



Excel Academy (CA)

Regular Meeting of the Board of Directors

Published on May 5, 2023 at 3:50 PM PDT
Amended on May 10, 2023 at 3:46 PM PDT

Date and Time

Thursday May 11, 2023 at 11:05 AM PDT

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

Meeting ID: 825 0427 2879

Zoom URL: <https://us06web.zoom.us/j/82504272879>

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			11:05 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			11:07 AM
A. Led by Board President or designee.		William Hall	1 m
III. Approve/Adopt Agenda			11:08 AM
A. Agenda	Vote	William Hall	1 m

Purpose Presenter Time

It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board meeting of May 11, 2023.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

IV. Approve Minutes

11:09 AM

- A.** Minutes of the Regular Board Meeting held on March 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 _____

- B.** Minutes of the Board Study Session held on April 6, 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. 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.

VI. Adjourn to Closed Session			11:11 AM
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| A. The Board will consider and may act on any of the Closed Session matters. | Vote | | 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 _____

VII. Closed Session			11:12 AM
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| A. Closed Session Agenda | | | 30 m |
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1. Conference with Legal Counsel - Existing Litigation (Gov. Code Section 54956.9(d) (1))

a. TR v. The Collaborative Charter Services Organization, et al

b. YL v. The Collaborative Charter Services Organization, et al

2. Public Employee Performance Evaluation Pursuant to Government Code 54957

a. Performance Evaluation, Executive Director/CEO

VIII. Reconvene Regular Meeting			11:42 AM
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| A. Report out any action taken in closed session. | Discuss | William Hall | 5 m |
|--|---------|--------------|-----|

IX. Public Comments/Recognition/Reports			
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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.

X.	Correspondence/Proposals/Reports		11:47 AM
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|-----------|--|---------|-------------------------|-----|
| A. | School Highlights - Presented by Heidi Gasca, Executive Director/CEO | Discuss | Heidi Gasca | 5 m |
| B. | Principals: Year in Review - Presented by Nick Romo, Elementary Principal and Lorrie Wood, Secondary Principal | Discuss | Nick Romo & Lorrie Wood | 8 m |

XI.	Consent		12:00 PM
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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 - March 2023
2. Check Register - April 2023
3. Cash Payment Reports- April 2023
4. Approval of the BoardOnTrack Membership Renewal for 2023-24
5. Approval of School Services of California (SSC) Agreement Renewal for 2023-24

B. Consent - Education Student/Services

1. Approval of Excel Academy Handbook
2. Approval of Excel Academy Special Education Handbook

C. Consent - Personnel Services

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

4. Approval of San Diego County Office of Education Early Education Development Grant Amendment

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

3000-EA Fiscal Control Policy: Overview

3005-EA Fiscal Control Policy: Purchasing

3011-EA Fiscal Control Policy: Accounts Payable and Record Keeping

3015-EA Fiscal Control Policy: Accounts Receivable

3020-EA Fiscal Control Policy: Expenses

3025-EA Fiscal Control Policy: Finance and Assets

3105-EA Content and Community Provider Risk Management Policy

4000 Series - Personnel Services

4145 - Professional Development Reimbursement Policy

Board Policies: Reviewed

The following documents were reviewed for accuracy and may include minor edits such as a correction to a typographical error, grammar, spelling, or punctuation. The document may also include a change from Human Resources manager to simply Human Resources. The edits did not affect the content or meaning and intent of the policy.

3000 Series - Business/Non-instructional

[3100](#) - EA CCP Code of Conduct

[3105](#) - EA Content and Community Provider Risk Management Policy

[3110](#) - EA Content and Community Provider Application and Pre-Approval

[3125](#) - EA Interorganizational Loan Policy

[3135](#) - EA Gift Acceptance Policy

Purpose

Presenter

Time

- 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

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

XII. Business/Financial Services

12:01 PM

- A.** Approval of Niche Premium Partnership Service Agreement for the 2023-24 School Year Vote Lauren Hansen 5 m

It is recommended the Board approve the Niche Premium Partnership Service Agreement for the 2023-24 School Year for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$9,990.00

Warner (#2053): \$6,534.00

Helendale (#2073): \$3,366.00

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

- B.** Approval of SeaStone Productions Agreement Vote Lauren Hansen 5 m

It is recommended the Board approve the SeaStone Productions Agreement for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$7,400

Warner (#2053): \$4,884

Helendale (#2073): \$2,516

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

- C. Approval of Excel Academy Charter Schools Tax Form 990 Return and California Tax Form 199 Return (Draft) - Year Ended June 30, 2022, as prepared by CliftonLarsonAllen (CLA) Vote Joe Sorrera 5 m

It is recommended the Board approve the Federal Tax Form 990 Return and California Tax Form 199 Return (Draft) - Year Ended June 30, 2022, as prepared by CliftonLarsonAllen (CLA) for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: None

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

- D. Ratification of the Additional Chromebooks Purchase Vote Joe Sorrera 5 m

It is recommended the Board approve the Ratification of the Additional Chromebooks Purchase for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$67,082.75

Warner (#2053): \$44,274.61

Helendale (#2073): \$22,808.14

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

- E. Approval of APLUS+ Membership for 2023-24 (Renewal) Vote Heidi Gasca 5 m

It is recommended the Board approve the APLUS+ Membership Renewal for 2023-24 for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$14,750.00

Warner (#2053): \$9,735.00

Helendale (#2073): \$5,015.00

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

- F. Approval of California Charter Schools Association (CCSA) Membership for 2023-24 (Renewal) Vote Heidi Gasca 5 m

It is recommended the Board approve the CCSA Membership Renewal for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$24,240.00

Warner (#2053): \$15,998.40

Helendale (#2073): \$8,241.60

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

- G. Approval of the EACS Ordering Purchase System (OPS) (Renewal) Vote Joe Sorrera 5 m

It is recommended the Board approve the Ordering Purchase System (OPS) Renewal for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$27,941.40

Warner (#2053): \$18,441.32

Helendale (#2073): \$9,500.08

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

- H. Approval of Sage Intacct Accounting Service Contract (Renewal) Vote Joe Sorrera 5 m

It is recommended the Board approve the Sage Intacct Accounting Service Contract Renewal for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$54,571.80

Warner (#2053): \$36,017.39

Helendale (#2073): \$18,554.41

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

- I. Approval of the Stampli Contract (Renewal) Vote Joe Sorrera 5 m

It is recommended the Board approve the Stampli Contract Renewal for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$45,000.00

Warner (#2053): \$29,700.00

Helendale (#2073): \$15,300.00

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

XIII. Education Services 12:46 PM

- A. Approval of the CLASS for Zoom Subscription for the 2023-24 School Year Vote Heidi Gasca 5 m

It is recommended the Board approve the CLASS for Zoom Subscription for the 2023-24 School Year for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$11,500.00

Warner (#2053): \$7,590.00

Helendale (#2073): \$3,910.00

Roll Call Vote:

	Purpose	Presenter	Time
William Hall Michael Humphrey Steve Fraire Susan Houle Larry Alvarado			
Moved by _____	Seconded by _____	Ayes _____	Nays _____
		Absent _____	

- B.** Approval of Bright Thinker Service Licenses (Renewal) Vote Heidi Gasca 5 m

It is recommended the Board approve the Bright Thinker Service Licenses Renewal for 2023-24 for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$61,500

Warner (#2053): \$40,590

Helendale (#2073): \$20,910

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

- C.** Approval of FlexPoint Education Cloud Agreement (Renewal) Vote Heidi Gasca 5 m

It is recommended the Board approve the FlexPoint Education Cloud Agreement Renewal for the 2023-24 School Year for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$30,439.50

Warner (#2053): \$20,090.07

Helendale (#2073): \$10,349.43

Roll Call Vote:

William Hall

Michael Humphrey

	Purpose	Presenter	Time
Steve Fraire Susan Houle Larry Alvarado			
Moved by _____	Seconded by _____	Ayes _____	Nays _____
		Absent _____	

- D. Approval of the Disney CodeIllusion Subscription (Renewal) Vote Heidi Gasca 5 m

It is recommended the Board approve the Disney CodeIllusion Subscription Renewal for the 2023-24 School Year for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$6,700.00
 Warner (#2053): \$4,422.00
 Helendale (#2073): \$2,278.00

Roll Call Vote:
 William Hall
 Michael Humphrey
 Steve Fraire
 Susan Houle
 Larry Alvarado
 Moved by _____

Seconded by _____	Ayes _____	Nays _____	Absent _____
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- E. Approval of the Studies Weekly Subscription (Renewal) Vote Heidi Gasca 5 m

It is recommended the Board approve the Studies Weekly Subscription Renewal for the 2023-24 School Year for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$15,849.11
 Warner (#2053): \$10,460.41
 Helendale (#2073): \$5,388.70

Roll Call Vote:
 William Hall
 Michael Humphrey
 Steve Fraire
 Susan Houle
 Larry Alvarado
 Moved by _____

Seconded by _____	Ayes _____	Nays _____	Absent _____
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	Purpose	Presenter	Time
F. Approval of the Tutor.com Subscription (Renewal)	Vote	Heidi Gasca	5 m

It is recommended the Board approve the Tutor.com Subscription Renewal for the 2023-24 School Year for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$17,500.00

Warner (#2053): \$11,550.00

Helendale (#2073): \$5,950.00

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

G. Approval of the Goalbook Subscription (Renewal)	Vote	Heidi Gasca	5 m
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It is recommended the Board approve the Goalbook Subscription Renewal for the 2023-24 School Year for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$12,495.00

Warner (#2053): \$8,246.70

Helendale (#2073): \$4,248.30

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

H. Approval of the Presence Learning Agreement (Renewal)	Vote	Heidi Gasca	5 m
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It is recommended the Board approve the Presence Learning Agreement Renewal for the 2023-24 School Year for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$12,390.00

Warner (#2053): \$8,177.40
 Helendale (#2073): \$4,212.60

Roll Call Vote:

- William Hall
- Michael Humphrey
- Steve Fraire
- Susan Houle
- Larry Alvarado

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

- I. Approval of the Imagine Language & Literacy Subscription (Renewal) Vote Heidi Gasca 5 m

It is recommended the Board approve the Imagine Language & Learning Subscription Renewal for the 2023-24 School Year for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$33,500

Warner (#2053): \$22,110
 Helendale (#2073): \$11,390

Roll Call Vote:

- William Hall
- Michael Humphrey
- Steve Fraire
- Susan Houle
- Larry Alvarado

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

- J. Approval of the Care Solace Service (Renewal) Vote Heidi Gasca 5 m

It is recommended the Board approve the Care Solace Service Renewal for the 2023-24 School Year for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$7,500.00

Warner (#2053): \$4,950.00

Helendale (#2073): \$2,550.00

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

XIV. Personnel Services

1:36 PM

- A.** Approval of Revisions to the Executive Director/CEO Contract Vote Heidi Gasca 5 m

It is recommended the Board approve the revisions to the Executive Director/CEO Contract as presented to the Board Study Session on April 6, 2023, for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: N/A

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

- B.** Approval of the Revisions to the Executive Director/CEO Job Description Heidi Gasca 5 m

It is recommended the Board approve the revisions to the Executive Director/CEO job description as presented to the Board Study Session on April 6, 2023, for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: N/A

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

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| C. Approval of the Declaration of Need (DON) for Fully Qualified Educators | Vote | Megan Anderson | 5 m |
|---|------|----------------|-----|

It is recommended the Declaration of Need (DON) for Fully Qualified Educators for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: None

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

XV. Calendar

The next scheduled Regular Board Meeting will be held on June 15, 2023.

XVI. Comments			1:51 PM
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| A. Board Comments | | | 5 m |
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| B. CEO Comments | | | 5 m |
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XVII. Closing Items			2:01 PM
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| A. Adjourn Meeting | | Vote | |
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Purpose

Presenter

Time

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.