



Finance Committee Meeting: July 2, 2025

Date: Wednesday 07/2/2025

Time: 12:00 pm to 1:00 pm

Location: <https://us02web.zoom.us/j/5706969183>; passcode 716824

Committee Members:

- Brian Kennedy, Board Treasurer, Parent & Finance Committee
- Daniel Gutierrez, Board Chair, Finance Committee & Executive Committee
- Jaqlyn Baldwin, Executive Director - Siembra
- Chris Moore, Business Manager - K12 Accounting
- Rebekah Runyan - CFO - K12 Accounting
- Brandy Smith, CPA - Not in attendance for this meeting
- Anne Shabareck, Executive Assistant

AGENDA

In attendance:

1. Questions/discussion/follow-up:
2. [Financial Statement Reports - as of May 31, 2025](#) (*Chris Moore*)
 - a. Payroll & Accounts Payable Vouchers
 - b. Recommended Change
 - c. Financial Analysis
 - d. Bank Reconciliations

3. RFP Updates:

Action	Responsible Party	Due Dates
1. Issue RFP	Siembra/Procurement	June 10, 2025
2. Acknowledgement of Receipt	Potential Offerors	June 20, 2025
3. Deadline to Submit Questions	Potential Offerors	June 20, 2025
4. Response to Written Questions	Procurement Manager	June 24, 2025
5. Submission of Proposal	Potential Offerors	July 10, 2025
6. Proposal Evaluation	Evaluation Committee	July 11–21, 2025
7. Selection of Finalists	Evaluation Committee	July 21, 2025
8. Oral Presentations	Finalist Offerors	July 22, 2025





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9. Best and Final Offers	Finalist Offerors	July 23, 2025
10. Finalize Agreements	Siembra & Offerors	July 24–30, 2025
11. Contract Award	Siembra	July 31, 2025
12. Protest Deadline	SPD	August 15, 2025

4. Review of Facilities Acquisition & Financing Proposals

- [Rachel Matthew Development](#)
- [Building Hope Siembra Proposal](#)
- [HJ Sims Education Bond Financing_Siembra Leadership High School](#)
- [Facilities Project Management Analysis](#)

4. Upcoming Meeting(s) - *Jaqi*

- July Board Meeting: Wednesday, 07/9/2025 @ 4 PM
- July Entrepreneurial Committee Meeting: (TBD)
- August Finance Committee Meeting: Wednesday, 08/6/2025 @ Noon
- August Executive Committee Meeting: Monday, 08/4/2025

