

APPROVED



## Excel Academy (CA)

# Minutes

## Regular Meeting of the Board of Directors

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### Date and Time

Thursday March 9, 2023 at 11:00 AM

### 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 US**

**Meeting ID: ID: 831 0162 3946**

**Join URL:** <https://us06web.zoom.us/j/83101623946>

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### 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

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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.

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#### **Directors Present**

L. Alvarado, M. Humphrey, S. Fraire, S. Houle, W. Hall

#### **Directors Absent**

*None*

#### **Guests Present**

L. Hansen

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### **I. Opening Items**

#### **A. Call the Meeting to Order**

W. Hall called a meeting of the board of directors of Excel Academy (CA) to order on Thursday Mar 9, 2023 at 11:05 AM.

#### **B. Record Attendance**

### **II. Approve/Adopt Agenda**

#### **A. Agenda**

S. Fraire made a motion to B. Hall.

S. Houle seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **III. Approve Minutes**

#### **A. Minutes of the Regular Board Meeting held on February 9, 2023**

S. Fraire made a motion to approve the minutes from Regular Meeting of the Board of Directors on 02-09-23.

M. Humphrey seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **IV. Board Governance**

##### **A. Board Calendar**

S. Houle made a motion to Bill Hall.

L. Alvarado seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **V. Adjourn to Closed Session**

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

Motion to Bill Hall.

The board **VOTED** unanimously to approve the motion.

#### **VI. Reconvene Regular Meeting**

##### **A. Report out any action taken in closed session.**

No action was taken.

#### **VII. Correspondence/Proposals/Reports**

##### **A. School Highlights - Presented by Heidi Gasca, Executive Director/CEO**

Heidi Gasca shared highlights from the month of February.

#### **VIII. Consent**

##### **A. Consent - Business/Financial Services**

1. Check Register - January 2023
2. Approval of Excel Academy Charter Schools Content & Community Provider (CCP) Renewal Documents 2023-24

##### **B. Consent - Education Student/Services**

1. Approval of Personalized Path & Virtual Path Master Agreements (MA) 2023-24
2. Approval of Personalized Path & Virtual Path Acknowledgment of Responsibilities (AOR) 2023-24
3. Approval of Excel Academy Charter Schools Special Event Contract 2022-23
4. Approval of Excel Academy Charter Schools Prom Proposal
5. Approval of Ayres Hotel Contract for Excel Academy Charter Schools CAASPP Testing

##### **C. Consent - Personnel Services**

1. Approval of Certificated Personnel Report

2. Approval of Classified Personnel Report
3. Job Descriptions

#### **D. Consent Items - Policy Development**

Approval of existing board policies revised, reviewed, and eliminated by staff for the 2022-2023 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.

##### **3000 Series - Business/Non-Instructional**

3115 - EA General Terms and Conditions of the Purchase Order

##### **4000 Series - Personnel Services**

4115 - EA FMLA Policy

4150 - EA Mileage Reimbursement Policy

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

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

##### **6000 Series - Instruction**

6010 - EA Independent Study Policy

6116 - EA Discipline and Involuntary Withdrawal 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 Procedures Policy

1035 - EA Access to Public Records Policy

##### **4000 Series - Personnel Services**

4000 - EA Concepts and Roles

4010 - EA At-Will Policy

4015 - EA Equal Employment Opportunity Policy

4020 - EA Background Check Policy

4025 - EA TB Testing Policy

4035 - EA Mandated Reporter - Child Abuse Policy

4040 - EA Corporal Punishment Policy

4045 - EA Professional Boundaries Policy

4050 - EA Whistleblower Policy

- 4055 - EA Internal Complaint Policy
- 4060 - EA Unlawful Harassment, Discrimination, Retaliation Policy and Complaint Form
- 4065 - EA Meal and Rest Period Policy
- 4070 - EA Lactation Accommodation Policy
- 4075 - EA Drug, Alcohol, Smoke Free Workplace Policy
- 4080 - EA Acceptable Use of Technology Policy
- 4085 - EA Payroll Withholdings Policy
- 4090 - EA COBRA Policy
- 4105 - EA Paid Sick Leave Policy
- 4010 - EA Pregnancy Disability Leave Policy
- 4125 - EA Victims of Crime Policy
- 4130 - EA Remote Work Policy
- 4160 - EA Children of Teachers Policy
- 4165 - EA Employee Driving Policy
- 4170 - EA Injury Illness Prevention Plan

**Board Policies: Eliminated**

The following are policies that have been eliminated due to no longer being necessary.

- 4120 - EA Families First Coronavirus Response Act Policy

**E. Consent items listed under A through D are considered routine and will be approved/adopted by a single motion.**

M. Humphrey made a motion to Bill Hall.

L. Alvarado seconded the motion.

The board **VOTED** unanimously to approve the motion.

**IX. Business/Financial Services**

**A. Approval of Second Interim Financial Report**

S. Fraire made a motion to Bill Hall.

S. Houle seconded the motion.

The board **VOTED** unanimously to approve the motion.

**B. Approval of Annual Audit Engagement Services between CliftonLarsonAllen (CLA) and Excel Academy Charter Schools**

M. Humphrey made a motion to Bill Hall.

S. Houle seconded the motion.

The board **VOTED** unanimously to approve the motion.

**X. Education Services**

**A.**

**Approval of Curriculum Associates Agreement for i-Ready Assessment for 2023-24 (Renewal)**

L. Alvarado made a motion to Bill Hall.

S. Fraire seconded the motion.

The board **VOTED** unanimously to approve the motion.

**B. Approval of Parsec Education Service Agreement 2023-24 (Renewal)**

M. Humphrey made a motion to Bill Hall.

S. Houle seconded the motion.

The board **VOTED** unanimously to approve the motion.

**XI. Personnel Services**

**A. Approval of 2023-2024 Strategic Staffing Plan**

S. Houle made a motion to Bill Hall.

L. Alvarado seconded the motion.

The board **VOTED** unanimously to approve the motion.

**Fiscal Impact: \$ 13,841,190.55**

**B. Approval of Excel Academy Charter Schools Paycom SPIN Proposal**

M. Humphrey made a motion to Bill Hall.

S. Houle seconded the motion.

The board **VOTED** unanimously to approve the motion.

**C. Approval of San Diego County Office of Education (SDCOE) Early Education Teacher Development Grant**

S. Fraire made a motion to Bill Hall.

L. Alvarado seconded the motion.

The board **VOTED** unanimously to approve the motion.

**XII. Comments**

**A. Board Comments**

The Board commended the organization on their work, their California Distinguished school award; the applauded Megan Anderson for her work as the Director of Human Resources. They appreciate the high quality of EACS staff.

"One shines, we all shine."

**B. CEO Comments**

Heidi Gasca echoes the Board's comments and appreciates the Board's support. She commends her team for their passion.

### **XIII. Closing Items**

#### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:48 PM.

Respectfully Submitted,  
W. Hall

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**FOR MORE INFORMATION**  
For more information concerning this agenda, contact  
Excel Academy Charter School.