MINUTES OF SAMUELI ACADEMY GOVERNANCE COMMITTEE

Tuesday, April 12, 2022 - 4:00 PM
Held via Zoom

Attendees: Chris Scheithauer, Sandi Jackson, Shannon Zech, Robert Santana, Anthony Saba, and Andrea Geans

I. Opening Item

The meeting was called to order by Chris Scheithauer.

II. Approval of Minutes

The Committee reviewed the minutes from the Governance Committee Meeting:

- March 1, 2022

A motion was made by Sandi Jackson, seconded by Shannon Zech, and carried to approve the minutes from the March 1, 2022 Governance Committee Meeting with a vote of:
4 – Ayes and 0 – Nays.

III. Governance Committee findings pursuant to Government Code Section 54953(e)

The Charter School Governance Committee 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 Governance Committee 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 Committee 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 Sandi Jackson, seconded by Chris Scheithauer, and carried to approve the Committee findings pursuant to Government Code Section 54953(e) with a vote of:
4 – Ayes and 0 – Nays.

IV. Public Comment

Chris Scheithauer opened the floor for public comment, but no public was present.

V. Board Approved Policies and Procedures

The Committee reviewed the agenda items approved by the full Board during the March meeting of the Board of Trustees, to see of their relevance on the Samueli Academy website and/or within the Board Approved Policies and Procedures Handbook.

VI. Outdoor Club Overnight Camping Trip – May 2022

Recommended as an item for approval was a request by the Samueli Academy Outdoor Club for a second overnight camping trip. Anthony Saba reported the Outdoor Club enjoyed a successful overnight camping trip in March, consequently submitting a similar request for the month of May. While overnight trips are infrequent, each one requires the governing Board's approval per Education

Code 35330. The Committee briefly conversed on the importance for special training/briefing for students and accompanying chaperones, surrounding behavior and vulnerability.

A motion was made by Sandi Jackson, seconded by Chris Scheithauer, and carried to approve the Outdoor Club's request of an Overnight Camping Trip in May with a vote of: 4 – Ayes and 0 - Nays.

VII. Education for Foster and Mobile Youth Policy

Recommended as an item for approval was the Education for Foster and Mobile Youth Policy, updated by the school's legal counsel. Replacing the former policy from 2017, this latest version articulated relevant constitutional language.

A motion was made by Robert Santana, seconded by Chris Scheithauer, and carried to approve the Education for Foster and Mobile Youth Policy with a vote of: 4 – Ayes and 0 – Nays.

VIII. Education for Homeless Children and Youth Policy

Recommended as a second item for approval was the Education for Homeless Children and Youth Policy, revised by legal counsel to reflect compliance with current laws. After reviewing the policy, the Committee engaged in brief discussion on any potential sensitivity to its title. Given term definitions within the policy, the title would remain; however, the website link would reflect trauma informed language.

A motion was made by Sandi Jackson, seconded by Robert Santana, and carried to approve the Education for Homeless Children and Youth Policy with a vote of: 4 – Ayes, 0 – Nays.

IX. Educational Records and Student Information Policy

Recommended as a third item for approval was the Educational Records and Student Information Policy, rewritten by legal counsel to reflect applicable legal updates and replacing the former version from 2017. Included in a back-to-school packet, this policy amongst others was provided annually for student and parent review.

A motion was made by Sandi Jackson, seconded by Shannon Zech, and carried to approve the Educational Records and Student Information Policy with a vote of: 4 – Ayes and 0 – Nays.

X. Suspension and Expulsion Policy and Procedures

Recommended as a fourth item for approval was the Suspension and Expulsion Policy and Procedures. Following extensive review, legal counsel discovered the 2018 version to incorporate internal guidance along with the policy and procedures. To avoid confusion, the original document was separated into two new policies: a.) "Suspension and Expulsion Policy and Procedures", and b.) "Suspension and Expulsion Internal Guidelines".

Because the Suspension and Expulsion Policy and Procedures is a stand-alone policy as well as contained within the Student/Parent Handbook, the Committee agreed the Board-approved revision/update timestamp would be reflected in both locations.

A motion was made by Sandi Jackson, seconded by Shannon Zech, and carried to approve the Suspension and Expulsion Policy and Procedures with a vote of: 4 – Ayes and 0 – Nays.

Recommended as a fifth item for approval was the Suspension and Expulsion Internal Guidelines. However, following a lengthy discussion, the Committee agreed a more accurate title would be "Administrative Guidelines for Compliance with the Suspension and Expulsion Policy and Procedures".

A motion was made by Sandi Jackson, seconded by Chris Scheithauer, and carried to approve the Administrative Guidelines for Compliance with the Suspension and Expulsion Policy and Procedures with a vote of: 4 – Ayes and 0 – Nays.

XI. Discussion on 2022 Board Retreat

In anticipation of a new facilitator for the 2022 Board Retreat, the Committee reviewed and discussed the resumes and supporting materials from two potential candidates. These candidates, and possibly a third, would be invited to interview during the next Governance Committee meeting scheduled for May 17th.

XII. Compliance Calendar

Chris Scheithauer reviewed the upcoming tasks within the Compliance Calendar. Chris would send Committee Chairs a reminder regarding their respective post-Retreat initiative summaries; the Orangewood/Samueli Academy Shared Services Agreement for 2022-23 would be reviewed and approved; and nominations would be reviewed for the proposed 2022-23 Slate of Officers .

XIII. New Business

There was no new business to discuss.

XIV. Adjournment

A motion was made by Sandi Jackson, seconded by Chris Scheithauer, and carried to approve the April 12, 2022 Governance Committee meeting be adjourned at 5:12 pm with a vote of: 4 – Ayes and 0 – Nays.

The next meeting will be held on Tuesday, May 17, 2022, at 4:00 pm.

Chris Scheithauer, Chair