



Excel Academy (CA)

Regular Meeting of the Board of Directors

Published on December 11, 2025 at 12:11 PM PST

Date and Time

Monday December 15, 2025 at 11:30 AM PST

Location

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

1185 Calle Dulce, Chula Vista, CA 91910
1545 Apache Drive, Chula Vista, CA 91910
1420 E. Palomar St, Chula Vista 91913
39251 Camino Las Hoyas, Indio, CA 92203

Zoom Meeting Information:

Meeting ID: 889 6391 6439

One-Tap Dial In: +16694449171,,88963916439#

URL: <https://us06web.zoom.us/j/88963916439>

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			11:30 AM
A. Call the Meeting to Order		Steve Fraire	1 m
B. Record Attendance		Steve Fraire	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			11:32 AM
A. Agenda	Vote	Steve Fraire	1 m
It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board meeting of December 15, 2025.			
Roll Call Vote:			
William Hall			
Michael Humphrey			

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

IV. Approve Minutes

11:33 AM

A.	Approve Minutes	Approve Minutes	Steve Fraire	1 m
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Minutes of the Regular Board Meeting that was held on October 9, 2025.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

B.	Approve Minutes	Approve Minutes	Steve Fraire	1 m
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Minutes of the Board Study Session that was held on November 13, 2025.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

V. 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)

	Purpose	Presenter	Time
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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.

VI.	Correspondence/Proposals/Reports		11:35 AM
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|-----------|--|---------|--|------|
| A. | School Highlights - Presented by Heidi Gasca, Superintendent/CEO | Discuss | Heidi Gasca | 5 m |
| B. | Student Testimonials | Discuss | Dmitrii Chernikov & Darrin Shigei-Seat | 10 m |

Dmitrii Chernikov - 7th Grade
Darrin Shigei-Seat - 12th Grade

VII.	Consent		11:50 AM
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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 - Board Governance
1. Approval of the Excel Academy Charter School Board Onboarding Checklist
 2. Approval of the Board of Directors Manual Revisions

- B.** Consent - Business/Financial Services
1. Check Register - October 2025
 2. Check Register - November 2025
 3. Cash Payments - October 2025
 4. Cash Payments - November 2025
 5. Approval of Charter Connect Inc. Marketing Services Renewal

- C.** Consent - Education Student/Services
1. Approval of the School-Parent Compact
 2. Approval of the California College Guidance Initiative (CCGI) Partnership Agreement

	Purpose	Presenter	Time
D. Consent - Personnel Services			
	1. Approval of Certificated Personnel Report 2. Approval of Classified Personnel Report 3. Approval of Job Descriptions 4. Acknowledgement for Reporting the 2023-24 Excel Academy Charter Schools Teaching Assignment Monitoring Outcomes (TAMO) Data (<i>Informational ONLY</i>)		
E. Policy Development	Vote	Steve Fraire	1 m
Approval of existing board policies revised, reviewed, and eliminated by staff for the 2025-2026 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			
1010 - EA Civility Policy			
1020 - EA School Sponsored Field Trips & Cultural Excursions Policy			
1030 - EA Safe Operation of Schools (Infectious Disease) Policy			
4000 Series - Personnel Services			
4005 - EA Salary Determination Policy			
4020 - EA Background Check Policy			
4025 - EA Tuberculosis Risk Assessment and Examination Policy			
4030 - EA Immigration Compliance Policy			
4035 - EA Mandated Reporter - Child Abuse Policy			
4045 - EA Professional Boundaries Policy			
4055 - EA Internal Complaint Policy			
4060 - EA Unlawful Harassment Discrimination Retaliation Policy and Complaint Form			
4065 - EA Meal Period and Rest Break Policy			
4070 - EA Lactation Accommodation Policy			
4100 - EA Emoji Use Policy			
4105 - EA Paid Sick Leave Policy			
4125 - EA Victims of Crime Policy			
4130 - EA Remote Work Policy			
4145 - EA Professional Development Reimbursement Policy			

	Purpose	Presenter	Time
4150 - EA Mileage Reimbursement Policy			
4160 - EA Children of Teachers Policy			
4165 - EA Employee Driving Policy			

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 Policy
- 1035 - EA Access to Public Records Policy

4000 Series - Personnel Services

- 4000 - EA Concepts & Roles
- 4010 - EA At-Will Policy
- 4015 - EA Equal Employment Opportunity Policy
- 4040 - EA Corporal Punishment Policy
- 4050 - EA Whistleblower Policy
- 4080 - EA Acceptable Use of Technology Policy
- 4075 - EA Drug, Alcohol, Smoke Free Workplace Policy
- 4085 - EA Payroll Withholdings Policy
- 4090 - EA Cobra Policy
- 4095 - EA Handling Heavy Items Policy
- 4110 - EA Pregnancy Disability Leave Policy
- 4115 - EA FMLA Policy
- 4125 - EA Victims of Crime Policy

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 _____

Purpose	Presenter	Time
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VIII. Business/Financial Services

11:51 AM

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|-----------|---|------|---------------|------|
| A. | Approval of 2025-2026 EACS First Interim Financial Report | Vote | Joe Sorrerera | 10 m |
|-----------|---|------|---------------|------|

It is recommended the Board approve the 2025-2026 EACS First Interim Financial Report for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: As indicated by the 2025-26 Financial Reporting Documents First Interim Report

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

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|-----------|---|------|-------------|-----|
| B. | Approval of the Charter Tech Services (CTS) Agreement | Vote | Heidi Gasca | 6 m |
|-----------|---|------|-------------|-----|

It is recommended the Board approve the Charter Tech Services (CTS) for the 2025-26 School Year for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$245,520.00

Warner (#2053): \$152,222.40

Helendale (#2073): \$93,297.60

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

IX. Education Services

12:07 PM

	Purpose	Presenter	Time
A. Approval of School Plan for Student Achievement (SPSA)	Vote	Jenny Craig	7 m

It is recommended that the Board approve the School Plan for Student Achievement (SPSA) 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 _____

B.	Approval of of 1st Day School Supplies Boxes Remainder	Vote	Heidi Gasca	2 m
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It is recommended the Board approve the 1st Day School Supplies Boxes for the 2025-26 School Year for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

Fiscal Impact: \$27,078.24

Warner (#2053): \$16,788.51

Helendale (#2073): \$10,289.73

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

X. Policy Development **12:16 PM**

A.	Approval of New Board Policies	Vote	Heidi Gasca	5 m
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It is recommended that the Board approve the proposed policies.

Purpose	Presenter	Time
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Board Policies: New

5000 Series - Student Services

5025 - EA Pupil Behavioral Health Policy

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

XI. Organizational Structure - Annual Meeting of the Board

12:21 PM

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|-----------|---|------|-------------|-----|
| A. | Election of the Excel Academy Charter Schools
Board Officer: President | Vote | Heidi Gasca | 2 m |
|-----------|---|------|-------------|-----|

In accordance with the Third Amended Bylaws of Excel Academy Charter Schools, Article VI, Board of Directors, Section 7.02, Election of the Board Officers, it is recommended the Board of Directors conduct the election for the following officer positions:

The Board will take action to elect the Board President.

Election: Board President: _____

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

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|-----------|--|------|-------------|-----|
| B. | Election of the Excel Academy Charter Schools
Board Officer: Vice President | Vote | Heidi Gasca | 2 m |
|-----------|--|------|-------------|-----|

Purpose

Presenter

Time

In accordance with the Third Amended Bylaws of Excel Academy Charter Schools, Article VI, Board of Directors, Section 7.02, Election of the Board Officers, it is recommended the Board of Directors conduct the election for the following officer positions:

The Board will take action to elect the Board Vice President.

Election: Board Vice President: _____

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. | Election of the Excel Academy Charter Schools
Board Officer: Clerk | Vote | Heidi Gasca | 2 m |
|-----------|---|------|-------------|-----|

In accordance with the Third Amended Bylaws of Excel Academy Charter Schools, Article VI, Board of Directors, Section 7.02, Election of the Board Officers, it is recommended the Board of Directors conduct the election for the following officer positions:

The Board will take action to elect the Board Clerk.

Election: Board Clerk: _____

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

	Purpose	Presenter	Time
D. Full Board Action in Lieu of Audit Committee, Fiscal Year 2025-2026	Vote	Heidi Gasca	2 m

An annual independent financial audit of the books and records of Excel Academy Charter School will be conducted as required by Education Code Sections 47605(c)(5) (l) and 47605(m).

It is recommended the Excel Academy Charter Schools Governing Board oversee the selection of an independent auditor and the completion of an annual audit of the school's financial affairs as a full Board.

Roll Call Vote:

William Hall

Michael Humphrey

Steve Fraire

Susan Houle

Larry Alvarado

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

XII. Calendar

The next scheduled Regular Board Meeting will be held both in person and virtually on January 8, 2026.

XIII. Board Comments

XIV. CEO Comments

XV. Closing Items

12:29 PM

A. Adjourn Meeting	Vote	Steve Fraire	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 _____

FOR MORE INFORMATION

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