



**BOARD OF TRUSTEES  
AUGUST 17, 2022 REGULAR MEETING MINUTES  
HIGH TECH HIGH**

The Board of Trustees ("Board") and employees of High Tech High shall meet via the Zoom meeting platform. Members of the public who wish to access this Board meeting may do so by using the following Zoom link:

<https://hightechhigh-org.zoom.us/j/84774022494?pwd=bUhHWUtSbFR4Z0ExUDJSZ3lkK0F1QT09>

Date: August 17, 2022

Time: 5:00 p.m.

Trustees present: Gary Jacobs, Chairman; Héctor Pérez, Secretary; Bernadette Bach, Trustee

Board Member	Present
Gary Jacobs, Chairperson	X
Héctor Pérez, Secretary	X
Bernadette Bach, Trustee	X
Lida Rafia, Trustee	
Albert Lin, Trustee	

Staff Present: Kaleb Rashad, Interim CEO; Janie Griswold, CLO; Isaac Jones, COO; Jackie Chen, CFO; Patrick Frost, GC; Justine Petrey-Juarez, Executive Assistant to the Officers

Others present: Lily Michel, interpreter  
Rodolfo Valentan, interpreter  
High Tech High staff  
Members of HTH community

**CALL TO ORDER at 5:07 p.m. by Gary Jacobs, Chairman. A roll call of trustees confirmed a quorum.**

**1.0 CONSENT ITEMS**

1.1 Approve the June 15, 2022 Regular Meeting Minutes

1.2 Approve the Resolution Considering the Continued State of Emergency for Board Meetings by Teleconference

**1.1.1-1.2.1 Discussion:** Staff members provided the Board an opportunity to review and discuss the consent agenda items.

**1.1.2-1.2.2 Motion:** There being no further discussion upon motion duly made by Héctor Pérez and seconded by Bernadette Bach, a roll call was taken to approve the motion.

<b>Board Member</b>	<b>Ayes</b>	<b>Nos</b>	<b>Abstain</b>	<b>Absent</b>
Gary Jacobs, Chairperson	X			
Héctor Pérez, Secretary	X			
Bernadette Bach, Trustee	X			
Lida Rafia, Trustee				X
Albert Lin, Trustee				X

## **2.0 INFORMATION ITEMS**

### **2.1 2022 College Enrollment Report**

2.2.1 Directors of College Advising Chris White and Erik Castillo shared a presentation with the Board highlighting the college enrollment rates of the 2022 graduating class. Among the highlights were the significant increase in applications and acceptance to 4 year colleges in comparing 2021 to 2022, contradictory to the trend in California as a whole. In our aim for equity, HTH saw a strong and nearly equal percentage of Black/Latinx males applying for and attending 2 and 4 year colleges. HTH also far exceeded the average percentage of alumni graduating college within 6 years in comparison to San Diego County. Chairman Gary Jacobs asked if there is data available for the class of 2018 graduating in 4 years, and if our 2 year college students are transferring to 4 year colleges. Chris White will look into that additional information.

### **2.2 Report of the Officers**

#### **Officer comments included the following:**

- A list of business agreements approved since the last Board meeting was shared.
- Interim Chief Executive Officer Kaleb Rashad welcomed the Board and community to the 2022-23 school year and thanked the entire HTH staff for their incredible work.
- Chief Learning Officer Janie Griswold shared a presentation recapping the success of New Teacher Odyssey held in early August.
- Director of Community Engagement and Admissions Veronica Grajeda shared an admissions yield presentation with the Board.
- Director of Operations and Student Services Dr. Colleen Green and Director of Special Education Amy Briggs presented an update on HTH health, safety, and wellness measures to the Board.

## **3.0 COMMENTS FROM THE PUBLIC**

3.1 Members of the public were provided time to address the board.

## **4.0 BOARD REPORT AND COMMENTS**

### **4.1 Chairman's Report**

### **4.2 Board Member Comment**

**Chairman and Board Member comments included the following:**

- Board Chairman Gary Jacobs asked the HTH Officers what support HTH provides to new teachers. Janie Griswold outlined that organization-wide support includes New Teacher Odyssey and all-staff days. School-based support includes staff days prior to the start of the school year, mentors for Intern and Induction program participants, collegial groups (teaching teams, grade level colleagues,) and new teacher lunches. Board Secretary Héctor Pérez asked if the meetings of faculty across campus are optional, and how HTH is creating a forum for exchange without adding to the staff's workload. Janie responded that the meetings are mandatory as part of the work year calendar, and that HTH is equally committed to fostering space for these staff to work on their professional development while not adding more to their workload. The GSE was a huge help in facilitating these communities of practice, and a survey will be sent to all faculty seeking feedback on their experience.
- Gary Jacobs inquired about the current evaluation process. Janie Griswold shared that the organization started to establish this process with an arc of the year (prior to COVID-19), with the goal being for school leadership teams to support more personalized, professional growth with classroom visits, observations, dialogue and project development. The implementation of this system ideally looked like 3-4 Director/teacher check-ins per school year, but the execution was halted by the pandemic. HTH is eager to work collaboratively with teachers to come up with the best process for evaluation through two-way dialogue. Héctor Pérez shared that he is glad that HTH is putting emphasis on making this a two-way conversation.
- Gary Jacobs requested an update on HTH's teacher retention. Chief Operations Officer Isaac Jones provided that many improvements have been made within the organization that are making a huge difference – we still face some challenges but there is much to celebrate in our movement forward. A few of these celebrations include: Powerschool has significantly improved the onboarding of new employees; this school year is the first time that each school site will have a Dean and School Psychologist; and over 120 new hires have been onboarded. Overall 74 teachers did not return to HTH, 3 of which were not offered contract renewals. As of current, HR has hired 67 new teachers, and 12 additional teaching staff are completing their on-boarding paperwork. Gary Jacobs asked if HTH was able to fix the hiring and payroll challenges that we faced last year. Isaac confidently responded that these issues are in the past, with the only current delays being the receipt of verification of experience forms for a handful of staff. These individuals have been notified and placed on the base salary step until verification has been received, at which point their salary schedule placement will be corrected accordingly.
- Gary Jacobs asked General Counsel Patrick Frost to provide an update on the status of collective bargaining. Patrick shared that the bargaining teams held 4 bargaining sessions over the summer break. We currently have 5 Tentative Agreements, and have been passing back and forth a 13-article packages, with many proposals remaining the same on both sides. HTH is scheduled to pass their proposal package back on August 26, and is

hopeful to get an agreement that day.

**Open session was suspended at 6:47 p.m. Closed session convened at 6:48 p.m. and adjourned at 7:36 p.m. Open session re-convened at 7:37 p.m. A roll call was taken at this time to re-confirm a quorum.**

<b>Board Member</b>	<b>Present</b>
Gary Jacobs, Chairperson	X
Héctor Pérez, Secretary	X
Bernadette Bach, Trustee	X
Lida Rafia, Trustee	
Albert Lin, Trustee	

## **5.0 CLOSED SESSION ITEMS**

5.1 No action taken.

## **6.0 PUBLIC HEARING ITEMS**

None.

## **7.0 ACTION ITEMS**

7.1 Approve Education Protection Account (EPA) Use of Funds for the 2022-2023 School Years

**7.1.1 Discussion:** Staff recommended the Board approve the Education Protection Account (EPA) Use of Funds for the 2022-2023 School Years.

**7.1.2 Motion:** There being no further discussion upon motion duly made by Héctor Pérez and seconded by Bernadette Bach, a roll call was taken to approve the motion.

<b>Board Member</b>	<b>Ayes</b>	<b>Nos</b>	<b>Abstain</b>	<b>Absent</b>
Gary Jacobs, Chairperson	X			
Héctor Pérez, Secretary	X			
Bernadette Bach, Trustee	X			
Lida Rafia, Trustee				X
Albert Lin, Trustee				X

7.2 Approve and Ratify the Resolution Appointing Isaac Jones as Chief Operations Officer

**7.2.1 Discussion:** Staff recommended the Board approve and ratify the Resolution Appointing Isaac Jones as Chief Operations Officer.

**7.2.2 Motion:** There being no further discussion upon motion duly made by Héctor

Pérez and seconded by Bernadette Bach, a roll call was taken to approve the motion.

Board Member	Ayes	Nos	Abstain	Absent
Gary Jacobs, Chairperson	X			
Héctor Pérez, Secretary	X			
Bernadette Bach, Trustee	X			
Lida Rafia, Trustee				X
Albert Lin, Trustee				X

### 7.3 Approve the Updated Chief Learning Officer Job Description

**7.3.1 Discussion:** Staff recommended the Board approve the Updated Chief Learning Officer Job Description.

**7.3.2 Motion:** There being no further discussion upon motion duly made by Héctor Pérez and seconded by Bernadette Bach, a roll call was taken to approve the motion.

Board Member	Ayes	Nos	Abstain	Absent
Gary Jacobs, Chairperson	X			
Héctor Pérez, Secretary	X			
Bernadette Bach, Trustee	X			
Lida Rafia, Trustee				X
Albert Lin, Trustee				X

### 7.4 Approve the Updated Chief Operations Officer Job Description

**7.4.1 Discussion:** Staff recommended the Board approve the Updated Chief Operations Officer Job Description. Gary Jacobs requested that the job description be degenderized.

**7.4.2 Motion:** There being no further discussion upon motion duly made by Héctor Pérez and seconded by Bernadette Bach, a roll call was taken to approve the motion.

Board Member	Ayes	Nos	Abstain	Absent
Gary Jacobs, Chairperson	X			
Héctor Pérez, Secretary	X			
Bernadette Bach, Trustee	X			
Lida Rafia, Trustee				X
Albert Lin, Trustee				X

### 7.5 Approve and Ratify the 2022-2023 Insurance Policy Renewals

**7.5.1 Discussion:** Staff recommended the Board approve and ratify the

## 2022-2023 Insurance Policy Renewals.

**7.5.2 Motion:** There being no further discussion upon motion duly made by Bernadette Bach and seconded by Héctor Pérez, a roll call was taken to approve the motion.

Board Member	Ayes	Nos	Abstain	Absent
Gary Jacobs, Chairperson	X			
Héctor Pérez, Secretary	X			
Bernadette Bach, Trustee	X			
Lida Rafia, Trustee				X
Albert Lin, Trustee				X

## 7.6 Approve Renewal of California Charter Schools Association (CCSA) Membership

**7.6.1 Discussion:** Staff recommended the Board approve the renewal of California Charter Schools Association (CCSA) Membership.

**7.6.2 Motion:** There being no further discussion upon motion duly made by Bernadette Bach and seconded by Héctor Pérez, a roll call was taken to approve the motion.

Board Member	Ayes	Nos	Abstain	Absent
Gary Jacobs, Chairperson	X			
Héctor Pérez, Secretary	X			
Bernadette Bach, Trustee	X			
Lida Rafia, Trustee				X
Albert Lin, Trustee				X

## 7.7 Approve the 2022-23 College and Career Access Pathways (CCAP) Partnership Agreement between San Diego Community College District (SDCCD) and High Tech High (HTH)

**7.7.1 Discussion:** Staff recommended the Board approve the 2022-23 College and Career Access Pathways Partnership Agreement between San Diego Community College District and High Tech High. Gary Jacobs inquired as to why this agreement specifically lists The Gary and Jerri-Ann Jacobs High Tech High and High Tech High Mesa, resulting in High Tech High International potentially not being able to participate in the partnership. Janie Griswold expressed her intent to investigate this further and make the necessary amendments to the agreement prior to collecting signatures. The Board stated that they were willing to provide their approval, contingent on the investigation and subsequent corrections to the agreement.

**7.7.2 Motion:** There being no further discussion upon motion duly made by Bernadette Bach and seconded by Héctor Pérez, a roll call was taken to approve the motion.

<b>Board Member</b>	<b>Ayes</b>	<b>Nos</b>	<b>Abstain</b>	<b>Absent</b>
Gary Jacobs, Chairperson	X			
Héctor Pérez, Secretary	X			
Bernadette Bach, Trustee	X			
Lida Rafia, Trustee				X
Albert Lin, Trustee				X

## 7.8 Approve the NWEA MAP Growth Assessment Expense

**7.7.1 Discussion:** Staff recommended the Board approve the NWEA MAP Growth Assessment Expense.

**7.7.2 Motion:** There being no further discussion upon motion duly made by Héctor Pérez and seconded by Bernadette Bach, a roll call was taken to approve the motion.

<b>Board Member</b>	<b>Ayes</b>	<b>Nos</b>	<b>Abstain</b>	<b>Absent</b>
Gary Jacobs, Chairperson	X			
Héctor Pérez, Secretary	X			
Bernadette Bach, Trustee	X			
Lida Rafia, Trustee				X
Albert Lin, Trustee				X

## 7.9 Approve and Ratify Operations Agreement between San Diego Unified School District and High Tech High

**7.9.1 Discussion:** Staff recommended the Board approve and ratify the Operations Agreement between San Diego Unified School District and High Tech High.

**7.9.2 Motion:** There being no further discussion upon motion duly made by Héctor Pérez and seconded by Bernadette Bach, a roll call was taken to approve the motion.

<b>Board Member</b>	<b>Ayes</b>	<b>Nos</b>	<b>Abstain</b>	<b>Absent</b>
Gary Jacobs, Chairperson	X			
Héctor Pérez, Secretary	X			
Bernadette Bach, Trustee	X			
Lida Rafia, Trustee				X
Albert Lin, Trustee				X

## 7.10 Approve the Powerschool Student Information Systems (SIS) Contract

**7.10.1 Discussion:** Staff recommended the Board approve the Powerschool Student Information Systems Contract.

**7.10.2 Motion:** There being no further discussion upon motion duly made by Héctor Pérez and seconded by Bernadette Bach, a roll call was taken to approve the motion.

Board Member	Ayes	Nos	Abstain	Absent
Gary Jacobs, Chairperson	X			
Héctor Pérez, Secretary	X			
Bernadette Bach, Trustee	X			
Lida Rafia, Trustee				X
Albert Lin, Trustee				X

## 7.11 Approve the Swing Education Platform and Services Agreement

**7.11.1 Discussion:** Staff recommended the Board approve the Swing Education Platform and Services Agreement. Héctor Pérez inquired if the reason for such a large expenditure on substitute teachers last school year was a result of the ongoing pandemic, to which Isaac Jones confirmed.

**7.11.2 Motion:** There being no further discussion upon motion duly made by Héctor Pérez and seconded by Bernadette Bach, a roll call was taken to approve the motion.

Board Member	Ayes	Nos	Abstain	Absent
Gary Jacobs, Chairperson	X			
Héctor Pérez, Secretary	X			
Bernadette Bach, Trustee	X			
Lida Rafia, Trustee				X
Albert Lin, Trustee				X

## 8.0 NEW BUSINESS

### 8.1 Guidelines for Naming Facilities

**8.1.2 Discussion:** Gary Jacobs requested that HTH Staff research guidelines for naming facilities.

## 9.0 ADJOURNMENT

There being no further business to be brought before the Board, it was the consensus of the Board to adjourn the meeting at 7:58 p.m.

Next Scheduled Meetings:

- Monday, September 12, 2022 from 12:00 p.m. – 2:00 p.m.
- Wednesday, October 19, 2022 from 5:00 p.m. – 7:00 p.m.
- Monday, December 12, 2022 from 5:00 p.m. – 7:00 p.m.
- Wednesday, January 25, 2023 from 5:00 p.m. – 7:00 p.m.



- Wednesday, March 8, 2023 from 5:00 p.m. – 7:00 p.m.
- Wednesday, April 26, 2023 from 5:00 p.m. – 7:00 p.m.
- Wednesday, June 21, 2023 from 5:00 p.m. – 7:00 p.m.

Respectfully submitted by:

DocuSigned by:

Hector Pérez

Héctor Pérez, Secretary, High Tech High Board