



## MINUTES

Board of Trustees Meeting  
Tuesday, November 28, 2017

### ROLL CALL

#### Present:

#### Board of Trustees Present:

Richard Arum  
Sandi Jackson  
Carolyn McInerney  
Liz Dorn Parker  
Susan Samueli  
Nicole Washington

#### Academy/Orangewood Staff

Linda Giel  
Carlos Leija  
Anthony Saba  
Chris Simonsen

#### Absent:

John Luker  
Chris Scheithauer  
Larry Tamayo

### APPROVAL OF MINUTES

A motion was made by Liz Parker, seconded by Nicole Washington and carried by a vote of 5-0 to approve the October 24, 2017 Board of Trustees meeting minutes. The vote was abstained by Carolyn McInerney since she was not present during the October meeting.

### PUBLIC COMMENT

Sandi Jackson opened the floor for public comment, and no public comment was made.

### BOARD EDUCATION

Anthony Saba shared a presentation on recruitment. He stated that as 2017 comes to an end, he begins scheduling presentations to different schools to recruit potential students to Samueli Academy. Recruitment has been strong historically and that should not change.

### BOARD CHAIR REPORT

Sandi presented the final draft of the 2016-17 Annual Report. It was explained that the report has gone to print and will be submitted to OCDE. A motion was made and carried 6-0 to approve the 2016-17 Samueli Academy Annual Report.

Sandi reminded the Board about the Samueli Academy Holiday party. She shared details of the event and thanked Susan Samueli for helping with the venue.

REPORTS

HEAD OF SCHOOL

Anthony Saba informed the Board that teachers and seniors have been busy with college applications this week. He stated that many students have been staying after school to receive help with their personal statements although it is close to the deadline. He shared that there is also help that is offered during their advisory period.

Anthony Saba shared the information received from the California Local Dashboard. He explained that this information is based on Basic Services, Implementation of State Academic Standards, Parent Engagement, School Climate, Coordination of Services for Expelled Youth and Coordination of Services for Foster Youth. He stated that this information is publicly available but has to be specifically discussed with the Board of Trustees.

CEO

Chris Simonsen provided a Residential Campus Update and shared that Bob Theemling has submitted portions of the program statement for his review. He stated that they met with Mike Ryan with Orange County Social Service Agency and they are excited to see the program statement due to the high need for a program like this. Susan asked if funding has been discussed and Chris Simonsen informed her that information regarding funding was submitted to the County in the Executive summary a few months ago and it was not questioned.

FUNDRAISING

Carlos Leija reviewed the fundraising report and provided a Capital Campaign update. He stated that once details and a timeline are available about the residential program, the formal campaign will kick off. Carolyn asked how the monthly variances on the financial goals are determined. Carlos explained that previous donations are taken into consideration, planned giving, and also the time of year determines donations as well.

Carlos discussed the upcoming Samueli Academy holiday concert. He discussed the strategy that was used to make the determination to cancel the Holiday Tea and continue with this event, and it was determined that this was in the best interest not only financially but also to showcase the talent of the Samueli Academy Students. He shared details of the event and encouraged the Board to bring their families and invite others.

COMMITTEE REPORTS

FINANCE

Chris Simonsen presented the September 2017 Financials. He explained that attendance continues to be high, and the 10 additional students are helping revenue as well. He explained that expenses continue to stay within the budget. He also stated that the cash balance is strong.

Chris Simonsen presented the revised Lease Agreement between Samueli Academy and Orangewood Foundation. He noted that Orangewood Real Property is a related entity and therefore Orangewood Board Members must recuse themselves from vote. He stated that this agreement has been reviewed and edited accordingly and is recommended for approval by the Finance Committee. Liz shared important points that have been previously discussed by the Finance Committee.

A motion was made by Liz Dorn-Parker, seconded by Nicole Washington and carried 4-0 to approve the revised lease Agreement between Orangewood Foundation and Samueli Academy. The vote was abstained by Sandi Jackson and Susan Samueli due to their dual role on both the Orangewood Foundation Board and the Samueli Academy Board.

Chris Simonsen presented the Samueli Academy Fiscal and Operations Procedures. He stated that these are reviewed yearly by John Luker and Linda Giel to make sure there are updates done as needed. Liz stated that this has been reviewed by the Finance Committee and recommended for approval by the full Board.

A motion was made by Liz Dorn Parker, seconded by Nicole Washington and carried 6-0 to approve the updated Fiscal and Operations Procedures.

GOVERNANCE

Chris Simonsen stated that he and Anthony attended the OCBE meeting earlier this month where they informed OCBE that Samueli Academy would be presenting the Charter renewal petition at the next OCBE meeting. Liz shared the importance of having Samueli Academy Board members present. Carolyn agreed that it is important to have the Board Chair, Co-chair, Head of School and Richard Arum present at the OCBE meeting; as well as Parents, a current and former student, and hopefully a foster youth as well. Chris Simonsen stated he would contact Kelly Guaghan with OCDE to clarify scheduling questions.

ACADEMIC

Nicole Washington provided a report on the current undertaking of the Academic Committee. She presented the updated the 2018 Academic Committee Responsibilities which did not have any changes.

A motion was made by Nicole Washington, seconded by Susan Samueli and carried 6-0 to approve the 2018 Academic Committees Responsibilities.

Nicole shared a list of supporters at the recent Career Ignition Conference. She stated there are a lot of corporate supporters and encouraged Board Members to thank them if they work with them in the community. She shared that there is a need for design mentors as well as medical/RN mentors. Chris Simonsen stated there is a meeting this week to discuss how Orangewood Foundation can assist with finding mentors.

Nicole informed the Board that Homecoming was successful, and there was a winter gathering for alumni. Anthony stated around 40 alumni attended and they had a great time. He shared that they continued to be doing well in their post-graduation ventures.

OTHER BUSINESS

The Board then went over the upcoming events on the calendar. Sandi Jackson opened the floor for other business, no other business was brought forth.

ADJOURNMENT

A motion was made by Sandi Jackson, seconded by Susan Samueli, and carried by a vote of 6-0 to adjourn the Samueli Academy Board of Trustees meeting at 7:15 p.m. The next meeting will be held on Tuesday, January 23, 2018, at 6:00 p.m. at Samueli Academy located at 1901 N. Fairview Street, Santa Ana, CA 92706.



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**CHRIS SCHEITHAUER, SECRETARY**