



**BOARD OF TRUSTEES
SEPTEMBER 13, 2023 ANNUAL MEETING MINUTES
HIGH TECH HIGH**

Date: September 13, 2023

Time: 5:00 p.m.

Place: High Tech Mesa, Conference Room 600, 5311 Mt Alifan Dr, San Diego, CA 92111
Village-based Zoom accessibility:
Conference Room, High Tech High Media Arts, 2230 Truxtun Road, Floor 3, San Diego, CA 921061
Conference Room, High Tech Middle North County, 1460 W San Marcos Blvd, San Marcos, CA 92078
Conference Room, High Tech High Chula Vista, 1945 Discovery Falls Dr, Chula Vista, CA 91915
Zoom (Video): <https://hightechhigh-org.zoom.us/j/88080855123>

Trustees present: Gary Jacobs, Chairman; Lida Rafia, Secretary; Albert Lin, Trustee

Board Member	Present
Gary Jacobs, Chairperson	X
Lida Rafia, Secretary	X
Albert Lin, Trustee	X

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

Others present: Kathy Figueroa, interpreter
Lily Michel, interpreter
High Tech High staff
Members of HTH community

0.0 Board Member Remote Participation

0.1 Approve Finding of Just Cause for Lida Rafia to Participate Remotely

0.1.1 Discussion: Lida Rafia disclosed the need to participate remotely due to childcare pursuant to California Government Code §54953(f)(2)(A)(i)

0.1.2 Motion: There being no further discussion upon motion duly made by Albert Lin and seconded by Lida Rafia, a roll call was taken to approve the motion.

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

CALL TO ORDER at 5:05 p.m. by Gary Jacobs, Chairman. A roll call of trustees confirmed a quorum.

1.0 COMMENTS FROM THE PUBLIC

- 1.1 Members of the public were provided time to address the board regarding Item 2.1.

Open session was suspended at 5:12 p.m. Closed session convened at 5:14 p.m. and adjourned at 5:55 p.m. Open session re-convened at 5:56 p.m. A roll call was taken at this time to re-confirm a quorum.

Board Member	Present
Gary Jacobs, Chairperson	X
Lida Rafia, Secretary	X
Albert Lin, Trustee	X

2.0 CLOSED SESSION ITEMS

- 2.1 CEO Search

3.0 ACTION ITEM

- 3.1 Approve the Action of the CEO Search

3.1.1 Discussion: The Board announced the decision to re-open the CEO position. The Board thanked the 2 final candidates, Search Committee, and all who participated in the search process. The Board hopes to find a new Interim CEO for January through July of 2024.

3.1.2 Motion: There being no further discussion upon motion duly made by Albert Lin and seconded by Lida Rafia a roll call was taken to approve the motion.

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

4.0 BOARD CONSENT ITEMS

- 4.1 Approve the June 21, 2023 Regular Meeting Minutes

4.2 Approve the September 6, 2023 Special Meeting Minutes

4.1.1 - 4.2.1 Discussion: Staff members provided the Board an opportunity to review and discuss the Board consent agenda items.

4.1.2 - 4.2.2 Motion: There being no further discussion upon motion duly made by Albert Lin and seconded by Lida Rafia, a roll call was taken to approve the motion.

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

5.0 INFORMATION ITEMS

5.1 Report of the Officers

Officer comments included the following:

- A list of business agreements approved since the last Board meeting was shared.
- College Advisors Chris White, Erik Castillo and Michelle Alderete shared how the department is adjusting to the changing landscape, gave a summary of the HTH class of 2023, college enrollment trends, and their change ideas.
- Chief Learning Officer Janie Griswold highlighted the first days of the 2023-24 school year.
- Director of Instructional Leadership and Development Diana Cornejo-Sanchez shared about New Teacher Odyssey and the August All-Staff day. Board Trustee Albert Lin inquired about how Odyssey and continuing professional development surrounding project support could evolve and continue to grow for our teachers. Diana provided a few examples of this practice, including school site's staff retreat days, a Project Library, and mentorship opportunities arising from Communities of Practice and school site specific mentorships.
- Director of Operations and Student Services Dr. Colleen Green returned to the Board with information regarding staff trainings specific to restorative practices.
- Chief Operations Officer Isaac Jones reported an update on enrollment and chronic absenteeism.
- Isaac and Chief Financial Officer Bobbi Norris shared a staffing update, including the current hiring landscape and substitute staffing costs. Board Chairman Gary Jacobs requested a breakdown of long term versus day to day substitute teacher costs.

5.2 Foundation Report

HTH Foundation CEO Audrey Gans shared an update on Parent Association and Booster Club Support, various Foundation Board Committees, and future fundraising plans. Albert inquired if the HTH Foundation is High Tech High's singular external fundraising effort? Kaleb shared that HTH also secures a number of grants that are attached to certain priorities. Bobbi added that in regards to fundraising, the organization leans on the Foundation.

6.0 COMMENTS FROM THE PUBLIC

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

7.0 BOARD REPORT AND COMMENTS

7.1 Chairman's Report

AL: Open and transparency about the budget/numbers so that we can work together to rebuild the schools we want to have

LR: Echoing AL, Looking forward to seeing whats in the budget, (possibly set dates to know when this information will be shared?)

7.2 Board Member Comment

Chairman and Board Member comments included the following:

- Board Chairman Gary Jacobs asked General Counsel Patrick Frost for an update on collective bargaining. Patrick provided that HTH is working at 2 bargaining tables, the Classified Unit and the Certificated Unit. The Certificated bargaining teams have hosted 2 sessions, with 1 additional session upcoming next week. The Classified bargaining teams have met for 3 sessions, with the next scheduled for October 5. In an effort to expedite the bargaining process, the HTH Classified Bargaining team presented a package similar to the Certificated CBA articles. To date, HTH has presented 9 out of the 12 initial proposals sunshined for Classified bargaining, and the HTEC Classified Unit has presented 6 out of their 21 initial sunshined articles.
- Kaleb added that the HTH and HTEC leadership teams have committed review the full scope of HTH finances in an effort to proceed with transparency and collaboration. HTH will also host a similar session for the broader HTH community.

8.0 PUBLIC HEARING ITEMS

8.1 None.

9.0 CEO CONSENT ITEMS

- 9.1 Approve and Ratify the 2023-2024 Non-Public School Master Contracts
- 9.2 Approve the 2023-24 NWEA MAP Growth Assessment Subscription Agreement
- 9.3 Approve the Placement of Teachers on Limited Assignment Permits, Short-Term Staff Permits, Emergency CLAD Permits, and Waivers for the 2023-2024 School Year
- 9.4 Ratify the Traffic-Tech Expense
- 9.5 Ratify the HTeCV Playground Maintenance Expense
- 9.6 Approve and Ratify the 2023-24 Lexia Learning Systems Subscription Agreement

9.1.1-9.6.1 Discussion: Staff members provided the Board an opportunity to review and discuss the CEO consent agenda items.

9.1.2-9.6.2 Motion: There being no further discussion upon motion duly made by Albert Lin and seconded by Lida Rafia, a roll call was taken to approve the motion.

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

10.0 ACTION ITEMS

- 10.1 Approve Education Protection Account (EPA) Use of Funds for the 2023-2024 School Year

10.1.1 Discussion: Staff members recommend the Board approve Education Protection Account (EPA) Use of Funds for the 2023-2024 school year.

10.1.2 Motion: There being no further discussion upon motion duly made by Albert Lin and seconded by Lida Rafia, a roll call was taken to approve the motion.

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

- 10.2 Approve the Submission of Unaudited Actuals FY 2022-2023

10.2.1 Discussion: Staff recommends the Board approve the Fiscal Year 2022-2023 Charter School Unaudited Actuals Financial Reports in Alternative Form for the High Tech High Schools to the Authorizers, San Diego Unified School District, and State Board of Education.

10.2.2 Motion: There being no further discussion upon motion duly made by Albert Lin and seconded by Lida Rafia, a roll call was taken to approve the motion.

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

10.3 Approve the Position of Data Scientist

10.3.1 Discussion: Staff recommends the approval of the Position of Data Scientist.

10.3.2 Motion: There being no further discussion upon motion duly made by Albert Lin and seconded by Lida Rafia, a roll call was taken to approve the motion.

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

10.4 Approve the Pay Framework Adjustments for Director, Data and Analytics

10.4.1 Discussion: Staff recommends that the Board approve the Pay Framework Adjustments for Director, Data and Analytics.

10.4.2 Motion: There being no further discussion upon motion duly made by Lida Rafia and seconded by Albert Lin, a roll call was taken to approve the motion.

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

10.5 Approve the E-rate Category 2 IT Infrastructure Project with Xceptional Networks.

10.5.1 Discussion: Staff recommends that the Board approve the E-rate Category 2 IT Infrastructure Project with Xceptional Networks

10.5.2 Motion: There being no further discussion upon motion duly made by Albert Lin and seconded by Lida Rafia, a roll call was taken to approve the motion.

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

10.6 Approve the Updated Board Nomination Policy.

10.6.1 Discussion: Staff recommends that the Board approve the Updated Board Nomination Policy.

10.6.2 Motion: There being no further discussion upon motion duly made by Albert Lin and seconded by Lida Rafia, a roll call was taken to approve the motion.

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

Open session was suspended at 9:35 p.m. Closed session convened at 9:40 p.m. and adjourned at 10:54 p.m. Open session re-convened at 10:55 p.m. A roll call was taken at this time to re-confirm a quorum.

Board Member	Present
Gary Jacobs, Chairperson	X
Lida Rafia, Secretary	X
Albert Lin, Trustee	X

11.0 CLOSED SESSION ITEMS

11.1 No action taken.

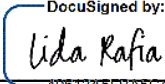
12.0 ADJOURNMENT

There being no further business to be brought before the Board, it was the consensus of the Board to adjourn the meeting at 10:55 p.m.

Next Scheduled Meetings:

- Wednesday, November 1, 2023 at 5:00 p.m.
- Monday, December 11, 2023 at 5:00 p.m.
- Wednesday, January 31, 2024 at 5:00 p.m.

- Tuesday, March 12, 2024 at 5:00 p.m.
- Tuesday, May 21, 2024 at 5:00 p.m.
- Tuesday, June 18, 2024 at 5:00 p.m.

Respectfully submitted by:  _____
Lida Rafia, Secretary, High Tech High Board