MINUTES
Board of Trustees Meeting
Tuesday, February 22, 2022
6:00 PM
Zoom

ROLL CALL

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

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

Guests:
Kelley Riffenburgh
Marixza Torres

CALL TO ORDER

Chris Scheithauer called the meeting to order at 6:00 PM and welcomed all attendees to the February 22, 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 Shannon Zech, and carried to approve the minutes from the January 25, 2022 Regular Meeting of the Board of Trustees with a vote of: 6 – 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 Liz Dorn-Parker, seconded by Chris Scheithauer, 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

There was no public present to offer any comments.

BOARD EDUCATION

Work-based Learning Coordinator Oscar Reyes provided an update on the program, highlighting past events such as the 2020-21 Senior Decision Day and the 2021-22 Fall Career Exploration Tours and Career Ignition Conference.

Exercising his knowledge and experience to strengthen the school's connectivity with community partners, Oscar worked to secure more internship opportunities for the rising twelfth graders and career exploration tours for the ninth graders.

On Monday, March 14th, ninth graders will participate in one of six Career Exploration Tours of county-wide corporations. Also on that day, the school will host its Spring 2022 Career Ignition Conference: workshops featuring post-graduation trade programs and career pathways, internship interviews by community business partners, and closing with keynote speaker and FBI Special Agent Voviette Morgan.

Discussion followed on the various internship opportunities provided by partners such as CEO Leadership Alliance, MFour Mobile Research, Pacific Marine Mammal Center, K&A Café and Catering, and many more. However, many other internship opportunities had suffered because of the pandemic. With so many juniors, there was need for more partnerships.

REPORTS
BOARD VICE CHAIR

Chris Scheithauer reminded the Board of the Form 700 completion and submission by March 15th. The original forms would be forwarded to the Clerk of the Board of Supervisors.

EXECUTIVE DIRECTOR

Anthony Saba reported there was no change in the state's school requirements following the recent lift of indoor mask mandates; however, the subject would be addressed by the Governor on February 28th. The Samueli Academy staff members were polled for their feedback, and most were in favor of on the potential ending of the mask mandate.

Additional updates:

- Anthony recently met with the Executive Director and Chief Program Officer of Girls, Inc. to discuss the possibility of an onsite summer camp for the female students, as well as young women from the community. The administrative team will converse with the insurance providers on proper protocol,

- The lottery for incoming 7th graders would take place the next week. With 175 applicants, a number of prospective students would be placed on a waiting list,
- There were several events coming up in March, including the Spring Choir Concert on Thursday, March 10th and the Spring 2022 Career Ignition Conference on Monday, March 14th.

HEAD OF SCHOOL

Lee Fleming shared that COVID infections on campus had reduced significantly. As an added benefit, the state had provided extra sick leave for those school staff who incurred COVID-related absences.

Additional updates:

- After a difficult season, the Girls' Soccer team had advanced to the second round before experiencing a loss. The Boys' Volleyball season was to start soon,
- The addition of the school's gymnasium had made a marked difference in the athletic department's travel budget,
- With less field trips this year, teachers have provided more hands-on activities for the students,
- Funding from a state grant has allowed two teachers to pursue their certification from the National Board for Professional Teaching Standards (NBPTS). Both teachers will be recognized at a future Board meeting.

ORANGEWOOD REPORT

Chris Simonsen reported the Capital Campaign had ended, with pledged 11.5 million dollars secured. A campus completion celebration was held on Saturday, February 5, 2022. Director Pam Shambra will be honored at a near-future event to celebrate her accomplishments during her years spent with Orangewood Foundation and Samueli Academy.

Aside from the weight and gym equipment installation, the gym construction is nearly complete. The soccer field is scheduled to open on February 28th.

The Youth Connected Program team met with Los Angeles based FosterMore to negotiate recruitment, advertising, and outreach efforts. Several youth were being considered for the program and would be matched with prospective resource families.

Anthony reviewed the annual fundraising report, updated through the end of January. The operational campaign remained very strong, largely due to December's annual event and grant monies. This would allow the school to reserve its endowment withdrawal once again for another year.

COMMITTEE REPORTS
FINANCE

Liz Dorn-Parker provided a review of the Financial Dashboard and Scorecard for December 2021. With total revenue projected to be more than the Board-approved budget, the school would be able to meet its total expenses while maintaining a healthy cash reserve.

Meanwhile, in future committee meetings, the Finance Committee would discuss an appropriate percentage of financial reserve to meet the academic and social-emotional needs of students.

Recommended as an item for approval was the additional allocation of funds for Capital Purchases – gymnasium and soccer field equipment. John Luker explained the original 2021-22 budget had forecasted an estimated amount, but as needs became known, anticipated purchases would require additional funding from cash reserves. No debt would incur.

Discussion followed on fixed assets versus consumable expenses. The administrative team and Finance Committee will continue to monitor existing capital items/assets and assess what will need improvement or replacement.

A motion was made by Robert Santana, seconded by Chris Scheithauer, and carried to approve the request of additional allocations for Capital Purchases with a vote of: 5 – Ayes and 0 – Nays.

As an item for Board review and discussion, the LCAP Supplement and Midyear Report is a state-required supplement to the 2021-22 LCAP. This midyear overview describes for parents and educational partners the expenditures from additional funding and implemented measures promised by the school. Reviewed by the Board, and previously by the Finance and Academic Committees, the data proved that nearly all strategic initiatives had been met.

GOVERNANCE

Recommended as an item for approval was the Administration of Medication Policy, recently updated by legal counsel and delineating advisable protocol.

A motion was made by Shannon Zech, seconded by Susan Barua, and carried to approve the Administration of Medication Policy with a vote of:
5 – Ayes and 0 – Nays.

Recommended as an item for approval was the General Complaint Policy, also updated by legal counsel to reflect relevant language.

A motion was made by Shannon Zech, seconded by Chris Scheithauer, and carried to approve the General Complaint Policy with a vote of:
5 – Ayes and 0 – Nays.

Chris Scheithauer shared the Governance Committee had met in recent months with Barry Newton, consultant with Creative Management Solutions, to discuss the current compensation of Samueli Academy teachers.

Various presentations and analysis reports of comparable public schools proved Samueli Academy maintains a competitive salary of an average two hundred fifty-four dollars above market, according to education and certification.

In previous meetings, the Governance Committee had also discussed potential facilitators and logistics of the 2022 Board Retreat. An update would be provided by Sandi Jackson during the March Board meeting. For consideration of the Board, the date of Monday, October 10th (Columbus Day) was presented. All were agreeable of that date, and a calendar invitation would be sent out to Board and Committee members.

Chris reported that the administrative Performance Evaluation are reviewed and refined prior to each annual submission. Following a recent examination and comparison against the evaluation templates of comparable schools, and after speaking with the evaluated persons of Samueli Academy, the Committee found the school's templates provided a narrative and collaborative approach which aligned with the respective job descriptions.

ACADEMIC

Susan Barua reported the Academic Committee was pleased to discover the positive data from the LCAP Supplement and Midyear Report, and that the projected initiatives were fully implemented. Especially rewarding was that students were taking responsibility for their social and emotional health by seeking out counsel and guidance from the appropriate staff.

As well as reviewing the Teacher Compensation analysis, the Committee had also assessed instruments for survey and interview protocol that were designed by Ph.D. students Marixza Torres and Kelley Riffenburgh. The annual parent survey would be issued by email in March. A college guidance survey and interview would be issued to seniors in March or April.

NEW BUSINESS

Following the January Board meeting, John had conversations with the school's insurance providers to ensure the approved Outdoor Club Overnight Trip was legally compliant. It was confirmed that an additional parental authorization form was necessary.

Robert Santana reported that from the partnership between Boys and Girls Club and Major League Baseball alumnus Nicolas Sanchez had been chosen as the recipient of a renewable scholarship to UCI.

ADJOURNMENT

A motion was made by Robert Santana, seconded by Chris Scheithauer, and carried with a vote of: 5 - Ayes and 0 - Nays to adjourn the February 22, 2022 Samueli Academy Board of Trustees meeting at 7:15 pm.

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

03/23/2022

RICHARD ARUM, SECRETARY