



Excel Academy (CA)

Regular Meeting of the Board of Directors

Published on September 8, 2023 at 5:49 PM PDT

Date and Time

Thursday September 14, 2023 at 10:20 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: 851 1607 6691

Zoom URL: <https://us06web.zoom.us/j/85116076691>

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			10:20 AM
A. Call the Meeting to Order		Board President	1 m
B. Record Attendance		Board President	1 m
Roll Call:			
William Hall, President			
Michael Humphrey, Vice President			
Steve Fraire, Clerk			
Susan Houle, Member			
Larry Alvarado, Member			
II. Pledge of Allegiance			
III. Approve/Adopt Agenda			10:22 AM
A. Agenda	Vote	Board President	1 m
It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board meeting of September 14, 2023.			
Roll Call Vote:			
William Hall			
Michael Humphrey			
Steve Fraire			

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

IV. Approve Minutes

10:23 AM

- | | | | | |
|-----------|-----------------|-----------------|-----------------|-----|
| A. | Approve Minutes | Approve Minutes | Board President | 1 m |
|-----------|-----------------|-----------------|-----------------|-----|

Minutes of the Regular Board Meeting that was held on June 22, 2023.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

Approve minutes for Regular Meeting of the Board of Directors on June 22, 2023

- | | | | | |
|-----------|-----------------|-----------------|--------------|-----|
| B. | Approve Minutes | Approve Minutes | William Hall | 1 m |
|-----------|-----------------|-----------------|--------------|-----|

Minutes of the Board Study Session that was held on August 17, 2023.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

Approve minutes for Board of Directors Study Session on August 17, 2023

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.

Purpose Presenter Time

VI. Adjourn to Closed Session 10:25 AM

A. The Board will consider and may act on any of the Closed Session matters. 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 _____

VII. Closed Session 10:26 AM

A. Closed Session Discuss William Hall 12 m

1. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

(Gov. Code Section 54956.9(d)(1))

YL v. The Collaborative Charter Services Organization, et al

VIII. Reconvene Regular Meeting 10:38 AM

A. Report out any action taken in closed session. Discuss William Hall 5 m

IX. 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.

	Purpose	Presenter	Time
X. Correspondence/Proposals/Reports			10:43 AM
A. School Highlights - Presented by Heidi Gasca, Executive Director/CEO	Discuss	Heidi Gasca	8 m
B. Student Achievement Data - Presented by Jenny Craig, Director of Assessment & Accountability	Discuss	Jennifer Craig	7 m
C. Teacher Testimonials	Discuss	Heidi Gasca	10 m

XI. Consent **11:08 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 - June 2023
2. Check Register - July 2023
3. Check Register - August 2023
4. Cash Payments - July 2023
5. Cash Payments - August 2023
6. Approval of Authorization of Signatures for Contracts & Banking
7. Approval of APLUS+ Network Conference 2023
8. Ratification of Bolton Property & Casualty Insurance Renewal

B. Consent - Education Student/Services

1. Approval of the Pali Institute Overnight Science Camp Field Trip
2. Approval of the Washington D.C. Three Night Field Trip
2. Approval of the Excel Academy Charter School English Language Development (ELD) Handbook for Families 2023-2024
3. Ratification of the Special Education Master Contract for External Vendors

C. Consent - Personnel Services

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

	Purpose	Presenter	Time
	4. Approval of Excel Academy Charter School Employee Handbook Revisions 2023-2024		
	5. Approval of Teacher of Record (ToR) Training Manual Revisions 2023-2024		
	6. Approval of Excel Academy Charter School Travel Manual Revisions 2023-2024		

- D. Policy Development** William Hall
- Approval of existing board policies revised, reviewed, and eliminated by staff for the 2023-24 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.

- 1000 Series - Community Relations
- 1025-EA Uniform Complaint Policy

- E. Approve Consent Agenda** Vote William Hall 1 m
- Items in the consent agenda are considered routine and will be approved/adopted by a single motion.**

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

XII. Board Governance **11:09 AM**

- A. Approval of Board of Directors Reappointment and Terms of Office** Vote Heidi Gasca 5 m
- It is recommended the Board approve the Board of Directors Reappointment and Terms of Office for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

1. Steve Fraire

2. Susan Houle

Purpose

Presenter

Time

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

B. Administer Oath of Office

Heidi Gasca

5 m

The Excel Academy Charter School Board of Directors Manual states:

It is a tradition of the Board that, prior to entering office, all Board members take an oath or affirmation.

The following oath may be administered and certified by the Superintendent/CEO/Executive Director and/or the Board President.

C. Approval of the 2023-2024 Annual Board Evaluation

Vote

Heidi Gasca

1 m

It is recommended that the Board approve the final Annual Board Evaluation 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 _____

XIII. Business/Financial Services

11:20 AM

A. Approval of Unaudited Actuals for the 2022-2023 School Year

Vote

Joe Sorrera

8 m

It is recommended the Board approve the Unaudited Actuals for the 2022-2023 School Year 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 _____

- B.** Approval of 2023-24 Consolidated Application and Reporting System (CARS) Vote Joe Sorrera 3 m

Excel Academy Charter School (EACS) submits the Consolidated Application to the California Department of Education (CDE) under the Consolidated Reporting System (CARS). There are two data collections for Consolidated Application each year (winter and spring). The Consolidated Application Spring Data collection is from May 15 through June 30 and has been delayed from August 1 to September 12, 2023.

Data collected in this report includes EACS 2023-24 Application for Funding for Title I, Title II, Title III, and Title IV, Certification of Assurances, Protected Prayer Certification, and LCAP Federal Addendum Certification.

It is recommended the Board of Directors approve the 2023/24 Consolidated Application and Reporting System (CARS) for Excel Academy Charter School, Helendale (#2073), 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 _____

XIV. Personnel Services

11:31 AM

	Purpose	Presenter	Time
A.	Approval of 2023-2024 Excel Academy Board of Directors and Executive Director/CEO Goals	Vote Heidi Gasca	5 m

It is recommended that the Board approve the Excel Academy Board of Directors and Executive Director/CEO goals as presented during the study session which was held on August 17, 2023.

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.	Approve 2023-24 Executive Director/CEO Evaluation Process, Timeline, Evaluators, Evaluator Compensation, and Evaluation Template	Vote Heidi Gasca	5 m
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It is recommended that the Board approve the Executive Director/CEO evaluation process that was held during the study session on August 17, 2023, which includes the following:

1. Evaluation Timeline, 2. Evaluation Template, 3. Evaluator Selection, and 4. Evaluator Compensation

Fiscal Impact: \$7,200.00

Warner (#2053) \$5,040.00

Helendale (#2073) \$2,160.00

XV. Calendar

The next scheduled Regular Board Meeting will be held both in person and virtually on October 12, 2023.

XVI. Board Comments

XVII. CEO Comments

Purpose

Presenter

Time

XVIII. Closing Items

11:41 AM

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.