MINUTES
Board of Trustees Meeting
Tuesday, April 26, 2022
6:00 PM
***Zoom***

ROLL CALL

Board of Trustees Present:
Sandi Jackson
Chris Scheithauer
Richard Arum
Liz Dorn-Parker
Susan Barua
Susan Samueli
Robert Santana
Shannon Zech

Academy/Orangewood Staff Present:
Anthony Saba
Kim Dawson
Aimee Bilderback
Andrea Geans

Guests Present:
Kelley Riffenburgh

CALL TO ORDER

Sandi Jackson called the meeting to order at 6:03 pm and welcomed all attendees to the April 26, 2022 Samueli Academy Board of Trustees meeting. 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 March 22, 2022 meeting of the Board of Trustees with a vote of: 8 – Ayes and 0 – Nays.

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 Chris Scheithauer, seconded by Susan Samueli, 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.

SPECIAL ANNOUNCEMENT

Anthony Saba announced that Aimee Bilderback, an inaugural member of the Samueli Academy staff, would resign her role as educator with SA at the end of the 2021-22 school year. Relocating to her hometown, Aimee would leave a legacy of success as an assistant head of school, educator, and mentor of student teachers.

Aimee shared reflections of her ten-year tenure with Samueli Academy, and the Board vocalized their appreciation for Aimee's talents and contributions.

REPORTS
BOARD CHAIR

Sandi shared that there was one final Board meeting for the 2021-22 school year. She advised members to look for an email of inquiry on their preference to logistics of the June meeting.

The number of SA alumni continued to grow and was nearly six hundred strong. During the May meeting, the Board would receive an update on the Alumni Success Program – the challenges and successes post-graduation.

Following years of discussion, the Board and its sub-committees would closely examine the possibility for solar installation at Samueli Academy. More information would be forthcoming.

EXECUTIVE DIRECTOR

Anthony Saba reported that the U.S. News and World Report released its school rankings for 2022. Samueli Academy ranked in the top five percent of all public schools in California and the Nation.

Additional updates:

- The Orange County Department of Education would conduct its annual review, beginning with an in-person visit on Thursday, April 28th. A virtual second meeting was scheduled for Thursday, May 19th,
- The Board would receive official invitations to upcoming events such as the Decision Day Rally, Spring concerts, Senior Awards Night, and Graduation Night.

ASSISTANT HEAD OF SCHOOL

Kim Dawson shared photos of the recent Senior Capstone Presentations (formerly known as Senior Defense) – a capstone of coursework integrated in the students' Virtual Enterprise experiences: the journey, next steps, and a forecast of their continued personal impact within community.

Beyond their allotted panel members, seniors were allowed to invite guests such

as family, fellow students, and advisors/staff members. The positive restructuring of the Senior Capstone Presentations resulted in a dramatic increase of student participation, jumping from forty-five percent to nearly one hundred percent.

Additional updates:

- The Boys' Volleyball team finished second in the league and were in the first round of CIF playoffs,
- The Track team was ending their season successfully with students qualifying for five different events,
- The 7th/8th Grade Basketball team would participate in a championship game within their newly formed league,
- The Softball team would participate in their final game of the season,
- 11th graders had completed their SBAC testing, with notable participation. 7th and 8th graders were scheduled for testing the following week,
- Past and upcoming events included the 7th/8th Grade Spring Fling, 8th Grade Night of GRADitude, and Prom,
- The new gym equipment has been installed.

ORANGEWOOD REPORT

Providing an update on the Youth Connected Program, Anthony reported the dorms had received its first male students.

The Capital Campaign had ended and its director, Pam Shambra, completed her ten-year tenure with the Orangewood Foundation and Samueli Academy.

Anthony reviewed the operational fundraising report, updated through the end of March. Generous donations allowed for a positive variance of nearly three hundred thousand dollars. State funds secured by grant writers, such as Academic Committee member Patsy Janda, only helped to fortify the strong financial balance.

Preliminary conversations were being held with donors on a potential endowment to be launched in the fall of 2022. Benefits would include a positive balance at the beginning of the fiscal year, as well as the provision of youth program funding on an annual basis. More information would be shared in the coming months.

COMMITTEE REPORTS
FINANCE

Liz Dorn-Parker provided a review of the Financial Dashboard and Scorecard for February 2022. Average daily attendance had dipped substantially during the winter outbreak of Omicron. Nevertheless, the attendance was much higher than the average school, and enrollment remained the same.

Expenses for programs and supplies such as Health and Welfare, Nutrition Program Food & Supplies, Utilities, and Housekeeping Services total more than originally budgeted. Even still, the total revenue for fiscal year 2021-22 is

projected to offset these expenses and more while maintaining a strong fiscal year-end balance. With the positive cash flow, the Finance Committee will hold discussions on what percentage to keep in reserves, and what one-time expenses would be most valuable to invest in. The Committee will also consider the anticipated positive State Budget in May, one-time COVID-relief funding, and the potential changes in ADA funding.

Recommended as an item for approval was the Fiscal Year-End Bonus. Given that the school's revenues exceeded the fiscal year budget, the administration proposed a bonus for all applicable staff: $1,000 for teachers and support staff and $2,000 for the two assistant heads of school, and costing approximately $80,000.

A motion was made by Robert Santana, seconded by Chris Scheithauer, and carried to approve the Fiscal Year-End Bonus with a vote of:
8 – Ayes and 0 – Nays.

Recommended as an item for approval was the CalSHAPE Grant Board Resolution. Provided from COVID-relief funds through the State of California, this grant would provide for an analysis of existing HVAC systems, along with recommendations and updates to provide the best filtration available.

A motion was made by Liz Dorn-Parker, seconded by Susan Barua, and carried to approve the CalSHAPE Grant Board Resolution with a vote of:
8 – Ayes and 0 – Nays.

GOVERNANCE

Recommended as an item for approval was a Consent Agenda, to include: Education for Foster and Mobile Youth Policy, Education for Homeless Children and Youth Policy, Educational Records and Student Information Policy, Suspension and Expulsion Policy and Procedures, and the Administrative Guidelines for Compliance with the Suspension and Expulsion Policy and Procedures. All five documents had been revised or newly drafted by legal counsel to maintain regulatory compliance, and had been thoroughly reviewed by the Governance Committee.

A motion was made by Liz Dorn-Parker, seconded by Shannon Zech, and carried to approve the complete Consent Agenda with a vote of:
8 – Ayes and 0 – Nays.

Recommended as an item for approval was the Outdoor Club Overnight Camping Trip request forms. Given their successful camping trip in March, the Outdoor Club sought approval for a similar trip during the month of May.

A motion was made by Susan Barua, seconded by Susan Samueli, and carried to approve the Outdoor Club Overnight Camping Trip request forms for May with a vote of: 8 – Ayes and 0 – Nays.

Chris Scheithauer provided an update on the process of annual election of Board officers: Chair, Vice Chair, Secretary, Treasurer, Executive Director, and Chief Financial Officer. As such:

- Nominations would be accepted until the end of April,
- A proposed slate would be developed in May by the Governance Committee
- The Board would vote in June on the 2022-23 Slate of Officers,
- Elected officers would be sworn in during the July Board meeting.

Concerning the 2022 Board Retreat, the Governance Committee was reviewing resumes and proposals of facilitator candidates. Interviews would be conducted during the May 17th Committee meeting.

Chris reminded the fellow Chairs to submit a narrative of their respective committees' post-Retreat initiative accomplishments.

ACADEMIC

Recommended as an item for approval was the 2022-23 Academic Committee Goals. Following the Committee's recent review, Richard Arum explained some of the revisions to the previous year's Goals:

- Pandemic-related phrasing transitioned to post-pandemic language,
- Social and emotional support needs would continue to be addressed, post-COVID,
- Removed were the already-accomplished goals of an integration plan for incoming residential students, as well as the recruitment for 8th grade teachers.

A motion was made by Susan Barua, seconded by Chris Scheithauer, and carried to approve the 2022-23 Academic Committee Goals with a vote of:
8 – Ayes and 0 – Nays.

Per CA Education Code 41590(f), the A-G Completion Improvement Grant Plan was presented as an item for public discussion. As detailed in the plan, the grant funds would be used to increase services for Unduplicated Students – improving their A-G eligibility and completion rates:

- Providing professional development for staff on implementing equitable assessment practices,
- Providing a psychologist to address increased SEL needs of students, exacerbated by the COVID-19 pandemic,
- Provide access to credit recovery opportunities during the instructional day led by credentialed teachers in reduced class sizes.

The A-G Completion Improvement Grant Plan would be recommended for Board approval during the May 24th meeting.

NEW BUSINESS

Sandi reminded the Board of the upcoming school events and encouraged members to attend any they could.

ADJOURNMENT

A motion was made by Liz Dorn-Parker, seconded by Chris Scheithauer, and carried with a vote of: 8 - Ayes and 0 - Nays to adjourn the April 26, 2022 Samueli Academy Board of Trustees meeting at 7:01 pm.

The next meeting will be held on Tuesday, May 24, 2022, at 6:00 pm.

05/31/2022

RICHARD ARUM, SECRETARY