MINUTES OF SAMUELI ACADEMY GOVERNANCE COMMITTEE

Tuesday, June 3, 2025 – 4:00 p.m.
Held via Zoom

Attendees: Chris Scheithauer, Sandi Jackson, Anthony Saba, Kerry Flanagan, Miles Dunfee, 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:

- May 6, 2025

A motion was made by Sandi Jackson, seconded by Chris Scheithauer, and carried to approve the minutes from the May 6, 2025, meeting of the Governance Committee with a vote of: 2– 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. There were no items that need to be uploaded onto the website.

V. 2025 Board Retreat Planning

Kerry Flanagan presented her slides for the upcoming board retreat. The committee discussed draft retreat items. The committee discussed:

- a potential topic of discussion being AI and the future use of AI in schools.
- Ideas on how to "mix up" format
- Discussed potentially hosting at Susan's house and end with a social hour with plus ones

Kerry will come with a draft agenda for discussion at the next meeting.

VI. Charter Renewal – Lottery Process Discussion

The committee reviewed the current policy and discussed current procedures.

Some topics of discussion included:

- Lottery process and wait list per grade level
- Lottery vs. wait list (current lottery is only for incoming 7th grade)
- Need to change policy re: poker chip usage

Anthony will go through the document and redline the policy and procedure to present at the next meeting. From there, we can define/discuss the wait list and how to follow up year to year per grade level.

VII. Slate of Officers 2025-2026

Chris Scheithauer presented the 2025-2026 proposed Slate of Officers.

Sandi Jackson made a motion to approve the 2025-2026 Slate of Officers. Chris Scheithauer seconded the motion and the motion carried with a vote of: 2- Ayes and 0 – Nays.

VIII. Shared Services Agreement 2025-2026

The committee reviewed the Shared Services Agreement with Orangewood Foundation for the upcoming 2025-2026 year. There is a slight increase in fees mainly due to staff raises.

Sandi Jackson made a motion to approve the Shared Services Agreement for 2025-2026. Chris Scheithauer seconded the motion and the motion carried with a vote of: 1 – Aye (Scheithauer) and 1 – Abstain (Jackson).

IX. Overnight Trip to Oakland, CA

Anthony Saba presented the overnight trip to Oakland, CA. This is a trip where 3 of our intern students would travel to the New Tech Conference with Lee Fleming. These students would be learning how to put on a conference and assist with the technical aspects of the conference and AV needs.

Chris Scheithauer made a motion to approve the overnight trip to Oakland, CA. Sandi Jackson seconded the motion, and the motion carried with a vote of: 2 – Ayes and 0 – Nays.

X. Compliance Calendar

Chris Scheithauer reviewed the upcoming topics on the Compliance Calendar. Chris Scheithauer asked Tracy Garcia to move the True-up of the Shared Services Agreement to April 2026 and to April each year thereafter.

Chris Scheithauer indicated that committee goals are an area for growth for the board. The committee will discuss these at a future meeting.

XI. Closed Session

The committee went into closed session at 5:00 p.m. to discuss the performance review of the Executive Director.

XII. Return to Open Session

The committee returned to open session and will finalize the performance evaluation for the Executive Director at the next meeting.

XII. New Business

None

XIII. Adjournment

The meeting was adjourned.

The next meeting will be held on Tuesday, July 1, 2025, at 4:00 pm.

Chris Scheithauer, Chair