



**Excel Academy Charter Schools
Annual Board Evaluation
2021 - 2022**

Issue/Concept	Complete	In Progress	Little/No Progress	Not Applicable
A Solid Foundation				
School has a well drafted charter contract with its sponsoring agencies.				
School has well-drafted articles and bylaws.				
School's legal and financial status are clear and well understood.				
Appropriate liability insurance and risk management practices are maintained at all times.				
School has developed a long-term /strategic plan such as a WASC report that is reviewed and revised on an annual basis.				
Long-term plans are translated into annual action plans/goals in a document such as the LCAP.				
Board Operations/Relations				
Board members understand their legal and ethical responsibilities (duty of care/loyalty, conflict of				

interest).				
New board members are oriented and fully briefed prior to being seated.				
Board is composed of individuals with a broad and appropriate range of expertise and experience. Board seeks outside counsel for matters beyond its expertise.				
Board member selection process ensures a board and appropriate range of expertise and experience.				
Board conducts annual self-evaluation.				
Meetings are well planned with clear agendas focused on appropriate policy and action items.				
Board president is a strong, capable meeting facilitator.				
Board president has developed meeting norms.				
Meetings are conducted pursuant to common ground rules (eg. Robert's Rules) that are well understood by all members.				
Individual board members prepare for meetings and participate constructively.				
Meeting minutes record each board meeting and are distributed promptly on the school's website after each meeting.				
Relationship w/CEO				
Board develops performance goals and evaluates CEO performance each year.				

Board has clear understanding with staff regarding where board responsibility should be to support and maximize the functioning of the schools.				
Board has established a plan for succession in the event the CEO leaves/retires.				
Personnel and Staffing				
Board has adopted/approved a comprehensive set of personnel policies that are in line with all applicable state/federal laws & regulations. Policies are updated and an annual review will be conducted.				
Clear job descriptions and staffing plans are in place.				
Budget and Finance				
Board adopts an annual budget that maximizes the school's resources in support of mission/vision.				
Board monitors the budget throughout the year via monthly updates, first interim budget and second interim budget.				
Board contracts with an independent auditor each year, reviews the audit report, and takes any needed follow-up action.				
Board has adopted a three year financial plan in coordination with the school's overall three year plan (WASC, LCAP).				
Board has adopted a comprehensive set of fiscal management and control policies.				

Instruction, Curriculum, and Assessment				
Board has adopted/approved the school's curriculum and instructional programs.				
Board has adopted/approved student achievement goals/standards.				
A broad based assessment system is in place to measure progress toward instructional goals/standards.				
The Instructional program is in alignment with the state requirements and terms of charter.				
Student assessment data is assembled in a comprehensive, coherent fashion, presented to the board, and reviewed and analyzed in-depth on a regular basis.				
School reports on student achievement to charter granting agencies on a regular basis as part of the ongoing oversight and renewal process.				

August 8, 2022

Board Member Comments on Strengths:

Board Member Comments on Areas of Growth and Future Needs: