# MINUTES OF SAMUELI ACADEMY GOVERNANCE COMMITTEE

Tuesday, August 5, 2025 – 4:00 p.m.
Held via Zoom

Attendees: Chris Scheithauer, Sandi Jackson, Robert Santana, 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:

- July 1, 2025

A motion was made by Sandi Jackson, seconded by Robert Santana, and carried to approve the minutes from the July 1, 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 updated the grid.

## V. Planning for the 2025 Board Retreat

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

Committee and Board members' guests will be asked to arrive at 5:00 p.m. The agenda is coming together and Kerry will have a more finalized version at the next meeting based on this discussion.

## VI. Board Meeting Schedule 2025-2026

The committee reviewed the upcoming board meeting schedule for the remainder of this calendar year. The Board retreat will replace the October board meeting for the month. The meeting in November will be moved up one week (due to the Thanksgiving Holiday) to November 18th. This is the same day as the Academic Committee meeting, but the meetings will not conflict.

Tracy will move all items on the compliance calendar to the November 18th meeting.

## VII. Charter Renewal – Student Enrollment and Public Random Drawing / Lottery

Anthony Saba presented the updates to the Student Enrollment and Public Random Drawing / Lottery Policy.

Sandi Jackson made a motion to approve the revised Student Enrollment and Public Random Drawing / Lottery Policy. Robert Santana seconded the motion and the motion carried with a vote of: 3 – Ayes and 0 – Nays.

## VIII. Dispute Resolution and Arbitration Agreement

The committee reviewed the Dispute Resolution and Arbitration Agreement. There were no changes to the policy.

Sandi Jackson made a motion to approve the Dispute Resolution and Arbitration Agreement. Robert Santana seconded the motion and the motion carried with a vote of: 3 – Ayes and 0 – Nays.

## IX. Bylaws of Samueli Academy

The committee reviewed the updated Bylaws for Samueli Academy. The only change is updating the board member names and terms.

Robert Santana made a motion to approve the Bylaws of Samueli Academy. Sandi Jackson seconded the motion and the motion carried with a vote of: 3 – Ayes and 0 – Nays.

## X. Compliance Calendar

Chris Scheithauer reviewed the upcoming topics on the Compliance Calendar. The committee will review the Organizational Chart at the next meeting.

## XI. New Business

None

## XII. Adjournment

The meeting was adjourned.

The next meeting will be held on Tuesday, September 2, 2025, at 4:00 pm.

**Chris Scheithauer, Chair**