FYI Gregory Davis 15 m

The Finance Committee will report on the 8/7/17 meeting.

**F. Academic Excellence Committee Report** FYI Josh Ripp 20 m

The AE committee is gearing up to meet to address the following topics:

1. Honors Classes
2. New classes added to Ceiba's schedule this year: Computer Science, CollegeSpring (re-name of Junior Seminar), College and Career (re-naming of Senior Seminar), Environmental Sociology
3. Consideration of offering a non-A-G diploma (Is it consistent with the Charter)
4. Program Monitoring (implementation, fine-tuning, evaluation)

- \* Fast 40
- \* Edmentum

## III. Action Item

**6:21 PM**

**A. Ankur Luthra, Board Member, Resignation** Vote Damian Maldonado 5 m

Board Chair and Executive Director received Mr. Luthra's written resignation on 8/9/17. The Board will express it's appreciation of his contribution to the Ceiba Public Schools Board and discuss plans to continue to recruit and bring new board members on board.

**B. Authorization for Executive Director to** Vote Annie Millar 5 m  
**Appoint Administrative Panel Members for**  
**Expulsion Panel**

The guiding document for the expulsion process is the charter (excerpt attached). A description of the expulsion process is on pages 75 to 81.

The authority to expel (page 75) reads as follows:

A student may be expelled either by the Charter School Board of Directors following a hearing before it or by the Charter School Board of Directors upon the recommendation of an Administrative Panel, to be assigned by the Board of Directors as needed. The Administrative Panel should consist of at least three members who are certificated and neither a teacher of the pupil or a member of the Charter School Board of

Directors. The Administrative Panel may recommend expulsion of any student found to have committed an expellable offense. members or the Board authorizes the Executive Director to appoint the administrative panel members.

The Executive Director recommends that an Administrative Panel be convened to conduct hearings and to make recommendations to the Board of Directors rather than the Board of Directors conducting the hearing.

Regarding the appointment of the Administrative Panel, there are two options: that the Board appoints the administrative panel or the Board authorizes the Executive Director to appoint administrative panel members. The Executive Director requests authorization from the Board to appoint administrative panel members for expulsion panels.

#### **IV. Closed Session**

**6:31 PM**

<b>A. Public Comment on Closed Session</b>	FYI	Damian Maldonado	5 m
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At this time, any person may address the Board on any Closed Session item or any item not listed on the agenda before Closed Session. Pursuant to the Brown Act, the Board can no consider issues or take action on requests during this comment period.

Following Closed Session, a public report will be made to acknowledge action taken on confidential issues without reference in regards to individuals or worksites.

<b>B. Closed Session</b>	Discuss	Damian Maldonado	15 m
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The Closed Session agenda may include items to consider and/or take action on issues regarding personnel, litigation, property and/or student discipline. Examples include:

- \* Personnel Issues
- \* Litigation
- \* Property
- \* Student Discipline

1. Anticipated Litigation

Significant exposure to litigation pursuant to subdivision (b) of Section 5496.9: 1 case

#### **V. Reconvene from Closed Session**

**6:51 PM**

<b>A. Report from Closed Session</b>	FYI	Damian Maldonado	2 m
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#### **VI. Closing Items**

**6:53 PM**

<b>A. Items for Future Board Agenda</b>	FYI	Damian Maldonado	5 m
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1. Board Committee Reports: Finance, Academic Excellence, Governance
2. Ceiba Public Schools Foundation Report
3. Joint CPS and CPS Foundation Meeting
4. Board Retreat
5. Executive Director Evaluation

<b>B. Adjourn Meeting</b>	Vote	Damian Maldonado	1 m
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