MINUTES
Board of Trustees Meeting
Tuesday, June 21, 2022
6:00 PM
Zoom

ROLL CALL

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

Absent:
Robert Santana
Susan Samueli
Chris Simonsen

Academy/Orangewood Staff Present:
Anthony Saba
John Luker
Lee Fleming
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 June 21, 2022 Samueli Academy Board of Trustees meeting, the final meeting of the 2021-22 fiscal year. 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 Chris Scheithauer, seconded by Liz Dorn-Parker, and carried to approve the minutes from the May 24, 2022 meeting of the Board of Trustees with a vote of: 5 – Ayes, 0 – Nays, and 1 – Abstention by Richard Arum.

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 Shannon Zech, and carried to approve the Board findings pursuant to Government Code Section 54953(e) with a vote of: 6 – Ayes and 0 – Nays.

PUBLIC COMMENT — No public comment was presented.

REPORTS

BOARD CHAIR — Sandi remarked that the 2021-22 school year had ended well and thanked the committee chairs and administrative staff for working diligently to ensure such.

EXECUTIVE DIRECTOR — Anthony Saba provided an update on the 2022-23 enrollment. There were 135-seventh graders who were enrolled and ready for summer engagement. From the large waiting list, several students were placed in the 8th, 10th, and 11th grade levels.

In addition to its strategic partnership with Girls Inc, Samueli Academy had drawn a new agreement with the Boys and Girls Club of Central Orange Coast. Included for the 2022-23 school year: a.) College Bound program, b.) Workforce Development program within SA's current Work-based Learning program,
c.) potential fundraising/development initiative grants, and student tours of California colleges.

The School Safety Plan had been updated and was scheduled for review during the July Board meeting. In addition to its annual revisions, feedback was sought from local law enforcement, considering the heightened awareness of school safety. Furthermore, in September, Jai Wallace (Student Development Coordinator) would provide a Board Education surrounding the topic of school safety.

Members of the Board shared their appreciation for the school's attention to campus safety and requested the topic be addressed during consecutive monthly meetings. Suggestions offered towards safety guidance: TDT Security, Orange County Department of Education (OCDE), and Orange County Sheriff Department and/or Homeland Security.

Anthony reported that the school had received a positive assessment from OCDE in its 2021-22 Oversight Report. Though few, work had already begun on the suggested improvements – one being the new Visitor Policy.

The Board was invited to all events listed on page four of the agenda.

HEAD OF SCHOOL

Lee Fleming recounted some of the measures taken by the facilities team to ensure campus safety, especially campus lockdown procedures.

Additional updates:

- Summer school was in progress, and had fewer students than the previous year,
- Rising seniors were busy with their summer internships – some on campus and most with sponsoring businesses – mostly hybrid and in-person,
- 2022 Graduation Night was a success,

Lee shared of the excitement as plans were reconfigured for the 2022-23 school year, and she thanked the Board for its support during a challenging 2021-22 school year.

ORANGEWOOD REPORT

On behalf of Chris Simonsen, Anthony relayed an update from Orangewood Foundation:

- The new director for the Youth Connected Program would begin on June 29th,
- The marketing campaign was ready and awaiting county approval of the contract,
- Referrals had increased for potential foster parents, and the county had identified a number of prospective youth eligible for the YCP.

Anthony provided an operational fundraising update through the end of April, stating the campaign had exceeded its goal by $260,000. This positive variance was largely due to the 2021 on-campus fundraising event and did not include funds from the endowment and CTEIG grant.

COMMITTEE REPORTS
ACADEMIC

Richard Arum presented for public hearing and adoption the 2022-23 Local Control and Accountability Plan (LCAP), recently reviewed and recommended for approval by the Academic and Finance Committees. Like previous years, this LCAP described the goals, actions, services, and expenditures necessary to support positive student outcomes, while addressing state and local priorities. Three primary goals:

- Continue to implement a comprehensive assessment management system to better identify and support the academic, social-emotional, behavioral, and/or mental health needs of the students,
- Continue to strengthen the quality and build capacity of educators through professional learning and coaching on Project-based Learning methods,
- Continue to engage parents, families, and members of the community as partners.

A motion was made by Liz Dorn-Parker, seconded by Susan Barua, and carried to approve the adoption of the 2022-23 LCAP with a vote of:
6 – Ayes and 0 – Nays.

Presented as an item for discussion was the Fall 2021 California Dashboard Local Indicators Report – a self-reflection of strengths and weaknesses of the academic standards of SA educators. This thorough and transparent report aligned with the goals and improvements indicated with the LCAP.

FINANCE

Liz Dorn-Parker reviewed the Financial Dashboard and Scorecard for April 2022. All indicators showed the total revenue was projected to be more than the Board approved budget. Contributing to the positive variance:

- LCFF – Concentrated grant funding / Higher ADA / Unduplicated pupil count,
- Child Nutrition – free meals served for 2021-22,
- Other Federal Revenue – expenditures from ESSER III funding,
- State Special Education – higher funding rate and higher ADA,
- State Revenue – additional funds from Expanded Learning, Opportunities-Grant (ELO-G) and Career Technical Education Incentive Grant (CTEIG),
- Other Grants and In-Kind Donations

The Finance Committee continued to observe metrics of the cash balance, days of cash on hand, fundraising status, assets, and the percentages of free and reduced-priced lunch and cash reserve. Because the school was in a strong financial position, plans were made for one-time expenditures and student-success support.

Recommended as an item for approval was the 2022-23 Budget. The Board reviewed the attached documents for 2022-23: Three Year Summary Budget, Three-Year Detailed Budget, and a Cash Flow and Capital Expenditure Forecast. Major assumptions listed within the budget:

- 800 student enrollments at 94.5% ADA
- COLA for the next three years of 6.56%. 5.38%, and 4.02% as estimated by School Services
- SB740 funds remain available
- Fundraising to continue at $885,000 annually
- 4% salary increases and 3% increases in various other expenses annually

Discussion followed on a.) the various one-time federal grants and their deadlines, b.) the state legislature's placeholder budget – its effect of any necessary revisions, and how it officializes the school's budget in September, c.) the reappropriation of certain line items, and d.) the annual endowment.

A motion was made by Liz Dorn-Parker, seconded by Richard Arum, and carried to approve the 2022-23 Budget with a vote of: 6 – Ayes and 0 – Nays.

Recommended as an item for approval by both the Finance and Governance Committees was the 2022-23 Orangewood/Samueli Academy Shared Services Agreement. First approved in May, the Board agreed a second vote was

necessary with abstentions from stakeholders of both entities.

A motion was made by Liz Dorn-Parker, seconded by Shannon Zech, and carried to approve the 2022-23 Orangewood/Samueli Academy Shared Services Agreement with a vote of:
5 – Ayes, 0 – Nays, and 1 – Abstention by Sandi Jackson.

Recommended as an item for approval was the recently revised Fiscal Policies and Procedures Handbook. Updates made:

- A reflection of new roles
- Language of policies within the LCAP
- Increase from supplemental or concentration grant funds would require the LCAP be updated to reflect such funds

A motion was made by Susan Barua, seconded by Shannon Zech, and carried to approve the Fiscal Policies and Procedures Handbook with a vote of:
6 – Ayes and 0 – Nays.

John Luker provided an update on the solar plan proposal. Research continued on how to restructure the transaction to allow third-party tax credits. Legal guidance was sought, and the firm would first review proposed agreements before submitting to the Finance and Governance Committees in July.

GOVERNANCE

Recommended as an item for approval was the 2022-23 Proposed Slate of Officers. Chris Scheithauer announced that Sandi Jackson had decided to step down as Chair of the Board, though remaining a highly involved member. Nominations submitted to the Governance Committee:

- Chair of the Board – Chris Scheithauer
- Vice Chair – Liz Dorn-Parker
- Secretary – Richard Arum
- Treasurer – Liz Dorn-Parker
- Executive Director – Anthony Saba
- Chief Financial Officer – John Luker

Sandi confirmed that everyone was eligible to vote on the slate, according to the Brown Act and the Charter. The officers would be officially sworn in during the July 26th meeting of the Board of Trustees.

Sandi was publicly acknowledged for her continued vision and engagement with Samueli Academy.

Recommended as an item for approval was the newly drafted Visitor Policy, an informative outline of safety procedures for all visitors, volunteers, school board members, parents, and other support personnel.

A motion was made by Liz Dorn-Parker, seconded by Chris Scheithauer, and carried to approve the Visitor Policy with a vote of: 6 – Ayes and 0 – Nays.

Chris Scheithauer provided an update on the 2022 Board Retreat. The Governance Committee and Retreat facilitator had discussed and refined the various strategic topics submitted by stakeholders. Those items not addressed at the Board Retreat would be discussed in future Board meetings.

NEW BUSINESS

Sandi expressed her gratitude to have served as founding Board Chair and shared her appreciation for everyone. She offered a congratulations to the newly elected officers, and then closed by reading the mission statement:
"To ignite the passion within all students to reach their greatest potential through a nurturing and innovative learning environment."

ADJOURNMENT

A motion was made by Liz Dorn-Parker, seconded by Chris Scheithauer, and carried with a vote of: 6 - Ayes and 0 - Nays to adjourn the June 21, 2022 Samueli Academy Board of Trustees meeting at 7:08 pm.

The next meeting will be held on Tuesday, July 26, 2022, at 6:00 pm.

08/25/2022

RICHARD ARUM, SECRETARY