MINUTES
Board of Trustees Meeting
Tuesday, May 23, 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
Alex Lopez

Guests
Julybeth Murillo (via Zoom)

CALL TO ORDER

Richard Arum called the meeting to order at 6:00 pm and welcomed all attendees to the May 23, 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 Susan Barua, and carried to approve the minutes from the April 25, 2023 meeting of the Board of Trustees with a vote of: 4 - Ayes and 0 - Nays.

PUBLIC COMMENT

No public comment was presented.

WASC ACCREDITATION PROCESS

Alex Lopez presented the WASC Self Study process with the Board of Trustees. Staff are already in process of gathering the information for the report. On Sunday, January 28, 2024 the Board of Trustees members are invited to meet with the visiting committee on campus.

REPORTS
BOARD CHAIR

Chris Scheithauer provided an update on the Board Retreat date. The date has been changed to Monday, October 9th. This was necessary to accommodate some board members schedules. The Governance Committee is still looking for strategic ideas as agenda items at the retreat. Please forward all ideas to Chris.

EXECUTIVE DIRECTOR

Anthony Saba shared the information on upcoming events at Samueli Academy. This is a busy time of year with Senior Awards Night and Graduation coming up. It is a very busy but exciting time. All Board Members are invited to attend graduation.

Anthony shared the OCDE 2022-2023 Annual Oversight Review. Overall, it was quite positive. The board members discussed with Lee Fleming testing and math assessment results. Lee shared how her team will be responding to the recommendations in the report. The team knew some of these recommendations were coming and have been preparing to address them.

Discussion regarding incoming 7th graders and how we can help them be better prepared upon entering Samueli Academy. The board suggested that the Academic Committee take a deeper dive into this report and discuss recommendations to take back to the board at a future meeting.

HEAD OF SCHOOL

Lee Fleming shared the upcoming events happening at the school.

ORANGEWOOD FOUNDATION

Chris Simonsen shared an update on the Youth Connected Program. Staff is making progress on home approvals and are focused on increasing community awareness. Currently there are 5 youth in the program and by Mid-June there is a potential of 3 more youth in the program.

COMMITTEE REPORTS

FINANCE

Liz Dorn Parker reviewed the Financial Dashboard and Scorecard for March 2023.

The Board Members discussed the Endowment and the need to develop and Endowment Policy.

The Finance Committee will discuss the plans for the Investment Committee and representation on this committee by a board member. Also the Finance Committee will review Orangewood Foundation's Endowment Policy and will make recommendations to the Governance Committee regarding what is needed for Samueli Academy moving forward.

Anthony shared the Samueli Academy Annual Operational Campaign is doing well and ahead of projection at this time.

Anthony requested a One-Time Off Schedule Payment for staff and brought it to the Board for approval. Management is recommending a fiscal year off schedule one time payment for staff. This was approved by both the Governance and Finance Committee prior to coming to the Board.

A motion was made by Liz Dorn Parker to approve the one-time off schedule payment for staff. Robert Santana seconded the motion and the motion carried with a vote of: 5 – Ayes and 0 – Nays.

GOVERNANCE

Chris Scheithauer presented the Board Procedure for Hiring Executive Director to the Board. This procedure has been approved by the Governance Committee. All board members reviewed the procedure.

A motion was made by Robert Santana, seconded by Susan Barua, and carried to approve the Board Procedure for Hiring Executive Director with a vote of: 5 – Ayes and 0 – Nays.

Chris Scheithauer presented the Board Procedure for Hiring Head of School. This procedure was also approved by the Governance Committee. All board members reviewed the procedure.

A motion was made by Liz Dorn Parker, seconded by Robert Santana, and carried to approve the Board Procedure for Hiring Head of School with a vote of: 5 – Ayes and 0 – Nays.

Chris Scheithauer presented the Board Member terms that are up for renewal. All Board members reviewed.

A motion was made by Robert Santana, seconded by Susan Barua, and carried to approve Susan Samueli and Sandi Jackson for a 5th Board Term and to approve Liz Dorn Parker and Richard Arum for a 3rd Board Term with a vote of: 5 – Ayes and 0 – Nays.

Chris Scheithauer is requesting nominations for the 2023-2024 Slate of Officers. The Slate of Officers will be approved at the next Governance Committee Meeting and will be moved forward for Board approval at the board meeting next month. Also, if you have names of anyone you would like to consider for serving on one of our board committees please send their names to Chris Scheithauer.

ACADEMIC

Richard Arum presented the report from the Academic Committee. Surveys are coming in and he should be able to provide more of a report at the next board meeting.

OTHER BUSINESS

Chris Scheithauer asked for any new business. Robert Santana was pleased to share that 7 Samueli Students would be receiving scholarships from the Boys and Girls Clubs totaling $17,000.

ADJOURNMENT

A motion was made by Liz Dorn Parker, seconded by Chris Scheithauer, and carried to approve the May 23, 2023 meeting of the Samueli Academy Board of Trustees be adjourned at 7:55 pm with a vote of:
5 - Ayes and 0 - Nays.

The next regular meeting will be held on Tuesday, June 27, 2023, at 6:00 pm.

RICHARD ARUM, SECRETARY