



Ceiba College Preparatory Academy

Finance Committee Meeting

Date and Time

Thursday November 8, 2018 at 4:00 PM PST

Location

260 W. Riverside Drive, Watsonville, CA (Conference Room 211)

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:00 PM
A. Record Attendance and Guests		Gregory Davis	1 m
B. Call the Meeting to Order		Gregory Davis	2 m
C. Public Comment		Gregory Davis	5 m
The public is welcome to make comments on items not on the agenda during this time. The Finance Committee will hear them as input, but can not respond or take action on them.			
D. Approve Agenda	Vote	Gregory Davis	1 m
E. Approval of Minutes	Vote	Gregory Davis	5 m
II. 18/19 Budget			4:14 PM
A. Food Service	Discuss	Daniel Ornelas	20 m
1. Implementation of Breakfast Program: budget, staffing, goals			
2. RFP Contract Process for Food Service: update			
3. How to increase participation in the National School Lunch Program: brainstorm and develop a plan in conjunction with Wellness Committee			
B. Review of the Current Monthly Update from DMS	Discuss	Daniel Ornelas	10 m
1. Prepare for First Interim Budget Report			
2. Ensure that the report includes information requested by the Board			
3. Identify changes to the monthly update (loss is reported for the first time in this monthly update)			
C. Process for Budget Reductions	Discuss	Annie Millar	10 m
Development of a systematic process to reduce expenditures:			
1. Staffing			
2. Materials and Supplies			
3. Consultants/Contracts/Services			
D. Review Current Financials	Discuss	Annie Millar	5 m

1. Invoices over \$5,000 to review and sign

III. 260 W. Riverside Building Update

4:59 PM

A. Building Projects

FYI

Annie Millar

50 m

1. Science Classroom Remodel
2. Budget/timeline/process for Building Repair
3. Winterization
4. Prop 39e Energy Grant

Each item will be discussed addressing:
process
budget
timeline
interface with other projects
issues/concerns

IV. Foundation Update

5:49 PM

A. 18/19 Foundation Budget and Priorities

FYI

Annie Millar

5 m

1. Fundraising Plan for 18/19

V. Closing Items

5:54 PM

A. Planning

Discuss

Annie Millar

5 m

1. Report to the Board
Board meeting schedule: 11/13; 12/11 (First Interim Financial Report; Audit)
2. Agenda Items for Next Finance Committee Meeting
Finance Committee schedule: 12/6
3. Pending Items
 - * Fiscal Services Policies
 - * Athletics Budget

B. Adjourn Meeting

Vote

Annie Millar

1 m