



# Ceiba College Preparatory Academy

## Minutes

### Regular Board Meeting

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#### Date and Time

Tuesday October 30, 2018 at 5:00 PM

#### Location

260 W. Riverside Drive, Watsonville - Conference Room 211

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#### Directors Present

G. Davis (remote), L. Gamboa, M. Jones, M. Navas (remote), M. Wall, Y. Parra

#### Directors Absent

*None*

#### Ex Officio Members Present

A. Millar

#### Non Voting Members Present

A. Millar

#### Guests Present

D. Ornelas, J. Ripp, Olivia Madrigal

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### I. Opening Items

#### A. Call the Meeting to Order

Y. Parra called a meeting of the board of directors of Ceiba College Preparatory Academy to order on Tuesday Oct 30, 2018 at 5:02 PM.

**B. Record Attendance and Guests**

**C. Welcome and Introductions**

**D. Approval of the Agenda**

G. Davis made a motion to approve the agenda.

M. Jones seconded the motion.

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

**E. Public Comment**

Public comment from teacher Donna LeFever: She suggested that we implement staff and student surveys to get input on school culture.

**F. Consent Agenda**

M. Wall made a motion to approve consent agenda items.

G. Davis seconded the motion.

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

**II. Reports**

**A. Student Voice and Leadership**

**B. Facilities/Operations**

Attendance/Enrollment:

- Request was made to include the following information in the monthly report:
  - Reasons students leave
  - Highlight changes in month-to-month and year-to-year comparisons and explain why

Science Classroom:

- Close to finalization
- Awaiting the occupancy permit from the City of Watsonville.

Proposal for Breakfast:

- Cost breakdown for breakfast

- Need to plan for staff, cleanup and managing the waste

### **C. Academic Excellence Committee Report**

Academic Excellence:

- Interest in expanding AP classes for high school
- How to make Ceiba more engaging (special) for students at the high school level
  - Ripp: Middle school generally happy with experience; HS sentiment that we don't give a lot of freedom. Same rules as MS.
  - A suggestion was made to look at having something special/unique for each high school grade level for students to look forward to.
- Bell schedule
  - Potential modification (class periods, length of class periods)

### **D. Finance Committee**

DMS Update:

- Changes to the monthly update will be requested to include:
  - Additional language regarding the current status (litigation) will be added
  - Identify what percentage of the year we are in by 9/30/18 (should be 25%)
  - Ceiba staff to work with DMS on fine-tuning the reports and processes
- Cash flow is running very lean in these first initial months

### **E. Executive Director/Principal Report**

### **F. Local Performance Indicators**

Parent Survey:

- Rate of return was discussed.

School Climate:

- Currently use Gallup poll
- Looking into potentially using California Healthy Kids Survey

## **III. Action Items**

### **A. Approval of Prospective New Board Member**

Olivia Madrigal

- Has had and currently has family members attending the school
- Has met with Annie Millar, Dina Hoffman, Yesenia Parra

M. Navas made a motion to approve Olivia Madrigal as a Board Member.

L. Gamboa seconded the motion.

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

**B. Contract with Wald, Ruhnke and Dost for Schematic Drawings for Repair of 260 W. Riverside**

This contract would be connected with the Construction Loan Ceiba is working with Santa Cruz County Bank on. This would be a good first step in preparing for the 'big fix' of the building

- Timeline for schematic drawings is 6-8 weeks
- Millar: Recommend moving this forward to move the process forward
- The services would not begin until after the loan is approved and enabled
- Questions from the Board:
  - Does delaying approval change or alter the cost?
  - Does delaying the approval change the scope of work?

G. Davis made a motion to approve the contract with Wald, Ruhnke, & Dost.

M. Navas seconded the motion.

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

**IV. Closed Session**

**A. Public Comment on Closed Session**

No public comments were made on Closed Session.

**B. Adjourn to Closed Session**

**C. Closed Session**

**D. Adjourn Closed Session**

**V. Reconvene Open Session**

**A. Report out from Closed Session**

No action was taken during Closed Session.

**VI. Board Business**

**A. Review 2018 Board Meeting Schedule**

The next Board meeting is in two weeks: Tuesday, November 13, 2018.

**VII. Closing Items**

**A.**

### **Items for November 13, 2018 Regular Board Meeting**

Finance Committee:

- Finance Committee will look at actuals v. budget with an eye towards making recommendations for budget reductions.

### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:25 PM.

Respectfully Submitted,  
A. Millar