



Ceiba College Preparatory Academy

Finance Committee Meeting

Date and Time

Monday January 8, 2018 at 11:00 AM PST

Location

260 W. Riverside Dr., Watsonville (Conference Room 211)

Agenda

	Purpose	Presenter	Time
I. Opening Items			11:00 AM
A. Record Attendance and Guests		Gregory Davis	1 m
B. Call the Meeting to Order		Gregory Davis	2 m
C. Approve Agenda	Vote	Gregory Davis	1 m
D. Review and approve minutes	Approve Minutes	Daniel Ornelas	2 m
11/6/17			
Approve minutes for Finance Committee Meeting on November 6, 2017			
II. Finance Committee Items			11:06 AM
A. CPS Business/Operations	Discuss	Daniel Ornelas	45 m
1. CPS Financials: 1st Interim			
2. CPS Audit Wrap-up			
3. 403b Update			
4. Enrollment/Attendance Update			
5. Building Update: Winterization; Maintenance; Custodial			
B. Ceiba Business/Executive Director	Discuss	Annie Millar	25 m
1. Science Classroom Remodel			
2. Compensation Study Process			
3. Budget Development for 18/19			
4. Articulation with Academic Excellence Committee			
C. Loss Monitoring	Discuss	Annie Millar	15 m
D. Fiscal Services Procedures	Discuss	Annie Millar	10 m
1. Manual including Fiscal Services Policies			
* Lifecycle			
* Requisition Process			
* Cash and Check Handling			

2. Plan to evaluate Financial Services Provider

E. SY 17/18 CPS and CPS Foundation Business	Discuss	Annie Millar	5 m
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1. Scheduling Joint CPS and CPSF meeting
2. CPSF Tax Returns
3. CPSF Audit Update
4. Foundation/CPS Operating Agreement
5. Foundation Financial Report
6. Foundation Insurance
7. CPS and CPSF Operating Agreement

III. Closing Items

0:46 PM

A. Planning for Next Finance Committee Meeting	Discuss	Gregory Davis	5 m
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1. Scheduling
2. Agenda Items

B. Prep for the Board Meeting: 1/16/18	Discuss	Gregory Davis	5 m
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What are key issues and questions we want to bring to the Board?

C. Adjourn Meeting	Vote	Gregory Davis	1 m
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