MINUTES OF SAMUELI ACADEMY GOVERNANCE COMMITTEE

Tuesday, April 8, 2025 – 4:00 p.m.
Held via Zoom

Attendees: Chris Scheithauer, Sandi Jackson, Robert Santana, Anthony Saba, Chris Simonsen, and Tracy Garcia

I. Opening Item

The meeting was called to order by Chris Scheithauer at 4:00 p.m.

II. Approval of Minutes

The Committee reviewed the minutes from meeting of the Governance Committee:

- March 4, 2025

A motion was made by Robert Santana, seconded by Chris Scheithauer, and carried to approve the minutes from the March 4, 2025, meeting of the Governance Committee with a vote of: 3– Ayes and 0 – Nays.

III. Public Comment

Chris Scheithauer opened the floor for public comment, but none was presented.

IV. Board Approved Policies and Procedures

The Committee reviewed the Board Approved Policies and Procedures grid and identified those approved policies that needed to be added to the website and those that were Board policies.

V. Initial Planning for the 2025 Board Retreat

The committee discussed the potential topics to cover at the upcoming board retreat in October. Items included a discussion around the Conditions of Children Report, Industry trends, and any other topic that may not be a routine topic of discussion for the board.

The Charter Renewal could also be a potential discussion item depending on where we are at in the process in October.

Dates – Tracy will send out to the full board the 2 potential dates and ask for conflicts and send a calendar invite to block the time. The two dates discussed are October 6th and October 13th.

Charter Renewal – Anthony indicated that discussions would begin in May or June at the committee level. Each committee will review the sections pertinent to their area of expertise. These specific sections will be emailed out to the committee.

Chris will ask at the next board meeting to get a status update from the committees on their action item list from the previous board retreat.

OCDE Superintendent – This may be a good guest speaker at the retreat. Anthony will reach out to him and see if he has an opening on those dates on his calendar and if he is interested in speaking.

Action Items:

1. Anthony will ask OCDE Superinte4ndent his availability for the board retreat dates
2. Committees will start working on charters in their meetings and we will gauge where we are at and see if it needs to be discussed at the retreat
3. Discussion in future meetings regarding having teachers from the school come to regular board meetings periodically to share with the board

VI. Board Term Matrix

Susan Barua will be terming out June 2025. The committee discussed potential replacements and even if the seat should be replaced right away.

Strategy – Focus on increasing committee members intentionally with the goal to move them up to the board eventually.

The bylaws indicate we need 5-11 board members so we are still good if we don't replace Susan Barua right away.

Decision – in the short term we will keep the board as is after Susan retires.

Chris will reach out to the 4 board members with terms expiring in June 2026 to get an idea on their future commitment.

VII. Great History Challenge Nationals Field Trip

Anthony shared a middle school 7th and 8th grade team that competed in the Great History Challenge has advanced to the National finals that will be taking place in Orlando, Florida.

Sandi Jackson made a motion to approve the Great History Challenge Nationals Field Trip. Chris Scheithauer seconded the motion and the motion carried with a vote of: 3 – Ayes and 0- Nays.

VIII. Compliance Calendar

Committee reviewed the Compliance Calendar and all activities are on track. The committee will review the Slate of Officers and discuss performance evaluations at the next meeting. Chris Scheithauer will gauge interest for positions (slate of officers) between now and the next meeting.

XII. New Business

None

XIII. Adjournment

The meeting was adjourned at 5:00 p.m.

The next meeting will be held on Tuesday, May 6, 2025, at 4:00 pm.

Chris Scheithauer, Chair