



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

DATE: December 9, 2019

TIME: 8:30 a.m. – 11:30 a.m.

PLACE: High Tech High, 2861 Womble Road, San Diego, CA 92106~Conference Room
 San Jose State University, One Washington Square, San Jose, CA 95192-Sweeney Hall 103 via
 Call in: (619) 591-2590 passcode 5011#

Trustees present: Gary Jacobs, Chairman; Kay Davis, Secretary; Heather Lattimer, via phone; Albert Lin

Trustees absent: Héctor Pérez

Staff present: Larry Rosenstock, Chief Executive Officer; Amanda Wyatt, Chief Financial Officer; Cindy Kim, Executive Assistant

Others present: John Lemmo, Procopio; Ken Stipanov, High Tech High Special Counsel; Therese Hymer, HTH Foundation Board member

CALL TO ORDER at 8:35 a.m. by Gary Jacobs, Chairman. A quorum was present.

0.0 COMMENTS FROM THE PUBLIC

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

1.0 PUBLIC INFORMATION ITEMS

There were no public hearing items at this time.

2.0 CONSENT ITEMS

2.1 Approval of November 1, 2019 Regular Board Meeting Minutes and November 6, 2019 Special Meeting Minutes

2.1.1 Discussion:

Staff members provided the Board an opportunity to review and comment on the November 1, 2019 Regular Board Meeting Minutes and November 6, 2019 Special Meeting Minutes. There were no additions or corrections.

2.1.2 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:

November 1, 2019 Regular Board Meeting Minutes

| Board Member | Ayes | Nos | Abstain | Absent |
|---------------------------|------|-----|---------|--------|
| Gary Jacobs, Chairperson | X | | | |
| Kay Davis, Secretary | X | | | |
| Heather Lattimer, Trustee | | | X | |
| Albert Lin | | | X | |
| Héctor M. Pérez, Trustee | | | | X |

November 6, 2019 Special Meeting Minutes

| Board Member | Ayes | Nos | Abstain | Absent |
|---------------------------|------|-----|---------|--------|
| Gary Jacobs, Chairperson | X | | | |
| Kay Davis, Secretary | X | | | |
| Heather Lattimer, Trustee | X | | | |
| Albert Lin | X | | | |
| Héctor M. Pérez, Trustee | | | | X |

3.0 ACTION ITEMS

3.1 Approve Amended and Restated High Tech High Bylaws

3.1.1 Discussion:

Staff members recommend that the Board approve of the Amended and Restated By-Laws Resolution 2019-12-9. The approval of the amended and restated by-laws will conform to Senate Bill 126.

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 | | | |
| Albert Lin | X | | | |
| Héctor M. Pérez, Trustee | | | | X |

3.2 Resolution Approving High Tech High Foundation Bylaw Amendment

3.2.1 Discussion:

Staff members recommend that the Board approve the High Tech High Foundation Bylaw Amendment. The approval of this amendment approves the Foundation’s adoption of amended and restated bylaws which terminate the High Tech High Board’s election of trustees to serve on the Board of the Foundation.

3.2.2 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 | | | |
| Albert Lin | X | | | |
| Héctor M. Pérez, Trustee | | | | X |

3.3 Approve the Election of High Tech High School Board Member

3.3.1 Discussion:

It is recommended that the Board approve the election Mr. Lin. If elected, Mr. Lin shall be appointed to serve on the High Tech High Board for a 2-year term with a commencement date of December 9, 2019.

3.3.2 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 | | | |
| Albert Lin | | | X | |
| Héctor M. Pérez, Trustee | | | | X |

3.4 Resolution Approving Nominating Committee

3.4.1 Discussion:

Staff members recommend the High Tech High Board of Trustees approve the adoption of a policy setting forth guidelines regarding how to establish an Ad Hoc Nomination Committee to assist with the recruitment and selection of new Trustees.

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 | | | |
| Albert Lin | X | | | |
| Héctor M. Pérez, Trustee | | | | X |

3.5 Review and Approve 1st Interim Financial Statements

3.5.1 Discussion:

Staff recommend approval of the Fiscal Year 2019-2020 Charter School First Interim Financial Reports for the High Tech High Schools to the Authorizers, San Diego Unified School District and State Board of Education.

3.5.2 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 | | | |
| Albert Lin | X | | | |
| Héctor M. Pérez, Trustee | | | | X |

3.6 Approval of FY18-19 Audited Financial Statements

3.6.1 Discussion:

Staff recommend the approval of the annual financial statements and disclosures for the High Tech High schools for the fiscal year ended June 30, 2019. These financial statements have been audited by Christy White Associates, the Board-approved independent audit firm for High Tech High.

3.6.2 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 | | | |
| Albert Lin | X | | | |
| Héctor M. Pérez, Trustee | | | | X |

3.7 Review and Approve Compensation Framework - Hourly

3.7.1 Discussion:

Staff members recommend the Board ratify the changes to the Hourly Compensation Framework with an effective date of January 1, 2020.

3.7.2 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 | | | |
| Albert Lin | X | | | |
| Héctor M. Pérez, Trustee | | | | X |

3.8 Review and Approve Compensation Framework - Administrative and Operational Support

3.8.1 Discussion:

Staff members recommend the Board ratify changes to the Administrative and Operational Support Positions – Non-certificated – Compensation Framework with an effective date of December 1, 2019.

3.8.2 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 | | | |
| Albert Lin | X | | | |
| Héctor M. Pérez, Trustee | | | | X |

3.9 Approve Charter School Facilities Incentive Grant (CSFIG) for High Tech High

3.9.1 Discussion:

Staff recommend approval of grant agreement number 15-9 between CSFA and High Tech High North County for the State Charter School Facilities Incentive Grant (CFDA 84.282D).

3.9.2 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 | | | |
| Albert Lin | X | | | |
| Héctor M. Pérez, Trustee | | | | X |

3.10 Approval of High School Directors as Authorized Signatories of the High Tech High Student Internship Program Memorandum of Understanding(s)

3.10.1 Discussion:

Staff members recommend the Board approve and authorize the High School Directors of the High Tech High schools to act as Authorized Signatories of the High Tech High Student Internship Program Memorandum of Understanding.

3.10.2 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 | | | |
| Albert Lin | X | | | |
| Héctor M. Pérez, Trustee | | | | X |

4.0 INFORMATION/DISCUSSION ITEMS

4.1 Chief Executive Officer Report
There was no report given at this time.

4.2 Chief Operations Officer Report
There was no report given at this time.

4.3 Chief Financial Officer Report
Amanda Wyatt, CFO, reported on the following:

- Financial statements were presented to the board for review
- Budget is ahead of projections
- Enrollment slightly under than projections
- Attention focused on student attendance

4.4 Chief Learning Officer
There was no report given at this time.

OPEN SESSION Suspended AT 9:08 A.M.

5.0 CLOSED SESSION Convened at 9:09 a.m. and Adjourned at 10:45 a.m.

OPEN SESSION RE-CONVENED at 10:46 a.m.

No action was taken at this time.

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 10:50 a.m.

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