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## BOARD MEETING AGENDA

July 11, 2024, 5:30pm

Meeting ID:

<https://ucihealth.zoom.us/j/94788138004?pwd=mlrnlL3LAF4vTtCbQ6oTPsAmgnaoX.1&from=addon>

4717 Crenshaw Boulevard, Los Angeles, CA

1775 Ximeno Avenue, Long Beach, CA

18111 Elaine Avenue, Artesia, CA

385 Charles E Young Dr. E, Los Angeles, CA

444 South Flower Street, 1800, Los Angeles, CA

### Welcome

#### 1. Roll Call

- 1. Yusef Alexander      present\_\_\_\_\_ absent\_\_\_\_\_
- 2. Dr. Reginald Austin    present X\_\_\_ absent\_\_\_\_\_
- 3. Joss Tillard Gates    present X\_\_\_ absent\_\_\_\_\_
- 4. Bryan Gonzalez      present X\_\_\_ absent\_\_\_\_\_
- 5. Marina Samson        present\_\_\_\_\_ absent\_\_\_\_\_
- 6. Lataysia Starks      present X\_\_\_ absent\_\_\_\_\_
- 7. Ursula Worsham      present X\_\_\_ absent\_\_\_\_\_

The board meeting commenced at 5:30PM with a welcome from the board secretary and president. Quorum was met following a roll call with additional attendees from Luis Aguilar, Crystal Tung, Jason Sitomer, Sally Ngov and Brett Mitchell. Board member Lataysia Starks joined the meeting following the vote for Item #3.

#### 2. Public Comment [info@creteacademy.org](mailto:info@creteacademy.org) (323-791-1600)

No public comment.

#### 3. Review and Approval of Meeting Minutes

#### BOARD VOTE

June 13, 2024, Regular Board Meeting

- 1. Yusef Alexander      yay \_\_\_\_\_ nay\_\_\_\_\_
- 2. Dr. Reginald Austin    yay X\_\_\_ nay\_\_\_\_\_
- 3. Joss Tillard Gates    yay X\_\_\_ nay\_\_\_\_\_
- 4. Bryan Gonzalez      yay X\_\_\_ nay\_\_\_\_\_
- 5. Marina Samson        yay \_\_\_\_\_ nay\_\_\_\_\_
- 6. Lataysia Starks      yay \_\_\_\_\_ nay\_\_\_\_\_
- 7. Ursula Worsham      yay X\_\_\_ nay\_\_\_\_\_

The regular board meeting minutes for June 13, 2024 were unanimously approved by board vote.

#### 4. Review of Monthly Financials

#### BOARD REVIEW

- 1. Financial Summary
  - ADA Analysis
  - Income Statement (YTD Budget vs. YTD Actuals and Budget vs. Forecast)
  - Balance Sheet
- 2. Cash Flow Forecast
- 3. Financial Narrative
- 4. Check Register

Public Comment: the meeting location is wheelchair accessible. Speakers needing any disability related or language accommodation should notify the board Secretary a minimum of 24 hours in advance of the meeting to arrange for accommodations and inform the staff upon arrival.

The board was provided an overview of monthly financials by Jason Sitomer of Charter Impact. The board was provided a financial summary report to review in advance of the meeting- no additional questions were posed.

## CONSENT ITEMS

### 1. 2024-2025 Contracts

The Crete Academy Board of Directors is being asked to approve the following contracts:

- Gloria Fortine: special education and English Learner consultant. The contract was previously approved by the board, however, the contract amount was incorrect, the contract is 3,000 per month.
- Terremoto Landscaping services – this contract will cover landscape work at the 1729 W Martin Luther King Jr. Boulevard, and will include; \$7000 design and construction fee - \$4000 for wood posts for shade structure - \$2500 for shade sail material - \$7500 for trunks + logs for playground TOTAL: \$21,000 (\$12500 Deposit, \$8500 Due Upon Completion)
- Barranca Landscape Services – this contract is associated with the previous item Terremoto Landscape services, and includes the manual labor associated with the overall landscape job; Property Enhancement Services Labor to spread mulch 1) 2,500.00 Services Concrete footings for wood posts for shade sails 1) 2,000.00 Services installing of shade sails 1) 1,000.00 Services Cost of labor to put logs in place 1) 3,000.00 Services trees + plants 1) 3,500.00 Services 12% Profit and overhead 1,440.00 TOTAL \$13,440.00

### 2. Consolidated Application

- The Crete Academy Board of Directors is being asked to review and approved the annual 2024–25 Certification of Assurances Submission of Certification of Assurances that is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <https://www.cde.ca.gov/fg/aa/co/ca24assurancetoc.asp>

### 3. Annual document updates

- The Crete Academy Board of Directors is being asked to review and approve the 2024-2025 Family Handbook, 2024-2025 Employee Handbook (which includes the grievance procedures), 2024-2025 Uniform Complaint Procedures (UCP), Crete Academy Title IX policy. The handbooks have been updated to reflect the new Title IX regulations that go into effect on 8/1/2024.
- The Crete Academy Board of Directors is being asked to review and approve the 2024-2025 Fiscal Policies and Procedures which will include the Employee Tuition and Student Loan reimbursement program requirements.

### 4. The Crete Academy Board of Directors is being asked to approve the Crete Academy Founder transitioning to serve as Interim Director of Harmony Center, managing all student services, health partnerships, medical, dental and mental health services.

### 5. Brett Mitchell – 24-25sy

- The Crete Academy Board of Directors is being asked to approve the appointment of Brett Mitchell to the Interim Executive Director of Crete Academy, the Executive Director position is

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needed due to the changes with the Founder.

- 6. Crete Academy received a donation of 64k from The Diadames for the purchase of a school bus. Crete school leadership is seeking approval to purchase the school bus when cash is available. Crete Academy Board of Directors is being asked to approve this purchase.
- 7. In preparation for the Charter Petition Renewal the Crete Academy Board of Directors is being asked to review and approve the 2025-2026 Academic/Instructional Calendar

**BOARD VOTE**

- 1. Yusef Alexander      yay \_\_\_\_\_ nay\_\_\_\_\_
- 2. Dr. Reginald Austin    yay X\_\_\_ nay\_\_\_\_\_
- 3. Joss Tillard Gates    yay X\_\_\_ nay\_\_\_\_\_
- 4. Bryan Gonzalez        yay X\_\_\_ nay\_\_\_\_\_
- 5. Marina Samson        yay \_\_\_\_\_ nay\_\_\_\_\_
- 6. Lataysia Starks        yay X\_\_\_ nay\_\_\_\_\_
- 7. Ursula Worsham        yay X\_\_\_ nay\_\_\_\_\_

**The above referenced consent items (Item# 1-7) were reviewed, discussed and unanimously approval by board vote. The board president noted the reference to prior board discussions regarding Crete leadership holding singular roles which is considered in annual salary discussions. Additionally the board is requesting to be included in future discussions of such role considerations and or changes.**

- 8. ANNUAL PERFORMANCE-BASED OVERSIGHT VISIT REPORT\*2023-2024 SCHOOL YEAR

**BOARD REVIEW**

The Crete Academy Board of Directors are being asked to review the report from the annual LAUSD Oversight Review.

**The board was provided the annual oversight review report for the 2023-2024 academic year and has engaged in discussion with leadership in prior meetings regarding the overall performance of Crete. No additional questions were posed at this meeting in regard to the report.**

- 9. Updates from Leadership

**BOARD REVIEW**

- Japan Trip

**The board looks forward to updates from the school’s participation in a trip to Japan. Additionally the board is requesting continual inclusion and notification of information related to these type of global experiences.**

- 7. Adjourn

**The board meeting was adjourned.**

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