



MINUTES

Board of Trustees Meeting

Tuesday, July 27, 2017

ROLL CALL

Board of Trustees Present:

Carolyn McInerney
Liz Dorn Parker
Susan Samueli
Nicole Washington

Academy/Orangewood Staff Present:

John Luker
Anthony Saba
Chris Simonsen

Board of Trustees Absent:

Richard Arum
Sandi Jackson
Chris Scheithauer

ExED:

Larry Tamayo

Guest:

William Healey

APPROVAL OF MINUTES

Susan Samueli informed the Committee that due to Sandi Jackson's inability to attend the Board of Trustees meeting, she would be assisting in leading the meeting.

A motion was made by Susan Samueli, seconded by Liz Dorn Parker and carried by a vote of 4-0 to approve the May 23, 2017 Board of Trustees meeting minutes.

PUBLIC COMMENT

Susan Samueli opened the floor for public comment. No public comment was made.

BOARD CHAIR REPORT

Susan Samueli presented the Board resignation of William Healey effective June 30, 2017. She publicly thanked him for all his hard work and effort and for being there since the opening of Samueli Academy.

Susan reminded the Board of the upcoming Back to School Party for the Samueli Academy staff at Sandi Jackson's home on Saturday August 12th. She directed the Board to the printed invitation in the Board packet.

REPORTS

HEAD OF SCHOOL

Anthony provided an update on the current undertakings of Samueli Academy. He reminded everyone of what a successful inaugural Graduation Samueli Academy had back in June, and proudly mentioned the class of 2017 set the bar high for future seniors. Anthony stated that alumni are still spending a lot of time on campus although they have graduated. He commented that the idea of being more of a family and having a large support system seems to really be working and it is nice to have that alumni support on campus before the graduates are off to their next venture in the fall. One of the ways they have been supported includes driving some of the foster youth to OCC to help them register.

Anthony also stated there are a lot of other summer activities currently happening at the school. The soccer team is continuing to practice throughout the summer and there are several classes being offered in the summer as well. The Engineering Camp for incoming freshman just wrapped up as well.

Anthony informed the Board that there was a teacher from the previous school year that would not be continuing to work at Samueli Academy in addition to three teacher resignations in the middle of July. The lack of notice from the teachers placed a sense of urgency to hire their replacements. He stated most of the replacements have been filled and hope to have the last one filled by Friday since the new teachers have to report on Monday.

He stated that staff has been busy with the 144 incoming freshman. They have participated in the camps, the Freshman Welcome, they will have orientation soon, and will be treated to an Angel's game shortly before school starts.

Susan Samueli commented that she wants to make it a point to come on Campus more often because there are so many new students and all the students she was very close to have graduated. Anthony commented that many people who have seen the school grow feel the same, and encouraged the Board to reach out to the students through Norah Sarsour, Director of Alumni Success.

Anthony stated over half of our graduates received a scholarship through various opportunities that Samueli Academy offered equaling about \$200,000. The Board generally commented how proud they were of the graduates, and how impressive the high acceptance rate was to competitive schools including UCI and UCLA.

CEO

Chris Simonsen provided a Residential Campus Update and stated that there was a phone conference with the state who directed them to get a written proposal through the county to make sure the residential plans are locally supported. There is a meeting scheduled for tomorrow, with the Director Mike Ryan, and his deputies, along with several Orangewood Foundation staff. There is a pro bono architect through Homeaide that has helped design the residential program. It will be 3 stories serving 16 kids per floor, which seems like it will be more than enough to fit the need due to statewide changes regarding foster care placement.

A comment was made regarding the decrease of residential space will allow for other areas of growth. Chris Simonsen stated that the master plan will be shared shortly and will also be shared with the Orangewood Foundation Board soon. Bill Healey asked what the timeline is for the residential program. Chris Simonsen stated there is an aggressive goal for summer 2018, since construction is only estimated to be about 8 months, if all the approvals can be made in a timely manner. He commented that it does not necessarily have to open at the beginning of the school year since foster youth come to Samueli Academy throughout the year, but it would create an easy transition for the students.

FUNDRAISING

Chris Simonsen provided a report on Samueli Academy operational fundraising through March 31, 2017. To date, \$742,000 has been raised for Samueli Academy operations, with a goal of \$750,000. With a month left, he stated the goal will be met.

There is an Orangewood Foundation event on October 21st at the Samueli Theatre. A concert donated by Jimmy Wayne, who is a former foster youth. The donors who purchased the concert decided to give it to the Foundation to use towards a way to get people engaged with Orangewood Foundation and Samueli Academy.

COMMITTEE REPORTS

FINANCE

Larry Tamayo directed the Board to the May Financial Dashboard, and explained the different attendance reports that have been turned into the state. He stated that although the Average Daily Attendance (ADA) rate has dropped throughout the year but it was still over budget. He informed the Board that although some sources of funding did change due to the drop of attendance, it does not significantly affect the numbers. He stated the school is expected to finish about \$600,000 over budget. As of May 31, 2017, the School's cash balance was shortly over a million dollars which is expected to drop to about \$800,000 by the end of the month because the state is delayed in paying some funds. Some of the facility reimbursements have yet to come in, but they are expected this summer.

Chris reminded the Board that they previously approved Samueli Academy to use some of these funds to purchase all the furniture back from Orangewood Foundation since the school had no credit or cash prior to opening. The furniture is being bought at the depreciated value of about \$440,000 rather than the 1 million dollars that Orangewood Foundation originally paid.

Larry stated the Governor approved a budget at the end of June that ideally would benefit Samueli Academy. This approval happened after the Board approved the 17-18 budget. Larry stated the local control funding formula has increased which is Samueli Academy's main source of funding. He also stated there is a one-time discretionary block fund of \$145 per student based on the ADA from the previous year. That number was previously budgeted at \$40 per ADA in the 17-18 budget, which in an increase of about \$100. An increase in the SB 740 facility grants was also approved, which increases the amount that Charter Schools can be reimbursed for their facility costs. This approval could mean an increase from \$750 to \$1,117 per ADA.

John explained that when the school originally opened \$250,000 was borrowed from the state at a very low interest rate. He shared an email with the Board that shows the loan has been paid completely, and there is no longer any money owed to the state.

John directed the Board to the Spring Consolidated Application which reports on the federal funds received and how they are being spent. It also states that Samueli Academy is applying for the same funds the next school year as well. The Finance Committee has approved it, and is recommending it to the full Board for approval.

A motion was made by Nicole Washington, seconded by Susan Samueli and carried 4-0 to approve the Spring 2017 Consolidated Application.

John directed the Board to the Employee Benefit Renewals in the packet. He informed the Committee that this item is a bit behind since the June meeting was cancelled. John stated that every year new vendors are explored to ensure that the best possible pricing is received. Last year the benefits were switched to Aetna and this year the renewal rate was able to be negotiated to about 6% increase rather than the original quote of over 10%. The cost to employees remained at 0, and the cost of dependents went up marginally.

GOVERNANCE

Carolyn presented on the current undertakings of the Governance Committee. She explained that the Governance Committee decided to differentiate the Slate of Officers of the Board of Trustees from the Officers of the corporation.

A motion was made by Liz Parker, seconded by Nicole Washington and carried 4-0 to approve the revised Election of Officers Policy.

Carolyn presented the 2017-18 Proposed Slate of Board Officers as follows:

Sandi Jackson- Chair of the Board
Susan Samueli- Vice Chair of the Board
Chris Scheithauer- Secretary
Liz Dorn-Parker- Treasurer

As well as the 2017-18 Proposed Slate of Corporate Officers:

Chris Simonsen- Chief Executive Officer
John Luker- Chief Financial Officer

A motion was made by Nicole Washington, seconded by Susan Samueli and carried 4-0 to approve the 2017-18 Slate of Board Officers and Slate of Corporate Officers.

Carolyn presented to the Board the recommendation of William Healey and Deborah Vandell to join the Emeritus Board under the Emeritus Policy recommended by the Committee.

A motion was made by Susan Samueli, seconded by Nicole Washington and carried 4-0 to approved William Healey and Deborah Vandell for the Samueli Academy Emeritus Board as well as the Emeritus Board Policy.

Chris Simonsen presented an award to William Healey for his hard work and dedication to the Board and the students of Samueli Academy.

Carolyn presented the 2017/2018 Board of Trustees Goals and Objectives. Chris Simonsen stated that nothing changed from the draft presented at the last meeting since there were no objections.

A motion was made by Susan Samueli, seconded by Nicole Washington and carried 4-0 to approve the 2017/2018 Board of Trustee Goals and Objectives.

Carolyn presented the 2017-18 Student/Parent Handbook. Chris Simonsen stated he and Anthony worked on the handbook to make sure everything relating to the school was covered. They consulted with the attorney's office at Young, Minney and Corr to make sure all the necessary legal language was there.

A motion was made by Susan Samueli, seconded by Nicole Washington and carried 4-0 to approve the 2017-18 Student/Parent Handbook.

Chris Simonsen stated that after the attorneys reviewed the Student/Parent Handbook, they recommended several other policies as follows:

- Section 504 Policy
- Administration of Medication
- Education for Homeless Children and Youth Policy
- Educational Records and Student Information Policy
- Education for Foster Youth Policy
- Special Education Policy
- Student Freedom of Speech/ Expression Policy
- Student Use of Technology Policy
- Suicide Prevention Policy
- Title IX Complaint Policy
- Uniform Complaint Policy

Chris also stated that in the last Governance meeting, Sandi Jackson recommended that the handbook and policies be updated to make sure the name of the school is consistent throughout. He stated the name changes have been completed, but the finishing touches on the layout and format are still being worked on.

A motion was made by Susan Samueli, seconded by Nicole Washington and carried 4-0 to approve all the of the listed school policies.

Chris Simonsen presented a draft Board agenda for the retreat. He stated there is a telephone conference with the facilitator at the next Governance meeting.

Chris Simonsen presented the updated Charter renewal timeline with specific Committee responsibilities. The importance of getting everything correct was emphasized since Samueli Academy is a County wide Charter, and if it is not granted, there is not an appeals process. Chris stated he and Anthony met with Kelly from OCDE and asked her questions about the charter renewal. The Board talked about the importance of transparency in all aspects, and maintaining open communication with OCDE.

Chris informed the Board that there is now a template to be used for the Charter renewal, which will make it easier for the Committees to input the information under each element.

Carolyn presented the compliance calendar to the Board.

ACADEMIC

Nicole Washington provided a report on the current undertaking of the Academic Committee and stated that the Committee has been working primarily on the Elements of the Charter assigned to them. As well as the school climate survey that Richard will present in the August Board meeting.

Nicole stated the Committee would like to have a Board retreat discussion on how to use the school climate survey to encourage data driven decisions to promote academic success. Nicole stated there is a joint Academic and Finance Committee meeting scheduled for August 7th.

Nicole presented to the Board the 2017-18 Samueli Academy School Goals. She stated that they do not vary too much from last year. She highlighted that this year there is much more to base the goals on due to there being a graduating class and more statistics.

The question was brought forth about the requirements for the WASC accreditation and how the Board could support Anthony. He stated the Boards presence is required, and their support is appreciated and he and Aimee have begun to work on the requirements.

A motion was made by Nicole Washington, seconded by Carolyn McInerney and carried by a vote of 4-0 to approve the 2017-18 Samueli Academy School Goals.

Nicole presented to the Board on the Career Advisory Council and stated that there is a subcommittee that was established to look at academic scholarships and college acceptances. They will be advocating to enhance the counselors' capacity.

She stated that internships seem to be going well, and the students have expressed they are learning a lot. Anthony informed the Board that pictures of these valuable internships are being shared on social media.

Nicole stated there are transportation shortages for career exploration for the freshmen. She encouraged the Board to direct any resources they have available to assist with transportation. She mentioned that a corporate recognition program is being established to deepen relationships of corporations that are supporting Samueli Academy.

Nicole gave an update on Alumni development and shared that Norah Sarsour is working with maintaining relationships with the Alumni and ensure they feel supported. She stated that each alumni attended a meeting discussing their career interest, goals and other important matters.

She stated the first alumni event was a bonfire earlier this week, and almost half of the graduates attended. Nicole shared there is a sendoff event for the Engineering alumni with many valuable resources and supporters. The alumni website has been initiated with various opportunities for the graduates to seek employment opportunities, scholarship and internships.

Nicole emphasized the importance of mentoring and that is part the Samueli Academy's pledge to ensure post-graduation success. She stated there are 35 Alumni Ambassador/Peer mentors who are being trained to be responsible for 4-6 alumni students and assist with their needs and issues at the various college campuses.

Nicole shared that UCI has generously given some grants for students to help build an alumni data tracking system. More details will be available during the next meeting.

OTHER BUSINESS

Susan Samueli opened the floor for other business and no other business was brought forth.

ADJOURNMENT

A motion was made by Susan Samueli, seconded by Nicole Washington, and carried by a vote of 4-0 to adjourn the Samueli Academy Board of Trustees meeting at 8:15 p.m. The next meeting will be held on Tuesday, August 22, 2017, at 6:30 p.m. at Samueli Academy located at 1901 N. Fairview Street, Santa Ana, CA 92706.



CHRIS SCHEITHAUER, SECRETARY