APPROVED

Excel Academy Massachusetts

Minutes

Board of Trustees Meeting

Date and Time
Friday October 11, 2024 at 8:30 AM

Location
Microsoft Teams
Join the meeting now
Meeting ID: 210 231 984 184
Passcode: aY499X

Meeting Notice Posted Publicly: 10/4/24

Please note: All items listed on the agenda are subject to a possible vote by the Board of Trustees.

Trustees Present
C. Brumme (remote), D. Sachs (remote), D. Stolow (remote), M. Colaylat (remote), P. Klein (remote), R. Lytle (remote), S. Zrike (remote), T. Griffith Walker (remote)

Trustees Absent
B. Rodriguez, D. Petersmeyer Johnson, N. Castro

Guests Present
A. Kaynor (remote), A. Solomon (remote), F. Reyes (remote), N. Keough (remote), O. Stearns (remote), S. Patton (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

C. Brumme called a meeting of the board of trustees of Excel Academy Massachusetts to order on Friday Oct 11, 2024 at 8:34 AM.

C. Public Comment

N/A - No members of the public provided comments at this meeting.

D. Approve Minutes for 6.13.24 Board Meeting

R. Lytle made a motion to approve the minutes from Board of Trustees Meeting on 06-13-24.
C. Brumme seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Academic Oversight

A. State of the School Update and Report from Academic Oversight Committee & NAT

N. Keough, S. Patton, and F. Reyes presented updates on SY23-24 academic results as summarized in the Academic Oversight Committee update slides and the quarterly data dashboard that were provided to the Board in advance of the meeting.

R. Lytle asked a clarifying question about SGP (Student Growth Percentile) which N. Keough answered.

N. Keough summarized the SY23-24 performance of the schools and highlighted bright spots and challenges that we are seeing in the data, which was reviewed in detail by the Academic Oversight Committee on Sept. 26, 2024.

R. Lytle asked a clarifying question about the way state assessment results trend from 4th to 5th grade, which F. Reyes answered.

D. Sachs asked a clarifying question about whether the trends we're observing in 5th grade Math are specific to Excel or if they may be statewide trends, which F. Reyes answered. S. Patton provided additional context about teacher development at each middle school campus.

M. Colaylat asked a clarifying question about growth trends in 6th grade, which N. Keough answered.

N. Keough updated the Board on the continued implementation of the organizational priority framework and a new Instructional Observation Rubric.

D. Stolow asked a clarifying question about the work being done to deepen support for high-quality curriculum, school culture, and targeted interventions (MTSS), which N. Keough answered. N. Keough provided additional context about the adoption of the new Instructional Observation Rubric among staff and the ways the team is supporting school leaders with implementation on each campus.

S. Patton updated the Board on the progress of the Heads of School at each campus, including the two new Heads of School at Excel East Boston and Excel Chelsea. S. Patton summarized the encouraging work we are seeing at each campus in Arc 1 and thorough, shared investment in growth and development.

C. Brumme asked there are areas of concern or risk for the team in the implementation of the new Rubric. S. Patton and N. Keough provided additional context about the status of change management and implementation at each campus. N. Keough added that we have also hired a leadership coach to support individual leadership teams on the ground this year. N. Keough also commented that we will have quantitative information once we have staff survey results.

S. Zrike commented that the growth rates are impressive, particularly in the context of challenges statewide, and thanked the Academic Team for the thorough presentation.

S. Zrike asked a clarifying question about Excel's subgroup performance relative to statewide benchmarks, which F. Reyes and N. Keough answered.

III. Finance

A. FYI - Reminder about FY24 Annual Audit

A. Kaynor provided an update and reminder about the FY24 annual audit meeting schedule, as summarized on the agenda.

IV. Governance

A. Title IX Policy Approval and Training

A. Kaynor and A. Solomon provided the Board with a summary of updates to the Title IX Policy and a training on the Board's role with respect to the Policy, as detailed in the materials provided to the Board in advance.
C. Brumme made a motion to approve the Title IX Policy as presented.
D. Stolow seconded the motion.
The board **VOTED** unanimously to approve the motion.

B.

Ratify SY24-25 Student & Family Handbooks (MS and HS), SY24-25 Employee Policy Manual, and other policy and manual updates (enclosed/linked)

A. Kaynor provided the Board with a summary of updates to school policies, manuals, and handbooks, which were provided to the Board in advance, and answered clarifying questions from the Board about the policies.
R. Lytle made a motion to ratify the SY24-25 Student & Family Handbooks (middle school and high school), the SY24-25 Employee Policy Manual, and the additional policies and manuals outlined and linked in the Board packet, as presented.
D. Stolow seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Approve SY24-25 Board Goals

O. Stearns and C. Brumme presented and summarized the SY24-25 Board Goals that were provided to the Board in advance. C. Brumme highlighted the goals related to fundraising and advocacy in particular and outlined the vision for successful Board engagement with these goals.
R. Lytle made a motion to approve the SY24-25 Board Goals as presented.
C. Brumme seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Closing Items

A. Adjourn Meeting

D. Stolow made a motion to adjourn the meeting.
C. Brumme seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:34 AM.

Respectfully Submitted,
C. Brumme

Documents used during the meeting

- 092624 MA Academic Committee Meeting Slidedeck.pdf
- Excel Academy Title IX Policy - Sept. 2024 Update - Final.pdf
- Summary of Governing Handbooks & Manuals - Sept. 2024.pdf
- Excel MA and Friends Employee Handbook 2024-2025.Final.8.5.24.pdf
- XLHS-Student-Family-Handbook-24-25-ENG.pdf
- XLMA-Middle-School-Student-Family-Handbook-2024-2025-English.pdf

- MA Board Goals - 10.11.24.pdf

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