

APPROVED



Ceiba College Preparatory Academy

Minutes

Regular Meeting of the Ceiba Board of Directors

Date and Time

Tuesday November 14, 2017 at 5:00 PM

Location

260 W. Riverside, Watsonville, Conference Room 211

Directors Present

D. Maldonado, G. Davis, L. Gamboa (remote), M. Wall, Y. Parra

Directors Absent

C. Bolling

Directors who arrived after the meeting opened

L. Gamboa

Ex Officio Members Present

A. Millar

Non Voting Members Present

A. Millar

Guests Present

D. Ornelas, i. Brunetti

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

D. Maldonado called a meeting of the board of directors of Ceiba College Preparatory Academy to order on Tuesday Nov 14, 2017 at 5:01 PM.

C. Approval of the Agenda

Y. Parra made a motion to approve agenda.

G. Davis seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Public Comment

E. Approval of Board Minutes

G. Davis made a motion to approve minutes.

Y. Parra seconded the motion.

The board **VOTED** unanimously to approve the motion.

F. Consent Items

G. Davis made a motion to approve consent agenda items.

M. Wall seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Reports

A. Executive Director

B. ASB and Student Activities

ASB Report

Report on prior activities:

Halloween Festivities - Made a total of over \$1900

Upcoming activities:

Middle School Movie Night on 11/17

School Supplies Drive upcoming

High School Winter Formal

Middle School Winter Dance

College-Bound Seniors: Students finalizing UC/CSU applications ahead of 11/30

Women's Empowerment to visit UC Davis

C. Board Organization

L. Gamboa arrived.

To be discussed:

Setting the size of the Board

What do we want in Board members (values, areas of expertise, connection to community?)

What do single-site charter boards look like?

D. Foundation Report

Senior Support

Scholarship disbursement is moving along

#GivingTuesday

Joint Board Meeting

Working on general budget and operating agreement for Foundation

E. Operations Manager Report

- Drop in enrollment and not meeting ADA target
 - 6 students lost so enrollment currently at 512
 - Running ADA 493.61
- Monthly Update from DMS - Karl Yoder (DMS)
 - Expenditures on line as originally budgeted
 - Revenues:
 - Reduced by \$150k in Local Revenues; reflects not expecting continuation of one-time donation
 - Covenants with bank
 - Maintain a waitlist
 - Debt Ratio: $(\text{NetIncome} + \text{Depreciation} + \text{Interest}) / (\text{SCCB Loan}) = 1.1$
 - This adjusted calculation from Ceiba / DMS will be presented to the Board next meeting
 - Bank is glad to see the steps that are being taken to keep this in mind
- Monthly Cash Flow Statement
 - Sept, Oct, Nov, Dec are the low points in cash amounts
 - \$320K earmarked for Science Classrooms (Note from Annie: This is actually \$370K.)

F. Finance Committee Report

Much of Finance Committee Report (need to know) information shared in Operations Manager report

G. Academic Excellence Committee Report

Ceiba has a number of students with 3+ Fs that are not all bought into program

54 students as of 11/14

1/2 of this amount are students who don't regularly attend and cause disciplinary students

Greg: 11/5 - 65 seniors and ~30 students have an F

Ceiba needs to do something about some of the students that aren't brought in

Bad for teacher turnover, not good for the Ceiba community

Ceiba sent out Certified letters to students with 3+ Fs to have parents come in to talk about grades

Many families/students haven't called back

How to balance potential teacher turnover but also support all students?

Does Ceiba continue promote students that have 3+ Fs?

Board recommends Academic Excellence to return to Board with 3 potential recommendations

Finance Committee to vet these solutions

H. Principal's Report

Josh update

Moving to a data-driven model

Using Educator's Handbook to detail all discipline incidents

Ceiba to also use parent and student surveys to see where we are as a school

III. Policy Action Items

A. Procurement Policy

B. Sexual Health and HIV/AIDS Prevention Instruction

C. Board Resolution Approval of El Dorado Charter SELPA Participation Agreement

G. Davis made a motion to approve board resolution annual renewal with SELPA.

Y. Parra seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Agreement to Participate with the El Dorado County SELPA

Y. Parra made a motion to approve participation agreement.

G. Davis seconded the motion.

The board **VOTED** unanimously to approve the motion.

IV. Closed Session

A. Public Comment on Closed Session

There was no Public Comment.

B. Adjourn to Closed Session

C. Conference with Legal Counsel

D. Executive Director Evaluation

V. Closing Items

A. Reconvene from Closed Session

B. Report out from Closed Session

No action was taken during Closed Session.

C. Items for 12/12/17 Regular Board Meeting

D. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,
D. Ornelas