



MINUTES

Board of Trustees Meeting
Tuesday, October 24, 2017

ROLL CALL

Present:

Board of Trustees Present:

Richard Arum
Sandi Jackson
Liz Dorn Parker
Chris Scheithauer
Nicole Washington

Academy/Orangewood Staff

Carlos Leija
John Luker
Chris Simonsen

ExED:

Larry Tamayo

Absent:

Carolyn McInerney
Anthony Saba
Susan Samueli

APPROVAL OF MINUTES

A motion was made by Chris Scheithauer, seconded by Liz Dorn Parker and carried by a vote of 5-0 to approve the September 26, 2017 Board of Trustees meeting minutes.

A motion was made by Sandi Jackson, seconded by Liz Dorn Parker and carried by a vote of 5-0 to approve the October 16, 2017 Board of Trustees Retreat minutes.

PUBLIC COMMENT

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

BOARD CHAIR REPORT

Sandi presented the draft of the 2016-17 Annual Report. It was explained that this is an early stage of the draft and corrections are still being made. The Board commented on several aspects of it, including distinguishing the current Board from the Board members who served during the fiscal year, and format changes as well.

Sandi opened the floor for feedback regarding the Board Retreat earlier this month and thanked the attendees. The consensus was very positive, and next steps were discussed, and will be discussed in further detail at the November Board meeting.

REPORTS

HEAD OF SCHOOL

Chris Simonsen shared that the school's ranking has been finalized and we have high rankings once again, we were ranked

9/10 Statewide, and 10/10 with Similar Schools. Chris shared that Anthony is currently in Sacramento at a Charter School gathering.

CEO

Chris Simonsen provided a Residential Campus Update and shared that Bob Theemling will have most of the program statement tomorrow for him and John Luker for review. After it is reviewed and edited, it will be shared with the County for their review and then sent to the state.

FUNDRAISING

John Luker shared that there is not much activity since it is still early in the fiscal year. Chris Simonsen shared that the Samueli Academy choir concert is coming up, and there are a few potential sponsors. He shared that there are other potential fundraising opportunities through an event once held to benefit Orangewood Foundation.

Liz asked about grants that are available and seem like a good fit for the school. Richard Arum commented that they are good options, but agreed with Chris Simonsen that these relationships have to be built first.

COMMITTEE REPORTS

FINANCE

Liz presented the September 2017 Financials. She stated that the ADA is higher than projected, Larry Tamayo went through the dashboard in detail. He agreed that revenue is higher than budgeted at this point in the fiscal year. He shared that due to government changes Title II is bringing in more revenue, as well as other funding changes.

Larry stated that along with some of the positive changes, there have been some unexpected changes as well. He shared that the SB740 funds are oversubscribed and that they are forecasting a 22% reduction in funds. John explained that while this change does affect the amount Samuel Academy would be refunded, under the new Lease Agreement, there are many other reasons to support the increase in the lease rate. He stated that in the year 18-19 the increase in SB740 funding will cap at 3% yearly which will then limit the amount Samueli Academy will be reimbursed in the future. The Board of Trustees asked that Finance Committee review the effect of the 22% reduction on the 5 year budget and report back at the next meeting.

AUDIT

Chris Scheithauer presented the 2016-17 Samueli Academy Independent Audit Report. He directed the Board to the Audit in the Board material. He stated the report has been approved by the Audit Committee. Some changes in Committee Chair titles were noted.

A motion was made by Richard Arum, seconded by Nicole Washington and carried 5-0 to approve the 2016-17 Samueli Academy Independent Audit Report with the amendments discussed.

Chris Scheithauer presented the Agreed Upon Procedures letter from the auditors. The primary purpose of the review by the auditors is to confirm that the amount that Samueli Academy is being charged for the services done by Orangewood Foundation staff is reasonable and no more than fair market value.

A motion was made by Liz Dorn Parker, seconded by Nicole Washington and carried 5-0 to approve the 2016-17 Agreed Upon Procedures Report.

Chris Scheithauer presented the Report on Conflict of Interest. He stated that the Audit Committee has reviewed the potential conflicts of interest submitted by the Board and staff and has determined that no conflicts are present.

A motion was made by Liz Dorn Parker, seconded by Richard Arum and carried 5-0 to approve the 2016-17 Samueli Academy Report on Conflict of Interest.

GOVERNANCE

Chris Simonsen stated that during the recent meeting at OCDE, Kelly Guaghan informed him that OCDE has to approve the changes to the Bylaws prior to the new Charter petition being approved. He directed the Board to the letter in the Board material. He stated it will be placed on the next OCDE agenda for approval prior to the presentation of the Charter petition. Chris Scheithauer recommended removing unnecessary tracking comments on the redline Bylaws prior to submitting to OCDE.

A motion was made by Richard Arum, seconded by Liz Dorn-Parker and carried 5-0 to approve the Material Revision Packet to OCDE with the edits to the redline Bylaws.

Chris Simonsen distributed a draft of the Charter Petition. He explained that the printing issues will be fixed to make sure clean versions are presented to OCDE. The Board went through the document and discussed changes in formatting as well as some documents that were not the most recent versions.

A motion was made by Nicole Washington, seconded by Susan Samueli and carried 5-0 to approve the Charter Petition Renewal with the discussed edits.

Chris Scheithauer presented the revised Governance Committee responsibilities which included new tasks the committee has taken on, as well as changes in policies.

A motion was made by Nicole Washington, seconded by Richard Arum and carried 5-0 to approve the revised Governance Committee Responsibilities.

Chris Scheithauer presented the compliance calendar to the Board. He pointed out a few important dates. Sandi stated it will have to be updated once the next steps from the Board Retreat are distributed and established.

ACADEMIC

Nicole Washington provided a report on the current undertaking of the Academic Committee. She shared that they have reviewed the Academic Scorecard to be finalized this week. She shared that they have reviewed grant opportunities and she will connect Patsy Janda with staff at Orangewood Foundation to explore those opportunities. Nicole thanked the Board members who attended the corporate mixer earlier this month for corporate supporters of Samueli Academy.

OTHER BUSINESS

The Board then went over the upcoming events on the calendar. Sandi Jackson opened the floor for other business. The board discussed attendance at the Charter renewal presentation at the November OCDE. It was determined that they do not have to attend.

ADJOURNMENT

A motion was made by Sandi Jackson, seconded by Chris Scheithauer, and carried by a vote of 5-0 to adjourn the Samueli Academy Board of Trustees meeting at 7:16 p.m. The next meeting will be held on Tuesday, November 28, 2017, at 6:00 p.m. at Samueli Academy located at 1901 N. Fairview Street, Santa Ana, CA 92706.



CHRIS SCHEITHAUER, SECRETARY