MINUTES
Board of Trustees Meeting
Tuesday, July 25, 2023
6:00 PM
Samueli Academy
1901 N. Fairview St.
Santa Ana, CA 92706

ROLL CALL

Board of Trustees Present:
Chris Scheithauer
Susan Samueli (via zoom)
Richard Arum
Robert Santana
Liz Dorn-Parker
Sandi Jackson

Academy/Orangewood Staff Present:
Chris Simonsen
John Luker
Lee Fleming
Tracy Garcia

Guests
None

CALL TO ORDER

Chris Scheithauer called the meeting to order at 6:00 pm and welcomed all attendees to the July 25, 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 Richard Arum, seconded by Sandi Jackson, and carried to approve the minutes from the June 27, 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 reminded Board Members about the upcoming Back to School Night Party at the Orange Coast College Planetarium on August 5th at 6:00 p.m.

HEAD OF SCHOOL

Lee Fleming presented the Head of School report. She just returned from a Leadership Camp in Santa Barbara. It was a very valuable experience for all involved. Some students attended as well. Staff is gearing up for the first day of school on August 9th.

ORANGEWOOD FOUNDATION

Chris Simonsen shared an update on the Youth Connected Program. There is good momentum with the program. Three (3) more youth were just added to the program for a total of eight (8) youth. There are three (3) more students (females) in the pipeline. There are also five (5) families in the pipeline. Once approved there will be 14 total families in the program.

70% of youth have employment.

COMMITTEE REPORTS

FINANCE

Liz Dorn Parker reviewed the June 2023 Financial Statements. The school is in a positive financial position.

Operational Campaign – Operational campaign is strong.

Investment Policy and Endowment Policy

A motion was made by Sandi Jackson to defer the discussion regarding the Endowment Policy and Investment Policy to the next board meeting in August since we have not yet received the review from Legal. Liz Dorn Parker seconded the motion and the motion carried with a vote of:
6 – Ayes and 0 – Nays.

F&M Bank Resolution

John Luker presented the F&M Bank Resolution. The Finance Committee is recommending moving our banking relationship from Wells Fargo to F&M Bank. The fee structure will save approximately $3,500 per year and F&M Bank is an active partner in volunteering and sponsoring events. Kevin Tiber was not present at the Finance Committee Meeting when this issue was discussed so there was no conflict of interest in the decision.

A motion was made by Liz Dorn Parker to move checking, saving, and all cash accounts to F&M Bank. Richard Arum seconded the motion and the motion carried with a vote of: 6 – Ayes and 0 – Nays.

GOVERNANCE

Chris Scheithauer presented the contract with Neutral Ground. They are budgeted to be on campus 3 days per week from 8:00 a.m.-4:00 p.m. The Board discussed the contract in depth.

The Board determined they needed more clarification on the contract that is currently written. Clarification includes:

- Change partner or district to Samueli Academy
- The scope of work needs to be more specific for the 3 days per week. Lee is working on this with Neutral Ground.
- Specify that the hourly rate will not exceed a specific amount.
- Clarify invoice process.
- Clarify reimbursement of expenses and update reimbursement language
- Update date of the contract

Lee Fleming will get more clarification and an updated contract for the board to review.

A motion was made by Liz Dorn Parker, seconded by Sandi Jackson, and carried to defer the approval of the contract with Neutral Ground until the next meeting with a vote of: 6 – Ayes and 0 – Nays.

Chris Scheithauer presented the Board Attendance Matrix for review.

Chris Scheithauer presented Russell Stein as a potential new member to the Finance Committee. Russell Stein is a current member of the Audit Committee. Both the Governance Committee and the Finance Committee have reviewed this and recommend him as an addition to the Finance Committee.

A motion was made by Liz Dorn Parker, seconded by Chris Scheithauer, and carried to approve Russell Stein as a member of the Samueli Academy Finance Committee with a vote of: 6 – Ayes and 0 – Nays.

ACADEMIC

Richard Arum presented the CCAP Dual Enrollment Agreement with Santa Ana College. This is a new agreement that allows us to close courses and avoid enrollment fees. It is the most common agreement schools have with Santa Ana College. It will allow more flexibility with scheduling courses and ensure we can keep them closed for just Samueli Academy students.

A motion was made by Sandi Jackson, seconded by Liz Dorn Parker, and carried to approve the CCAP Dual Enrollment Agreement with Santa Ana College with a vote of: 6 – Ayes and 0 – Nays.

Richard Arum presented the 2023-2024 Student / Parent Handbook for approval. The major change was the inclusion of the Away for the Day Policy regarding cell phone use on campus.

A motion was made by Sandi Jackson, seconded by Liz Dorn Parker, and carried to approve the 2023-2024 Student / Parent Handbook with a vote of: 6 – Ayes and 0 – Nays.

Richard Arum presented the 2023-2024 School Safety Plan. There were only minor edits to this document. The Mayor of Santa Ana was notified of this public meeting to discuss the Safety Plan.

A motion was made by Robert Santana, seconded by Sandi Jackson, and carried to approve the 2023-2024 School Safety Plan with a vote of: 6 – Ayes and 0 – Nays.

Richard Arum presented the 2023-2024 Athletic Handbook. There were only minor edits to this document as well. The Away for the Day portion will be discussed at the upcoming Coaches Meeting.

A motion was made by Liz Dorn Parker, seconded by Sandi Jackson, and carried to approve the 2023-2024 Athletic Handbook with a vote of: 6 – 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 July 25, 2023 meeting of the Samueli Academy Board of Trustees be adjourned with a vote of: 6 - Ayes and 0 - Nays.

The next regular meeting will be held on Tuesday, August 22, 2023, at 6:00 pm.

RICHARD ARUM, SECRETARY