



Ceiba College Preparatory Academy

Finance Committee Meeting

Date and Time

Thursday December 6, 2018 at 4:00 PM PST

Location

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

Agenda

	Purpose	Presenter	Time
I. Opening Items			04:00 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
Minutes for 11/8/18 Finance Committee meeting to be reviewed and approved.			
II. 18/19 Budget			04:14 PM
A. Draft First Interim	Discuss	Annie Millar	15 m
Review the draft of the First Interim Financial Report in preparation for the 12/11/18 Board meeting. The Finance Committee will identify key points for a Board presentation and may generate questions for DMS, make recommendations for next steps to staff and develop other tasks.			
B. Draft of 17/18 Audit	Discuss	Annie Millar	10 m
The draft of the 17/18 audit for Ceiba Public Schools and Ceiba Public Schools Foundation should be available to review in advance of the 12/11/18 Board meeting. As soon as it is available, it will be shared for preview.			

The draft audit from last year (16/17) is attached for review.

C. Food Service	Discuss	Daniel Ornelas	10 m
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Update on the process to date with development of the breakfast program. Finance Committee will develop a recommendation to the Board about proceeding or delaying the implementation of a Breakfast program.

D. Review Current Financials	Discuss	Annie Millar	5 m
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1. Invoices over \$5,000 to review and sign

III. 260 W. Riverside Building Update

04:54 PM

A. Building Projects	FYI	Annie Millar	20 m
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1. Science Classroom Remodel
2. Building Repair
3. Winterization
4. Prop 39e Energy Grant

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

IV. Foundation Update

05:14 PM

A. 18/19 Foundation Update	FYI	Annie Millar	10 m
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1. Fundraising Plan for 18/19
2. Science Classroom Dedication

V. Closing Items

05:24 PM

A. Planning	Discuss	Annie Millar	5 m
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1. Report to the Board
Board meeting schedule: 12/11 (First Interim Financial Report; Audit), 1/15
2. Finance Committee
* Schedule for Q3: January-March
* Agenda Items for Next Finance Committee Meeting
3. Pending Items
* Fiscal Services Policies
* Athletics Budget

B. Adjourn Meeting	Vote	Annie Millar	1 m
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