



Mission: To ignite the passion within all students to reach their greatest potential through a nurturing and innovative learning environment. Vision: All students experience positive education, career, and life outcomes.

**Board of Trustees
Board Member Orientation
Procedure and Agenda**

- I. Introduction and Welcome
 - a. Orientation will be completed within two months of the full approval of a new Board member.
 - b. Orientation should be conducted by the Chair of the Board of Trustees, an additional Board member and any other persons deemed necessary for a successful orientation.

- II. Samueli Academy Structure and Organization
 - a. History of Samueli Academy
 - i. Orangewood Foundation and Management Agreement
 - ii. Orange County Department of Education - What is a charter school?
 - b. School Facilities and Map
 - c. Future Building and Expansion
 - d. Organizational Chart

- III. School Governance and Management
 - a. Mission, Vision and Philosophy
 - b. Board of Trustees Responsibilities
 - i. New Board Member Responsibilities
 - c. Executive Director and Head of School Responsibilities
 - d. Samueli Academy Officers and Staff
 - e. Student Admission

- IV. Samueli Academy Official Board Committees
 - a. Academic Committee Responsibilities
 - b. Governance Committee Responsibilities
 - c. Finance Committee Responsibilities

- V. Board of Trustees Public Meetings
 - a. Brown Act Compliance
 - b. Public Meetings and Public Comment
 - c. Location and Time of Board Meetings
 - d. Board Member Attendance

- VI. Fundraising
 - a. Board Members Responsibilities
 - b. Events
 - c. Student Activities
 - d. Graduation
 - e. Operating Budget
 - f. Orangewood Capital Campaign
 - g. Future Building

- VII. Questions and Summary

Approved 10/22/2019