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

ROLL CALL

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

Academy/Orangewood Staff Present:
Anthony Saba
Lee Fleming
John Luker
Rick Wiepking
Enrique Montiel
Andrea Geans

Absent:
Liz Dorn-Parker
Chris Simonsen

Guest:
Julybeth Murillo

CALL TO ORDER

Chris Scheithauer called the meeting to order at 6:00 pm and welcomed all attendees to the November 22, 2022 meeting of the Samueli Academy Board of Trustees. 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 Susan Samueli, seconded by Susan Barua, and carried to approve the minutes from the October 25, 2022 meeting of the Board of Trustees with a vote of: 5 – Ayes, 0 – Nays, and 2 - Abstentions by Chris Scheithauer and Sandi Jackson.

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 Shannon Zech, seconded by Robert Santana, and carried to approve the Board findings pursuant to Government Code Section 54953(e) with a vote of: 6 – Ayes, 0 – Nays, and 1 - Abstention by Sandi Jackson.

PUBLIC COMMENT

No public comment was presented.

BOARD EDUCATION

With concern to the recent technological compromise of leading agencies, Rick Wiepking (Chief Technology Officer - Orangewood Foundation/Samueli Academy) was asked to explain the procedures set in place to ensure the school maintained optimum cyber security.

Rick provided a comprehensive overview on the stages of infiltration versus the layers of security implemented by the school's Information Technology Department to mitigate an attack.

The presentation followed with a time for questions and answers, and the Board expressed their appreciation for the security measures implemented by Rick and his team.

REPORTS
BOARD CHAIR

Chris Scheithauer reminded members of two upcoming events: a.) the Winter Choir Concert, and b.) the Board and Staff Holiday Party.

EXECUTIVE DIRECTOR

Anthony Saba echoed the invitation to the Board and Staff Holiday Party, noting that all Board members should have received an invitation.

Additional updates:

- The first semester of school was going well,
- Campus was closed for the week of Thanksgiving,
- Revisions were being finalized to the MOU with the UCI Samueli School of Engineering, especially with the new Dean of Engineering. More information would be forthcoming.

HEAD OF SCHOOL

Lee Fleming reported that a Parent/Caregiver Advisory Committee had been formed to provide parental insights/support for both families and staff. The Committee would join the Board at a future meeting to provide information on their supports of the school.

Additional updates:

- End-of-semester finals were approaching,
- The Boys' Basketball team was invited to play at the Crypto.com stadium arena, with tickets to watch a Los Angeles Clippers vs. Utah Jazz game afterwards.

ORANGEWOOD FOUNDATION

Enrique Montiel provided an update on the Youth Connected Program. Another resource home was opened in October, providing two spaces for eligible youth. Six youth were currently enrolled in the program and four youth neared their one-year anniversary, signifying the success of integration and stability.

Additional updates:

- The YCP website had been launched
- Collaboration continued with the OC Social Services Agency on youth placements
- Active recruitment for the program continued

Anthony reported the Annual Operational Campaign had more than doubled its goal in September. Donations were strong for the new fiscal year.

COMMITTEE REPORTS
FINANCE

John Luker reviewed the Financial Dashboard and Scorecard for September 2022. The Average Daily Attendance (ADA) forecasted for eight hundred was slightly above average. Revenue from LCFF and Nutrition were over budget based on the state's approved COLA and reimbursement rate, respectively. Further, Federal funding towards an Employee Retention Credit increased the budget's positive variance.

Total expenses were more than budgeted for Student Materials, Nutrition, and Summer Utility billing. Nevertheless, the net income, fundraising, and cash on hand ensured a favorable budget for the new fiscal year.

Recommended as an item for approval by the Finance and Governance Committees was the proposal from BROC LLC for the Installation of Soccer Field Bleachers. Not only was the company more affordable than its competitors, but a relationship was established when BROC LLC installed the gymnasium bleachers.

The Board reviewed the leveling sheet with its quotes from three prospective contractors, as well as the drafted AIA contract.

A motion was made by Sandi Jackson, seconded by Chris Scheithauer, and carried to approve the Bleacher Installation by BROC LLC with a vote of: 7 - Ayes and 0 - Nays.

Recommended as an item for approval by the Finance and Governance Committees was the request for an Additional Development Position to oversee the proposed $20-$25 million comprehensive endowment campaign. Stemming

from numerous discussions within meetings of the Board and Committees, the desired comprehensive endowment would include the annual fundraising goal of $880,000 to provide for the school's various support programs.

Submitted for the Board's review were documents and proposals from fundraising consultants - one individual and two firms. While all candidates would bring value to the campaign, one individual serving as Chief Philanthropist Officer would be more beneficial.

Discussion followed at length on:

- Anticipated CPO's role with the Development team / relationship with current and prospective donors / clear deliverables measurable to set goals / proposed salary,
- Finance Committee's role with the endowment,
- Feasibility study before the campaign's official start.

A motion was made by Chris Scheithauer, seconded by Shannon Zech, and carried to approve Anthony Saba move forward with the invitation and potential retention of a Chief Philanthropy Officer to oversee fundraising, including an endowment and operational campaign, with direct involvement from the Chair of the Governance Committee who will consult with the Governance Committee and report to the Board on the hiring process. The Chair of the Governance Committee will work with Anthony Saba on the final iteration of any contract entered into with the person identified and is ultimately hired.
A vote followed with 7 - Ayes and 0 - Nays.

Recommended as an item for approval was a 2022 One-Time Off Schedule Holiday Payment for staff. The higher one-time payment of $2,000 per staff was in response to their devoted commitment to SA students and community, as well as strong projected financial results.

A motion was made by Sandi Jackson, seconded by Susan Barua, and carried to approve the 2022 One-Time Off Schedule Holiday Payment with a vote of:
7 - Ayes and 0 - Nays.

OTHER BUSINESS

Chris Scheithauer asked for any new business, but none was presented.

CLOSED SESSION

Pursuant to Government Code Section 54957, the Board voted unanimously to move into a closed session at 7:50 pm for the review of:

1. Public Employee Performance Evaluations of the Executive Director and the Head of School,
2. Confidential Student Discipline Matter with consideration of potential expulsion for Case No: [2022001], to protect the privacy rights of the student

RETURN TO OPEN SESSION

The Board returned to an open session at 8:37 pm with a unanimous vote.

During the closed session, the Board met to discuss the employee performance evaluations of the Executive Director and the Head of School, as well as their goals for the 2022-23 school year.

The Board unanimously approved the Employee Performance Evaluations and Goals set for the 2022-23 school year by the Executive Director and Head of School, respectively.

Concerning the confidential student discipline matter, the Board considered the potential expulsion for Case No: [2022001]. The Board voted unanimously to approve the recommendation by the Expulsion Panel for the student's expulsion, for a period of no less than six months with a rehabilitation plan including: a.) consistent weekly or bi-weekly counseling for the student during that six-month period, b.) development of healthy coping mechanisms during that six-month period, and c.) development of strategies for healthy social skills during that six-month period.

Pursuant to policy, the Board also approved that following the six-month period the pupil may have opportunity to be readmitted to Samueli Academy, upon the sole discretion of the Board of Trustees, following a meeting with the Head of School or a designee, the pupil, and the parent/guardian/or representative to determine whether the pupil has successfully completed the rehabilitation plan and to determine whether the pupil poses a threat or will be disruptive to the school environment if readmitted.

The Board unanimously approved the determination.

ADJOURNMENT

The Board voted with 7 - Ayes and 0 - Nays to adjourn the November 22, 2022 meeting of the Samueli Academy Board of Trustees at 8:40 pm.

The next regular meeting will be held on Tuesday, January 24, 2023, at 6:00 pm.

01/27/2023

RICHARD ARUM, SECRETARY