



## Excel Academy Massachusetts

### Board of Trustees Meeting

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#### Date and Time

Friday October 3, 2025 at 8:30 AM EDT

#### Location

Microsoft Teams [Need help?](#)

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Meeting ID: 282 398 897 809 4

Passcode: wC6Kx6S3

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Meeting Notice Posted Publicly: 9/30/25

**Please note: All items listed on the agenda are subject to a possible vote by the Board of Trustees.**

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#### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>8:30 AM</b>
<b>A.</b> Record Attendance	Discuss	Arthur Kaynor	
<b>B.</b> Call the Meeting to Order	Discuss	Caitlin Brumme	1 m
<b>C.</b> Public Comment	Discuss	Arthur Kaynor	1 m

	Purpose	Presenter	Time
<b>D.</b> Approve Prior Meeting Minutes	Approve Minutes	Arthur Kaynor	1 m

Approve minutes for Board of Trustees Meeting on June 13, 2025

**II. Academic Oversight 8:33 AM**

<b>A.</b> State of the School Update and Report from Academic Oversight Committee & NAT	Discuss	Academic Oversight Committee & Network Academic Team	30 m
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We are pleased to share the following materials with you:

- Academic Oversight Committee 9/29/25 update slides (attached/enclosed)
- Quarterly Board Academic Data Dashboard – updated with SY24-25 EOY academic data ([linked here](#))
  - Note: the MCAS data embargo was lifted at 11:30am on 9/29/25.
- (optional reading) Case Studies presented at Network Summit Day ([linked here](#))

**III. Finance 9:03 AM**

<b>A.</b> Finance Committee Update	Discuss	David Stolow	5 m
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• Treasurer Report from 9/30/25 Finance Committee meeting

<b>B.</b> Approve Updated Financial Policies & Procedures	Vote	Arthur Kaynor	5 m
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• Vote to approve updated fiscal policies, retroactively to July 1, 2025.  
 • Please see enclosed executive summary and updated policy documents.

<b>C.</b> FYI - Reminder about FY25 Annual Audit	FYI	Arthur Kaynor	
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Excel MA & Friends of Excel Audit Review & Approval Meeting

- Mon., Oct. 27 via Teams, 8:30-10am
- Excel RI FC optionally attending for informational and collaborative purposes

	Purpose	Presenter	Time
Excel RI Audit Review & Approval Meeting			
<ul style="list-style-type: none"> <li>• Thurs., Dec. 4 at CSEA, 5:30-7pm</li> <li>• Excel MA &amp; Friends FC optionally attending for informational and collaborative purposes</li> </ul>			

**IV. Governance 9:13 AM**

<b>A.</b>	Governance & Nominating Committee Update	Discuss	Maher Colaylat	5 m
	<ul style="list-style-type: none"> <li>• Update on Board recruitment needs               <ul style="list-style-type: none"> <li>◦ Treasurer</li> <li>◦ Fundraising capacity</li> <li>◦ Marketing/communications expertise</li> </ul> </li> <li>• Update on DESE Site Visit               <ul style="list-style-type: none"> <li>◦ Action Plan and report enclosed</li> </ul> </li> </ul>			

<b>B.</b>	Confirm SY25-26 Committee Assignments	FYI	Arthur Kaynor	
	N/A - Committee assignments were approved in June and there are no new updates. The committee overview is enclosed for reference.			

<b>C.</b>	Vote to Approve SY23-24 and SY24-25 Head of School Evaluations	Vote	Arthur Kaynor	5 m
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**Vote/Action:**

- Vote to approve SY23-24 and SY24-25 Head of School evaluations retroactively, per the Governance & Nominating Committee's recommendation on 8/15/25

**Head of School Evaluation Notes:**

- Annual Head of School evaluations will be conducted similarly in SY25-26 as in prior years, but with a Board approval vote per DESE's recommendation.
- There were two instead of four Head of School evaluations in SY23-24 because the Heads of School for two campuses (Excel Chelsea and Excel East Boston) were on leave or had communicated plans to transition. A member of the Governance & Nominating Committee (Dave Sachs) participated in the hiring

	Purpose	Presenter	Time	
	process for each new Head of School and captured learning about the needs and priorities for each campus through those hiring processes.			
<b>D.</b>	Votes to approve SY23-24 CEO/CMO evaluation	Vote	Arthur Kaynor	5 m

**Vote/Action:**

- Vote to approve the SY23-24 CEO/CMO evaluation retroactively, per the Governance & Nominating Committee's recommendation on 8/15/25

**Updates:**

- For the SY24-25 CEO/CMO evaluation, we are following the same process as last year, with one adjustment: the Governance & Nominating Committee will review and recommend the evaluation to the Board, and the Board will vote to approve the evaluation.
- For the SY25-26 CEO/CMO evaluation, we will separate the CEO and CMO evaluation processes. The Governance & Nominating Committee will complete a CMO evaluation for SY25-26, which each full Board will then vote to approve. The CMO evaluation will then be provided as an input to the annual CEO evaluation process that is administered by the Friends of Excel Board of Directors.

<b>E.</b>	Title IX Policy Approval and Training	Vote	Arthur Kaynor	15 m
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**Votes/Actions:**

- Vote to ratify updates to the Excel Academy Title IX policy for the SY25-26 school year
- Receive training on the Title IX policy and the role of the Board of Trustees

**Summary of Policy Updates:**

- Reverted to pre-SY24-25 policy, aligned to current federal guidance
- Retained SY24-25 improvements that are consistent with current federal guidance

<b>F.</b>	Ratify SY25-26 Student & Family Handbook, SY25-26 Employee Handbook, and other policy and manual updates (enclosed/linked)	Vote	Arthur Kaynor	10 m
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All documents are available [here](#) and the complete list is outlined in the enclosed protocol.

	Purpose	Presenter	Time
<b>V. Board Engagement</b>			<b>9:53 AM</b>
<b>A. Advocacy Update</b>	Discuss	Owen Stearns & Arthur Kaynor	5 m
<ul style="list-style-type: none"> <li>• Advocacy updates</li> <li>• Trailblazer Grant funding to enhance data systems</li> <li>• Role of Boards</li> </ul>			
<b>B. Upcoming Events</b>	FYI	Arthur Kaynor	1 m
<b>Campus Visit Schedule</b>			
<ul style="list-style-type: none"> <li>• Oct. TBD (RI) and 10/22 (MA)</li> <li>• Nov. TBD (RI) and 11/17 (MA)</li> <li>• 1/26 (RI) and 1/28 (MA)</li> <li>• 2/9 (RI) and 2/10 (MA)</li> <li>• 3/18 (RI) and 3/20 (MA)</li> </ul>			
<b>Other Events</b>			
<ul style="list-style-type: none"> <li>• 9/9/25 -- MCPSA Board Training on Advocacy</li> <li>• 9/16/25 -- RIEC Voter Registration Campaign Kick-Off, 5-7pm at Roger Williams Park Casino in Providence</li> <li>• 9/30/25 - Joint Committee on Education Hearing on various bills</li> <li>• 10/25/25 - 2nd Annual Family Community Resource Fair, 12:00 PM-3:00 PM at Excel Academy Charter High School <ul style="list-style-type: none"> <li>◦ Please bring friends and family. Last year 30 vendors and over 300 community members participated. We hope to exceed those numbers this year!</li> </ul> </li> </ul>			
<b>VI. Other Business</b>	N/A - No discussion or voting topics for this meeting		
<b>VII. Closing Items</b>			<b>9:59 AM</b>
<b>A. Adjourn Meeting</b>	Vote	Caitlin Brumme	1 m

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The public is welcome to attend any meeting of the Board of Trustees or its subcommittees. If communication assistance (readers/ interpreters/captions) or any other accommodations are needed to ensure equal participation, please contact Arthur Kaynor at [akaynor@excelacademy.org](mailto:akaynor@excelacademy.org) at least two (2) business days prior to the meeting. Any changes in the agenda will be posted on Excel Academy Charter School's website, Excel's principal place of business, and will be electronically filed with the Secretary of State at least forty-eight (48) hours in advance of the meeting. If you would like to attend a Board meeting and provide public comment, please sign up 48 hours in advance here: <https://forms.gle/7315BJ7v1bHGGh2Q9>.

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