MINUTES
Board of Trustees Meeting
Tuesday, May 28, 2024
6:00 PM
Samueli Academy
1901 N. Fairview St.
Santa Ana, CA 92706

ROLL CALL

Board of Trustees Present:
Chris Scheithauer – Virtual
Richard Arum
Susan Barua
Sandi Jackson
Robert Santana

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

Guests Present:
None

CALL TO ORDER

Chris Scheithauer called the meeting to order at 6:00 pm and welcomed all attendees to the May 28, 2024, meeting of the Samueli Academy Board of Trustees. Anyone from the public might address the Board for three minutes at the beginning of the meeting, and before agenda items that were subject to approval.

APPROVAL OF MINUTES

A motion was made by Sandi Jackson, seconded by Robert Santana, and carried to approve the minutes from the April 23, 2024, meeting of the Board of Trustees with a vote of: 5 - Ayes and 0 – Nays.

PUBLIC COMMENT

Three members of the public spoke about their concerns with Samueli Academy. These concerns centered around alleged bullying, racism, and experiences and communication with Samueli Academy's alumni program.

The Board discussed that the concerns should be set for the agenda at the next Governance Committee meeting for further discussion and follow up.

REPORTS

BOARD CHAIR

Chris Scheithauer shared that the annual Performance Evaluation process has commenced and that performance self evaluations have gone out for the Executive Director, Head of School and Chief Financial Officer. The various committees will begin discussions at the upcoming meetings.

We are currently accepting nominations for officers next year. If you would like to nominate someone please reach out to the Governance Committee. Chris Scheithauer will be reaching out to all current officers to discuss next year as well.

EXECUTIVE DIRECTOR

Anthony Saba presented the Executive Director report.

Graduation will take place on Monday, June 3rd at 6:00 p.m. here on campus.

Senior Awards Night will take place tomorrow evening (Wednesday, May 29th) at 6:00 p.m. in the gym.

135 incoming 7th graders have been enrolled at Samueli Academy along with 50 new incoming 9th graders.

Playing for Change is an organization that promotes performing arts. Samueli Academy has partnered with them and entered into an agreement for next year that will bring on a 2nd performing arts instructor. This will help to expand our music program.

There are multiple summer camps taking place on campus this summer so it will be a very busy place which is very exciting.

HEAD OF SCHOOL

Lee Fleming presented the Head of School report.

Lee Fleming shared some highlights from the Class of 2024. This is the last group of COVID students. They started their high school career as 9th graders on-line. Evcn with that challenging start these students have overcome and have recorded the highest level of academic success post-pandemic.

Boys Volleyball won the Division 6 CIF Championship Title. This was the first CIF title for Samueli Academy.

All students from the Class of 2024 should achieve their graduation diploma by the end of summer.

ORANGEWOOD FOUNDATION

Chris Simonsen presented the Orangewood Foundation update. The program currently has 10 youth in the program residing in the dorms. Orangewood continues to work on the application with LA County. There are currently 13 approved resource homes.

Chris is excited to announce that the 1st graduate through the program will be graduating with the Class of 2024 and will be the keynote speaker at Graduation.

COMMITTEE REPORTS

FINANCE

John Luker reviewed the March 2024 Financial Statements. The school is in a positive financial position. The Board reviewed all financial statements. We will end the school year in a strong financial position.

Operational Campaign numbers through February reviewed – Operational campaign is strong. This has been the best fundraising year to date.

Dhont Center Acquisition

Anthony gave the board background on the need for additional space at Samueli Academy for Administrative staff. By acquiring the additional space at the Dhont this will allow us room for future expansion and will provide space for the various programs currently on campus to have space to meet with students and parents in the E-building.

Anthony shared some cost comparisons of similar space in the area and the rate we are receiving from Orangewood Foundation is competitive. The benefit to utilizing the Dhont is that we can all remain on campus.

Robert Santana made a motion to accept the 4th Amendment to the lease pending licensing approval for Orangewood to move to the 3rd floor of the dorms with a target date to move of July 1st. Susan Barua seconded the motion and the motion carried with a vote of: 4 – yes (Scheithauer, Barua, Arum, and Santana) 0- Nays and 1 – Abstain (Jackson).

One Time Off Schedule Payment for Staff

Anthony presented to the board the request for a one-time off schedule payment for staff to be given out in the June payroll. This request has been through the Finance Committee at their last meeting as well.

Robert Santana made a motion to approve a one-time off schedule payment for staff with 77 staff receiving $1,000 payment and 2 staff (Assistant Heads of School) receiving $2,000 payment. These payments exclude tutors, subs, on call coaches, Head of School, and Executive Director. These payments would total $81,000. Sandi Jackson seconded the motion and the motion carried with a vote of: 5 – Ayes and 0 – Nays.

GOVERNANCE

Expense Report and Travel Policy

The board reviewed the updated Expense Report and Travel Policy. The employee handbook will be updated with this new information.

A motion was made by Robert Santana to approve the updated Expense Report and Travel Policy with the caveat that the Employee Handbook gets updated as well. Sandi Jackson seconded the motion and the motion carried with a vote of: 5 – Ayes and 0 – Nays.

ACADEMIC

Richard Arum reported that the Academic Committee has nothing to report at this time.

OTHER BUSINESS

With regards to the public comment from today's meeting the Academic Committee will look deeper into the student surveys and will review the Alumni Program as well.

The Governance Committee will discuss the information at the next meeting.

ADJOURNMENT

A motion was made by Sandi Jackson, seconded by Chris Scheithauer, and carried to approve the May 28, 2024, meeting of the Samueli Academy Board of Trustees be adjourned with a vote of 5 - Ayes and 0 - Nays.

The next regular meeting will be held on Tuesday, June 25, 2024, at 6:00 pm.

RICHARD ARUM, SECRETARY