

**EXCEL ACADEMY CHARTER SCHOOLS**

**Agenda Item:**

**Date:** June 13, 2024

	Business/Financial Services
X	Consent Agenda
	Correspondence/Proposals/Reports
	Curriculum
	Education/Student Services
	Organizational Structure of the Board
	Personnel Services
X	Policy Development
	Public Hearing

**Item Requires Board Action:** X

**Item is for Information Only:** \_\_\_\_\_

**Item:** Approval of existing board policies reviewed and revised by staff for the 2024-2025 school year.

**Background:**

In order to ensure adherence with State and federal laws, it is recommended the Board approve the following policies as presented.

**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***

3115 - EA General Terms and Conditions of the Purchase Order

- Clarified language throughout

***4000 Series - Personnel Services***

4145 - EA Professional Development Reimbursement Policy

- Removed *Preliminary and Clear Administrative Credential Reimbursement - Maximum of \$20,000* section
- Updated *Administrative Credential or Teaching Certification Reimbursement Process* section to remove specific costs.
- Removed all references to installments
- Removed the Step 3 allowance of full-time work less than 100% of a fiscal year to be combined with another partial year of full-time experience to qualify for reimbursement

## ***5000 Series - Student Services***

### **5010 - EA Educational Records and Student Information Policy**

- Added January 1, 2017 update that the School shall not collect or solicit social security numbers from students or parents unless required by law
- Added that the School will not create a registry based on race, sexual orientation, religion, ethnicity, or national origin
- Removed broad statement regarding a list of circumstances or conditions under which the School might release student information to outside entities
- Added section to Disclosure of Education Records and Directory Information stating that the School will not provide the parent/guardian with a notification of any court orders, warrants or subpoenas for student records if it is an investigation of child abuse, neglect, or child dependency.
- Updated references of mailing records to emailing digital records
- Removed an incorrect statement regarding the Charter School notifying parents when a student's records are requested from another school, as it does not align with ed code

### **5015 - EA Title IX, Harassment, Intimidation, Discrimination, and Bullying Policy**

- Altered all instances of "sexual harassment" to "sexual based harassment."
- Added non-discrimination clause and process for inquiries and complaints.
- Added sexual orientation, gender identity, and pregnancy related situations to the list of sexual based harassment conduct.
- Included list and process of those who have a right to make a complaint of sexual discrimination and request an investigation.
- Added Title IX Grievance Procedure section
- Replaced contact for reporting of misconduct
- Added paragraph on coordinating supportive measures for complainants and/or respondents to preserve/restore that person's access to EACS' educational program.
- Updated Notice of Allegations section
- Updated the Investigation process to include equal opportunity and impartial investigation verbiage.
- Added Questioning the Parties and Witnesses section
- Updated the Determination of Responsibility
- Included section on Disciplinary Sanctions and Remedies to note that EACS may impose disciplinary sanctions which may lead to termination, and reassignment of duties.

### **5035 - EA Student Freedom of Speech and Expression Policy**

- Added Board of Directors to the beginning of the policy
- Move the *Student Expression* section down below the *Definitions* section
- Specified disability types
- Broadened the definition of sex, nationality, race and ethnicity, and religion
- Added "genetic information" to list of discriminatory material
- Added more electronic platforms to list of items where students have free speech rights
- Added paragraph on unprotected expression
- Updated specific language describing printed materials to just "materials"
- Removed specific time period to when the Executive Director shall notify students if distribution is granted or denied
- Included that distribution or solicitation of signatures may not occur during instructional time
- Added *Use of Virtual Bulletin Boards* section
- Removed organized demonstration time frames

- Added reference to the Attendance Policy and Suspension and Expulsion Policy
- Added new *Student Speeches* section
- Added “Appeals” to *Complaints and Appeals* section
- Added appeal process

5050 - EA Academic Integrity Policy

- Generalized the plagiarism checker process
- Added utilizing AI to generate student assignments to the examples of academic dishonesty
- Updated the Third Incident process and moved the student receiving an F in the course to the last point of action instead of the first
- Changed the point of contact for parents/students who disagree with a plagiarism accusation from the Executive Director to the Principal or designee
- Updated the point of contact for the teacher of 504 students who are suspected of plagiarism

5070 - EA Transgender and Gender Nonconforming Student Nondiscrimination Policy

- Fixed wording for clarity
- Removed unnecessary digressions for clarity
- Included “physical” to the list of ways gender transition can occur
- Removed unnecessary sentence about the growing number of transitioning students
- Removed paragraph regarding a media spokesperson
- Removed sentence regarding state testing as a reason for confidentiality being compromised
- Removed section on Locker Room Accessibility as it does not pertain to EACS’ model

5075 - EA Transcripts from Non-Accredited Schools Policy

- Added section on Policy for Accepting Credits from International Students
- Removed sentence on accepting a maximum of 40 credits/eight semester courses per semester for accepting credits from non-accredited schools
- Included “junior high” to all instances that reference that refer to students taking high school courses

5095 - EA Retention & Acceleration Policy

- Moved the list of the retention team into the first paragraph
- Changed all references from Assistant Director of Intervention to Principal
- Added last line to retention requests and acceleration requests regarding paperwork being completed and signed

**6000 Series - Instruction**

6010 - EA Independent Study Policy

- Adjusted diploma-bound course requirements for students
- Added Certificate of Completion line

6115 - EA Attendance Policy

- Added Ed Code regarding school districts not receiving apportionments for independent study students 21 years of age or older or 19 years or older who have not been continuously enrolled in any grade levels since their 18th birthday

6210 - EA Graduation Policy

- Updated College & Career Readiness requirements
- Added Ed Code regarding school districts not receiving apportionments for independent study students 21 years of age or older or 19 years or older who have not been continuously enrolled in any grade levels since their 18th birthday
- Added an option for early gradation of students meeting College & Career Readiness requirements

**Final Clean Versions of Revised Policies:**

[3115](#)  
[4145](#)  
[5010](#)  
[5015](#)  
[5035](#)  
[5050](#)  
[5070](#)  
[5075](#)  
[5095](#)  
[6010](#)  
[6115](#)  
[6210](#)

**Redline Versions of Revised Policies:**

[3115](#)  
[4145](#)  
[5010](#)  
[5015](#)  
[5035](#)  
[5050](#)  
[5070](#)  
[5075](#)  
[5095](#)  
[6010](#)  
[6115](#)  
[6210](#)

**REVIEWED**

The following are current policies that have been reviewed but have not needed any changes.

[5020](#)- EA Suicide Prevention Policy

[5030](#) - EA Immunization Policy

[5045](#)- EA Acceptable Use Policy

[5055](#) - EA Self-Administration of Medication Policy

[5065](#)- EA Lottery Policy

[5070](#) - EA Transgender and Gender Nonconforming Student Nondiscrimination Policy

[5085](#)- EA Communicable Contagious or Infectious Disease Prevention

[5105](#)- EA Direct Instruction and Supplemental/Administrative Support Policy

[5110](#)- EA Cell Phones & Other Electronic Signaling Devices Policy

[5115](#)- EA Pregnant and Parenting Students Policy