MINUTES OF SAMUELI ACADEMY GOVERNANCE COMMITTEE

Tuesday, August 1, 2023 – 4:00 p.m.
Held via Zoom

Attendees: Chris Scheithauer, Robert Santana, Kerry Flanagan, Chris Simonsen, and Tracy Garcia

I. Opening Item

The meeting was called to order by Chris Scheithauer at 4:10 p.m.

II. Approval of Minutes

The Committee reviewed the minutes from meeting of the Governance Committee:

- July 11, 2023

A motion was made by Robert Santana, seconded by Chris Scheithauer, and carried to approve the minutes from the July 11, 2023, meeting of the Governance Committee with a vote of: 2– Ayes and 0 – Nays.

III. Public Comment

Chris Scheithauer opened the floor for public comment, but none was presented.

IV. Update on Fall 2023 Board Retreat

Kerry Flanagan shared her slides regarding the upcoming board retreat. Items to consider:

1. If Anthony has a guest speaker from CCSA we would need to determine where to place them on the agenda logistically and how it would impact the timeline
2. Meeting location? Dinner plans? Chris Scheithauer wanted to table this discussion until a later time so there are more members present to discuss. Robert also has some contacts in this area and will look into a few options to present to the group.

V. Board Approved Policies and Procedures

The committee reviewed Board approved policies and procedures grid with no changes.

VI. Compliance Calendar Review

The committee reviewed the compliance calendar for the Governance Committee. Chris asked that the July dates be revised. Upcoming tasks include review of Organizational Chart. Chris asked Tracy to review and check if there are any policies that have not been reviewed for a while that would be up for review again.

VII. Closed Session

Pursuant to California Gov. Code 54957, The Governance Committee will meet in closed session to discuss the performance evaluation review of the Executive Director, Head of School and Chief Financial Officer.

A motion was made by Robert Santana, seconded by Chris Scheithauer, and carried to move into closed session to review the performance evaluations for the Executive Director, Head of School, and Chief Financial Officer with a vote of: 3 – Ayes and 0 – Nays.

VIII. Return to Open Session

IX. New Business

None

X. Adjournment

Robert Santana made a motion to adjourn the Governance Committee Meeting on August 1, 2023. Chris Scheithauer seconded the motion and the motion carried with a vote of: 2 – Ayes and 0 – Nays.

The next meeting will be held on Tuesday, September 5, 2023, at 4:00 pm.

Chris Scheithauer, Chair