

HIGH TECH HIGH
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
HIGH TECH HIGH

DATE: August 24, 2017

TIME: 8:00 a.m. – 11:00 a.m.

PLACE: High Tech High, 2861 Womble Road, San Diego, CA 92106~Conference Room

Trustees present: Gary Jacobs, Chairman; Kay Davis, Secretary; Michael McCraw; Heather Lattimer; Héctor Pérez

Staff present: Larry Rosenstock, Chief Executive Officer; Maria Heredia, Chief Operations Officer and General Counsel; Jenny Salkeld, Chief Financial Officer; Lynley Connor, Student Nutrition Program Manager; Julie Holmes, Credentialing Operations; Cindy Kim, Executive Assistant

CALL TO ORDER at 8:02 a.m. by Gary Jacobs, Chairman. A quorum was present.

0.0 COMMENTS FROM THE PUBLIC

- 0.1 There were no comments made by the public at this time.
- 0.2 There were no comments made by members of the Board at this time.

1.0 PUBLIC HEARING ITEMS

- 1.1 There were no public hearing items at this time.

2.0 CONSENT ITEMS

- 2.1 Approval of the June 15, 2017 High Tech High School Board Annual Meeting Minutes

2.1.1 Discussion:

Staff members provided the Board an opportunity to review and comment on the June 15, 2017 Annual Board Meeting Minutes. There were no additions or corrections.

2.1.2 Motion:

There being no further discussion, upon motion duly made by Héctor Pérez and seconded by Heather Lattimer, the motion was approved by the following vote:

Board Member	Ayes	Noes	Abstain	Absent
Gary Jacobs, Chairperson	X			
Kay Davis, Secretary			X	
Heather Lattimer	X			
Michael McCraw	X			
Héctor M. Pérez	X			

- 2.2 Approval of 2017-18 CIF Membership Agreement

2.2.1 Discussion:

Staff members recommend that the Board approve the 2017-18 CIF membership agreement. The Board has taken previous action on this matter, as approval of this agreement is requested annually.

2.2.1 Motion:

There being no further discussion, upon motion duly made by Héctor Pérez and seconded by Heather Lattimer, the motion was approved by the following vote:

Board Member	Ayes	Noes	Abstain	Absent
Gary Jacobs, Chairperson	X			
Kay Davis, Secretary	X			
Heather Lattimer	X			
Michael McCraw	X			
Héctor M. Pérez	X			

2.3 Letter of Legal Engagement:

2.3.1 Discussion:

Staff members provided the Board an opportunity to review the updated letters of engagement restating terms of legal service agreements for the most regularly used legal service providers. The legal service firms are:

- Procopio, Cory, Hargreaves, and Savitch, LLP
- Law Offices of Young Minney & Corr, LLP

2.3.2 Motion:

There being no further discussion, upon motion duly made by Héctor Pérez and seconded by Heather Lattimer, the motion was approved by the following vote:

Board Member	Ayes	Nos	Abstain	Absent
Gary Jacobs, Chairperson	X			
Kay Davis, Secretary	X			
Heather Lattimer, Trustee	X			
Michael McCraw, Trustee	X			
Héctor M. Pérez, Trustee	X			

3.0 ACTION ITEMS:

3.1 Approval to Place HTH Teachers on Board Authorizations for the 2017-18 school year

3.1.1 Discussion:

Julie Holmes, Director of Credentialing Operations provided the Board an opportunity to review and discuss the current teacher assignments.

3.1.2 Motion:

There being no further discussion, upon motion duly made by Kay Davis and seconded by Heather Lattimer, the motion was approved by the following vote:

Board Member	Ayes	Nos	Abstain	Absent
Gary Jacobs, Chairperson	X			
Kay Davis, Secretary	X			
Heather Lattimer, Trustee	X			
Michael McCraw, Trustee	X			
Héctor M. Pérez, Trustee	X			

3.2 Approve Operations Memorandum of Understanding between San Diego Unified School District (SDUSD) and High Tech High

3.2.1 Discussion:

Staff members recommend that the High Tech High (“HTH”) Board of Directors (“Board”) approve the draft Operations Agreement (“Operations Agreement”) between San Diego Unified School District (“SDUSD”), and authorize staff members to negotiate the final agreement between SDUSD and HTH on behalf of the following charter schools operated by HTH:

- High Tech High
- High Tech High International
- High Tech High Media Arts
- High Tech Middle
- High Tech Middle Media Arts
- High Tech Elementary Explorer
- High Tech Elementary

In 2014, the SDUSD renewed the charters for each of these schools with the exception of the charter for High Tech Elementary, which was first approved on November 18, 2014. The term for each of these charters is set to expire on June 30, 2019.

The Operations Agreement replaces an outdated operations agreement. The Operations Agreements shall have a one-year term, beginning July 1, 2017, and ending June 30, 2018. It is expected that the Operations Agreement will be renewed annually.

SDUSD staff is currently reviewing the draft Operations Agreement presented to the Board, and staff request the Board’s authorization to negotiate and finalize the terms of the final Operations Agreement.

3.2.2 Motion:

There being no further discussion, the motion to approve the Operations Agreement and authorizing staff members to negotiate final terms was duly made by Kay Davis and seconded by Heather Lattimer. The motion was approved by the following vote:

Board Member	Ayes	Nos	Abstain	Absent
Gary Jacobs, Chairperson	X			
Kay Davis, Secretary	X			
Heather Lattimer, Trustee	X			
Michael McCraw, Trustee	X			
Héctor M. Pérez, Trustee	X			

3.3 Approve Student Mental Health Policy per Education Code Section 215

3.3.1 Discussion:

Staff members recommend that the Board approve the Student Mental Wellbeing and Safety Policy, and authorize staff members to implement the policy and make final modifications and/or adjustments, if necessary.

The proposed policy responds to and is offered in compliance with Assembly Bill 2246 chaptered as California Education Code Section 215 (“Section 215”), and the mandate imposed by Section 215 requiring that governing boards of Local Education Agencies (“LEAs”) that serve pupils in grades seven to twelve, inclusive, adopt a policy on pupil suicide prevention, intervention and post-vention.

Pursuant to Section 215, as the governing board of LEAs serving pupils in grades seven to twelve, the Board must approve a policy regarding pupil suicide prevention, intervention and post-vention. The purpose of the attached policy is to observe the terms of Section 215, and to provide guidance and direction to High Tech High staff members regarding High Tech High’s approach to this work.

After discussion, it was recommended that the proposed policy be amended (as noted in *italics* below) prior to motion to read as follows:

Section D

4.b. **Emergency:** When a student is *determined to be* in imminent danger a call shall be made to 911.

4.c. **On Campus Threat or Attempt:** When a suicide attempt or threat is reported on campus or at a school-related activity, in conjunction with and supported by the Emergency Response Contact(s), staff members present should follow the crisis intervention procedures contained in school safety plan, *as appropriate*, including:

3.3.2 Motion:

There being no further discussion, upon motion duly made by Kay Davis and seconded by Michael McCraw, the motion was approved by the following vote:

Board Member	Ayes	Nos	Abstain	Absent
Gary Jacobs, Chairperson	X			
Kay Davis, Secretary	X			
Heather Lattimer, Trustee	X			
Michael McCraw, Trustee	X			
Héctor M. Pérez, Trustee	X			

3.4 Approve Compensation Framework

3.4.1 Discussion:

Staff members recommend ratification of the changes to the Teacher, Certificated, and Administrative and Operational Support Compensation Frameworks for 2017-18 effective August 1, 2017. Previous Board action occurred on March 10, 2016, June 23, 2016, February 9, 2017 and June 15, 2017.

3.4.2 Motion:

There being no further discussion, upon motion duly made by Kay Davis and seconded by Heather Lattimer, the motion was approved by the following vote:

Board Member	Ayes	Nos	Abstain	Absent
Gary Jacobs, Chairperson	X			
Kay Davis, Secretary	X			
Heather Lattimer, Trustee	X			
Michael McCraw, Trustee	X			
Héctor M. Pérez, Trustee	X			

4.0 INFORMATION ITEMS

4.1 Chief Executive Officer Report

4.2 Chief Financial Officer Report

4.2.1 Jenny Salkeld's comments included the following:

- High Tech High received \$50,000 over one year from the Koret Foundation Grant
- Statutory reports will be presented at the September 7, 2017 Board meeting.
- Auditors will be on site the week of October 2, 2017

4.3 Chief Operations Officer Report

OPEN SESSION WAS SUSPENDED AT 9:20 A.M.

CLOSED SESSION CONVENED AT 9:20 A.M. and ADJOURNED AT 9:24 A.M.

OPEN SESSION RE-CONVENED AT 9:25 A.M.


There was no action taken during closed session

4.4 **Board Training: Brown Act Training: James E. Young, Law Offices of YM&C**
James Young, from Young, Minney & Corr. LLP presented the annual Brown Act and Conflict of Interest training to the Board and senior staff members.

5.0 **ADJOURNMENT**

There being no further business to brought before the Board, it was the consensus of the Board to adjourn the meeting at 10:50 a.m.

Respectfully submitted by:


 Kay Davis, Secretary
 High Tech High School Board