BOARD OF TRUSTEES
REGULAR MEETING MINUTES
HIGH TECH HIGH

DATE: May 3, 2019
TIME: 9:30 a.m. – 12:00 p.m.
PLACE: High Tech High, 2861 Womble Road, HTH Conference Room

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

Staff present: Larry Rosenstock, Chief Executive Officer; Maria Heredia, Chief Operations Officer/GC; Janie Griswold, Chief Learning Officer; Amanda Wyatt, Chief Financial Officer; Cindy Kim, Executive Assistant

Others Present: High Tech Elementary Explorer Parents: Becky Levine; Randi Bluck; Jacqueline Maddox; Patricia Brennan; Monica Martin; Labrie Asaro; Eric Bakovic; Karen Shelby; Suzanne Lockyer; Heidi Ausman; Amy Lancaster

CALL TO ORDER at 9:35 a.m. by Gary Jacobs, Chairman. A quorum was present.

0.0 COMMENTS FROM THE PUBLIC
0.1 High Tech Elementary Explorer Parents addressed the board regarding Explorer staff, and school practices and policies.
0.2 There were no comments made by the Board at this time.

1.0 PUBLIC HEARING ITEMS
1.1 FIRST READING: Information Only-High Tech High School Budget Plans FY19-20

1.1.1 Discussion:
This is a public hearing and first reading of the proposed 2019-20 budget for the following schools:

- CDE Statewide Benefit Charter Schools: High Tech High North County, High Tech Middle North County, High Tech Elementary North County, High Tech High Chula Vista, High Tech Middle Chula Vista, High Tech Elementary Chula Vista; and,

The second reading will be presented to the board for approval at the June 20, 2019.

1.2 FIRST READING: Information Only-Local Control Accountability Plan
1.1.1 Discussion:
This is a public hearing and first reading of the LCAP FY19-20 for the following schools:
• CDE Statewide Benefit Charter Schools LCAPs (High Tech High North County, High Tech Middle North County, High Tech Elementary North County, High Tech High Chula Vista, High Tech Middle Chula Vista, High Tech Elementary Chula Vista)

• San Diego Unified School District Authorized Charter Schools LCAPs (High Tech High, High Tech High Media Arts, High Tech High International, High Tech Middle, High Tech Middle Media Arts, High Tech Elementary, High Tech High)

Janie Griswold, CLO gave an overview of the LCAPs

The final reading will be presented to the board for approval at the June 20, 2019 board meeting.

2.0 CONSENT ITEMS

2.1 Approve March 15, 2019 Regular Board Meeting Minutes
Staff members provided the Board an opportunity to review and comment on the March 15, 2019 Board Meeting Minutes. There were no additions or corrections.

2.2 Approve Title I Ranking Report for 2019-20 SBC-High Tech High
Staff members provided an overview and recommended approval of the proposed Title I Ranking Report for the High Tech High Statewide Benefit Charter ("SBC") Schools for 2019-20. The recommendations were outlined in the Executive Summary and supporting materials noted in the board packet and presented during the meeting.

For the 2019-20 school year, staff estimated that the SBC schools will receive $517,405. Staff recommended that all of the schools with FRL in excess of 40% receive funding and that the funding rates be established by grade span as follows:

- Across the SBC High Schools, FRL percentages are projected to be: HTHCV at 52.67%; HTHM at 42.86%, and; HTHNC at 51.25%. Staff members recommended that each of the three schools receive funding at $330 per FRL pupil.
- Across the SBC Middle Schools, FRL percentages are projected to be: HTMCV at 52.08% and HTMNC at 56.55%. Staff members recommended that each school receive funding at $350 per FRL pupil.
- Across the SBC Elementary Schools, FRL percentages are projected to be: HTeCV at 58.80% and HTeNC at 56.25%. Staff members recommended that each school receive funding at $375 per FRL pupil.

2.3 Approve and Ratify Final Contract for e-Rate Eligible Products and Services at HTH
Staff members worked with Learningtech, an eRate consultant, to finalize the RFP related to Category 2 technology services. Staff members recommended that the Board approve and ratify the issuance of the RFP and the issuance of the contract to Xceptional Networks.

2.1-2.3 Consent Agenda Motion:
There being no further discussion, upon motion duly made by Kay Davis and seconded by Héctor Peréz, the Motion to Approve the Consent Agenda (Items 2.1-2.3) passed by the following vote:
### Board Member | Ayes | Noes | Abstain | Absent
---|---|---|---|---
Gary Jacobs, Chairperson | X | | | |
Kay Davis, Secretary | X | | | |
Heather Lattimer | X | | | |
Héctor M. Peréz | X | | | |

### 3.0 ACTION ITEMS

#### 3.1 Ratification of Approved Change for 2019-2020 Compensation Framework – Teacher

**3.1.1 Discussion:**
Staff members recommended approval of changes to the High Tech High Teacher Compensation Framework. The proposed changes are increases in compensation that will become effective beginning August 1, 2019 for individuals compensated under the High Tech High Teacher Compensation Framework.

**3.1.2 Motion:**
There being no further discussion, upon motion duly made by Heather Lattimer and seconded by Héctor Peréz, the Motion to Ratify and Approve the 2019-20 Compensation Framework – Teacher, was approved by the following vote:

| Board Member              | Ayes | Noes | Abstain | Absent |
---|---|---|---|---
Gary Jacobs, Chairperson   | X | | | |
Kay Davis, Secretary       | X | | | |
Heather Lattimer           | X | | | |
Héctor M. Peréz            | X | | | |

#### 3.2 Approve Change for 2019-20 Compensation Framework – Director

**3.2.1 Discussion:**
Staff members recommended approval of changes to the High Tech High Director Compensation Framework. The proposed changes are increases in compensation that will become effective beginning August 1, 2019 for individuals compensated under the High Tech High Director Compensation Framework.

**3.2.2 Motion:**
There being no further discussion, upon motion duly made by Kay Davis and seconded by Héctor Peréz, the Motion to Approve the Change to the 2019-20 Compensation Framework – Director, was approved by the following vote:

| Board Member              | Ayes | Noes | Abstain | Absent |
---|---|---|---|---
Gary Jacobs, Chairperson   | X | | | |
Kay Davis, Secretary       | X | | | |
Heather Lattimer           | X | | | |
Héctor M. Peréz            | X | | | |

#### 3.3 Approve Change for 2019-20 Compensation Framework - Accountant II

**3.3.1 Discussion:**
Staff members recommended that the Board approve and ratify the changes to the Administrative and Operational Support Positions – Non-Certificated - Compensation
Framework with an effective date of April 16, 2019. Specifically, staff members recommended the changes of the following positions to the 2019-20 Administrative and Operational Support Positions – Non-Certificated - Compensation Framework with an effective date of April 16, 2019:

- Addition of “Staff Accountant II” – Framework A – Step 39 – Non-certificated
- Change of “Accountant” to “Staff Accountant I” – Framework A – Step 32 – Non-certificated

3.3.2 Motion:
There being no further discussion, upon motion duly made by Kay Davis and seconded by Heather Lattimer, the Motion to Approve Changes to the 2019-20 Compensation Framework – Accountant II, was approved by the following vote:

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3.4 Approve First Amendment to Food Service Management Agreements for Extension of Contracts with Top Notch Catering for all HTH Campuses

3.4.1 Point Loma and Mesa Campuses
3.4.2 Chula Vista Campus
3.4.3 North County Campus

3.4.1.1 – 3.4.3.1 Discussion:
Staff members recommended the Board approve the National School Lunch Program - First Amendments to Food Service Management Agreement (“First Amendment”) between High Tech High (“HTH”) and Top Notch Catering, LLC (“Top Notch”), a Food Service Management Company (“FNSM”) for all HTH campuses, and that the Board provide senior staff members with the authority to make final revisions and amendments to the First Amendment if needed as it is finalized. Furthermore, staff members recommended the Board authorize HTH officers to execute the First Amendment on behalf of HTH for each of the FSMC contracts and campuses.

3.4.1.2 – 3.4.3.2 Motion:
There being no further discussion, upon motion duly made by Kay Davis and seconded by Heather Lattimer, the Motion to Approve the First Amendment to the Food Services Management Agreements for Extension of Contracts with Top Notch Catering for all HTH Campuses (Items 3.4.1 through 3.4.3) was approved by the following vote:

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3.5 Approve HTH Template Internship Agreement

3.5.1 Discussion:
Staff members recommended the Board approve the High Tech High Student Internship Program Memorandum of Understanding ("Internship MOU") template and give staff authority to use the Internship MOU when appropriate in relation to the HTH high school internship program.

3.5.2 Motion:
There being no further discussion, upon motion duly made by Kay Davis and seconded by Heather Lattimer, the Motion to Approve the Template Internship Agreement was approved by the following vote:

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3.6 Approve Updated English Learner (EL) Policy

3.6.1 Discussion:
Staff members recommended approval of the Updated High Tech High English Learning Policy for all HTH Schools: HTe, HTeX, HTeCV, HTeNC, HTM, HTMMA, HTMCV, HTMNC, HTH, HTHI, HTHMA, HTHCV, HTHNC, and HTH Mesa.

3.6.2 Motion:
There being no further discussion, upon motion duly made by Heather Lattimer and seconded by Héctor M. Peréz, the Motion to Approve the Updated English Learner Policy was approved by the following vote:

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3.7 Approve High School Mathematics Placement Policy

3.7.1 Discussion:
The Board suggested amendments to the High School Mathematics Placement Policy and requested that staff present an amended policy at a subsequent board meeting.

4.0 INFORMATION ITEMS

4.1 Chief Executive Officer Report
Mr. Rosenstock provided the Board updates on the following:
- Hewlett Foundation Deeper Learning Conference funding
- Weekly Director’s meetings and the focus on student project work
- Progress at HTH Mesa site
4.2 Chief Operations Officer Report
   • Authorizer Update
     o San Diego Unified School District Review visit
     o California Department of Education-Charter Schools Division additional visits
   • Legislative Update
   • Operations Update

4.3 Chief Financial Officer Report
   • Financial Statements were presented to the Board for month ending March 31, 2019
     for their review.

4.4 Chief Learning Officer Report
   Janie Griswold provided the Board updates on the following:
   • College Update
   • Elevate Program Update
   • Youth Truth Update
   • English Learner Advisory Committee (ELAC) /District English Learner Advisory
     Committee (DELAC) Update

OPEN SESSION WAS SUSPENDED AT 11:15 a.m.

CLOSED SESSION CONVENELED AT 11:16 a.m. and ADJOURNED AT 11:25 a.m.

OPEN SESSION RE-CONVENELED AT 11:26 a.m.

5.0 CLOSED SESSION ITEMS:
   5.1 There was no action taken at this time and no report out required.

6.0 ADJOURNMENT
   There being no further business to be brought before the Board, it was the consensus of the Board
   to adjourn the meeting at 11:27 a.m.

Respectfully submitted by: Kay Davis
Kay Davis, Secretary
High Tech High School Board