MINUTES OF SAMUELI ACADEMY GOVERNANCE COMMITTEE

Tuesday, May 6, 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 the meeting of the Governance Committee:

- April 8, 2025

A motion was made by Sandi Jackson, seconded by Chris Scheithauer, and carried to approve the minutes from the April 8, 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 there were no new board-approved policies and procedures approved at the last board meeting.

V. 2025 Board Retreat Planning

The committee confirmed the date for the 2025 Board Retreat. The retreat will take place on Monday, October 13th. Anthony will confirm the date with the facilitator.

There will be more discussion next month when Kerry Flanagan joins the meeting.

VI. Discuss Slate of Officers

Chris has spoken with Liz Dorn-Parker, Richard Arum, and Sandi Jackson regarding their upcoming term renewals next year. All have indicated they wish to return. Antony and Sandi will meet with Susan Samueli to discuss.

The committee discussed the need to replace Susan Barua on the Board. They discussed the pros and cons of having 5 members vs. 7 members. Robert Santana liked the idea of focusing on building the committees with future potential promotion to the board.

The Slate of Officers for next year was discussed. Chris Scheithauer indicated that all officers are interested in returning to their current positions on the board.

The 2025-2026 Slate of Officers will be presented at the June Governance Committee meeting for approval and final approval at the June board meeting.

VII. Performance Evaluations

Timeline – Self-evaluations will be sent to the Executive Director, Head of School, and Chief Financial Officer after this meeting.

Chris Scheithauer will send out the forms for self-evaluation and will have the deadline for them to be returned by the end of May. The reviews will be discussed for the Executive Director at the June meeting, and then all 3 will be finalized at the July Meeting.

Chris Scheithauer asked that the Policy for Performance Evaluations be on the agenda for discussion at the July Governance Committee Meeting.

Chris Scheithauer is working with John Luker on a compensational study. More information will be shared at future meetings regarding this.

VIII. White Water Rafting Excursion

Anthony Saba presented the overnight trip to the Kern River for a White-Water Rafting Trip. This is the same trip as last year. There is a potential increase in participants this year. Registration is currently underway for the trip.

Robert indicated that the Boys and Girls Clubs would like to support the trip again this year. Anthony indicated that he would know registration numbers by the board meeting.

Sandi Jackson made a motion to approve the White-Water Rafting Trip with the potential increase in the number of youth and chaperones. Robert Santana seconded the motion, and the motion carried with a vote of: 3 – Ayes and 0 – Nays.

IX. Outdoor Club – The Ranch at Laguna Beach and Crystal Cove State Park

Anthony presented the outdoor club's overnight camping trip to The Ranch at Laguna Beach. This is the introductory camping trip for the Outdoor Club and teaches the youth about camping, etc.

Chris Scheithauer made a motion to approve the Outdoor Club overnight trip to The Ranch at Laguna Beach and Crystal Cove State Park. Sandi Jackson seconded the motion and the motion carried with a vote of: 3 – Ayes and 0 – Nays.

X. Outdoor Club – Pine Knot Campground

Anthony Saba presented the overnight camping trip for the Outdoor Club to Pine Knot Campground in Big Bear Lake, CA.

Robert Santana made a motion to approve the overnight camping trip for the Outdoor Club to Pine Knot Campground in Big Bear Lake, CA. Sandi Jackson seconded the motion, and the motion carried with a vote of: 3 – Ayes and 0 -Nays.

XI. Compliance Calendar

The committee reviewed the Compliance Calendar, and all activities are on track. The Shared Services Agreement with Orangewood Foundation will be reviewed at the next Governance Committee meeting.

XII. New Business

None

XIII. Adjournment

The meeting was adjourned at 4:45 p.m.

The next meeting will be held on Tuesday, June 3, 2025, at 4:00 pm.

Chris Scheithauer, Chair