



Excel Academy Charter Schools Annual Board Evaluation

2022 - 2023

Issue/Concept	Complete	In Progress	Little/No Progress	Not Applicable
A Solid Foundation				
School has a well drafted charter contract with its sponsoring agencies.	<i>WH</i> <i>MH</i> <i>SH</i> <i>LA</i> <i>SF</i>			
School has well-drafted articles and bylaws.	<i>WH</i> <i>MH</i> <i>SH</i> <i>LA</i> <i>SF</i>			
School's legal and financial status are clear and well understood.	<i>WH</i> <i>MH</i> <i>SH</i>			

	LA\ SF			
Appropriate liability insurance and risk management practices are maintained at all times.	MH SH SF	WH LA		
School has developed a long-term /strategic plan such as a WASC report that is reviewed and revised on an annual basis.	WH MH SH LA SF			
Long-term plans are translated into annual action plans/goals in a document such as the LCAP.	WH MH SH LA SF			
Board Operations/Relations				
Board members understand their legal and ethical responsibilities (duty of care/loyalty, conflict of interest).	WH MH SH LA SF			
New board members are oriented and fully briefed prior to being seated.	MH SH	WH SF	LA	
Board is composed of individuals with a broad and appropriate range of expertise and experience. Board seeks outside counsel for matters beyond its expertise.	WH MH SH LA SF			
Board member selection process ensures a board and appropriate range of expertise and experience.	WH MH	LA		

	<i>SH</i> <i>SF</i>			
Board conducts annual self-evaluation.	<i>MH</i> <i>SH</i> <i>SF</i>	<i>WH</i> <i>LA</i>		
Meetings are well planned with clear agendas focused on appropriate policy and action items.	<i>WH</i> <i>MH</i> <i>SH</i> <i>LA</i> <i>SF</i>			
Board president is a strong, capable meeting facilitator.	<i>WH</i> <i>MH</i> <i>SH</i> <i>SF</i>	<i>LA</i>		
Board president has developed meeting norms.	<i>WH</i> <i>MH</i> <i>SH</i> <i>LA</i> <i>SF</i>			
Meetings are conducted pursuant to common ground rules (eg. Robert's Rules) that are well understood by all members.	<i>WH</i> <i>MH</i> <i>SH</i> <i>LA</i> <i>SF</i>			
Individual board members prepare for meetings and participate constructively.	<i>WH</i> <i>MH</i> <i>SH</i> <i>SF</i>	<i>LA</i>		
Meeting minutes record each board meeting and are distributed promptly on the school's website after each meeting.	<i>WH</i> <i>MH</i> <i>SH</i>			

	LA SF			
Relationship w/CEO				
Board develops performance goals and evaluates CEO performance each year.	WH MH SH LA SF			
Board has clear understanding with staff regarding where board responsibility should be to support and maximize the functioning of the schools.	WH MH SH LA SF			
Board has established a plan for succession in the event the CEO leaves/retires.	MH	WH SH LA SF		
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.	WH SH LA SF	MH		
Clear job descriptions and staffing plans are in place.	WH MH SH LA SF			
Budget and Finance				
Board adopts an annual budget that maximizes the school's resources in support of mission/vision.	WH			

	<i>MH</i> <i>SH</i> <i>LA</i> <i>SF</i>			
Board monitors the budget throughout the year via monthly updates, first interim budget and second interim budget.	<i>WH</i> <i>MH</i> <i>SH</i> <i>LA</i> <i>SF</i>			
Board contracts with an independent auditor each year, reviews the audit report, and takes any needed follow-up action.	<i>WH</i> <i>MH</i> <i>SH</i> <i>LA</i> <i>SF</i>			
Board has adopted a three year financial plan in coordination with the school's overall three year plan (WASC, LCAP).	<i>WH</i> <i>MH</i> <i>SH</i> <i>LA</i> <i>SF</i>			
Board has adopted a comprehensive set of fiscal management and control policies.	<i>WH</i> <i>MH</i> <i>SH</i> <i>LA</i> <i>SF</i>			
Instruction, Curriculum, and Assessment				
Board has adopted/approved the school's curriculum and instructional programs.	<i>WH</i> <i>MH</i> <i>SH</i> <i>LA</i> <i>SF</i>			
Board has adopted/approved student achievement	<i>WH</i>			

goals/standards.	MH SH LA SF			
A broad based assessment system is in place to measure progress toward instructional goals/standards.	WH MH SH LA SF			
The Instructional program is in alignment with the state requirements and terms of charter.	WH MH SH LA SF			
Student assessment data is assembled in a comprehensive, coherent fashion, presented to the board, and reviewed and analyzed in-depth on a regular basis.	WH MH SH SF	LA		
School reports on student achievement to charter granting agencies on a regular basis as part of the ongoing oversight and renewal process.	WH MH SH LA SF			

Board Member Comments on Strengths:

Bill: The Excel Board of directors is a collaborative body who has a unity of purpose to ensure Excel’s success in its mission to serve the needs of a diverse population. Our primary role is fiduciary, which involves both fiscal health and the expressed mission of Excel Academy.

Susan:

1. All Board members are previous school administrators.
2. All Board members share a common vision for school excellence and student success.
3. All Board members work collaboratively as a team.
4. All Board members communicate, listen, agree, and disagree openly and respectfully with one another.
5. All Board members work collaboratively with the CEOs and Superintendent to achieve school success.

Larry: The Board has a focus on what is best for students with no hidden agendas.

All Board members contribute to the conversation and issues at hand.

Steve: Heidi and her entire team have established Excel Academy as one of the most outstanding Charter Schools in the State. They are to be commended for another year of hard work, dedication and excellence.

Board Member Comments on Areas of Growth and Future Needs:

Bill: I look forward to discussing this with my fellow board members.

Susan:

1. Continue having complete and open communication with CEOs, the Superintendent, and school leadership team in order to make informed decisions.
2. Continue developing positive relationships with the CEOs, the Superintendent, and school leadership team.
3. Continue using meeting times effectively.

Larry: All Board members need to be proficient with computer skills and zoom applications related to the smooth functioning of a Board Meeting. We have many oops moments. A study session should be done at the beginning of each school year. Maybe a needs assessment of each member's skill level.

Steve: Continue to add quality staff members to their program as needed.