

APPROVED



## Excel Academy (CA)

# Minutes

### Regular Meeting of the Board of Directors

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**Date and Time**

Thursday March 14, 2024 at 12:10 PM

**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: 819 3332 6100**

**URL: <https://us06web.zoom.us/j/81933326100>**

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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**

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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.

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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 14, 2024 at 12:29 PM.

**B. Record Attendance**

**II. Approve/Adopt Agenda**

**A. Agenda**

M. Humphrey made a motion to Bill Hall.

S. Fraire seconded the motion.

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

**III. Approve Minutes**

**A. Minutes of the Regular Board Meeting held on February 8, 2024**

S. Fraire made a motion to approve the minutes from Regular Meeting of the Board of Directors on 02-08-24.

S. Houle seconded the motion.

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

#### **IV. Adjourn to Closed Session**

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

S. Fraire made a motion to Bill Hall.

M. Humphrey seconded the motion.

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

#### **V. Reconvene Regular Meeting**

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

No action was taken.

#### **VI. Correspondence/Proposals/Reports**

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

Heidi Gasca's presentation highlighted various achievements and events at Excel Academy, focusing on parent education, staff accomplishments, community engagement, and student activities. Key points included:

1. The success of the Parent PowerUp Conference aimed at increasing parent involvement and providing educational resources.
2. Adapting to unforeseen circumstances, such as transitioning an in-person staff meeting to virtual due to a major storm, showcasing the team's quick and effective response.
3. Acknowledgment of staff members completing coursework for their preliminary admin credentials.
4. Highlights of student activities, including field trips, outdoor classroom experiences, and leadership events like the Disneyland Leadership Day.
5. Community events and initiatives aimed at fostering connections and engagement, such as Game Time and entrepreneurial events.
6. Professional development opportunities for staff, including attendance at social media and marketing conventions.
7. Preparation for upcoming events like prom and state testing, as well as ongoing efforts in curriculum development and test preparation.

Overall, Gasca's presentation emphasized the collaborative efforts and dedication of the Excel Academy community to support student success and engagement.

##### **B.**

### **Student Testimonials - Student Leadership Members Connor Allen and Dalila Casanova**

The students provided testimonials about their experiences with the leadership class at Excel Academy, particularly highlighting their attendance at a leadership day event at Disneyland. Delila shared how the class helped her find balance in her academic schedule, build confidence in public speaking, and develop leadership skills applicable to daily life. She emphasized the importance of setting small, achievable goals as a pathway to success, which she learned from the keynote speaker at the Disneyland event. Delila expressed her belief that more students should have the opportunity to experience such leadership classes and talks.

Connor discussed his enjoyment of meeting classmates in person and listening to the speaker at the Disneyland event. He reflected on the speaker's message about the challenge of translating intentions into actions, using his own experience in high school hockey to illustrate this point. Connor expressed gratitude to Excel Academy for providing him the opportunity to attend the leadership conference and shared his determination to achieve his goals in the future. Both students were commended for their contributions to the leadership class and exemplified the positive impact it has on students at Excel Academy.

## **VII. Consent**

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

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

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

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

### **E. Approve Consent Agenda**

M. Humphrey made a motion to Bill Hall.

S. Fraire seconded the motion.

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

## **VIII. Business/Financial Services**

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

S. Houle made a motion to Bill Hall.

S. Fraire 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. Fraire seconded the motion.

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

**C. Approval of CliftonLarsonAllen LLP (CLA) Agreement Increase**

L. Alvarado made a motion to Bill Hall.

S. Houle seconded the motion.

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

**D. Approval of 2024-2025 Strategic Staffing Plan, Salary Schedules, and Work Year Calendars**

M. Humphrey made a motion to Bill Hall.

S. Fraire seconded the motion.

Megan presented the strategic staffing plan for the upcoming school year, highlighting various components such as compensations, salary schedules, work year calendars, and job descriptions. She discussed the collaborative process with Joe and the timeline for developing the plan. The presentation covered budget allocations for employee benefits, retirement contributions, statutory benefits, and expense reimbursements. Megan acknowledged staff milestones and announced plans to hire additional teachers for the virtual and personalized programs, as well as introduce new teacher-led classes in art and music. She outlined updates to the salary schedule, work year calendar, and job descriptions, including the creation of new positions like the lead community liaison.

Megan also recognized the new registrar.

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

**IX. Education Services**

**A. Approval of Parsec Education Service Agreement (Renewal)**

M. Humphrey made a motion to Bill Hall.

L. Alvarado seconded the motion.

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

**B. Approval of the Proposition 28 - Arts & Music Funds Proposal**

S. Houle made a motion to Bill Hall.

S. Fraire seconded the motion.

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

Erica Flores, Excel Academy's TOSA for grants, provided a brief overview of Proposition 28 funding. She highlighted that 80% of the funding must be spent on credentialed teachers and explained how the school plans to utilize the funds to enhance arts and music education. Specifically, they aim to offer required virtual classes for K through 6th

grade students, expand elective offerings for middle school, and introduce a new visual and performing arts class for high school focusing on project-based learning. Additionally, elementary music classes and appreciation courses for middle and high school students will be expanded. Erica expressed excitement about the opportunity to enrich students' learning experiences in arts and music.

## **X. Policy Development**

### **A. Approval of New Board Policies**

S. Fraire made a motion to Bill Hall.

S. Houle seconded the motion.

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

## **XI. Comments**

### **A. Board Comments**

The board members expressed their appreciation for the meeting and the continuous progress of the school. They commended Heidi's leadership and the hardworking staff behind her, emphasizing the success of the parent workshop and congratulating Keri and Erin on their achievements. They recognized the importance of financial oversight and student well-being, particularly mental health, in light of upcoming legislation. Overall, they praised the team's dedication and highlighted the ongoing evolution of the school from a dream to a reality. Additionally, they commended the efficient running of the meeting.

### **B. CEO Comments**

Heidi expressed gratitude for the recognition of the team's contributions and highlighted the continuous growth and challenges faced, including legislative changes and professional development. She mentioned attending a board meeting in Helendale, emphasizing the importance of maintaining positive relationships with authorizers. Despite scrutiny at the state level, Heidi noted the investment and interest shown by board members, indicating ongoing support for the school's authorization process.

## **XII. Closing Items**

### **A. Adjourn Meeting**

S. Fraire made a motion to Bill Hall.

S. Houle seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:37 PM.

Respectfully Submitted,

W. Hall

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**FOR MORE INFORMATION**

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