APPROVED

Excel Academy (CA)

Minutes

Regular Meeting of the Board of Directors

Date and Time
Monday December 15, 2025 at 11:30 AM

Location

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

1185 Calle Dulce, Chula Vista, CA 91910
1545 Apache Drive, Chula Vista, CA 91910
1420 E. Palomar St, Chula Vista 91913
39251 Camino Las Hoyas, Indio, CA 92203

Zoom Meeting Information:
Meeting ID: 889 6391 6439
One-Tap Dial In: +16694449171,,88963916439#
URL: https://us06web.zoom.us/j/88963916439

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

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 (remote), M. Humphrey (remote), S. Fraire (remote)

Directors Absent

S. Houle, W. Hall

Guests Present

L. Hansen

I. Opening Items

A. Call the Meeting to Order

S. Fraire called a meeting of the board of directors of Excel Academy (CA) to order on Monday Dec 15, 2025 at 11:30 AM.

B. Record Attendance

II. Approve/Adopt Agenda

A. Agenda

M. Humphrey made a motion to Steve Fraire.
L. Alvarado seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

W. Hall	Absent
L. Alvarado	Aye
S. Fraire	Aye
S. Houle	Absent
M. Humphrey	Aye

III. Approve Minutes

A. Approve Minutes

L. Alvarado made a motion to approve the minutes from Regular Meeting of the Board of Directors on 10-09-25.
M. Humphrey seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

W. Hall	Absent
M. Humphrey	Aye
S. Houle	Absent
L. Alvarado	Aye
S. Fraire	Aye

B. Approve Minutes

M. Humphrey made a motion to approve the minutes from Board of Directors Study Session on 11-13-25.
L. Alvarado seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

M. Humphrey	Aye
S. Fraire	Aye
L. Alvarado	Aye
W. Hall	Absent
S. Houle	Absent

IV. Correspondence/Proposals/Reports

A. School Highlights - Presented by Heidi Gasca, Superintendent/CEO

The Board tabled this presentation for the January 8, 2026, Regular Meeting of the Board of Directors.

B. Student Testimonials

The Board tabled this presentation for the January 8, 2026, Regular Meeting of the Board of Directors.

V. Consent

A. Consent - Board Governance

1. Approval of the Excel Academy Charter School Board Onboarding Checklist
2. Approval of the Board of Directors Manual Revisions

B. Consent - Business/Financial Services

1. Check Register - October 2025
2. Check Register - November 2025
3. Cash Payments - October 2025
4. Cash Payments - November 2025
5. Approval of Charter Connect Inc. Marketing Services Renewal

C. Consent - Education Student/Services

1. Approval of the School-Parent Compact
2. Approval of the California College Guidance Initiative (CCGI) Partnership Agreement

D. Consent - Personnel Services

1. Approval of Certificated Personnel Report
2. Approval of Classified Personnel Report
3. Approval of Job Descriptions
4. Acknowledgement for Reporting the 2023-24 Excel Academy Charter Schools Teaching Assignment Monitoring Outcomes (TAMO) Data *(Informational ONLY)*

E. Policy Development

L. Alvarado made a motion to Steve Fraire.
M. Humphrey seconded the motion.
Approval of existing board policies revised, reviewed, and eliminated by staff for the 2025-2026 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:

1000 Series - Community Relations
1010 - EA Civility Policy
1020 - EA School Sponsored Field Trips & Cultural Excursions Policy
1030 - EA Safe Operation of Schools (Infectious Disease) Policy

4000 Series - Personnel Services
4005 - EA Salary Determination Policy
4020 - EA Background Check Policy
4025 - EA Tuberculosis Risk Assessment and Examination Policy
4030 - EA Immigration Compliance Policy
4035 - EA Mandated Reporter - Child Abuse Policy
4045 - EA Professional Boundaries Policy

4055 - EA Internal Complaint Policy
4060 - EA Unlawful Harassment Discrimination Retaliation Policy and Complaint Form
4065 - EA Meal Period and Rest Break Policy
4070 - EA Lactation Accommodation Policy
4100 - EA Emoji Use Policy
4105 - EA Paid Sick Leave Policy
4125 - EA Victims of Crime Policy
4130 - EA Remote Work Policy
4145 - EA Professional Development Reimbursement Policy
4150 - EA Mileage Reimbursement Policy
4160 - EA Children of Teachers Policy
4165 - EA Employee Driving 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 Policy
1035 - EA Access to Public Records Policy

4000 Series - Personnel Services
4000 - EA Concepts & Roles
4010 - EA At-Will Policy
4015 - EA Equal Employment Opportunity Policy
4040 - EA Corporal Punishment Policy
4050 - EA Whistleblower Policy
4080 - EA Acceptable Use of Technology Policy
4075 - EA Drug, Alcohol, Smoke Free Workplace Policy
4085 - EA Payroll Withholdings Policy
4090 - EA Cobra Policy
4095 - EA Handling Heavy Items Policy
4110 - EA Pregnancy Disability Leave Policy
4115 - EA FMLA Policy
4125 - EA Victims of Crime Policy

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

Roll Call

S. Fraire	Aye
M. Humphrey	Aye
L. Alvarado	Aye
W. Hall	Absent
S. Houle	Absent

VI. Business/Financial Services

A. Approval of 2025-2026 EACS First Interim Financial Report

M. Humphrey made a motion to Steve Fraire.
L. Alvarado seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

S. Houle	Absent
M. Humphrey	Aye
W. Hall	Absent
S. Fraire	Aye
L. Alvarado	Aye

B. Approval of the Charter Tech Services (CTS) Agreement

M. Humphrey made a motion to Steve Fraire.
L. Alvarado seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

L. Alvarado	Aye
M. Humphrey	Aye
S. Fraire	Aye
W. Hall	Absent
S. Houle	Absent

VII. Education Services

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

L. Alvarado made a motion to Steve Fraire.
M. Humphrey seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

M. Humphrey	Aye
W. Hall	Absent
L. Alvarado	Aye
S. Houle	Absent
S. Fraire	Aye

B. Approval of of 1st Day School Supplies Boxes Remainder

L. Alvarado made a motion to Steve Fraire.
M. Humphrey seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

W. Hall	Absent

Roll Call

S. Fraire	Aye
S. Houle	Absent
L. Alvarado	Aye
M. Humphrey	Aye

VIII. Policy Development

A. Approval of New Board Policies

The Board tabled this item for presentation at the January 8, 2026, Regular Meeting of the Board of Directors. No formal motion or vote occurred.

IX. Organizational Structure - Annual Meeting of the Board

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

The Board tabled this item for presentation at the January 8, 2026, Regular Meeting of the Board of Directors. No formal motion or vote occurred.

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

The Board tabled this item for presentation at the January 8, 2026, Regular Meeting of the Board of Directors. No formal motion or vote occurred.

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

The Board tabled this item for presentation at the January 8, 2026, Regular Meeting of the Board of Directors. No formal motion or vote occurred.

D. Full Board Action in Lieu of Audit Committee, Fiscal Year 2025-2026

The Board tabled this item for presentation at the January 8, 2026, Regular Meeting of the Board of Directors. No formal motion or vote occurred.

X. Board Comments

A. Comments

The Board thanked the team and expressed gratitude for being part of this dynamic organization. Steve praised the work that went into the meeting, wished everyone a Happy Holidays, and is keeping Board Member Susan Houle in their thoughts.

XI. CEO Comments

A. Comments:

Heidi expressed appreciation for the support and flexibility to shift the December meeting to today, and invited the Board Members to dinner on January 14th as the Excel

Leadership team will be in Coronado for their annual Admin Summit. Heidi also shared the news that after the WASC mid-cycle visit on December 5th, Excel Academy passed with flying colors and is fully approved through 2031.

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 12:02 PM.

Respectfully Submitted,
S. Fraire

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