



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

This meeting was held via teleconference pursuant to Executive Orders N-25-20 and N-29-20. Members of the public joined by phone.

DATE: May 8, 2020

TIME: 10:00 a.m. – Noon

Place: Join Zoom Meeting

<https://zoom.us/j/93801968707?pwd=czJDODIFMIVUVmR4eWtHTWlrVUdyUT09>

Trustees present: Gary Jacobs, Chairman; Kay Davis, Secretary; Albert Lin, (arrived 10:25 a.m.); Heather Lattimer; Hector Perez

Staff present: Larry Rosenstock, Chief Executive Officer; Joanna Clark, Chief Operations Officer; Janie Griswold, Chief Learning Officer; Amanda Wyatt, Chief Financial Officer; Patrick Frost, General Counsel; Cindy Kim, Executive Assistant

Others present: Micah Wallschleger, HTH CV Humanities Teacher; Amy Briggs, HTH Director of Special Education; Deidre Walsh, SDUSD Office of Charter Schools Director; Susan Park SDUSD Office of Charter Schools Manager

CALL TO ORDER at 10:05 a.m. by Gary Jacobs, Chairman. Members of the board joined via Zoom videoconference platform pursuant to Executive Orders N-25-20 and N-29-20. A quorum was present.

0.0 COMMENTS FROM THE PUBLIC

0.1 Deidre Walsh, SDUSD Office of Charter Schools Director; Susan Park SDUSD Office of Charter Schools Manager introduced themselves to the Board and offered to comment to Action Item 3.8.

0.2 Gary Jacobs provided an update on the CEO search process.

1.0 PUBLIC HEARING ITEMS

1.1 **FIRST READING:** Information Only-High Tech High School Budget Plans FY2020-2021

1.1.1 Discussion:

This is a public hearing and first reading of the proposed 2020-21 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,

San Diego Unified School District authorized charter schools: 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 Elementary Explorer.

The second reading will be presented to the board for approval at the June 19, 2020.

2.0 CONSENT ITEMS

2.1 Approve March 9, 2020 Regular Board Meeting Minutes

2.1.1 Discussion:

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.

2.1.2 Motion:

There being no further discussion, upon motion duly made by Héctor Pérez and seconded by Kay Davis, 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, Trustee, Trustee				X
Héctor M. Pérez, Trustee	X			

2.2 Approve Legal Services Agreement between High Tech High and Currier & Hudson APC

2.2.1 Discussion:

Staff members recommend the Board approve the legal service agreement for Currier & Hudson APC. This is a new agreement for legal service between High Tech High and Currier & Hudson, APC. This agreement is effective May 1, 2020 and shall continue until June 30, 2021. Certain legal costs are budgeted.

2.2.2 Discussion:

There being no further discussion, upon motion duly made by Héctor Pérez and seconded by Kay Davis, 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, Trustee				X
Héctor M. Pérez, Trustee	X			

3.0 ACTION ITEMS

3.1 Approve Resolution Appointing Joanna Clark as Chief Operations Officer

3.1.1 Discussion:

Staff members recommend that the Board approve and appoint Joanna Clark as Chief Operations Officer. Joanna Clark was hired as the Chief Operations Officer, effective March 8, 2020. Ms. Clark fills the vacancy created after the previous Chief Operations Officer's resignation on December 7, 2019.

Ms. Clark has been with High Tech High as Student Information Systems Administrator since February, 2003.

3.1.2 Motion:

There being no further discussion, upon motion duly made by Kay Davis and seconded by Héctor Pérez, 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, Trustee				X
Héctor M. Pérez, Trustee	X			

3.2 Approve Changes to Executive Officer Compensation Framework

3.2.1 Discussion:

Staff members recommend that the Board ratify the following change to the Executive Officer Compensation Framework with an effective date of March 8, 2020. Title change only: Chief Operations Officer. There is no fiscal impact.

3.2.2 Motion:

There being no further discussion, upon motion duly made by Héctor Pérez and seconded by Kay Davis, 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, Trustee				X
Héctor M. Pérez, Trustee	X			

3.3 Ratify Changes to High Tech High Stipend Framework

3.3.1 Discussion:

Staff members recommend the Board ratify the changes listed below to the Stipend Framework with an effective date of August 1, 2019. All stipends have been included in the 2019-2020 budget.

- Summer School Coordinator Tier I - \$25 per hour
- Summer School Coordinator Tier II - \$35 per hour
- Summer School Coordinator Tier III - \$50 per hour
- Teacher Center Faculty Course Instructor - \$2160 stipend
- Teacher Center Faculty Course Instructor - \$25 per hour
- Curation \$25 per hour
- PBL Academy - \$40 per hour

3.3.2 Motion:

There being no further discussion, upon motion duly made by Héctor Pérez and seconded by Kay Davis, 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, Trustee				X
Héctor M. Pérez, Trustee	X			

3.4 Approve Partnership Agreement between High Tech High and the San Diego Food Bank (SDFB)

3.4.1 Discussion:

Staff recommends approval of the Partnership Agreement between High Tech High and the San Diego Food Bank; this partnership will support High Tech High's ability to open a food pantry for staff, students, and families on the Point Loma campus. There has been no previous Board Action related to the San Diego Food Bank. The Board previously approved a contract between High Tech High and an outside agency most recently on January 31, 2020.

Establishing a partnership with the San Diego Food Bank (SDFB) will allow HTH to more effectively operate the free food pantry on the Point Loma campus. The SDFB will allow HTH direct access to its warehouse to stock our campus-based pantry with unlimited fruits, grains, and canned goods. The pantry project will be overseen by HTH's Senior Food & Nutrition Services Manager. Additionally, the pantry project will be guided by student-led volunteers from HTH's Food Insecurity Club. There is \$50 partnership fee payable to SDFB.

3.4.2 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			
Albert Lin, Trustee				X
Héctor M. Pérez, Trustee	X			

3.5 Approve HTH Fiscal Guidelines and Procedures

3.5.1 Discussion:

Staff recommends approval of the Fiscal Guidelines and Procedures. The High Tech High Board approved the most recent version of the Fiscal Guidelines and Procedures on January 24, 2008. There is no fiscal impact.

3.5.2 Motion:

There being no further discussion, upon motion duly made by Kay Davis and seconded by Héctor Pérez, 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, Trustee				X
Héctor M. Pérez, Trustee	X			

- 3.6 Approve the Resolution of the Board of Trustees of High Tech High Authorizing the Chief Financial Officer to Accept Summary of Basic Terms of Refinancing the Acquisition, Construction, Expansion, Remodeling, Renovation, Improvement, Furnishing and/or Equipping of Educational Facilities and Related Actions

3.6.1 Discussion:

Staff members recommend the Board approve the Resolution of the Board of Trustees of High Tech High authorizing the Chief Financial Officer to accept summary of basic terms of refinancing the acquisition, construction, expansion, remodeling, renovation, improvement, furnishing and/or equipping of educational facilities and related actions.

The last Board action in relation to participation in financing for facilities was approved on April 20, 2017. At this meeting, the Board approved HTH's participation in a in the borrowing of proceeds for refunding of bonds. HTH will experience debt service relief of nearly \$1 million annually.

3.6.2 Motion:

There being no further discussion, upon motion duly made by Heather Lattimer and seconded by Héctor Pérez, 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, Trustee				X
Héctor M. Pérez, Trustee	X			

- 3.7 Approve MOU between HTH GSE and High Tech High Schools for CARPE Network participation

3.7.1 Discussion:

Staff recommends that the Board approves the MOU between HTH GSE and High Tech High Schools for CARPE Network participation. There has been no previous Board action.

This MOU sets forth the understandings and intentions of High Tech High (LEA) and HTH GSE with regard to their shared goal and provides a framework for cooperation. It outlines the background; roles and responsibilities; and financial obligations of the LEA and HTH GSE for their collaboration on the implementation of a district plan that will

help support the launch of the CARPE Network (“CARPE”) funded by the Bill & Melinda Gates Foundation.

3.7.2 Motion:

There being no further discussion, upon motion duly made by Kay Davis and seconded by Héctor Pérez, 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, Trustee				X
Héctor M. Pérez, Trustee	X			

3.8 Approve Countywide Charter Petition Item Tabled

3.9 Approval of the El Dorado Special Education Local Plan Area (SELPA) Local Education Agency (LEA) Assurances

3.9.1 Discussion:

Staff recommends the Board approve the application to the El Dorado Special Education Local Plan Area by approving the Assurance forms for all sixteen High Tech High schools.

We are applying to El Dorado Charter SELPA to allow us to have access to a more robust IEP system that will allow us to collect and review more accurate data regarding our special education students. Acceptance in to El Dorado Charter SELPA will also give us the freedom to bill Medi-Cal to get reimbursed for services provided by our related service provider. In addition, by joining El Dorado Charter SELPA High Tech High will be able to create our own mental health service delivery model that will ensure that all students, general education and special education, get the mental health services they need.

3.9.2 Motion:

There being no further discussion, upon motion duly made by Kay Davis and seconded by Héctor Pérez, 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, Trustee	X			
Héctor M. Pérez, Trustee	X			

3.10 Request Board approval for senior leadership CEO/CFO/COO & CLO to modify end date of 2019-20 school year

3.10.1 Discussion:

Staff requests that the Board grant approval for senior leadership (CEO, CFO, COO, CLO) to modify the following dates, if necessary, based on COVID-19 pandemic and updated requirements and recommendations from the CDE.

- The end date of 2019-20 school year
- The start date of the 2020-21 school year

3.10.2 Motion:

There being no further discussion, upon motion duly made by Kay Davis and seconded by Héctor Pérez, 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, Trustee	X			
Héctor M. Pérez, Trustee	X			

4.0 INFORMATION 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's report included information related to the following:

- Financial Presentation: Governor's Budget Review
- Financial Statements for Month Ending March 31, 2020

4.4 Chief Learning Officer Report

Janie Griswold stated that the plans for the summer and fall instruction will be presented at the June 19, 2010 Board meeting.

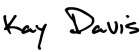
5.0 CLOSED SESSION ITEMS:

There were no closed session items to be discussed.

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 11:57 a.m.

Respectfully submitted by: _____

DocuSigned by:

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Kay Davis, Secretary
 High Tech High Board