MINUTES
Board of Trustees Meeting
Tuesday, March 28, 2023
6:00 PM
Samueli Academy
1901 N. Fairview St.
Santa Ana, CA 92706

ROLL CALL

Board of Trustees Present:
Chris Scheithauer
Susan Barua
Sandi Jackson
Robert Santana

Academy/Orangewood Staff Present:
Anthony Saba
Chris Simonsen
John Luker
Tracy Garcia

Guests

CALL TO ORDER

Chris Scheithauer called the meeting to order at 6:04 pm and welcomed all attendees to the March 28, 2023 meeting of the Samueli Academy Board of Trustees. Anyone from the public might address the Board for a period of three minutes at the beginning of the meeting, and prior to agenda items that were subject for approval.

APPROVAL OF MINUTES

A motion was made by Robert Santana, seconded by Sandi Jackson, and carried to approve the minutes from the February 28, 2023 meeting of the Board of Trustees with a vote of: 4 - Ayes and 0 - Nays.

PUBLIC COMMENT

No public comment was presented.

REPORTS
BOARD CHAIR

Chris Scheithauer deferred his comments to the Governance and Audit Committee reports.

EXECUTIVE DIRECTOR

Anthony Saba shared information regarding the lottery for the incoming 7th graders that was held on March 7th. The process went well and OCDE was pleased. Anthony shared a very emotional moment that occurred at the event. One prospective student and his family were in attendance and when his number was called, he was so excited and thrilled. It was an emotional moment for all present. Anthony shared that he has reached out to many families on the wait list with the information regarding other local charter schools and the opportunity for enrollment at those locations. Families were appreciative of the information.

Anthony introduced Tracy Garcia who is the new Executive Assistant at Samueli Academy. Oscar Leong was hired as the new Development Director for Samueli Academy.

Decision Day Celebration – All Board Members are encouraged to attend the upcoming Decision Day Celebration on April 28, 2023 at 10:00 a.m. This energetic event includes each senior individually announcing where they have decided to continue their education.

HEAD OF SCHOOL

Anthony Saba distributed and shared the Head of School Report from Lee Fleming.

- Currently preparing for CAASPP State Testing. Staff critically looked at 21-22 data and brainstormed ways to improve critical areas of growth (classroom strategies as well as test-taking strategies). Preparation for 22-23 CAASPP Testing includes exposure to test platform through advisory lessons, use of CAASPP Interims/Benchmarks in Math and English classes in March and April for data purposes, modified schedule for testing days, and grouping (small groups for students in SpEd, EL's and others needing a small testing environment).
- Senior Capstone – Students began this process in January. Presentation dates are Tuesday, May 18th through Friday, May 21st. This is the process where Senior students reflect on their growth over the last 4 years.
- New community partners. Padres Unidos is a grassroots organization focused on strengthening family communication. Neutral Ground is also a grassroots organization focused on restorative practices, youth development and strengthening relationships. Neutral Ground is on campus and working with students. It is going well so far. They have the ability to provide 1:1 services or do home visits. Robert Santana asked about 1:1 services or in home services and Anthony he would look into any liability issues.

ORANGEWOOD FOUNDATION

Chris Simonsen reported the Youth Connected Program continued to make progress. Currently there are 5 youth in the program, 9 approved homes and 5 ready to go now. Staff are working hard to build capacity. The website was recently translated into Spanish. Staff have held several open houses to share about the program. There has been interest from LA County in the program and staff are currently exploring those options and what that would entail.

COMMITTEE REPORTS
FINANCE

John Luker reviewed the Financial Dashboard and Scorecard for January 2023.

Additional updates:

- John discussed how the future of state budgets are uncertain, but Samueli Academy is doing extremely well.
- The Finance Committee would continue to monitor the state's estimated budget gap, in preparation for any deferrals.
- The cash balance and reserves remained significantly stronger that originally budgeted.

Recommended as an item for approval by the Finance Committee was the OCDE 2nd Interim Report.

A motion was made by Robert Santana, seconded by Sandi Jackson, and carried to approve the OCDE 2nd Interim Report with a vote of:
4 - Ayes and 0 - Nays.

Samueli Academy Annual (Operational) Campaign Update – Campaign was well above goal at the end of January. CCS report will be available soon and the report will take place at the next Board of Trustees Meeting on April 25, 2023.

The Board discussed the process of the endowment fund through Orangewood Foundation. John Luker shared that the Finance Committee reviews the balance on a quarterly basis in their committee meetings. Robert Santana asked that this report be presented to the Board of Trustees as well on a quarterly basis. John agreed to share the report with the Board of Trustees quarterly as well.

Anthony Saba presented the need to hire a Director of Marketing and Communications position. Typically these positions are discussed and added during the next fiscal year but with some of the fundraising projects coming it would be important to get this person on campus as soon as possible. This position would also be responsible for potentially 2 design classes next year since the design classes are projected to be more impacted. Robert Santana expressed concern about the job description and specifically the prioritization of the job requirements and benchmarks for success. Anthony will work on reworking the job description with priority goals in mind.

Recommended as an item for approval by the Finance Committee was the authorization for Anthony Saba to move forward with recruitment for the Director of Marketing and Communications position.

A motion was made by Sandi Jackson, seconded by Susan Barua, and carried to approve the recruitment for the Director of Marketing and Communications position with a vote of :
3 - Ayes and 1 - Nays.

GOVERNANCE

The Board of Trustees discussed the Traditional and Virtual Teleconference Options. Sandi Jackson asked to get clarification on the need for roll call voting for all meeting options. Anthony will get more clarification and report back.

Recommended as an item for approval from the Governance Committee was the Policy Governing the Use of Traditional and Virtual Teleconferencing Options Under the Ralph M. Brown Act.

A motion was made by Robert Santana, seconded by Sandi Jackson, and carried to approve the Policy Governing the Use of Traditional and Virtual Teleconferencing Options Under the Ralph M. Brown Act with a vote of:
4 - Ayes and 0 - Nays.

Providing an update to the Board, Chris Scheithauer reported the Governance Committee discussed the Annual Board Retreat and indicated they would like to utilize the same facilitator as last year. The potential Board Retreat dates are either 10/9/23 or 10/16/23. Tracy Garcia will send out a survey to all potential attendees to determine the preferred date.

AUDIT

Recommended as an item for approval by the Audit Committee was the admittance of an additional committee member. Chris Scheithauer shared that Russell Stein has extensive experience in the finance industry and would be a great addition to the Audit Committee. Chris Scheithauer reviewed with the Board Russell's bio and cv.

A motion was made by Sandi Jackson, seconded by Susan Barua, and carried to approve an additional member of the Audit Committee with a vote of:
4 – Ayes and 0 – Nays.

The Audit Committee reviewed 4 bids for audit services for the 22-23 fiscal year and two additional years. Recommended for approval by the Audit Committee was the new audit agreement with Christy White.

A motion was made by Susan Jackson, seconded by Sandi Barua, and carried to approve the new audit agreement with Christy White with a vote of:
4 – Ayes and 0 – Nays.

ACADEMIC

Providing an update to the Board, Susan Barua shared that the addition of Lisa Dallendorfer has been great for the committee.

Recommended for approval by the Academic Committee is the 2023-2024 Calendar for Samueli Academy.

A motion was made by Sandi Jackson, seconded by Chris Scheithauer, and carried to approve the 2023-2024 Calendar for Samueli Academy with a vote of: 4 – Ayes and 0 – Nays.

Susan Barua shared an update on the Staff Attraction / Retention Compensation Survey. All questions have been approved by the Academic Committee and the committee will now facilitate the survey and send the results of the completed survey to the Finance Committee then on to the Board of Trustees. Timeline for completion is mid to late April.

OTHER BUSINESS

Chris Scheithauer asked for any new business.

Robert Santana shared the Boys and Girls Club is in the final process of the College Bound Scholarship program. $225,000 will be distributed to students through this program. Robert was pleased to announce out of this program there are 8 Samueli Academy students that will be receiving scholarship money.

Anthony Saba shared that he is continually receiving requests from companies that would like to partner with Samueli Academy on marketing and design projects for the kids. Anthony is going to begin to investigate the legal aspects of this with regards to the intellectual property and the fact that minors are involved. More to come on this topic.

ADJOURNMENT

A motion was made by Sandi Jackson, seconded by Robert Santana, and carried to approve the March 28, 2023 meeting of the Samueli Academy Board of Trustees be adjourned at 8:20 pm with a vote of:
4 - Ayes and 0 - Nays.

The next regular meeting will be held on Tuesday, April 25, 2023, at 6:00 pm.

RICHARD ARUM, SECRETARY