APPROVED

Soleil Academy

Minutes

Soleil Academy Annual Board Retreat - Special Meeting

Date and Time
Saturday June 28, 2025 at 9:00 AM

Location
3900 Agnes Ave. Lynwood, CA. 90262 (Satellite Option: 3900 Agnes Ave. Lynwood, CA 90262)

OR

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.

ACCESSIBILITY – *If you need special assistance, disability-related modifications, translation, or other reasonable accommodations in order to participate in this meeting, please contact Gricelda Ramirez at (323) 409-0801. Notification at least 48 hours in advance of the meeting will enable Soleil Academy to make arrangements that will ensure accessibility.*

Directors Present
J. Noel, L. Safa, S. Johnson, V. Reynolds

Directors Absent
K. Armstrong, V. Gonzalez-Diaz

Ex Officio Members Present
B. Gutierrez, J. Kinoshita

Guests Present
A. Grant (remote), R. Avilez

I. Opening Items

A. Call the Meeting to Order

J. Noel called a meeting of the board of directors of Soleil Academy to order on Saturday Jun 28, 2025 at 9:29 AM.

B. Record Attendance

II. Consent Agenda

A. Minutes from 5/21/25 Soleil Academy Board Meeting

V. Reynolds made a motion to approve the minutes from 5/21/25 Board Meeting Soleil Academy Board Meeting on 05-21-25.
S. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. After-School Contract

V. Reynolds made a motion to Approve After-School Contract.
S. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Cross Country Contract

V. Reynolds made a motion to approve Cross Country Contract.
S. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Christine Suh Contract

V. Reynolds made a motion to approve Christine Suh Contract.
S. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Health Insurance Premiums

V. Reynolds made a motion to approve Health Insurance Premiums.
S. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Commercial Insurance Premiums

V. Reynolds made a motion to approve Commercial Insurance Premiums.
S. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Soleil Bylaws

V. Reynolds made a motion to approve Soleil Bylaws.
S. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Employee Handbook

V. Reynolds made a motion to approve Employee Handbook.
S. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

I. Parent-Student Handbook

V. Reynolds made a motion to approve Parent-Student Handbook.
S. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

J. Job Descriptions

V. Reynolds made a motion to approve Job Descriptions.
S. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

K.

Salary Scales

V. Reynolds made a motion to approve Salary Scales.
S. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

L. Attendance Recovery Policy

V. Reynolds made a motion to approve Attendance Recovery Policy.
S. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

M. ConApp Funding

V. Reynolds made a motion to approve ConApp Funding.
S. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

N. EPA Spending Plan

V. Reynolds made a motion to approve EPA Spending Plan.
S. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

O. Prop 28 Arts and Music in Schools Funding Annual Report

V. Reynolds made a motion to approve Prop 28 Arts and Music in Schools Funding Annual Report.
S. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Finance Committee

A. Updates

B. May Financials

A. Grant noted nrollment is slightly below the budgeted target, while average daily attendance is performing above expectations. The increase in LCFF revenue is attributed to a higher In-Lieu of property tax rate. The forecast includes a notable amount of one-time restricted funding, with additional funds still available for use through the 2027–28 fiscal year. These remaining funds include allocations for educator development and student learning recovery efforts. Some of the learning recovery funds have been reserved for use in future school years. Currently, net income is projected to be positive, and year-end cash reserves are expected to remain strong.

C. Fiscal Policies

R. Avilez noted fiscal policies have been updated to reflect current practices and evolving organizational needs and shared key updates made to the following:

- Lines of authority
- Contract and expenditure approvals
- Deposits procedure
- Competitive bidding threshold
- Credit card reconciliation

V. Reynolds made a motion to approve fiscal policies.
J. Noel seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Credential Reimbursement Policy

B. Gutierrez reviewed recommended updates to Soleil Academy's credential reimbursement policy. The policy shift is intended to align more closely with Soleil Academy's compensation philosophy: investing in people as professionals, fostering a culture of trust, and reinforcing the belief that retention should be earned through a supportive and rewarding environment.

J. Noel made a motion to approve credential reimbursement policy.
S. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Local Indicators Report

B. Gutierrez noted key highlights to the report in the areas of Instruction & Materials, Family Engagement, Academic Partnerships, School Climate, and Broad Course Access.

F. 2025-26 LCAP Public Hearing

G. 2025-26 LCAP

B. Gutierrez noted the 2025 LCAP goals will remain the same but will differ are the actions taken for each.

She went into detail about key needs and data trends, notably in the area of English Learner progress, including the identified root causes and planned EL reforms.

She then reported numbers for total revenue, planned spending, and the LREBG Grant. The LREBG Grant will be used to support assessments, reading interventionist, behavior support, and extended instructional time.

J. Noel made a motion to approve 2025-26 LCAP.
V. Reynolds seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. 2025-26 Budget

R. Avilez and A. Grant reviewed the budget, noted that management made strategic adjustments and identified priority areas for spending. He reported that some funding has been secured, additional funding is pending, and efforts are underway to align resources with program needs. Future plans include new initiatives to support student attendance and continued monitoring of revenue opportunities.
V. Reynolds made a motion to approve 2025-26 Budget.
L. Safa seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Governance Committee

A. Updates

B. Gutierrez reviewed updates regarding prospective Board members, Board member resignation, pending submissions of the Board Self-Evaluation, and addressing the Executive Director evaluation at the July meeting.

B. Executive Director Contract

B. Gutierrez noted her compensation will not change this coming school year.

V. Reynolds requested clarification on what the ED's on-site schedule would be next school year and whether the new responsibilities of other administrators will be clearly outlined.

Some of the the ED responsibilities outlined in the job description will need to be removed as they have transitioned to other staff members, but this will not hinder the approval of the ED contact. Updates to the job description will be discussed at the next meeting.
J. Noel made a motion to approve Executive Director contract.
S. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Reading Difficulties Risk Screening Policy

R. Avilez outlined Soleil Academy's new policy to ensure early identification and intervention for students at risk of reading difficulties, including dyslexia, as part of its commitment to closing academic achievement gaps. Key components are annual and inclusive screenings.

This policy ensures Soleil is in alignment with best practices and California's dyslexia guidelines, helping build strong literacy foundations in the early grades.
J. Noel made a motion to approve Reading Difficulties Risk Screening Policy.
L. Safa seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Instructional Continuity Plan

R. Avilez reviewed Soleil Academy's adoption of an **Instructional Continuity Plan (ICP)** to ensure that student learning and family engagement can continue without interruption during emergencies that disrupt in-person instruction, such as natural disasters, public health events, or other major incidents.

V. Reynolds made a motion to approve Instructional Continuity Plan.
S. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. School Safety Plan

R. Avilez noted the School Safety Plan was reviewed and approved in February 2025. However, with the adoption of the Instructional Continuity Plan (ICP), they are now required to incorporate the ICP as part of the overall safety plan.
V. Reynolds made a motion to approve School Safety Plan.
J. Noel seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Management Update

A. Soleil Management Updates

R. Avilez noted ADA percentage and budgeted enrollment goals were met and Soleil is on a trajectory towards lowering chronic absenteeism and improving academic achievement.

VI. Academic Committee

A. Updates

As Principal Serrano was not in attendance, her pre-recorded review of academic data was viewed.
She noted highlights, key takeaways and new priorities for the upcoming school year.

VII. Closing Items

A. Adjourn Meeting

Forthcoming topics:

- ED Evaluation
- Board Self-Evaluation
- Approval of 2 new board members
- Board goals and committees

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:27 PM.

Respectfully Submitted,
J. Noel