MINUTES
Board of Trustees Meeting
Tuesday, January 25, 2022
6:00 PM
Zoom

ROLL CALL

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

Academy/Orangewood Staff Present:
Anthony Saba
Chris Simonsen
John Luker
Lee Fleming
Jai Wallace
Andrea Geans

Guests:
Kelley Riffenburgh
Marixza Torres

CALL TO ORDER

Sandi Jackson called the meeting to order at 6:00 PM and welcomed all attendees to the January 25, 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 November 23, 2021 Regular Meeting of the Board of Trustees with a vote of: 7 – Ayes, 0 – Nays, and 1 – Abstention.

A motion was made by Susan Barua, seconded by Liz Dorn-Parker, and carried to approve the minutes from the November 29, 2021 Special 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 Robert Santana, seconded by Chris Scheithauer, 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

There was no public present to offer any comments.

BOARD EDUCATION

Lee Fleming introduced Jai Wallace, Student Development Coordinator for Samueli Academy, noting that Jai had put together very effective systems from the beginning of the 2021-22 school year; equally, she had developed good relationships with both the students and staff.

Jai provided an update on the school's approach to discipline and culture from the fall of 2021. Anticipatory actions began in August with professional development surrounding trauma-informed practices integrated in the classroom, a focus of collaboration for the 2021-22 school year, Tilly's Life Center (TLC) curriculum specific to social-emotional learning in Advisories, and a Zen Room.

In response to the post-COVID challenges, continuing measures included School Culture Team meetings; restorative practices training for staff; character connection initiatives for student accountability; support plans for student behavior, attendance, safety, community service, and weekly check-ins; weekly boys' group for 8th grade; and increased counseling services for students. Furthermore, behavioral challenges were drastically reduced through the leveraging of staff-student relationships.

REPORTS

BOARD CHAIR

Sandi thanked the entire administrative team for their support and guidance of students. The dorms were now open, and use of the new gym was having a positive impact on the students.

EXECUTIVE DIRECTOR

Anthony Saba reflected on the growth and expansion of the campus, and the positive impact it has made on the youth.

Updates provided:

- Recruitment for the 2022-23 7th grade class would close in early March, and already with a waiting list. Though there was no longer a lottery for the 9th grade class, an influx of applicants was placed on a waiting list. Therefore, enrollment for the 2022-23 school year was very strong.
- The previously scheduled Annual Oversight visit with OCDE had been rescheduled to May 19th. Representatives from the Board would receive an updated calendar invitation.
- Anthony was collaborating with Girls, Inc. to provide a college-bound program for SA female students, much like the existing partnership with

Boys and Girls Club. Additionally, Alex Lopez was working with Girls, Inc. to facilitate a social-emotional support program for the 2022-23 7th grade female students.

- The 2021 fundraising event "An Evening with Samueli Academy" was a success, garnering the support of many new contacts.
- The Board was invited to attend several upcoming, school-hosted events.

HEAD OF SCHOOL

Lee Fleming reported a return to 97% student attendance, following the COVID-related drop over the previous three weeks. At-home COVID-19 tests and N95 masks were made available to the school by the county. A teacher was recruited to conduct contact tracing and reporting, and consistent data revealed the infections were primarily from within the homes and student social circles rather than the classroom.

The students were reaping the benefits of the newly opened gymnasium through basketball games, P.E. classes, and extra-curricular activities. Moreover, the gym created a symbol of unity for the students.

ORANGEWOOD REPORT

Chris Simonsen shared that with the completion of the soccer field and gym, the Facilities Department was overseeing the project punch list. The Capital Campaign had also ended, and all the funds were secured. A campus completion celebration would be held on Saturday, February 5, 2022.

To date, there were four youth enrolled in the Youth Connected Program and five, fully licensed resource family homes. As a resource tool, a video was being finalized to promote and market the program. In addition to the recently hired marketing director, recruitment would begin shortly for a new director of the YCP.

Anthony reviewed the annual fundraising report, updated through the end of December. The operational campaign has already exceeded its goal, largely due to the December 3 fundraising event and grants/scholarships.

COMMITTEE REPORTS
FINANCE

Liz Dorn-Parker provided a review of the Financial Dashboard for November 2021. State revenue was much higher than projected in the Budget Act of 2021, resulting in an anticipated increase of funding for the school and seen especially in programs: Special Education, Expanded Learning Opportunities, and Universal School Meals.

Deferred revenue from the state was complete and the cash balance allowed for a strong reserve. With less-than-projected expenses, the Finance Committee and the school's administrative team would begin conversations on where to apply federal one-time funding.

As one of the few states that calculates school-funding according to students' daily attendance, conversations had begun as well between California K-12 schools and the Governor's office to consider enrollment-based funding.

Recommended as an item for approval was the 2020-21 Form 990 - Return of Organization Exempt from Income Tax. Prepared by auditors Eide Bailly LLP, the annual Form 990 would be submitted to the IRS and released to required parties and the public.

A motion was made by Liz Dorn-Parker, seconded by Robert Santana, and carried to approve the 2020-21 Form 990 with a vote of: 8 – Ayes and 0 – Nays.

AUDIT

Recommended as an item for approval was the 2021 Annual Review of Conflict of Interest Disclosure Forms. In accordance with the Conflict of Interest Policy adopted by Samueli Academy, all employees, management, and Board of Directors have a duty to disclose all actual or possible conflicts of interest in an Annual Conflict of Interest Disclosure Form. As such, two forms were returned to the Audit Committee as potential conflicts of interest. After further review by an external legal counsel, those two forms were deemed as non-conflicts of interest.

A motion was made by Chris Scheithauer, seconded by Susan Barua, and carried to approve both the 2021 Annual Review of Conflict of Interest Disclosure Forms with a vote of: 8 – Ayes and 0 – Nays.

GOVERNANCE

Recommended as an item for approval was the Outdoor Club Overnight Camping Trip request form. Following a brief discussion, the Board agreed:

- Feedback would first be sought by the school's insurance provider to verify the event and participants would be covered by current insurance policy. Along with the Outdoor Club Overnight Camping Trip request form and the Field Trips & Cultural Excursions Policy, any insurance protocol requiring additional parental/guardian authorization would be included for the insurance provider's review and approval.
- All Outdoor Club participants should comply with a COVID test, 72 hours prior to the event.

A motion was made and amended by Liz Dorn-Parker, seconded by Chris Scheithauer, and carried to approve the Outdoor Club Overnight Camping Trip request form, *with the stipulation it first received clearance by the school's insurance provider*, with a vote of: 8 – Ayes and 0 – Nays.

Chris Scheithauer reported the Governance Committee had begun planning for the fall 2022 Board Retreat. While members were pleased with results from previous years, proposed for feedback was the consideration of a new facilitator. After a time of discussion, those who commented unanimously agreed their contentment with retaining the current facilitator and incorporating more Board interaction and strategic collaboration during the Retreat.

The Governance Committee would continue discussions within its future meetings and report back to the full Board.

ACADEMIC

Richard Arum reported the Academic Committee had met earlier in the month and was finalizing instruments to implement the interview protocol and college-guidance survey to the Samueli Academy seniors, with the assistance of Ph.D. students Kelley Riffenburgh and Marixza Torres. Further, the updated annual Parent Survey would be administered in late February or March.

Recommended as an item for approval was the 2020-21 School Accountability Report Card - an annual report containing information about the condition and performance of Samueli Academy, with data consistent in the LCAP.

A motion was made by Susan Barua, seconded by Chris Scheithauer, and carried to approve the 2020-21 School Accountability Report Card with a vote of: 8 – Ayes and 0 – Nays.

NEW BUSINESS

Sandi invited any interested Board members to attend the California Charter Schools Conference, held March 14-17th in Long Beach. Members could contact Sandi or Anthony for more information.

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 January 25, 2022 Samueli Academy Board of Trustees meeting at 7:17 pm.

The next meeting will be held on Tuesday, February 22, 2022, at 6:00 pm.

02/24/2022

RICHARD ARUM, SECRETARY