

**EXCEL ACADEMY CHARTER SCHOOLS**  
**Regular Meeting of the Board of Directors**  
**Virtual/Zoom Conferencing**



**Minutes**

**Thursday, March 10, 2022**  
**Regular Meeting Begins at 9:15 a.m.**  
**Closed Session Begins at 9:20 a.m.**  
**Regular Meeting Reconvene at 9:45 a.m.**

**The meeting will be held virtually.**  
**Join by telephone or via Zoom conferencing link below:**

**Dial In: 1-669-900-9128**

**Meeting ID: 835 2307 6368**

**Join URL: <https://us06web.zoom.us/j/83523076368>**

**1. CALL TO ORDER AND ROLL CALL**

Time: 9:16 a.m.

**1.1. Roll Call**

William Hall	President	<i>Present</i>
Michael Humphrey	Vice President	<i>Present</i>
Steve Fraire	Clerk	<i>Present</i>
Susan Houle	Member	<i>Absent for Roll Call</i>
Larry Alvarado	Member	<i>Present</i>

**2. APPROVE/ADOPT AGENDA**

It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board meeting of March 10, 2022.

Moved by MHumphrey

Seconded by LAlvarado

<b><u>Roll Call Vote:</u></b>	<b><u>Ayes</u></b>	<b><u>Nays</u></b>	<b><u>Abstained</u></b>	<b><u>Absent</u></b>
William Hall	X			
Michael Humphrey	X			
Steve Fraire	X			
Susan Houle				X
Larry Alvarado	X			

*Motion carried unanimously, 4-0.*

### **3. BOARD GOVERNANCE**

#### **3.1. (Action) Approval of Resolution No. 2022-3-10 Recognizing a State of Emergency and Re-Authorizing Teleconferenced Meetings Pursuant to AB 361**

It is recommended the Board approve Resolution No. 2022-3-10 authorizing continued use of remote teleconferencing provisions pursuant to AB 361 and Government Code section 54953.

##### **Option 1**

BE IT FURTHER RESOLVED, that the governing board has reconsidered the circumstances of the State of Emergency and finds that COVID-19 continues to pose an imminent threat to the health and safety of the community and directly impacts the ability of the members to meet safety in person.

##### **Option 2**

BE IT FURTHER RESOLVED, that the governing board has reconsidered the circumstances of the State of Emergency and finds that state or local officials continue to impose or recommend measures to promote social distancing.

*Board Members selected Option 2.*

Moved by LAlvarado	Seconded by MHumphrey			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall	X			
Michael Humphrey	X			
Steve Fraire	X			
Susan Houle				X
Larry Alvarado	X			

*Motion carried unanimously, 4-0.*

### **4. PUBLIC COMMENT - CLOSED SESSION**

The public has a right to comment on any items of the closed session agenda. Members of the public will be permitted to comment on any other item within the Board's jurisdiction under section 8.0 Public Comments at Board Meetings.

*There were no public comments.*

**5. ADJOURN TO CLOSED SESSION**

Time: 9:19 a.m.

The Board will consider and may act on any of the Closed Session matters listed in Agenda Item 5.0.

Moved by MHumphrey

Seconded by LAlvarado

Roll Call Vote:Ayes   Nays   Abstained   Absent

William Hall

X

Michael Humphrey

X

Steve Fraire

X

Susan Houle

X

Larry Alvarado

X

***Motion carried unanimously, 5-0.***

*Board Member Susan Houle joined the meeting*

**6. CLOSED SESSION**

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code Section 54956.9: (one potential case)

Public Employee Discipline/Dismissal/Release/Reassignment/Resignation/ Nonreelection Pursuant to Government Codes 54954.5(e), and 54957

**7. RECONVENE REGULAR MEETING**

Time: 10:15 a.m.

*Steve Fraire, Clerk reported that there was action taken during the closed session.*

*“Item 6. Closed Session, Conference with Legal Counsel-Anticipated Litigation, a motion was made by Larry Alvarado and seconded by Susan Houle that all members present approve, and unanimously agree on the settlement by a 4/0 vote, William Hall was absent.”*

**8. PLEDGE OF ALLEGIANCE**

Led by: Steve Fraire

**9. PUBLIC COMMENTS/RECOGNITION/REPORTS**

Please submit a Request to Speak to the Board of Directors using the chat feature on the right hand side of the Zoom platform. Please state the agenda item number that you wish to address prior to the agenda item being called by the Board President. Not more than three (3) minutes are to be allotted to any one (1) speaker, and no more than twenty (20) minutes on the same subject. This portion of the agenda is for comments, recognitions and reports to the Board and is not intended to be a question and answer period. If you have questions for the Board, please provide the Board President with a written statement and an administrator will provide answers at a later date.

*There were no public comments.*

## **10. CORRESPONDENCE/PROPOSALS/REPORTS**

**10.1.** School Highlights Presented by Heidi Gasca, Executive Director

**10.2.** Student Testimonial: Paul McNeill and Aviv Wieder

## **11. CONSENT CALENDAR**

Items listed under Consent Calendar are considered routine and will be approved/adopted by a single motion. There will be no separate discussion of these items; however, any item may be removed from the Consent Calendar upon the request of any member of the Board, discussed, and acted upon separately.

### **Consent Calendar - Board Meeting Minutes**

**11.1.** Minutes of the Regular Board Meeting that was held on February 10, 2022

### **Consent Calendar - Business/Financial Services**

**11.2.** Check Register - February 2022

### **Consent Calendar - Education/Student Services**

**11.3.** Approval of 2022-2023 School Calendar

### **Consent Calendar - Policy Development**

**11.4.** Approval of existing board policies revised, reviewed, and eliminated by staff for the 2021-2022 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

1025-EA Uniform Complaint Policy

1030-EA Safe Operation of Schools (Infectious Disease) Policy

1035-EA Access to Public Records Policy

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

4105-EA Paid Sick Leave Policy

4110-EA Pregnancy Disability Leave Policy

4170-EA/ Injury and Illness Prevention Policy

4170E-EA Injury and Illness Prevention Plan

#### **Board Policies: Reviewed**

The following policies are being brought to the Board without changes for annual review.

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

3125-EA Interorganizational Loan Policy

3135-EA Gift Acceptance Policy

**4000 Series - Personnel Services**

4000-EA	Personnel Concepts and Roles Policy
4010-EA	At-Will Employment Policy
4015-EA	Equal Employment Opportunity 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 and Neglect Reporting Policy
4040-EA	Corporal Punishment Policy
4045-EA	Professional Boundaries Policy
4050-EA	Whistleblower Policy
4055-EA	Internal Complaint Policy
4060-EA	Prohibiting Unlawful Harassment, Discrimination, and Retaliation Policy
4065-EA	Meal Period and Rest Break Policy
4070-EA	Lactation Accommodation Policy
4075-EA	Drug, Alcohol, and Tobacco-Free Workplace Policy
4080-EA	Acceptable Use of Technology Policy
4085-EA	Payroll Withholdings Policy
4090-EA	COBRA Benefits Policy
4115-EA	Family Medical Leave Act and California Family Rights Act 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

Moved by LAlvarado

Seconded by MHumphrey

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
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William Hall				X
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Michael Humphrey	X			
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Steve Fraire	X			
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Susan Houle	X			
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Larry Alvarado	X			
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***Motion carried unanimously, 4-0.*****12. BUSINESS/FINANCIAL SERVICES****12.1. (Action) Approval of the Second Interim Financial Report**

It is recommended the Board approve the Second Interim Financial Report for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053) for the 2021-2022 school year.

Moved by LAlvarado

Seconded by SHoule

<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
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William Hall				X
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Michael Humphrey	X
Steve Fraire	X
Susan Houle	X
Larry Alvarado	X

***Motion carried unanimously, 4-0.***

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

It is recommended the Board approve the annual Audit Engagement Services between CliftonLarsonAllen (CLA) for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053) for the year ended June 30, 2022.

**Fiscal Impact:** \$24,125

Moved by SHoule	Seconded by LAlvarado			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall				X
Michael Humphrey	X			
Steve Fraire	X			
Susan Houle	X			
Larry Alvarado	X			

***Motion carried unanimously, 4-0.***

**12.3. (Action) Approval of National University Unpaid Student Teaching, Field Experience and Practicum Agreement**

It is recommended the Board approve the Unpaid Student Teaching, Field Experience and Practicum Agreement between National University, and Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

**Fiscal Impact:** None.

Moved by LAlvarado	Seconded by SHoule			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall				X
Michael Humphrey	X			
Steve Fraire	X			
Susan Houle	X			
Larry Alvarado	X			

***Motion carried unanimously, 4-0.***

**12.4. (Action) Approval of Purchase of MacBook and Dell Laptops**

It is recommended the Board approve the purchase of MacBook and Dell Laptops for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

**Fiscal Impact:** Total \$15,114.51

(10 MacBooks: \$8,433.73, and 6 Dell Laptops: \$6,680.78)

Moved by SHoule

Seconded by LAlvarado

Roll Call Vote:

Ayes   Nays   Abstained   Absent

William Hall

X

Michael Humphrey

X

Steve Fraire

X

Susan Houle

X

Larry Alvarado

X

***Motion carried unanimously, 4-0.***

**13. EDUCATION/STUDENT SERVICES****13.1. (Action) Approval of the A-G Completion Improvement Grant Plan**

It is recommended the Board approve the A-G Completion Improvement Grant Plan for Excel Academy Charter Schools, Helendale (#2073) and Warner (#2053).

**Fiscal Impact:** Pending State determination of final fund distribution.

Moved by LAlvarado

Seconded by SHoule

Roll Call Vote:

Ayes   Nays   Abstained   Absent

William Hall

X

Michael Humphrey

X

Steve Fraire

X

Susan Houle

X

Larry Alvarado

X

***Motion carried unanimously, 4-0.***

**14. CALENDAR**

The next scheduled meeting will be held virtually on April 21, 2022.

**15. BOARD COMMENTS**

The Board commended Heidi for the amazing work that Excel Academy has been able to accomplish during these tough times, and for the financials not being in the black. They all enjoyed the student presentations, saying the kids are bright, articulate, and they set the tone for the meeting.

They were happy to hear that there is communication with the authorizing districts saying it is important for Charter Schools to communicate, and build relationships with authorizers.

This takes teamwork to ensure the success of Excel and helps to keep charters out of trouble. They thanked Steve for the great job in running the meeting, and for all the help behind the scenes.

16. **CEO COMMENTS**

Heidi, the CEO said she sincerely appreciates the support from the Board Members and the recognition of her team, saying it is definitely teamwork. She then thanked Yvette, Megan, Carrie, and herself for the collaboration with the second interim report. She told the Board that enrollment opened up on Monday and Excel is thriving, saying they already have 85 students enrolled for the next school year. She then thanked the Board for their support in all areas, and said have a wonderful St. Patrick's day!

17. **ADJOURNMENT**

The Regular meeting of the Board of Directors adjourned at 11:02 a.m.

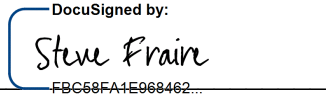
Moved by SHoule	Seconded by LAlvarado			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
William Hall				X
Michael Humphrey	X			
Steve Fraire	X			
Susan Houle	X			
Larry Alvarado	X			

*Motion carried unanimously, 4-0.*

Signed:

DocuSigned by:  
  
Michael Humphrey  
Vice President, Governing Board

Signed:

DocuSigned by:  
  
Steve Fraire  
Clerk, Governing Board