



REGULAR BOARD MEETING AGENDA

December 21, 2020, 5:00 PM

info@creteacademy.org (323-791-1600)

Zoom Conference Link:

<https://ucihealth.zoom.us/j/92415339868?pwd=dk10UktKZzlxRHJHUjhpYmQ0TEJrdz09&from=addon>

Dial: +1 669 900 9128

Meeting ID: 924 1533 9868/ Passcode: 009563

6103 Crenshaw Boulevard, Los Angeles, CA

1. **Welcome**
2. **Public Comment** info@creteacademy.org (323-791-1600)
3. **Review and Approval of October Board Meeting Minutes**
Regular Board Meeting- November 19, 2020 BOARD REVIEW AND VOTE
Special Board Meeting- December 15, 2020
4. **Crete Leadership School News** BOARD DISCUSSION
5. **Family Handbook- Policy Changes** BOARD DISCUSSION AND VOTE
6. **Suicide Prevention Policy** BOARD DISCUSSION AND VOTE
7. **Charter School Compliance Monitoring** BOARD REVIEW AND VOTE
8. **Additional Board Member & Board Treasurer Position** BOARD DISCUSSION AND VOTE
Jessica Wong
Marina Samson
Joss Tillard-Gates
Yusef Alexander
9. **MTD Fiscal Reports:**
a. Crete Financials BOARD REVIEW AND DISCUSSION

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.



REGULAR BOARD MEETING AGENDA

November 19, 2020, 5:00 PM

info@creteacademy.org (323-791-1600)

Zoom Conference Link:

<https://ucihealth.zoom.us/j/98716519954?pwd=aVRvTE1tY3AwUTFmNjFNRFdkWFJ4UT09&from=addon>

Dial: +1 669 900 9128

Meeting ID: 987 1651 9954/ Passcode: 459697

6103 Crenshaw Boulevard, Los Angeles, CA

1. **Welcome**

A welcome from board president was provided- The regular board meeting commenced at 5:10 p.m. and adjourned at 6:30 pm in which a quorum was present.

2. **Public Comment info@creteacademy.org (323-791-1600)**

No members of the public were present for this meeting.

3. **Review and Approval of October Board Meeting Minutes**

Regular Board Meeting- October 7, 2020

BOARD REVIEW AND VOTE

October 7 Board Meeting Minutes were motioned for approval with a unanimous vote of approval.

4. **Renew Board Member Terms:**

BOARD VOTE

Mr. Carson Bruno, Member

Mrs. Ursula Worsham, Member/Secretary

The board member terms for both Mr. Carson Bruno as member and Mrs. Ursula Worsham as member and board secretary were reviewed and approved by unanimous vote for an additional one-year term as of 11/19/2020.

5. **Crete Leadership School News**

BOARD DISCUSSION

The Crete Academy leadership provided an update regarding the school's academics, operations and plans for the upcoming months including the current month of November. For Thanksgiving, Halloween, the school is hosting a Thanksgiving Drive-Thru event which was sponsored in part by Tapestry Church to provide the school community with support for the holiday. Several NBA players volunteered in support of the event. Additionally, the LAPD sponsored a Thanksgiving lunch to Crete's 50 most vulnerable families which was catered by Earls on Crenshaw. Academically Crete leadership reported the completion of assessments, and confirmed the cease of the Friday meet-up (which was for a few students on campus) and the move to remote learning for the remainder of 2020. The board also discussed the audit and SWOT analysis performed by Canopy Education in evaluating the engagement of instructional faculty.

6. **Keeping Parents Informed Requirements and Documents** BOARD REVIEW AND DISCUSSION

The Keeping Parents Informed Requirements and Documents was reviewed and discussed by the board. No additional comments or adjustments were recommended. The board expressed appreciation to Crete Leadership for keeping the board as well as parents informed during the pandemic.

7. **ASAP Application**

BOARD APPROVAL

ASAP Application has been submitted, the board will approve the motion as appropriate in the

Jan/Feb time frame of 2021.

8. **Updated UCP** BOARD APPROVAL
The updated Uniform Complaint Procedures (UCP) was reviews and approved by unanimous board vote.
9. **Deferral Request Exemption Application** BOARD APPROVAL
following a discussion of the deferral request exemption application, the board motioned to approve the motion to conditionally apply (prepare the paperwork) for the exemption given additional research and further clarification. Discussion points included the financial health of Crete, low reserves, and the continued commitment to avoid selling receivables. Prior to the application submission, this item will be brought before the board for vote.
10. **Additional Board Member** BOARD DISCUSSION
The board discussed the continued search for an additional board member and treasurer for Crete Academy. Several candidates have been interviewed for consideration, the prospective member discussed at this meeting was Mr. Joss Tillard-Gates. Mr. Tillard-Gates is a strong candidate for consideration, however the board agreed to vet the additional candidates prior to making a final vote by the end of 2020.
11. **MTD Fiscal Reports:**

 - a. Crete Financials BOARD REVIEW AND DISCUSSION
A review of MTD financials were discussed including the YTD Summary, Balance Sheet, Cash Flow, and Check Register.
 - b. Updated Budget BOARD REVIEW AND VOTE
No additional vote needed on item b. the final updated budget was reviewed, discussed and approved by unanimous vote of approval on October 7, 2020.
 - c. 1st Interim Report BOARD REVIEW AND VOTE
The 1st interim report was reviewed prior to board vote which will take place in an upcoming December board meeting prior to submission to LAUSD along with the Budget Overview for Parents (BOP). Both the BOP and 1st Interim Report will be approved at that time.

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.



SPECIAL BOARD MEETING AGENDA

December 15, 2020, 5:00 PM

info@creteacademy.org (323-791-1600)

Zoom Conference Link:

<https://ucihealth.zoom.us/j/97596212721?pwd=ZWcxUjhLT2VlOFo0UjFrTmRUeVJmQT09&from=addon>

Dial: +1 669 900 9128

Meeting ID: 975 9621 2721/ Passcode: 542262

6103 Crenshaw Boulevard, Los Angeles, CA

1. Welcome

A welcome from board president was provided- The special board meeting commenced at 5:08 p.m. and adjourned at 5:32 pm in which a quorum was present.

2. Public Comment info@creteacademy.org (323-791-1600)

No members of the public were present for this meeting.

3. Crete Fiscal Reports for Review:

A final review and discussion of the Budget Overview for Parents (BOP) and 1st Interim Report were had by the board following a prior review of the documents and discussion in previous board meetings.

-The BOP was motioned for approval by the board and was approved by unanimous board vote.

-The 1st Interim Report was motioned for approval by the board and was approved by unanimous board vote.

a. Budget Overview for Parents (BOP)

BOARD REVIEW AND VOTE

b. 1st Interim Report

BOARD REVIEW AND VOTE

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.



**LOS ANGELES UNIFIED SCHOOL DISTRICT
CHARTER SCHOOLS DIVISION**

333 South Beaudry Avenue, 20th Floor, Los Angeles, CA 90017
Office: (213) 241-0399 ♦ Prop. 39: (213) 241-5130 ♦ Fax: (213) 241-2054

AUSTIN BEUTNER
Superintendent

VERONICA ARREGUIN
Chief Strategy Officer

JOSÉ COLE-GUTIÉRREZ
Director, Charter Schools Division

**CHARTER SCHOOL COMPLIANCE MONITORING
2020-2021**

Dear Charter School Governing Board President and Charter School Leaders:

As part of its oversight responsibility set forth in California Education Code § 47604.3, the LAUSD, through the Charter Schools Division (CSD), monitors each charter public school's compliance with applicable legal, charter, and policy requirements. The CSD's compliance oversight process encompasses three important actions by each charter school:

- (1) **School Administrator's Certification**: As the CSD continues its focus on ensuring that the well-being of students remains first and foremost, **by October 23, 2020**, (designed to be aligned with the six week deadline for Child Abuse Mandated Reporter training) as part of the school's Q1 electronic submission of documents, we request that the school site administrator submit the attached certification confirming the school's implementation of safety measures at the beginning of the school year. This beginning of the year certification by the school administrator informs the governing board and supports the school in ensuring that critical organizational and management systems are in place as the school year begins, as these requirements greatly impact students, staff and the public. **Please return the entire document with only the school administrator's columns completed, along with the administrator's signature no later than October 23, 2020.**

- (2) **Certification of Board Compliance Review**: As in previous years, and as part of the Governing Board's fulfillment of its fiduciary governance responsibility to ensure that the charter school complies with all applicable laws and other requirements, it is critical that the school's Governing Board periodically review, discuss, monitor, and modify, if necessary, the school's policies and systems for compliance with such requirements. **Please complete and sign the *final* certification at the end of the attached document, *Compliance Monitoring and Certification of Board Compliance Review 2020-2021*, and return the entire document, (including the administrator's certification from the first submission). Please include the relevant Board agenda(s) and minutes as evidence of the Governing Board's review of these items and submit to the Charter Schools Division via Dropbox no later than January 8, 2021.**

The CSD is very much aware and acknowledges that governing boards provide fiduciary oversight and hire a leader (or leaders) to execute day-to-day operations and appropriately delegated functions. Moreover, the charter school's governing board is the first line of charter school oversight. As part of the District's oversight process, this certification is intended to serve as a formal acknowledgement from charter school governing boards of their review and appropriate due diligence in these key areas as part of their own organizational oversight function. This annual certification also provides charter governing boards an opportunity to confirm with their school leadership that systems are/remain in place to fulfill these critical requirements that impact students, staff, and the public.

- (3) Documentation of Compliance: As we have historically done, the CSD will review documentation of compliance with several key legal requirements as part of this year’s annual performance-based oversight visit to each charter school. To facilitate effective and efficient compliance review on the day of the visit, please adhere to the guidance provided in the *Annual Performance-Based Oversight Visit Preparation Guide 2020-2021* for the preparation of the school’s compliance documentation. Please ensure that this documentation is current, complete, and accurate. The “Supporting Documentation” column of the table in the attached *Compliance Monitoring and Certification of Board Compliance Review 2020-2021* may provide useful support and assistance in this endeavor.

We appreciate your continued collaboration and cooperation as we work together so that all youth achieve in healthy and safe environments. Should you have questions, please contact your assigned CSD administrator.

Best wishes,

José Cole-Gutiérrez
Director, Charter Schools Division

**COMPLIANCE MONITORING AND
CERTIFICATION OF BOARD COMPLIANCE REVIEW
2020-2021**

School Name: **Crete Academy**

Board President Name: **Sergio Martus**

Charter Management Organization: **Crete Academy**

LAUSD Loc. Code: **1854**

INSTRUCTIONS: This Compliance Monitoring and Certification Checklist needs to be submitted twice but both certifications must be completed on the same form.

First submission should be completed by checking each appropriate box (Compliant **OR** In Process) for items 1-23; school administrator needs sign and date the certification page and submitted all pages no later than October 23, 2020 via Dropbox.

Second submission needs to be completed by checking each appropriate items 1-23 under the board certification column, Board Chair needs to sign the certification page and submit with supporting documentation such as the Board Agenda where item was discuss, Board Minutes and Board Agenda approving the minutes no later than January 8, 2021 via Dropbox.

Note: Checklist boxes cannot be left uncheck for any of the items unless you indicated Not Applicable (N/A). Compliance Certification with wet signatures must remain at the school site and be available for review upon request by the oversight team at any time.

Compliance Requirements*	Supporting Documentation	SCHOOL ADMIN.		BOARD CERTIFICATION BY JANUARY 2021
		COMPLIANT	REQUIREMENT IN PROCESS	
1. The charter school maintains timely and current verification of criminal background and TB clearances for all employees (including substitutes, part-time staff, and temporary employees) and contracting entities (service providers, vendors, and independent contractors). See, e.g., CA Ed. Code § 47605(b)(5)(F); CA Ed. Code §§ 45122.1 and 45125.1; CA Ed. Code § 49406.	Documentation that the school has at least one DOJ-confirmed Custodian of Records	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Completed and signed "Certification of Clearances, Credentialing and Mandated Reporter Training 2020-2021" form	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Compliance Requirements*	Supporting Documentation	SCHOOL ADMIN.		BOARD CERTIFICATION BY JANUARY 2021
	Completed and signed “Criminal Background Clearance Certification” for each faculty and staff member to certify criminal background clearance prior to employment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Certification of timely DOJ and TB clearances by all contracting entities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Documentation of compliance with applicable volunteer clearance requirements, including tuberculosis (TB) risk assessment/clearance requirements under AB 1667.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Teachers (including but not limited to English language arts, social studies, science, and mathematics) hold an EL Certification and a valid Commission on Teacher Credentialing Certificate, permit, or other documents equivalent to that which a teacher in other public schools would be required to hold per federal and state law, ESSA. See Ed. Code § 47605(l).	For each certificated staff member: Credential(s) are appropriate for the position(s) to which the person has been assigned, and are in alignment with AB 1505 and applicable law	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Master schedule that shows all assignment(s) of each certificated staff member.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2a. The administration and board have a system in place for reporting applicable employee misconduct to the Commission on Teacher Credentialing.	Internal human resources procedures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. The Charter Schools Division has been provided with, and parents have access to, the school’s most current contact information for each Governing Board member and the 2020-2021 Board meetings calendar . See current <i>Federal, State, and District Required Language for Independent Charter School Petitions (New and Renewal) and Material Revisions (FSDRL)</i> .	Accurate and updated school contact information	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Accurate and updated list/roster of Governing Board members and contact information	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Compliance Requirements*	Supporting Documentation	SCHOOL ADMIN.		BOARD CERTIFICATION BY JANUARY 2021
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Calendar of Governing Board meeting dates and location(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Charter school complies with the pre- and post-lottery and enrollment forms guidelines. See <i>Admissions Requirements and Materials</i> (August 2011).	Lottery form and enrollment packet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Charter school shall ensure that staff receives annual training on the charter school's health, safety, and emergency procedures , and shall maintain a calendar for, and conduct, emergency response drills for students and staff including, but not limited to: a. Health, Safety and Emergency Preparedness Plan (School Safety Plan) (see, e.g., CA Ed Code 32280-32289) b. Child Abuse Mandated Reporter training (see AB 1432 (2014); Ed. Code § 44691; Penal Code § 11165.7) c. Blood borne Pathogens training (see 8 CCR § 5193) d. Pupil Suicide Prevention Policy, AB 2246 (2016)	Comprehensive Health, Safety, and Emergency Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Documentation of emergency drills and preparedness training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Documentation of timely and compliant Child Abuse Mandated Reporter training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Documentation of annual Blood borne Pathogens training	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Documentation of Pupil Suicide Prevention Policy training	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Co-location Charters only- The school administrator and governing board acknowledges and understands that the independent charter school follows applicable District policy, including the District School Safety Plan, as a co-location school.	Participation in District and site level co-location meetings Review of Policy Bulletin-5532.1 Meeting with local district site principal for additional information and questions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. The charter school has either implemented the LAUSD English Learner Master Plan or updated and implemented its own master plan in accordance with English Language Master Plan requirements. See current FSDRL and 2020-2021 Opening Letter.	EL Certification Form	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	EL Master Plan has been updated (if the school has not adopted the LAUSD EL Master Plan)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Compliance Requirements*	Supporting Documentation	SCHOOL ADMIN.		BOARD CERTIFICATION BY JANUARY 2021
8. The charter school's school climate and student discipline systems and procedures align with LAUSD's Discipline Foundation Policy and School Climate Bill of Rights . See current FSDRL.	Description of the school-wide student behavior and discipline system that aligns with Discipline Foundation Policy and School Climate Bill of Rights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Evidence of the tiered behavior intervention, alternatives to suspension, and school positive behavior support that the school provides	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Charter School shall maintain all data involving placement, tracking, and monitoring of student suspensions, expulsions, and reinstatements , and make such outcome data readily available to the LAUSD upon request. The charter school submits student suspension and expulsion data to the Office of Data and Accountability on a monthly basis. See current FSDRL.	Monthly suspension and expulsion reports	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Charter School ensures that any and all school communications, including the Parent Student Handbook , are consistent with the provisions of school's approved charter as well as applicable law (e.g., translation required in the target language if Charter School has 15% of more of Stakeholders who speak that language.)	Parent Student Handbook	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. The charter school's occupancy and use of facilities shall be in compliance with applicable building codes, standards and regulations adopted by the city and/or county agencies responsible for building and safety standards, and the Americans with Disability Act. See Ed. Code § 47610; See current FSDRL.	Current and appropriate Certificate of Occupancy or equivalent; documentation of compliance with fire-life-safety requirements; other required documentation (for any school site not located on District property)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. The charter school complies with all federal and state laws related to public entities , including, but not limited to: <ul style="list-style-type: none"> Ralph M. Brown Act, Gov. Code §§ 54950-54963 Political Reform Act, Gov. Code §§ 81000-91015 	Board meeting agendas and minutes for the past 12 months	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Verification of compliant public	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Compliance Requirements*	Supporting Documentation	SCHOOL ADMIN.		BOARD CERTIFICATION BY JANUARY 2021
<ul style="list-style-type: none"> Public Records Act, Gov. Code §§ 6250-6276.48 <p>See current FSDRL.</p>	posting of Board agendas, including on the school website			
	Evidence of Brown Act training	☒	☐	☐
	Forms 700	☒	☐	☐
	School policy for responding to Public Records Act requests	☒	☐	☐
13. The charter school ensures that its Articles of Incorporation are current and appropriate for the operation of the charter school.	Corporate papers, including any and all Articles of Incorporation (initial documents and any subsequent amendments), for entities affiliated with the charter school	☒	☐	☐
14. By-laws are current and consistent with approved charter, Governing Board-approved, and signed by the Governing Board secretary.	Current and signed Board-approved bylaws	☒	☐	☐
15. The charter school meets the provisions of eligibility and/or is a participant of state and federal programs and/or grants , which may include but not limited to, the following: Title I, II, III, and other programs, child nutrition programs, Prop 20 – State Lottery, Education Protection Act, Special Education §56000, SB 740, and all other federal and state programs in which the charter school participates.	[See “Fiscal Review” in the <i>Annual Performance-Based Oversight Visit Preparation Guide</i> for list of documentation to be provided to the CSD Fiscal Team]	☒	☐	☐
16. The charter school implements Uniform Complaint Procedure policies and procedures with appropriate corresponding forms and documents, readily available to stakeholders at the school site and on the school’s website, that are compliant with federal and state requirements., See, e.g., guidance provided at http://www.cde.ca.gov/re/cp/uc/	<p>The governing board has reviewed the school’s:</p> <ul style="list-style-type: none"> UCP policies UCP procedures UCP forms 	☒	☐	☐

Compliance Requirements*	Supporting Documentation	SCHOOL ADMIN.		BOARD CERTIFICATION BY JANUARY 2021
<p>17. The charter school, as a recipient of federal reimbursement for the National School Lunch/Breakfast program and/or as a school on District property, has adopted a Local School Wellness Policy. See Healthy, Hunger Free Kids Act of 2010 (Public Law 111–296); Child Nutrition and WIC Reauthorization Act of 2004.</p> <p>Note: Even if the charter school is not participating in the National School Lunch or Breakfast program, and is not located on District property, development and adoption of an equivalent Wellness Policy likely would benefit the school and its students.</p>	Local School Wellness Policy, including evidence of stakeholder input in the development of the policy and annual progress report	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>18. The governing board oversees the development of and approves/adopts the stakeholder engagement process, the COVID-19 Operations Written Report that aligns with Governor Newsom-issued Executive Order N-56-20 on responding to COVID-19, and the school’s Learning Continuity and Attendance Plan and its Budget Overview for Parents pursuant to Senate Bill 98 (SB 98). The Learning Continuity Plan replaces the Local Control Accountability Plan (LCAP) for the 2020–21 school year and supersedes the requirements in Executive Order N-56-20.</p>	Documentation of stakeholder engagement, including Board Meeting Agendas, Board Minutes, and the COVID-19 Operations Written Report, Learning Continuity and Attendance Plan, and Budget Overview for Parents.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>19. The charter school ensures compliance with the LAUSD’s Keeping Parents Informed: Charter Public School Transparency Resolution of January 12, 2016, which includes documents available both manually and electronically, and if the charter school occupies a building on the AB300 list (seismic safety survey), it has posted a notice of such status in its main office.</p>	Documentation of discussion by the Governing Board including Board Meeting Agendas and Board Minutes and review that documentation is available both manually and electronically	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>20. The charter school ensures that it is in compliance with all applicable state law regarding homeless and foster youth, including but not limited to the provisions of AB 379 (2015) and Chapter 5.5 (commencing with Section 48850) of Part 27 of Division 4 of Title 2 of the Education Code, as amended from time to time.</p>	Documentation of compliance with the requirements, which may include but is not limited to, the name of the charter school’s designee and the partial credit policy, if applicable	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Compliance Requirements*	Supporting Documentation	SCHOOL ADMIN.		BOARD CERTIFICATION BY JANUARY 2021
21. Schools Serving Grade 9 only: The charter school complies with all applicable requirements of the California Mathematics Placement Act of 2015)	Documentation of the adoption of the charter school's established policy in compliance with the California Mathematics Placement Act of 2015, including the Board Meeting Agendas and Board Minutes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22. The charter school complies with all applicable requirements of AB 2246: Pupil Suicide Prevention Policies. (Schools serving Grades 7-12). If the charter school is co-located on District property (Prop 39), the school administrator must access training via the District's website through MyPLN.	Documentation of the adoption of the charter school's policy established in compliance with the AB 2246, including the Board Meeting Agendas and Board Minutes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
23. For High Schools Only: The charter school has obtained WASC accreditation and UCOP Doorways Course Approval.	Charter school approvals are listed on the WASC website and UCOP Doorways website	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24. The charter school complies with all applicable requirements of AB 543 regarding sexual harassment notifications (Schools serving Grades 9-12).	Verification of pupils being notified in accordance with AB 543 requirements, including displaying a poster in bathrooms and locker rooms at the schoolsite.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25. The charter school complies with all applicable requirements of AB 605 pertaining to school-purchased technology devices for individuals with exceptional needs.	Documentation of compliance with the requirements, which may include but is not limited to, how students were provided access to devices in order to receive a free appropriate public education.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

CERTIFICATION OF SCHOOL ADMINISTRATOR'S COMPLIANCE REVIEW

(By Friday, October 23, 2020)

The undersigned hereby certifies that, on _____ the School Administrator of
Date(s)

Name of Charter School
 reviewed the school's compliance related policies, systems, and procedures.

Printed Name of School Administrator	Signature of School Administrator	Date Signed

CERTIFICATION OF BOARD COMPLIANCE REVIEW

(By Friday, January 8, 2021)

The undersigned hereby certifies that, on _____, the Governing Board of
Date(s)

C r e t e A c a d e m y C h a r t e r S c h o o l

Name of Charter School
 reviewed the school's compliance related policies, systems, and procedures. **

This certification includes the following relevant documentation:

- Board Agenda where item was discussed
- Board Minutes
- Board Agenda Approving the Minutes

Sergio Martus		
Printed Name of Governing Board Chair	Signature of Governing Board Chair	Date Signed

Year to Date Actual to Budget Summary

Crete Academy

July 2020 - Nov 2020

Account Description	November			July-November			2020-2021			
	Actual	Budget	Variance \$	Actual	Budget	Variance \$	Original Budget	Bd Appvd Revised Operating Budget	Reforecast	Original vs Operating Budget
Revenue Limit	121,088	161,166	(40,078)	555,620	595,697	(40,077)	1,912,003	1,880,674	1,880,674	(31,329)
Federal Revenue	-	5,888	(5,888)	177,779	237,247	(59,468)	181,679	355,890	355,890	174,211
Other State Revenue	458	879	(421)	16,620	18,798	(2,178)	156,895	169,274	169,732	12,379
Local Revenue	2,829	1,403	1,426	57,211	66,741	(9,530)	28,132	76,562	80,656	48,430
Total Revenue	124,375	169,336	(44,961)	807,230	918,483	(111,253)	2,278,709	2,482,399	2,486,951	203,690
Certificated Salaries	64,143	59,404	(4,739)	301,626	287,243	(14,383)	801,194	721,300	834,300	(79,894)
Classified Salaries	20,724	23,945	3,222	95,657	98,931	3,274	367,916	319,251	224,827	(48,665)
Employee Benefits	18,082	11,045	(7,037)	107,941	81,418	(26,523)	183,551	173,505	173,505	(10,045)
Total Personnel Expenses	102,948	94,395	(8,554)	505,224	467,592	(37,632)	1,352,661	1,214,056	1,232,632	(138,605)
Books and Supplies	4,230	76,539	72,309	39,910	137,442	97,532	166,923	317,296	318,405	150,373
Services & Other Operating Expenses	47,835	40,739	(7,096)	225,154	207,613	(17,541)	503,001	511,320	550,772	8,318
Capital Outlay			-			-	32,000	32,000	32,000	(0)
Other Outgo	366	8,552	8,185	38,335	45,473	7,138	114,836	114,836	114,836	(0)
Total Operational Expenses	52,432	125,830	73,398	303,399	390,527	87,128	816,760	975,451	1,016,012	158,692
Total Expenses	155,380	220,224	64,844	808,624	858,120	49,496	2,169,420	2,189,507	2,248,644	20,086
Net Income	(31,005)	(50,888)	19,883	(1,394)	60,363	(61,757)	109,288	292,892	238,307	183,604
Beginning Balance, Net Assets	167,137			167,137			167,137	167,137	167,137	
Net Income	(31,005)			(1,394)			109,288	292,892	238,307	
Ending Balance, Net Assets	136,132			165,743			276,425	460,029	405,444	
Reserve Requirement Greater of 5% Total Expenditures or \$69,000								\$109,475	\$112,432	
Excess (Deficit) Reserve								\$350,554	\$293,012	
Enrollment Excluding ETK ETL (Early Transition Kindergarten)							205	205	205	
Total Enrollment with ETK							0	0	0	
ADA (Excludes ETK)							205	205	205	
							188.90	188.90	188.90	

Crete Academy

November 2020

Segment Name	Filter Applied
Object	All
Restriction	All
Location	All
Lcp	All
Goal	All
Function	All
Fund	All

Group Description	Account	Account Description	
Liquidity Ratio			3.3
Assets			
Current Assets			
Cash	62-0000-0000-0000-9120-010-000	Cash in Bank(s)	\$282,135
Accounts Receivables	62-0000-0000-0000-9290-020-000	Due to Grantor Governments	\$60,475
Total Current Assets			\$342,610
Fixed Assets			
Buildings and Improvements	62-0000-0000-0000-9420-020-000	Building Improvements	\$39,991
Computer Equipment	62-4610-0000-0000-9441-020-000	Computer Equipment	\$15,370
Furniture and Fixtures	62-4610-0000-0000-9440-020-000	Furniture Fixtures and Equipment	\$28,556
Transportation Equipment	62-0000-0000-0000-9442-020-000	Transportation Equipment	\$84,248
Accumulated Depreciation	62-0000-0000-0000-9445-020-000	Accumulated Depreciation - Furniture & Fixtures	(\$8,159)
Accumulated Depreciation	62-0000-0000-0000-9446-020-000	Accumulated Depreciation - Computer Equipment	(\$10,247)
Accumulated Depreciation	62-0000-0000-0000-9447-020-000	Accumulated Depreciation - Transportation Equipment	(\$49,144)
Accumulated Depreciation	62-0000-0000-0000-9448-020-000	Accumulated Depreciation - Building Improvements	(\$13,997)
Accumulated Depreciation	62-4610-0000-0000-9445-020-000	Accumulated Depreciation - Furniture, Fixtures & Equipment	(\$4,079)
Accumulated Depreciation	62-4610-0000-0000-9446-020-000	Accumulated Depreciation - Computer Equipment	(\$5,123)
Total Fixed Assets			\$77,415
Other Assets			
Total Other Assets			-
Total Assets			\$420,025

Crete Academy

November 2020

Segment Name	Filter Applied
Object	All
Restriction	All
Location	All
Lcp	All
Goal	All
Function	All
Fund	All

Group Description	Account	Account Description	
Liabilities And Net Assets			
Current Liabilities			
Accounts Payable	62-0000-0000-0000-9500-010-000	Accounts Payable-System	\$26,581
Accounts Payable	62-0000-0000-0000-9506-020-000	Credit Card Payable	\$7,122
Accounts Payable	62-0000-0000-0000-9590-020-000	Due to Grantor Governments	\$13,168
Accrued Salaries, Payroll Taxes, Postemployment Benefits	62-0000-0000-0000-9501-020-000	Accrued Salaries	\$41,209
Accrued Salaries, Payroll Taxes, Postemployment Benefits	62-0000-0000-0000-9660-020-000	Voluntary Deductions	\$1,341
Accrued Salaries, Payroll Taxes, Postemployment Benefits	62-0000-0000-0000-9661-020-000	Summer Holdback	\$14,747
Total Current Liabilities			\$104,169
Long Term Liabilities			
Loans Payable	62-0000-0000-0000-9641-020-000	Loans Payable- Shuttle 8479	\$20,615
Loans Payable	62-0000-0000-0000-9642-020-000	Loans Payable- Shuttle 7599	\$20,354
Loans Payable	62-0000-0000-0000-9644-020-000	Wells Fargo Line of Credit	\$5,778
Loans Payable	62-0000-0000-0000-9663-020-000	Revolving Loan Payable	\$83,340
Total Long Term Liabilities			\$130,087
Total Liabilities			\$234,256
Net Assets			
Restricted Net Assets	62-0092-0000-0000-9780-020-000	Temporarily Restricted Fund Balance -Enterprise Grant	\$10,000
Restricted Net Assets	62-0093-0000-0000-9780-020-000	Temporarily Restricted Fund Balance -Library Improvement	\$25,000
Restricted Net Assets	62-3210-0000-0000-9780-020-000	Temporarily Restricted Fund Balance ESSER	(\$3,854)
Restricted Net Assets	62-7311-0000-0000-9780-020-000	Temporarily Restricted Fund Balance -Class Emp PD	\$975
Unrestricted Net Assets	62-0000-0000-0000-9790-010-000	Undesignated Fund Balance	\$13,000
Unrestricted Net Assets	62-0000-0000-0000-9790-020-000	Unrestricted Net Assets	\$122,016
Unrestricted Net Assets	62-0000-0000-0000-9793-020-000	Audit Adjustments- Current Year	\$20,025
Profit/Loss YTD			(\$1,394)
Total Net Assets			\$185,769

Crete Academy

Check Register 11/1/2020 through 11/30/2020

Payment Number	Payment Date	Payee Name	Rec Status	Check Amount	Account	Account Description	Transaction Description	Invoiced GL Amount
10001780	11/3/2020	Archdiocese of Los Angeles	Cleared	\$13,250.00	62-0000-0000-8700-5600-020-000	Space Rental, /Leases Expense, Unrestricted	INVC# NOV-2020 -November 2020 Rent for 6103 Crenshaw Blvd	\$13,250.00
10001781	11/3/2020	Charter School Management Corporation	Cleared	\$6,000.00	62-0000-0000-7300-5873-020-000	Financial Services, Unrestricted	INVC# 40036 BBO, Payroll, Achievement Data & LCAP Support	\$6,000.00
10001787	11/5/2020	Home Depot Credit Services	Cleared	\$123.31	62-3220-0000-8100-4381-020-101	Plant Maintenance, CRF	Inv # 10/20/20 - STMT - COVID Supplies	\$123.31
10001789	11/5/2020	Staples Business Credit	Cleared	\$40.50	62-0000-1110-2100-4300-020-000	Materials & Supplies, Unrestricted	Inv # 1631548085 - Copy Paper	\$40.50
10001793	11/5/2020	Wells Fargo Vendor Fin Serv	Cleared	\$108.95	62-0000-0000-2700-5605-020-000	Equipment Rental, /Lease Expense, Unrestricted	Inv # 5012375674 - Ricoh Copier Lease 10/13/20 - 11/12/20	\$108.95
10001794	11/5/2020	Wells Fargo	Cleared	\$220.00	62-0000-0000-0000-9644-020-000	Wells Fargo Line of Credit	Current Minimum Payment Due	\$220.00
10001790	11/5/2020	SoCalGas	Cleared	\$105.79	62-0000-0000-8100-5501-020-000	Utilities, Unrestricted	Inv # 10/16/20 - 4093 - Gas Charges - 9/14/20 - 10/14/20	\$105.79
10001782	11/5/2020	Aflac	Cleared	\$153.66	62-0000-1110-1000-3401-020-000	Health & Welfare Benefits, Certificated	Inv # 997706 - Acct # MAF56 - Voluntary Employee Deductions	\$89.55
					62-0000-1110-2100-3402-020-000	Health & Welfare Benefits, Classified	Inv # 997706 - Acct # MAF56 - Voluntary Employee Deductions	\$34.01
					62-0000-0000-3900-3402-020-000	Health & Welfare Benefits, Classified	Inv # 997706 - Acct # MAF56 - Voluntary Employee Deductions	\$30.10
10001792	11/5/2020	Wells Fargo	Cleared	\$233.00	62-0000-0000-0000-9506-020-000	Credit Card Payable	INVC# 10/22/20-1630 -Acct# 4856 2002 5915 1630 Minimum Due	\$233.00
10001795	11/5/2020	OS4CS	Cleared	\$6,000.00	62-0000-0000-2700-5800-020-000	Professional/Consulting Services & Operating Expenditures, U	Inv # 002 - School Imbedded Support and Services	\$6,000.00
10001791	11/5/2020	Spectrum	Cleared	\$71.98	62-0000-1110-2700-5900-020-000	Communications, Unrestricted	Inv # 8759031102320 - Internet Charges - 10/23/20 - 11/22/20	\$71.98
10001784	11/5/2020	Citizens One	Cleared	\$665.74	62-0000-0000-0000-9642-020-000	Loans Payable- Shuttle 7599	Inv # 10/19/20 - STMT - Shuttle Van Loan - Principle	\$665.74
10001788	11/5/2020	Kaiser Foundation Health Plan Inc	Cleared	\$11,693.88	62-0000-1110-2100-3401-020-000	Health & Welfare Benefits, Certificated	INVC# NOV-2020 Health Insurance Benefits	\$468.56
					62-0000-1110-1000-3401-020-000	Health & Welfare Benefits, Certificated	INVC# NOV-2020 Health Insurance Benefits	\$7,018.28
					62-0000-0000-7200-3401-020-000	Health & Welfare Benefits, Certificated	INVC# NOV-2020 Health Insurance Benefits	\$1,237.51
					62-0000-0000-2700-3402-020-000	Health & Welfare Benefits, Classified	INVC# NOV-2020 Health Insurance Benefits	\$823.56
					62-3210-1110-1000-3402-020-000	Health & Welfare Benefits, Classified	INVC# NOV-2020 Health Insurance Benefits	\$1,162.53
					62-0000-1110-2100-3402-020-000	Health & Welfare Benefits, Classified	INVC# NOV-2020 Health Insurance Benefits	\$983.44
10001786	11/5/2020	Citi Cards	Cleared	\$845.76	62-0000-0000-9100-5890-020-000	Interest Expense / Misc. Fees, Unrestricted	Inv # 09/18/20-10/19/20 - Interest Charges	\$133.76
					62-3220-1110-2700-5900-020-201	Communications, CRF	Inv # 09/18/20-10/19/20 - Spectrum	\$832.00
10001785	11/5/2020	City of Los Angeles	Cleared	\$11.87	62-0000-0000-8100-5500-020-000	Operation & Housekeeping Services, Unrestricted	2021 Police Alarm Permit Renewal - Permit # 0457995-27	\$11.87
10001783	11/5/2020	Aflac	Cleared	\$173.29	62-0000-1110-1000-3401-020-000	Health & Welfare Benefits, Certificated	Inv # 997707 - Acct # MAF58 - Employee Voluntary Deductions	\$148.20
					62-0000-1110-2100-3402-020-000	Health & Welfare Benefits, Classified	Inv # 997707 - Acct # MAF58 - Employee Voluntary Deductions	\$25.09
10001797	11/10/2020	Garza Industries, Inc	Cleared	\$335.63	62-0000-1110-2100-4300-020-000	Materials & Supplies, Unrestricted	Inv # 1905692 - Paper	\$335.63
10001796	11/10/2020	Global Education Solutions, Inc.	Cleared	\$2,000.00	62-6500-5760-1190-5810-020-000	Educational Consultants, SPED State and Local	INVC# 10/30/2020 - Consulting Services	\$2,000.00
10001802	11/10/2020	St. John the Evangelist Church	Cleared	\$1,718.56	62-0000-0000-8100-5501-020-000	Utilities, Unrestricted	Inv # 10/22/20 - Electric Charges - September 2020	\$1,718.56
10001798	11/10/2020	Judson International School	Cleared	\$650.00	62-3220-0000-2100-4400-020-105	Noncapitalized Equipment, CRF	INVC# 11/01/2020 Bookshelves/Desks	\$650.00
10001799	11/10/2020	LACOE	Cleared	\$2,500.00	62-4035-0000-7410-5210-020-000	Training & Development Expense, Title II Improving Teacher	INVC# 63760 - Teacher Induction Program for FY 2020-2021	\$12,250.00
10001803	11/10/2020	Wells Fargo	Cleared	\$4,780.00	62-0000-0000-0000-9644-020-000	Wells Fargo Line of Credit	Inv # 10/18/20 - 3089 - 2 - Pay Down Line of Credit Balance	\$4,780.00
10001801	11/10/2020	One Stop Collection Agency	Cleared	\$560.00	62-0000-1110-2100-4300-020-000	Materials & Supplies, Unrestricted	Inv # 1 - 8 Computers	\$560.00
10001800	11/10/2020	Jennifer Mack	Cleared	\$670.96	62-3220-1110-1000-4315-020-103	Classroom Materials & Supplies, CRF	INVC# 10/26/20 -REIMB: Books, POs-Its,BTSA Fees/App	\$670.96
10001804	11/24/2020	Garza Industries, Inc	Cleared	\$447.81	62-0000-1110-2100-4300-020-000	Materials & Supplies, Unrestricted	Cleaning Supplies	\$447.81
10001805	11/24/2020	Ironbox Education, Inc. DBA Meg Palisoc	Cleared	\$1,295.00	62-0000-1110-1000-5810-020-000	Educational Consultants, Unrestricted	Activity: Consulting - 12 Coaching Sessions & Access to Schl	\$1,295.00
10001807	11/24/2020	Marlin Business Bank	Cleared	\$673.17	62-0000-0000-8100-5605-020-000	Equipment Rental/Lease Expense	Account# 1707079 December 2020	\$327.41
					62-0000-0000-8100-5605-020-000	Equipment Rental/Lease Expense		\$345.76
10001808	11/24/2020	Vision Service Plan - CA	Cleared	\$169.82	62-0000-1110-1000-3403-020-000	Health & Welfare Benefits, Unrestricted	Nov 2020 Premium	\$169.82
10001806	11/24/2020	Kaiser Foundation Health Plan Inc	Cleared	\$10,543.62	62-3210-1110-1000-3402-020-000	Health & Welfare Benefits, Classified	Inv # Dec-2020 - Health Insurance Benefits	\$387.51
					62-0000-0000-2700-3402-020-000	Health & Welfare Benefits, Classified	Inv # Dec-2020 - Health Insurance Benefits	\$823.56
					62-0000-1110-2100-3402-020-000	Health & Welfare Benefits, Classified	Inv # Dec-2020 - Health Insurance Benefits	\$983.44
					62-0000-1110-2100-3401-020-000	Health & Welfare Benefits, Certificated	Inv # Dec-2020 - Health Insurance Benefits	\$468.56
					62-0000-0000-7200-3401-020-000	Health & Welfare Benefits, Certificated	Inv # Dec-2020 - Health Insurance Benefits	\$1,237.51
					62-0000-1110-1000-3401-020-000	Health & Welfare Benefits, Certificated	Inv # Dec-2020 - Health Insurance Benefits	\$6,643.04
Total Check Amount				\$66,042.30	Total GL Amount			\$75,792.30

Crete Academy

Vendor	Invoice	Due Date	On hold?	Current	1-30 days past due	31-60 days past due	61-90 days past due	Over 90 days past due	Total Payables
CINTAS CORPORATION #427	10001602	6/30/2020	Y					(\$293.48)	
Vendor Totals								(\$293.48)	(\$293.48)
LACOE	63760	12/3/2020	Y		\$7,250.00				
Vendor Totals					\$7,250.00				\$7,250.00
Totals					\$7,250.00			(\$293.48)	\$6,956.52