



MINUTES  
Board of Trustees Meeting  
Tuesday, May 24, 2016

ROLL CALL

Board of Trustees Present:

Marian Bergeson  
Sandi Jackson  
Chris Scheithauer  
Nicole Washington  
Susan Samueli  
Gerardo Mouet

Academy/Orangewood Staff Present:

Carlos Leija  
John Luker  
Anthony Saba  
Chris Simonsen  
Devin Beliveau

Board of Trustees Absent:

Deborah Vandell  
Elim Kay  
William Healey

Guest:

Tim DePriest - Arthur J. Gallagher & Co.

APPROVAL OF MINUTES

A motion was made by Marian Bergeson, seconded by Gerardo Mouet and carried by a vote of 6-0 to approve the April 26, 2016 Board of Trustees meeting minutes.

PUBLIC COMMENT

Sandi Jackson opened the floor for public comment. No public comment was made.

BOARD EDUCATION

Anthony Saba introduced the SOS Clinic Chief Medical Officer, Dr. Eric Huang. Additionally, Anthony informed the Board that the SOS Clinic resides on the Samueli Academy campus, in the Dhont Center and services students and their families. Dr. Huang informed the Board of his medical background and the evolution of SOS Clinic. The SOS Clinic has a registered nurse onsite Monday-Friday from 1:00-5:00 p.m. and doctors' visits are available by appointment. The SOS Clinic is a Federally Qualified Health Center (FQHC) and patients are required to complete a financial screening upon arrival. Additionally, Dr. Huang stated that the SOS Clinic is bringing on a health educator that will be integrated into the Samueli Academy health classes and dental facility.

BOARD CHAIR REPORT

Sandi Jackson presented to the Board the proposed 2016-17 Board of Trustees Goals.

A motion was made by Nicole Washington, seconded by Gerardo Mouet and carried by a vote of 6-0 to approve the 2016-17 Board of Trustees Goals.

REPORTS

HEAD OF SCHOOL

Anthony Saba informed the Board that school progress is going well and that there are three weeks left in the 2015-16 school year.

Anthony presented to the Board the LCAP which contains the 2016-17 goals and associated budgetary expenditures.

A motion was made by Marian Bergeson, seconded by Susan Samueli and carried by a vote of 6-0 to approve the 2016-17 LCAP.

Anthony provided a report on the status of the proposed minimum GPA requirement. Anthony reported that meetings were held with Orange County Department of Education (OCDE), Chris Simonsen, Sandi Jackson and himself and it was decided not to pursue implementing the minimum GPA requirement.

Anthony provided a report on the independent study program. Anthony reported that CFO, John Luker and himself met with a potential candidate to develop the independent study program at Samueli Academy. Additionally, Anthony informed the Board that the candidate has extensive experience and is developing a multi-year budget proposal for the independent study program.

Anthony presented to the Board a memo for Helping Hands-Extension Program, an opportunity for Samueli Academy students to participate in an out of state service trip. Additionally, Chris Simonsen stated that a field trip policy is being drafted and will be presented at the June Board meeting. Nicole Washington asked that out of country trips be included in the field trip policy.

A motion was made by Nicole Washington, seconded by Marian Bergeson and carried by a vote of 6-0 to endorse the Helping Hands-Extension Program trip.

Anthony informed the Board that a sub-committee has been developed for graduation.

Anthony informed the Board that the UC Irvine provost is scheduled to visit Samueli Academy on Thursday, May 26<sup>th</sup> and an additional update will be provided at the June Board meeting.

#### CEO

Chris Simonsen provided a Residential Campus update and informed the Board that a meeting was held with CADSS staff from Sacramento. In the meeting, staff received direction to draft a write up, which outlines how the Samueli Academy Residential Campus model will fit with the Foster Family Agency regulations and the AB403 regulations.

#### FUNDRAISING

Chris Simonsen provided a report on Samueli Academy operational fundraising through May, 2016. To date, \$624,597 has been raised for Samueli Academy operations.

Chris Simonsen informed the Board that Champaign Director, Pam Shambra has drafted a prospectus for a new Capital Campaign. Additionally, an advisory council meeting is scheduled for June 2, 2016 and the council will oversee the Capital Campaign planning study.

COMMITTEE REPORTS

FINANCE

John Luker provided a report that the Finance Committee met on May 13, 2016 to review and approve the March 2016 financials and scorecard.

John provided the following report on the March 2016 Financial Dashboard:

- The Average Daily Attendance (ADA) rate is 365.
- Samueli Academy achieved a net income of \$92,736 in Fiscal Year 2015-16, which is \$164,067 better than planned.
- As of March 31, 2016, the School's cash balance was \$761,056.

John informed the Board that for health insurance plans renewing in 2016, the Affordable Care Act (ACA) requires that companies have at least 100 eligible employees to remain in a large group plan. Tim DePriest from our insurance broker, Arthur J. Gallagher & Co. suggested combining the Samueli Academy and Orangewood Foundation insurance plans, since both entities are commonly controlled. Additionally, John presented the Board documentation explaining advantages and disadvantages of large group and small group plans.

A motion was made by Nicole Washington, seconded by Susan Samueli and carried by a vote of 6-0 to approve combining the Samueli Academy and Orangewood Foundation corporate health insurance plans.

John presented to the Board the Finance Committee responsibilities and informed the Board that no changes were made.

A motion was made by Gerardo Mouet, seconded by Marian Bergeson and carried by a vote of 6-0 to approve the 2016-17 Finance Committee responsibilities.

GOVERNANCE

Chris Scheithauer provided a brief Governance Committee update. Chris referred to the 2016 Board Retreat planning calendar in the meeting packet. Chris stated that the retreat agenda will be drafted at the June Governance Committee meeting and asked the Board for input on items they would like on the 2016 Board Retreat agenda. No items were brought forth. The draft 2016 Board Retreat agenda will be brought to the June Board meeting for review.

Chris Scheithauer presented to the Board the slate of Board members, Elim Kay, Nicole Washington and Carolyn McInerney.

A motion was made by Marian Bergeson, seconded by Susan Samueli and carried by a vote of 6-0 to approve the slate of Board members, which will now go to the Orangewood Foundation Board for approval.

Chris Scheithauer presented to the Board the Governance Committee responsibilities and informed the Board that the following item was added:

- Annually coordinate the performance evaluations for the Head of School, CEO and CFO.

A motion was made by Chris Scheithauer, seconded by Marian Bergeson and carried by a vote of 6-0 to approve the 2016-17 Governance Committee responsibilities.

The Board briefly reviewed the 2015-16 Samueli Academy Compliance Calendar.

ACADEMIC

Nicole Washington informed the Board that the Academic Committee met on Tuesday, May 17, 2016. Nicole presented to the Board a memorandum of understanding (MOU) between Cal State University, Fullerton (CSUF) and Samueli Academy. Nicole explained that the MOU is to allow any current or former employee, who are also currently enrolled in the Special Education Credentialing Program at CSUF, the ability to complete their required internship at Samueli Academy. The Academic Committee has vetted the MOU and recommends approval to the full Board.

A motion was made by Gerardo Mouet, seconded by Sandi Jackson and carried by a vote of 6-0 to approve the Cal State University, Fullerton memorandum of understanding.

Nicole presented to the Board a MOU between the University of California, Irvine School of Engineering (UCI) and Samueli Academy. The MOU formalizes a partnership between the two schools. The Academic Committee has vetted the MOU and recommends approval to the full Board.

A motion was made by Marian Bergeson, seconded by Susan Samueli and carried by a vote of 6-0 to approve the University of California, Irvine School of Engineering memorandum of understanding.

Nicole presented to the Board the Beyond School Walls MOU between Big Brothers Big Sisters and Samueli Academy. The MOU is to renew the current program for the 2016-17 school year and pairs Samueli Academy students with PIMCO employees, who mentor the students in various areas. The Academic Committee has vetted the MOU and recommends approval to the full Board.

A motion was made by Marian Bergeson, seconded by Gerardo Mouet and carried by a vote of 6-0 to approve the Board the Beyond School Walls memorandum of understanding.

Nicole presented to the Board the Internship Agreement for Samueli Academy students to participate in the Summer Internship Program. Nicole informed the Board that the agreement is between the Samueli Academy, students and the company hosting the intern. The Academic Committee has vetted the Internship Agreement as did outside counsel and recommends approval to the full Board.

A motion was made by Gerardo Mouet, seconded by and carried by Marian Bergeson a vote of 6-0 to approve the Internship Agreement.

Nicole presented to the Board the Academic Committee responsibilities and informed the Board that the following three items were added:

- Review and advise each year, the goals and objectives for Samueli Academy Charter School and Head of School. Submit to the Board of Trustees for discussion and approval.
- Review and revise Samueli Academy Scorecard.
- Participate in Board of Trustees activities as needed.

A motion was made by Chris Scheithauer, seconded by Marian Bergeson and carried by a vote of 6-0 to approve the 2016-17 Academic Committee responsibilities.

Nicole Washington informed the Board of the current undertakings of the Career Advisory Council. Nicole stated that the Career Advisory Council is looking for new officers and would like individuals who are familiar with the school, mission and values.

NEW BUSINESS

Sandi Jackson opened the floor for new business.

ADJOURNMENT

A motion was made by Chris Scheithauer, seconded by Susan Samueli, and carried by a vote of 6-0 to adjourn the Samueli Academy Board of Trustees meeting at 8:10 p.m. The next meeting will be held on Tuesday, June 28, 2016, at 6:30 p.m. at Samueli Academy located at 1901 N. Fairview Street, Santa Ana, CA 92706.



CHRIS SCHEITHAUER, SECRETARY