



Excel Academy (CA)

Regular Meeting of the Board of Directors

Published on March 3, 2023 at 4:23 PM PST

Date and Time

Thursday March 9, 2023 at 11:00 AM PST

Location

Excel Academy Charter School
|
1 Technology Drive, Ste I-811
Irvine, CA 92618

Regus- Gateway Chula Vista
333 H Street, Suite 5000
Chula Vista, CA 91910

Zoom Meeting Information:

Dial In: +1 669 444 9171 US

Meeting ID: ID: 831 0162 3946

Join URL: <https://us06web.zoom.us/j/83101623946>

MISSION STATEMENT

Excel Academy will provide flexible, personalized learning through a customized course of study that will educate, motivate, and instill a love of learning in each individual student. Teachers and parents will join together to maintain high expectations and promote academic excellence for all students creating the next generation of leaders.

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE

Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY

The Governing Board's presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting Excel Academy Charter Schools.

Agenda

	Purpose	Presenter	Time
I. Opening Items			11:00 AM
A. Call the Meeting to Order		William Hall	1 m
B. Record Attendance		William Hall	1 m

Roll Call:

William Hall, President

Michael Humphrey, Vice President

Steve Fraire, Clerk

Susan Houle, Member

Larry Alvarado, Member

II. Pledge of Allegiance			11:02 AM
A. Led by Board President or designee.		William Hall	1 m

III. Approve/Adopt Agenda			11:03 AM
A. Agenda	Vote	William Hall	1 m

It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board meeting of March 9, 2023.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

IV. Approve Minutes			11:04 AM
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	Purpose	Presenter	Time
A. Minutes of the Regular Board Meeting held on February 9, 2023	Approve Minutes	William Hall	1 m

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

V. Board Governance

11:05 AM

A. Board Calendar	Vote	Heidi Gasca	5 m
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1. Approval of Excel Academy Charter Schools 2023-2024 Board Meeting Calendar

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

VI. Public Comment - Closed Session

The public has a right to comment on any items of the closed session agenda. Members of the public will be permitted to comment on any other item within the Board's jurisdiction under Public Comments/Recognition/Reports.

VII. Adjourn to Closed Session

11:10 AM

A. The Board will consider and may act on any of the Closed Session matters.	Vote	William Hall	1 m
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Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

VIII. Closed Session

11:11 AM

	Purpose	Presenter	Time
A. Closed Session			15 m
Conference with Legal Counsel - Existing Litigation (Gov. Code Section 54956.9(d)(1))			
TR v. The Collaborative Charter Services Organization, et al			

IX. Reconvene Regular Meeting 11:26 AM

A. Report out any action taken in closed session.	Discuss	William Hall	5 m
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X. Public Comments/Recognition/Reports

Please submit a Request to Speak to the Board of Directors using the chat feature on the right hand side of the Zoom platform. Please state the agenda item number that you wish to address prior to the agenda item being called by the Board President. Not more than three (3) minutes are to be allotted to any one (1) speaker, and no more than twenty (20) minutes on the same subject. This portion of the agenda is for comments, recognitions and reports to the Board and is not intended to be a question and answer period. If you have questions for the Board, please provide the Board President with a written statement and an administrator will provide answers at a later date.

XI. Correspondence/Proposals/Reports 11:31 AM

A. School Highlights - Presented by Heidi Gasca, Executive Director/CEO	Discuss	Heidi Gasca	8 m
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XII. Consent 11:39 AM

Items listed under Consent are considered routine and will be approved/adopted by a single motion. There will be no separate discussion of these items; however, any item may be removed from the Consent upon the request of any member of the Board, discussed, and acted upon separately.

A. Consent - Business/Financial Services

1. Check Register - January 2023
2. Approval of Excel Academy Charter Schools Content & Community Provider (CCP) Renewal Documents 2023-24

B. Consent - Education Student/Services

1. Approval of Personalized Path & Virtual Path Master Agreements (MA) 2023-24

	Purpose	Presenter	Time
2.	Approval of Personalized Path & Virtual Path Acknowledgment of Responsibilities (AOR) 2023-24		
3.	Approval of Excel Academy Charter Schools Special Event Contract 2022-23		
4.	Approval of Excel Academy Charter Schools Prom Proposal		
5.	Approval of Ayres Hotel Contract for Excel Academy Charter Schools CAASPP Testing		

C. Consent - Personnel Services

1. Approval of Certificated Personnel Report
2. Approval of Classified Personnel Report
3. Job Descriptions

D. Consent Items - Policy Development

Approval of existing board policies revised, reviewed, and eliminated by staff for the 2022-2023 school year.

Board Policies: Revised

The following are current policies that have been revised to provide clarity or alignment with changes in law or procedures.

3000 Series - Business/Non-Instructional

3115 - EA General Terms and Conditions of the Purchase Order

4000 Series - Personnel Services

4115 - EA FMLA Policy

4150 - EA Mileage Reimbursement Policy

5000 Series - Student Services

5015 - EA Title IX Harassment, Intimidation, Discrimination, and Bullying Policy

6000 Series - Instruction

Board Policies: Reviewed

The following policies are being brought to the Board without changes for annual review.

1000 Series - Community Relations

1025 - EA Uniform Complaint Procedures Policy

1035 - EA Access to Public Records Policy

4000 Series - Personnel Services

4000 - EA Concepts and Roles

	Purpose	Presenter	Time
4010 - EA At-Will Policy			
4015 - EA Equal Employment Opportunity Policy			
4020 - EA Background Check Policy			
4025 - EA TB Testing Policy			
4035 - EA Mandated Reporter - Child Abuse Policy			
4040 - EA Corporal Punishment Policy			
4045 - EA Professional Boundaries Policy			
4050 - EA Whistleblower Policy			
4055 - EA Internal Complaint Policy			
4060 - EA Unlawful Harassment, Discrimination, Retaliation Policy and Complaint Form			
4065 - EA Meal and Rest Period Policy			
4070 - EA Lactation Accommodation Policy			
4075 - EA Drug, Alcohol, Smoke Free Workplace Policy			
4080 - EA Acceptable Use of Technology Policy			
4085 - EA Payroll Withholdings Policy			
4090 - EA COBRA Policy			
4105 - EA Paid Sick Leave Policy			
4010 - EA Pregnancy Disability Leave Policy			
4125 - EA Victims of Crime Policy			
4130 - EA Remote Work Policy			
4160 - EA Children of Teachers Policy			
4165 - EA Employee Driving Policy			
4170 - EA Injury Illness Prevention Plan			

Board Policies: Eliminated

The following are policies that have been eliminated due to no longer being necessary.

4120 - EA Families First Coronavirus Response Act Policy

E. Consent items listed under A through D are considered routine and will be approved/adopted by a single motion.	Vote	William Hall	1 m
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Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

XIII. Business/Financial Services

11:40 AM

	Purpose	Presenter	Time
A. Approval of Second Interim Financial Report	Vote	Joe Sorrera	10 m

It is recommended the Board approve the Second Interim Financial Report for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: See attached report.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

B. Approval of Annual Audit Engagement Services between CliftonLarsonAllen (CLA) and Excel Academy Charter Schools	Vote	Joe Sorrera	5 m
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It is recommended the Board approve the Annual Audit Engagement Services between CliftonLarsonAllen (CLA) and Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053) for the year ended June 30, 2023.

Fiscal Impact: \$27,880

Warner (#2053): \$18,400.80

Helendale (#2073): \$9,479.20

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

XIV. Education Services

11:55 AM

A. Approval of Curriculum Associates Agreement for i-Ready Assessment for 2023-24 (Renewal)	Vote	Heidi Gasca	5 m
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It is recommended the Board approve the Curriculum Associates Renewal Agreement for i-Ready Assessment for 2023-24 for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$33,920

	Purpose	Presenter	Time
Warner (#2053): \$22,2387.20			
Helendale (#2073): \$11,532.80			

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

B. Approval of Parsec Education Service Agreement 2023-24 (Renewal)	Vote	Heidi Gasca	5 m
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It is recommended the Board approve the Parsec Education Service Renewal Agreement 2022-23 for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$14,542.60

Warner (#2053): \$9,598.12

Helendale (#2073): \$4,944.48

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

XV. Personnel Services

12:05 PM

A. Approval of 2023-2024 Strategic Staffing Plan	Vote	Megan Anderson	10 m
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It is recommended the Board approve the 2023-2024 Strategic Staffing Plan for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

	Purpose	Presenter	Time
B. Approval of Excel Academy Charter Schools Paycom SPIN Proposal	Vote	Megan Anderson	8 m

It is recommended the Board approve the Paycom SPIN Proposal for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$34,566.24

Warner (#2053): \$22,813.72

Helendale (#2073): \$11,752.52

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

C. Approval of San Diego County Office of Education (SDCOE) Early Education Teacher Development Grant	Vote	Heidi Gasca	5 m
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It is recommended the Board approve the San Diego County Office of Education (SDCOE) Early Education Teacher Development Grant for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$15,000 from the UPK grant; no cost to the school

Warner (#2053): \$9,900

Helendale (#2073): \$5,100

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

XVI. Calendar

The next scheduled Board Study Session will be held on April 6, 2023.

The next scheduled Regular Board Meeting will be held on May 11, 2023.

XVII. Comments

12:28 PM

A. Board Comments	5 m
B. CEO Comments	5 m

	Purpose	Presenter	Time
XVIII. Closing Items			12:38 PM
A. Adjourn Meeting	Vote	William Hall	1 m

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

Moved by _____ Seconded by _____ Ayes _____ Nays _____ Absent _____

FOR MORE INFORMATION

For more information concerning this agenda, contact
Excel Academy Charter School.