

**MINUTES**  
**Excel Academy Rhode Island Board Meeting**  
**Academic Oversight Committee & School Improvement Team Meeting**  
**Thursday, March 16, 2023 – 5:45 pm**  
**622 Woonasquatucket Ave, North Providence, RI, 02911**

**Committee Members in Attendance:** Liz Giordano, Chiv Heng, Ferny Reyes, Owen Stearns, Arthur Kaynor, Liz Matson

**Committee Members Absent:** Nina Keough, Megan Perry, Kate Cushing

**1. Call to Order**

Giordano called the meeting to order at 5:45 pm and presided over the meeting. Kaynor kept the minutes of the meeting.

**2. Public Comment**

None

**3. Orientation to Academic Oversight Committee & LEA Strategic Plan/SIT Process Review**

Stearns facilitated introductions and welcomed everyone to the first meeting of the XLRI Academic Oversight Committee and School Improvement Team. Stearns and Kaynor reviewed the structure of the Academic Oversight Committee with the group, including a roughly quarterly schedule of meetings and reviews of key academic data throughout the year, with meetings timed relative to when new data becomes available. It took some time this year to form the Committee for the first time and recruit enough Board members to launch (minimum of two, per the Board's by-laws), so we are behind relative to that schedule for this school year. Now that we have formed the Committee, though, we are on track to keep to our schedule next year, with the first meeting happening in the fall, once RICAS data from the prior year becomes available. Excel Academy overall is working to strengthen systems for Board oversight of academics in RI and MA, and this new Academic Oversight Committee structure is being implemented in both regions simultaneously.

Kaynor provided the group with a review of the LEA Strategic Plan and School Improvement Team requirements and process. The XLRI Board opted to structure its Academic Oversight Committee to satisfy LEA Strategic Plan/SIT membership requirements. The tradeoffs are that the LEA Strategic Plan/SIT meetings become public Board meetings that require additional work to coordinate and document, and the Academic Oversight Committee will have more membership and more membership requirements than it would otherwise. The benefits are that roughly this same group of stakeholders is the group that we would want to be reviewing this data quarterly anyway, and so it is less work for the participants than if they had to contribute to doing this same work twice, in two separate meetings, each quarter (a Committee meeting and an SIT meeting). Combining the two groups into one also makes sense from a strategic perspective. The Academic Oversight Committee of the Board, with staff and parent stakeholders included, is an ideal group to lead the LEA Strategic Plan process each year.

**4. Review of Draft LEA Strategic Plan & Preliminary Academic Data**

Reyes led the group in a review and discussion of preliminary academic data so far this school year, as well as the first draft of the LEA Strategic Plan, which were both provided to the Committee in advance of this meeting. Reyes also presented the needs assessment analysis that was conducted as the initial framework for the Strategic Plan. The Committee asked clarifying questions and discussed the draft Plan and preliminary data. After reviewing the goals and values sections of the Strategic Plan Committee, the Committee was also interested to learn more about the process of setting academic goals for each student at the school and also asked to see

statewide averages as an additional benchmark when reviewing key data in the future. The Committee discussed a few minor edits to the LEA Strategic Plan before it is finalized and submitted to the full Board for approval, in time for the July 1, 2023 submission deadline. Reyes will finalize incorporating the Committee's edits and will reach back out to the Board with a last call to review the final draft, in case there are any additional changes or topics to discuss prior to submitting to the full Board for approval in June.

Heng moved to approve submitting the LEA Strategic Plan to the full Board, with the requested edits, and to recommend approval of the Plan by the Board at the June Board meeting, and Giordano seconded, and the motion was approved unanimously.

All those in favor: Liz Giordano, Chiv Heng, Ferny Reyes, Owen Stearns, Arthur Kaynor, Liz Matson

Opposed: None

Abstain: None

## **5. Adjourn**

Having completed the business of the Committee, Giordano motioned to adjourn. Heng seconded, and the meeting was adjourned at 6:22 pm.

List of Documents Presented at the Meeting:

1. Agenda
2. Academic Oversight Committee Overview
3. LEA Strategic Plan & School Improvement Team Overview & Approved Membership
4. Draft LEA Strategic Plan
5. Academic Update Slides with preliminary academic data