MINUTES
Board of Trustees Meeting
Tuesday, January 24, 2023
6:00 PM
Zoom

ROLL CALL	Board of Trustees Present: Chris Scheithauer Liz Dorn-Parker Richard Arum Shannon Zech Susan Barua Sandi Jackson Susan Samueli Robert Santana	Academy/Orangewood Staff Present: Anthony Saba Chris Simonsen John Luker Lee Fleming Andrea Geans Guest: Julybeth Murillo

CALL TO ORDER

Chris Scheithauer called the meeting to order at 6:00 pm and welcomed all attendees to the January 24, 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. Board meetings would remain via Zoom, while still operating under COVID restrictions.

APPROVAL OF MINUTES

A motion was made by Sandi Jackson, seconded by Susan Barua, and carried to approve the minutes from the November 22, 2022 meeting of the Board of Trustees with a vote of: 6 – Ayes, 0 – Nays, and 1 - Abstentions by Liz Dorn-Parker.

Robert Santana joined the meeting at 6:03 pm.

GOVERNMENT CODE SECTION 54953(e)

Board findings pursuant to Government Code Section 54953(e)

The Charter School Board of Directors determines, in accordance with Government Code Section 54953(e)(1)(B), that meeting in person would present imminent risks to the health or safety of attendees. Pursuant to Government Code Section 54953(e)(3), the Board has also reconsidered the circumstances of the State of Emergency declared by the Governor on March 4, 2020,

and finds the State of Emergency continues to directly impact the ability of the Directors to meet safely in person and/or that State or local officials continue to impose or recommend measures to promote social distancing.

A motion was made by Liz Dorn-Parker, seconded by Sandi Jackson, and carried to approve the Board findings pursuant to Government Code Section 54953(e) with a vote of: 8 – Ayes and 0 – Nays.

PUBLIC COMMENT

No public comment was presented.

A motion was made by Shannon Zech, seconded by Liz Dorn-Parker, and carried to approve reports from the Academic Committee and Head of School be moved forward with a vote of: 8 - Ayes and 0 - Nays. This would allow Head of School Lee Fleming to attend an out-of-town WASC review.

REPORTS

ACADEMIC COMMITTEE

Recommended as an item for approval was the Independent Study Policy, recently edited to remove a maximum length for independent study and allow a student more flexibility.

A motion was made by Susan Barua, seconded by Richard Arum, and carried to approve the new revision of the Independent Study Policy with a vote of: 8 - Ayes and 0 - Nays.

Recommended as an item for approval was the 2021-22 School Accountability Report Card, required to be published on the website by February 1. Lee Fleming explained that metrics were derived primarily from state data. However, as a living template, the teaching staff would have an opportunity to populate specific fields with a narrative of curriculum materials.

A motion was made by Liz Dorn-Parker, seconded by Sandi Jackson, and carried to approve the 2021-22 School Accountability Report Card with a vote of: 8 - Ayes and 0 - Nays.

HEAD OF SCHOOL

Lee provided a slideshow of photographs from the recent Winter Formal. The event, held at the House of Blues Anaheim, further strengthened the deep connection between the school and its families.

Lee Fleming left the meeting at 6:18 pm.

BOARD CHAIR

Chris Scheithauer reported he had shared with each committee chair the various assignments that evolved from the 2022 Board Retreat. The committees would review their respective assignments and report to Chris their findings.

As Chair of the Board, one of Chris's goals was to build out the sub-Committees. He asked members of the Board to join him in recommending and engaging with potential candidates.

EXECUTIVE DIRECTOR

Anthony Saba shared with the Board an overview of the facility inspection report by the Orange County Department of Education, following OCDE's visit on November 22, 2022. Samueli Academy was rated as exemplary with a total review score of 99.16%. Results from OCDE's educational review would be forthcoming.

Additional updates:

- The comprehensive endowment campaign was in its beginning stages, under the guidance of new Chief Philanthropy Officer Pam Shambra. A task force of twelve members had been formed to initiate the feasibility study, and eighty donors were selected as potential interviewees. Pam Shambra would provide a Board Education in February.
- Tours continued, and the school held one more recently with the Boys & Girls Club of Central Orange Coast.
- Enrollment information nights were held for incoming 7th grade families, and recruitment remained strong.
- The Firewolf Festival - an annual event of campus-wide student presentations - would take place on the evening of Wednesday, February 15. Members of the Board were invited to join key stakeholders for a VIP reception at 5:00 pm., and then have opportunity to engage with students and the community.

ORANGEWOOD FOUNDATION

Chris Simonsen reported that Director Enrique Montiel had been with the Youth Connected Program for six months, and he led the program with excellence.

Additional updates:

- The YCP website and resource materials were being translated from English to Spanish.
- Three new resource families had been added to the program, a fourth family would be added by the end of the week, and several other families were in the approval pipeline. Feedback remained positive from the program's youth and families.
- Building a relationship with Orange County's Continuing Care Placement Unit was a priority, since the CCPU ultimately made the decision on a youth's placement with the YCP.
- Discussions had begun on approaching surrounding counties.
- A phone call with representatives of the state and county was scheduled for the next day to discuss an extension of the Memorandum of Understanding.

Anthony stated that by November, the Annual Campaign had exceeded its goal by $234,000. This increase was largely due to the annual fundraising gala; however, donor support remained strong.

COMMITTEE REPORTS
FINANCE

Liz Dorn-Parker reviewed the Financial Dashboard and Scorecard for November of 2022. The actual Average Daily Attendance (ADA) was just 1% less than budgeted, and with an increase in the school's unduplicated pupil count, there would be additional revenue from the state.

The total revenue for fiscal year 2022-23 is projected to be more than the total expenses budgeted, allowing for a positive variance in net revenue. Furthermore, the Finance Committee will maintain a conservative approach to the cash reserves.

The state of California is projected to have a $25 Billion deficit for the current year and for 2023-24. However, when the Department of Finance releases its budget in January, and again when revised in May, this projection should be softened by the state's reserves and one-time investments.

A small discussion followed on earned returns through sweep accounts, as well as the state's projected balance deficit.

Recommended as an item for approval was the OCDE First Interim Review, a reflection of the school's financials through October 31, 2022 within the format required by the authorizer.

A motion was made by Liz Dorn-Parker, seconded by Sandi Jackson, and carried to approve the OCDE First Interim Report with a vote of:
8 - Ayes and 0 - Nays.

Recommended as an item for approval by the Finance and Governance Committees was a request for the purchase of a Daktronics 10 mm marquee, to be installed by Sterling Signs. Given the current marquee's outdated state, and with its unreliable hardware (equipment that was no longer available), bids and quotes were sought from several contractors. That of Sterling Signs was the most cost-effective with a total cost of $55,270. Moreover, the Daktronics 10 mm promised to be more user friendly.

A motion was made by Sandi Jackson, seconded by Robert Santana, and carried to approve the Marquee Replacement with a vote of: 7 - Ayes and 0 - Nays.

Recommended as an item for approval by the Finance and Governance Committees was a request for the purchase of a shade structure, to be installed in the communal area just outside the cafeteria/student union. Following several months of a formal public bid process, the most cost-effective proposal received was that from USA Shade with a total cost of $284,603 - covered by both ESSER III funds and the school's budget allowance.

GOVERNANCE

Recommended as an item for approval by the Governance Committee was the Employee Handbook, recently revised by legal counsel and the People & Culture Team. The minor changes stemmed from California's increased per diem, family/medical leave, and wage overpayment procedures.

A motion was made by Shannon Zech, seconded by Robert Santana, and carried to approve revisions to the Employee Handbook with a vote of:
8 - Ayes and 0 - Nays.

Recommended as an item for approval were the Goals of the Governance Committee for the 2022-23 school year.

A motion was made by Liz Dorn-Parker, seconded by Sandi Jackson, and carried to approve the 2022-23 Governance Committee Goals with a vote of:
8 - Ayes and 0 - Nays.

OTHER BUSINESS

Chris Scheithauer asked for any new business, but none was presented.

ADJOURNMENT

A motion was made by Sandi Jackson, seconded by Robert Santana, and carried to approve the January 24, 2023 meeting of the Samueli Academy Board of Trustees be adjourned at 6:59 pm with a vote of: 8 - Ayes and 0 - Nays.

The next regular meeting will be held on Tuesday, February 28, 2023, at 6:00 pm.

03/01/2023

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RICHARD ARUM, SECRETARY