



Ceiba College Preparatory Academy

Regular Meeting of the Ceiba Board of Directors

Date and Time

Tuesday September 19, 2017 at 5:00 PM PDT

Location

260 W. Riverside, Watsonville, Conference Room 211

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:00 PM
A. Record Attendance and Guests		Damian Maldonado	1 m
B. Call the Meeting to Order		Damian Maldonado	1 m
C. Approval of the Agenda	Vote	Damian Maldonado	2 m
D. 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.			
E. Approval of Board Minutes	Vote	Damian Maldonado	2 m
Approval of minutes from 1. Regular Board Meeting: 8/15/17 2. Special Board Meeting: 9/12/17			
F. Consent Items	Vote	Damian Maldonado	2 m
1. Change to 17/18 Family Handbook regarding eligibility for participation in extracurricular activities including athletics 2. Change to Independent Study policy 3. Disposal of Surplus Materials			
II. Reports			5:13 PM
A. ASB and Student Activities Report	Discuss	Jackie Alcala	8 m
1. Quarter 1 Highlights: Homecoming, Young Men of Color Gathering 2. Intercession: Trip to Mountain View High School, College Overnight Trip postponed to Spring Intercession 3. Quarter 2 Upcoming Activities			
B. Parent Leadership	Discuss	Josh Ripp	8 m
Parent Leaders will report on their two meetings held this year:			

Saturday, August 19, 2017

Saturday, September 16, 2017

Parent Leadership meets monthly to cover items of interest to parents and guardians. The group divides into three workgroups and parents/guardians self-select their participation:

1. Fast 40 and Student Achievement
2. LCAP, ELAC and Other Compliance Items
3. School Climate, Culture and Classroom Environment

C. Operations Report Discuss Daniel Ornelas 8 m

1. Enrollment and Attendance: Current enrollment numbers as well as attendance reporting to date will be shared with the Board. The 17/18 budget was originally based on ADA (average daily attendance) of 499.55 based on a projected enrollment of 515 students.
2. Facilities: report on work completed on the building since 7/1/17
3. Athletics: Fall Sports

D. Fiscal Services Report Vote Damian Maldonado 10 m

Jodi Jones, from Delta Managed Solutions, will join via phone for the first official monthly presentation on CPS finances. The first report is attached. It is not 100% complete because the transfer of all data between 16/17 and 17/18 and the two providers is not yet complete. A full report will include:

1. Narrative: summary of major budget variances or changes that are known at the time of the report
2. Year-To-Date Budgets v. Actuals: a summary view of the current adopted budget compared to actuals and including potential budget variance projections based on actual activity
3. Balance Sheet: updated financial statement that summarizes assets and liabilities at specific point in time
4. Cash Flow: updated monthly cash flow statement based on year-to-date actual activity with remaining fiscal year monthly projection
5. Warrants: review of what vendors have been paid over the course of the prior month

The Board will be asked to approve monthly updates of both the summary of the warrant register and the cash flow.

The monthly personnel report will be provided to the Board at the meeting.

E. Finance Committee Report Discuss Gregory Davis 8 m

The Finance Committee will report on its 9/7/17 meeting including the state of cash flows, revenue and expenditures for the 17/18 school year.

Upcoming tasks:

- * Compensation Study (salary, benefits, work year, housing)
- * 403b recommendation to the Board
- * Fiscal Services Manual recommendation to the Board
- * Obtaining a line of credit for CPS
- * Memo of Understanding with PVUSD recommendation to the Board
- * Reserve Study
- * Evaluation of Fiscal Services

F. Academic Excellence Committee Report Discuss Josh Ripp 8 m

The Academic Excellence Committee will report on its most recent meeting, held on 9/11/17.

G. Principal's Report Discuss Josh Ripp 8 m

1. MAP Test Results
2. Fast 40
3. Intersession

H. Executive Director Report Discuss Annie 4 m

1. Board Member Invitation to visit Ceiba
2. Strategic Planning: expansion, multi-year planning (finances, succession for leadership and Board, role of Foundation)

I. Foundation Report Discuss ileana Brunetti 8 m

Community Development Manager, ileana Brunetti, will update the CPS Board on Foundation activities for the first quarter.

III. Action Items

6:23 PM

A. CPS Foundation Board Member Nomination Vote ileana Brunetti 2 m

The CPS Board is asked to approve the nomination of Dr. David Hunter for Board member of the CPS Foundation. His resume is attached.

B. Resolutions for Signing Authority	Vote	Annie Millar	2 m
1. 403b			
2. Credit Card			
C. Policy for Work Study	Vote	Annie Millar	2 m
There is a need to provide stronger career-college connections for students. The proposed work-based learning policy would allow qualifying students to earn credit while working. This would be available on a limited basis to students who fit certain criteria (at risk of not graduating, ahead in credits and have one or more unassigned periods or other students as needed).			
D. Policy for Volunteer Drivers	Vote	Annie Millar	5 m
E. Revised Attendance Policy	Vote	Annie Millar	5 m

IV. Closed Session

6:39 PM

A. Public Comment on Closed Session	Discuss	Damian Maldonado	5 m
B. Adjourn to Closed Session	FYI	Damian Maldonado	1 m
C. Consideration of Student Expulsion	Vote	Annie Millar	10 m
D. Conference with Legal Counsel	Discuss	Damian Maldonado	10 m

V. Closing Items

7:05 PM

A. Reconvene from Closed Session	FYI	Damian Maldonado	2 m
B. Items for 10/17/17 Regular Board Meeting	Discuss	Damian Maldonado	5 m
C. Adjourn Meeting	Vote	Damian Maldonado	1 m