APPROVED

Soleil Academy

Minutes

Soleil Academy Board Meeting

Date and Time
Saturday June 24, 2023 at 9:00 AM

Location
Join Zoom Meeting
https://us04web.zoom.us/j/7564585437?pwd=cmdKc1huRFl4MjJGanVCLzZ6dHEwUT09

Meeting ID: 756 458 5437
Passcode: 155911

NOTICE IS HEREBY GIVEN *that a Board Meeting will be held at* 3900 Agnes Ave, Lynwood, CA 90262 and on zoom *on the above date and time. During the meeting, the Board will consider, discuss, and may take action upon any of the agenda items listed below.*

PUBLIC COMMENT – *Members of the public calling in or participating via Zoom will be given the opportunity to address the Board during the meeting. Members of the public who wish to comment during the Board meeting may use the "raise hand" function on the Zoom platform to indicate their desire to speak at the beginning of consideration of that agenda item or during the period provided for comments from the public on non-agenda items. Members of the public who wish to speak on any item are requested (but not required) to identify themselves and indicate on which agenda item they wish to speak. The Board will provide an opportunity for the public to speak on each agenda item for a maximum of three (3) minutes per person or six (6) minutes if a translation is required.*

Directors Present
A. Pariano, J. Kinoshita, J. Noel, S. Johnson, V. Gonzalez-Diaz, V. Reynolds

Directors Absent
None

Ex Officio Members Present
B. Gutierrez

I. Opening Items

A. Call the Meeting to Order

J. Kinoshita called a meeting of the board of directors of Soleil Academy to order on Saturday Jun 24, 2023 at 9:10 AM.

B. Record Attendance

C. Set the agenda

Moved Academic Committee updates to immediately after Management Update.

II. Consent Agenda

A. Approve 05-30-23 Soleil Academy Board Meeting Minutes

A. Pariano made a motion to approve the minutes from Soleil Academy Board Meeting: May 30, 2023 on 05-30-23.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approval of Prop 39 Agreement with the Lynwood Unified School District

A. Pariano made a motion to Approve Prop 39 Agreement with the Lynwood Unified School District.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Approval of After-School All-Stars Contract(s)

A. Pariano made a motion to Approve After-School All-Stars Contract(s).
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approval of ExED Contract for 23-24 SY

A. Pariano made a motion to Approve ExED Contract for 23-24 SY.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approval of Appleman Consulting Contract for 23-24 SY

A. Pariano asked how Soleil plans to utilize Shirley Appleman and how she will play into increasing student achievement,

B. Gutierrez responded she will help to ensure the Principal and IT are receiving adequate support. She will be conducting regular walkthroughs with staff once a month. Meets with ED bi-weekly and with Principal bi-weekly.
A. Pariano made a motion to Approve Appleman Consulting Contract for 23-24 SY.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Approval of LA TechNet Contract for 23-24 SY

A. Pariano made a motion to Approve LA TechNet Contract for 23-24 SY.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Approval of Harbor Building Maintenance Contract

A. Pariano made a motion to Approve Harbor Building Maintenance Contract.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Approval of Health Insurance Broker and Premium for 23-24 SY

A. Pariano made a motion to Approve Health Insurance Broker and Premium for 23-24 SY.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

I. Approval of Insurance Broker and Premium for 23-24 SY

A. Pariano made a motion to Approve Insurance Broker and Premium for 23-24 SY.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

J. Approval of Unity Meals Food Service Management Company for 23-24 SY

A. Pariano made a motion to Approve Unity Meals Food Service Management Company for 23-24 SY.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

K. Annual Review of Bylaws

A. Pariano made a motion to Approve the Bylaws.

V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

L. Annual Review of Fiscal Policies

V. Reynolds asked if there is an investment policy in place.
B. Gutierrez: We do not have one yet, but the possibility was discussed at the Finance Committee Meeting.

A. Pariano made a motion to Approve Fiscal Policies.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

M. Annual Review of Employee Handbook

A. Pariano made a motion to Approve Employee Handbook.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.
A. Pariano made a motion to Approve Employee Handbook.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

N. Annual Review of Student and Family Handbook

A. Pariano made a motion to Approve Student and Family Handbook.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

O. Annual Review of Independent Studies Policy

A. Pariano made a motion to Approve Independent Studies Policy.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

P. Annual Review of Promotion and Retention Policy

A. Pariano made a motion to Approve Promotion and Retention Policy.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

Q. Approval of 23-24 SY Job Descriptions

A. Pariano made a motion to Approve 23-24 SY Job Descriptions.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

R.

Approval of 23-24 SY Salary Scales

Board member asked if there are stipend opportunities for staff other than teachers.
B. Gutierrez responded teachers are incentivized with leadership opportunities. Bonus structures are in place for those who have been with us for 5 years or more. There is a bonus structure in place for ED, Operations Director, and Principal in alignment with LCAP goals.
A. Pariano made a motion to Approve 23-24 SY Salary Scales.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

S. Approval of Executive Director Contract

A. Pariano made a motion to Approve Executive Director Contract.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

T. Approval of 23-24 SY Board Meeting Calendar

J. Kinoshita reviewed Board Meeting cadence. Discussed possibility of shifting a few dates to accommodate schedules of Board and Soleil Families.

Board agreed to go with 50% weekends, 50% weekdays.
Weekday meetings will shift to Wednesday.

A. Pariano made a motion to Approve 23-24 SY Board Meeting Calendar.
V. Gonzalez-Diaz seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Management Update

A. Soleil Management Updates

Enrollment

- Increased budgeted enrollment to 322
- We are 19 away from internal goal of 348
- Areas of need are in 4th and 5th grades

Attendance:

- Overall ADA for the school year was 90%

Parent Engagement

- New Family Orientation is happening today.

Facilities:

- Prop39 cost was finalized
- Soleil will oversee custodial support

IV. Governance

A. Updates

B. Gutierrez reviewed LCAP with Board to discuss how fund will be allocated next year in alignment with identified areas of need.

B. Adoption and Approval of the 2023-24 LCAP (VOTE)

J. Noel made a motion to Approve the 2023-24 LCAP.
V. Reynolds seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Executive Director Evaluation

Moved ED evaluation to July agenda

V. Finance

A. Updates

B. Review Financials

Variance between projected income and actual was minimal. Good job Team!

Month 10 Soleil had an enrollment of 269 students with an ADA rate of 90.7 vs budgeted enrollment of 266 students and a 95% ADA rate. Forecast is based on 269 enrollment and 90.7 ADA rate.

We have a healthy cash flow due to 2 large grants.

C. Review the Proposed Budget for 23-24 SY

Governor cut Arts and Music and Block grant
Budget assumptions: 322 enrollment at 92% ADA. ESSER funds will be spent by end of 23-24 school year, increases in facility rent, salaries, housekeeping salaries and after-school services.

We can project a small surplus for 23-24 SY.

D. Approval of 23-24 SY Budget (VOTE)

A. Pariano made a motion to Approve 23-24 SY Budget.
J. Noel seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Development

A. Updates

Goal is to develop a committee in the Fall.

VII. Academic Committee

A. Updates

SBAC Scores:

- Average performing at grade level in Reading was 34.33%
- Average performing at grade level in Math was 11%

Year to Year Comparison:
4th grade cohort made minimal growth in ELA from the 21-22 SY to the 22-23 SY
4th grade cohort demonstrated a decline in Math proficiency in comparison to last school year.
5th grade- There was a decrease in ELA proficiency from 21-22 SY to the 22-23 SY. Currently at 42% proficiency.
There was a significant decrease in proficiency levels of math, specifically in band level 3

Strategic Plan
Year 6 Priorities: Responding to Student Learning, Adult Learning, School Culture

Shifting Strategies:

- Shift mindset from focusing on bubble kids to creating goals for each scholar to grow 1.5 years.
- Differentiate professional development
- Grow and develop content experts.
- Identifying data experts to create grade level goals and interventions.

VIII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:25 PM.

Respectfully Submitted,
J. Kinoshita