MINUTES
Board of Trustees Meeting
Tuesday, June 27, 2023
6:00 PM
Samueli Academy
1901 N. Fairview St.
Santa Ana, CA 92706

ROLL CALL

Board of Trustees Present:
Chris Scheithauer
Susan Barua
Richard Arum
Robert Santana
Liz Dorn-Parker

Academy/Orangewood Staff Present:
Anthony Saba
Chris Simonsen
John Luker
Tracy Garcia
Lee Fleming
Kim Dawson

Guests
None

CALL TO ORDER

Chris Scheithauer called the meeting to order at 6:10 pm and welcomed all attendees to the June 27, 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 Liz Dorn Parker, seconded by Richard Arum, and carried to approve the minutes from the May 23, 2023, meeting of the Board of Trustees with a vote of: 5 - Ayes and 0 - Nays.

PUBLIC COMMENT

No public comment was presented.

REPORTS
BOARD CHAIR

Chris Scheithauer discussed important upcoming events including the Board Retreat on October 9th. He also asked Board of Trustees members to save the date for August 5th for the Back-to-School Party and December 9th for the Holiday Party. More details to come soon.

EXECUTIVE DIRECTOR

Anthony Saba shared that Graduation was a fantastic event this year. It was a mixture of joy, excitement, and sadness.

School starts up again on August 9th. Enrollment is full and there a wait list for all grade levels.

Stars and Stipes event went great. All who attended had a great time. Next year we are required to fill teams to attend the event. The event is always the last weekend in June so please put the date on your calendar.

HEAD OF SCHOOL

Lee Fleming presented the Head of School report. This year we had a 95% graduation rate. Lee anticipates this to increase to 98% by the end of the summer session due to students in summer school.

Fire Camp is going well. Students are excited about the program. Students participated in field trips to local colleges and completed a camp out in Laguna Beach.

Summer School is going great. This summer staff have piloted the "Away for the Day" program which is no cell phone use during the day. The kids have responded well. Activities are provided for the lunch breaks, and this will also be implemented for the school year as well.

Lee took time to acknowledge the Board for their support. The programs and activities this school provides to youth is invaluable and we could not do it without the support.

ORANGEWOOD FOUNDATION

Chris Simonsen shared an update on the Youth Connected Program. 3 more youth were accepted into the program. This makes 8 youth total. 2 more are in progress. One additional family was approved with 5 more in the pipeline for approval. This makes 14 families total. There have been long delays with the background checks but that is not up to our control.

Half of the youth in the program have summer employment. Staff attended the OC Pride event in Santa Ana over the weekend and got some great leads.

COMMITTEE REPORTS

ACADEMIC

This month the Academic Committee did not have a meeting this month. Richard Arum spoke with each committee member individually and discussed the LCAP. All committee members approved moving the LCAP forward to the full board for review and approval.

Kim Dawson presented an overview of the LCAP goals and strategies.

Board members reviewed the 2023-24 Local Indicator Report.

Chris Scheithauer opened the Public Hearing for the 2023-24 LCAP and asked for any public comments. None were presented. Chris Scheithauer closed the public hearing.

A motion was made by Liz Dorn-Parker to approve adoption of the 2023-24 LCAP. Richard Arum seconded the motion. The motion carried to approve the 2023-24 LCAP with a vote of: 5 – Ayes and 0 – Nays.

A motion was made by Liz Dorn Parker to approve the LCFF 2023-24 Budget. Richard Arum seconded the motion and the motion carried to approve the LCFF 2023-24 Budget with a vote of: 5 – Ayes and 0 – Nays.

FINANCE

Liz Dorn-Parker presented the April 2023 Financial Statements. All looked positive.

Anthony Saba presented the Annual Operational Campaign financials. The campaign goals were met and exceeded for the 2022-2023 fiscal year.

Liz Dorn-Parker presented the 2023-2024 Budget Draft. This is a 3-year budget forecast. Liz reviewed the assumptions considered during the budgeting process.

A motion was made by Liz Dorn-Parker, seconded by Robert Santana, and carried to approve the 2023-24 draft budget with a vote of:
5 – Ayes and 0 – Nays.

John Luker presented the Shared Services Agreement Reconciliation for 2022-23. This agreement is reviewed quarterly and annually to determine if an extra allocation is needed based on actual costs. After review, an adjustment was determined as a result of a higher allocation of the Director of Facilities than originally forecasted due to a significant amount of time working on Samueli Academy facility projects including solar, bleachers, marquee and lighting. In addition, higher salaries than originally forecasted due to market rate adjustments, and higher IT costs for the help center based on the number and

time on tickets.

A motion was made by Richard Arum, seconded by Susan Barua, and carried to approve the 22-23 Shared Services Agreement Reconciliation with a vote of: 5 – Ayes and 0 – Nays.

John Luker presented and reviewed contracts that need renewal for the 23-24 contract year. These included the 23-24 Charter Safe Insurance Renewal, 23-24 Shared Services Agreement, 23-24 renewal of Revolution Foods, and 23-24 renewal of EXED.

Robert Santana presented some questions regarding the coverage on the Charter Safe insurance and John will review the coverage with the carrier.

A motion was made by Liz Dorn-Parker, seconded by Susan Barua, and carried to approve all 4 contract renewals with a vote of: 5 – Ayes and 0 – Nays.

John Luker presented the Samueli Academy Consolidated Application that reports the federal spending of the school for approval. Board members reviewed the application.

A motion was made by Susan Barua, seconded by Liz Dorn-Parker, and carried to approve the Consolidated Application with a vote of: 5 – Ayes and 0 – Nays.

GOVERNANCE

Chris Scheithauer presented the updated job descriptions for the Executive Director, Chief Financial Officer, and Head of School. The Governance Committee reviewed all these job descriptions and recommends them for approval.

A motion was made by Robert Santana, seconded by Susan Barua, and carried to approve the Executive Director, Chief Financial Officer, and Head of School job descriptions with a vote of: 5 – Ayes and 0 – Nays.

Chris Scheithauer presented the 2023-2024 Proposed Slate of Officers.

A motion was made by Robert Santana, seconded by Susan Barua, and carried to approve the 2023-2024 Slate of Officers with a vote of: 5 – Ayes and 0 – Nays.

OTHER BUSINESS

None presented.

ADJOURNMENT

A motion was made by Liz Dorn Parker, seconded by Chris Scheithauer, and carried to approve the June 27, 2023 meeting of the Samueli Academy Board of Trustees be adjourned at 7:40 pm with a vote of: 5 - Ayes and 0 - Nays.

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

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RICHARD ARUM, SECRETARY