APPROVED

Excel Academy (CA)

Minutes

Regular Meeting of the Board of Directors

Date and Time
Thursday May 8, 2025 at 12:20 PM

Location
Excel Academy Charter School
1 Technology Drive, Ste I-811
Irvine, CA 92618

Zoom Meeting Information:
Dial In: +1 253 205 0468
Meeting ID: 833 0663 2758
URL: https://us06web.zoom.us/j/83306632758

MISSION STATEMENT

Excel Academy will provide a flexible, personalized learning experience where teachers and parents collaborate to provide academic excellence and social and emotional foundations to instill a love for learning in each individual student.

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

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.

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

Directors Absent
None

Guests Present
L. Hansen

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 May 8, 2025 at 12:49 PM.

B. Record Attendance

II. Approve/Adopt Agenda

A. Agenda

M. Humphrey made a motion to Bill 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 March 13, 2025

S. Houle made a motion to approve the minutes from Regular Meeting of the Board of Directors on 03-13-25.
S. Fraire seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Minutes of the Special Board Meeting held on March 28, 2025

S. Houle made a motion to approve the minutes from Special Meeting of the Board of Directors on 03-28-25.
L. Alvarado seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Minutes of the Board Study Session held on April 10, 2025

S. Houle made a motion to approve the minutes from Board of Directors Study Session on 04-10-25.
L. Alvarado 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.

L. Alvarado 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.

The Board voted to approve legal counsel's recommendation for case number 2024120715.

VI. Consent

A. Consent - Business/Financial Services

1. Check Register **-** March 2025
2. Check Register **-** April 2025
3. Cash Payment Reports- March 2025
4. Cash Payment Reports- April 2025
5. Approval of Excel Academy Charter Schools Content & Community Provider (CCP) Renewal Documents 2025-26
    1. Content & Community Provider Application
    2. Content and Community Provider FAQs
6. Ratification of The Association of Personalized Learning Schools & Services (APLUS+) Membership Renewal for 2025-26

B. Consent - Education Student/Services

1. Approval of Excel Academy Handbook for 2025-2026
2. Approval of GoGuardian Renewal
3. Approval of Presence Learning Renewal

4. Approval of Excel Academy Charter School High School Special Event Contract Revisions

C. Consent - Personnel Services

1. Approval of Certificated Personnel Report
2. Approval of Classified Personnel Report
3. Approval of the 2025-2026 Certificated Work Year Calendars
4. Approval of the 2025-2026 Classified Work Year Calendars
5. Job Descriptions

D. Consent Items - Policy Development

M. Humphrey made a motion to Bill Hall.
L. Alvarado seconded the motion.
Approval of existing board policies revised, reviewed, and eliminated by staff for the 2025-2026 school year.

Board Policies: Revised (Revised with Changes)
The following are current policies that have been revised to provide clarity or alignment with changes in law or procedures.

1000 Series - Community Relations
1025 - EA Uniform Complaint Policy

3000 Series - Business/Non-Instructional
3030 - EA Credit Card Use Policy
3135 - EA Gift Acceptance Policy

Board Policies: Reviewed (No Changes)
The following policies are being brought to the Board without changes for annual review.

3000 Series - Business/Non-Instructional
3000 - EA Fiscal Control Policy: Overview
3005 - EA Fiscal Control Policy: Purchasing
3011- EA Fiscal Control Policy: Accounts Payable and Record Keeping
3015 - EA Fiscal Control Policy: Accounts Receivable
3020 - EA Fiscal Control Policy: Expenses
3025 - EA Fiscal Control Policy: Finance and Assets
3100 - EA Content & Community Provider Code of Conduct
3105 - EA Content and Community Provider Risk Management Policy
3110 - EA Content and Community Provider Application and Pre-Approval
3115 - EA Terms & Conditions of the PO
3125 - EA Intraorganizational Loan Policy
The board **VOTED** unanimously to approve the motion.

VII. Business/Financial Services

A. Approval of Excel Academy Charter Schools Tax Form 990 Return and California Tax Form 199 Return (Draft) - Year Ended June 30, 2024, as prepared by CliftonLarsonAllen (CLA)

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

B. Approval of the Ordering Purchase System (OPS) (Renewal)

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

C. Approval of Sage Intacct Accounting Service Contract (Renewal)

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

D. Approval of the Stampli Contract (Renewal)

This is item was accidentally skipped over and will be placed on the June Board Meeting agenda.

E. Approval of Irvine Office Lease with the Irvine Company LLC (Renewal)

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

VIII. Education Services

A. Approval of Bright Thinker Service Licenses (Renewal)

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

B. Approval of the Tutor.com (Renewal)

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

C.

Approval of FlexPoint Education Cloud Renewal

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

IX. Personnel Services

A. Approval of the Declaration of Need (DON) for Fully Qualified Educators

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

B. Approval of 2025-2026 Strategic Staffing Plan & Salary Schedules

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

X. Policy Development

A. Approval of New Board Policies

M. Humphrey 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 thanked the team for everything that was put into the Strategic Plan. They thanked the teachers and principals that pour into the students, and doing the right things for them as well. They remarked on the well developed culture of the school--a culture of trust--that's been build by the principals, teachers, HR, office team, etc.

B. CEO Comments

Heidi thanked the Board and the Principals for being present, Joe and Megan for the strategic plan, and School Counselor Larissa Allen-Jefferson for the impact she's made this year.

XII. 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 2:29 PM.

Respectfully Submitted,
W. Hall

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