

APPROVED



## Excel Academy (CA)

### Minutes

#### Regular Meeting of the Board of Directors

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**Date and Time**

Thursday December 12, 2024 at 11:30 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: +1 720 707 2699**

Meeting ID: 894 8537 6605

URL: <https://us06web.zoom.us/j/89485376605>

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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.

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### **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 Dec 12, 2024 at 11:30 AM.

### **B. Record Attendance**

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

### **A. Agenda**

S. Houle made a motion to Bill Hall.

M. Humphrey seconded the motion.

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

## **III. Approve Minutes**

### **A. Approve Minutes**

M. Humphrey made a motion to approve the minutes from Regular Meeting of the Board of Directors on 10-08-24.

S. Houle seconded the motion.  
The board **VOTED** unanimously to approve the motion.

#### **B. Approve Minutes**

S. Fraire made a motion to approve the minutes from Board of Directors Study Session on 11-14-24.  
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.**

M. Humphrey made a motion to Bill Hall.  
S. Houle 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 shared the following highlights from the month of November:

- **Staff Introductions:** Welcomed Heather Ferenc, the new Director of Education, and highlighted Chelsea King, Heidi's coach for her credential program.
- **Student Engagement:** Celebrated the success of the Student Council's fundraisers, which helped develop life skills for students under the guidance of their advisor, Annie Mun.
- **Leadership Development:** Shared the outcomes of the first part of the Admin Summit, which included a department-level SWOT analysis to identify opportunities and pain points, with plans to continue this work in January.
- **Academic and Special Education Updates:** Highlighted ongoing efforts in analyzing data to improve learning outcomes and celebrated the recognition of the school's special education team as one of the strongest in non-classroom-based education.
- **Conference Achievements:** Recognized the team's presentations at the APLUS+ Conference, including sessions on MTSS and LGBTQ+. Noted the honor of having multiple sessions accepted, which reflects the staff's expertise and innovation.
- **Excel Entrepreneur Expo:** Showcased the success of this hands-on event, held in four locations, where students planned, created, and sold goods. The event

integrated math and life skills, fostered community connections, and even attracted a new family to enroll.

- **Parent Education:** Discussed the success of the Parent Power Up event, which included sessions on writing, FAFSA, and a parent panel to support family engagement.
- **Staff Highlights:** Recognized Leah, the Assistant Director of Special Education, for her dedication, humor, and exceptional contributions to the school, emphasizing her strong partnership with the Director of Special Education, Lara.
- **Professional Development:** Reviewed the numerous conferences, webinars, and training sessions attended by staff across departments during October and November, showcasing the school's commitment to growth and learning.

#### **B. Multi-Tiered System of Supports (MTSS) Presentation - Presented by Tamara Murphy, Intervention Coordinator**

Tamara presented an overview of the school's Multi-Tiered System of Support (MTSS) and intervention programs, emphasizing personalized learning and collaboration.

##### **Key Highlights:**

- **WIN Program:** Supports 240 students in math and 290 in reading with asynchronous learning, progress monitoring, and tailored adjustments. Virtual small-group classes provide 100 minutes of weekly instruction, focusing heavily on early grades (1-2) to close gaps early.
- **English Learner Development (ELD):** Serves 60 TK-12 English learners with 100 weekly minutes of instruction, smaller class sizes, and targeted preparation for the ELPAC. Reclassification rates have risen from 32% to 45% over two years.
- **Additional Supports:** Book clubs, read-aloud sessions, and collaboration across tiers ensure students receive the services they need, including resources for homeless and foster families through SEL initiatives like Care Solace.

### **VII. Consent**

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

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

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

#### **D. Policy Development**

S. Fraire made a motion to Bill Hall.

S. Houle seconded the motion.

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

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

**A. Approval of Facility Use Agreement Between Helendale School District and Excel Academy Charter School**

S. Fraire made a motion to Bill Hall.

S. Houle seconded the motion.

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

**B. Approval of CliftonLarsonAllen (CLA) Draft Annual Audit Report - Year Ended June 30, 2024**

S. Houle made a motion to Bill Hall.

S. Fraire seconded the motion.

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

**C. Approval of 2024-2025 EACS First Interim Financial Report**

S. Houle made a motion to Bill Hall.

S. Fraire seconded the motion.

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

**IX. Education Services**

**A. Approval of School Plan for Student Achievement (SPSA)**

S. Houle made a motion to Bill Hall.

M. Humphrey seconded the motion.

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

**X. Personnel Services**

**A. Approval of One-Time 5% Bonus for EACS Staff**

S. Houle made a motion to Bill Hall.

M. Humphrey seconded the motion.

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

**XI. Policy Development**

**A. Approval of New Board Policies**

S. Houle made a motion to Bill Hall.

S. Fraire seconded the motion.

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

**XII. Organizational Structure - Annual Meeting of the Board**

**A. Election of the Excel Academy Charter Schools Board Officer: President**

M. Humphrey made a motion to Bill Hall.  
L. Alvarado seconded the motion.  
Bill Hall was voted in as the Board President.  
The board **VOTED** unanimously to approve the motion.

**B. Election of the Excel Academy Charter Schools Board Officer: Vice President**

S. Fraire made a motion to Bill Hall.  
W. Hall seconded the motion.  
Mike Humphrey was voted as Vice Board President.  
The board **VOTED** unanimously to approve the motion.

**C. Election of the Excel Academy Charter Schools Board Officer: Clerk**

S. Houle made a motion to Bill Hall.  
L. Alvarado seconded the motion.  
Steve Fraire was voted in as Board Clerk.  
The board **VOTED** unanimously to approve the motion.

**D. Full Board Action in Lieu of Audit Committee, Fiscal Year 2024-2025**

S. Houle made a motion to Bill Hall.  
S. Fraire seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**E. Approval of Excel Academy Charter Schools Board of Directors Manual Revisions**

S. Houle made a motion to Bill Hall.  
M. Humphrey seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**XIII. Board Comments**

**A. Board Comments**

The board expressed gratitude and admiration for the staff and leadership at Excel Academy, highlighting key accomplishments and the positive culture of the school.

**Key Comments:**

- **Acknowledgments:** The board praised the staff for their presentation at the APLUS+ conference, noting the difficulty and significance of such an achievement. Lara was commended for her leadership in guiding specialists, especially in navigating challenging legal and compliance requirements.
- **Leadership:** Heidi's leadership and the collective efforts of the staff were celebrated for fostering motivation, collaboration, and exceptional results. The

board highlighted the dedication and professionalism of the entire team, including teachers, parents, and students.

- **Reports and Data:** Members appreciated the clarity, organization, and efficiency of the presentations, emphasizing the effort and teamwork required to produce meaningful data and reports. They recognized that this reflects the strong behaviors and systems in place.
- **Finance:** Steve and the finance team were applauded for their excellent financial management, ensuring the school remains in a strong position despite challenges.
- **Community and Positivity:** The board acknowledged the unseen contributions of many behind-the-scenes staff and emphasized the positive and collaborative atmosphere of the school.

#### **XIV. CEO Comments**

##### **A. CEO Comments**

Heidi expressed gratitude to the board and staff, emphasizing the collective effort that leads to the success of Excel Academy. She described board meetings as a “finale” that showcases the hard work and collaboration of the entire team. Heidi acknowledged Megan’s significant contributions and praised the dynamic and dedicated staff.

She highlighted the "12 Days of Gratitude" initiative as a way to ensure every team member felt seen and valued across all departments, emphasizing the importance of recognizing their impact at every level. Heidi thanked the board for their support, which enables the school to continue thriving.

#### **XV. 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 1:02 PM.

Respectfully Submitted,  
W. Hall

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#### **FOR MORE INFORMATION**

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