



**BOARD OF TRUSTEES
MAY 21, 2024 REGULAR MEETING MINUTES
HIGH TECH HIGH**

Date: May 21, 2024

Time: 5:00 p.m.

Place: The Forum, HTH Graduate School of Education, 2150 Cushing Road, San Diego 92106
Village-based Zoom accessibility:
Conference Room 601, High Tech Mesa, 5311 Mt Alifan Dr, San Diego, CA 92111
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/83919778287?pwd=N1R1ejBmVDRxVFpqWEwwOTINRDBqQT09>

Trustees present: Gary Jacobs, Chairman; Christine McComish, Trustee; Albert Lin, Trustee

Board Member	Present
Gary Jacobs, Chairperson	X
Lida Rafia, Secretary	
Albert Lin, Trustee	X
Christine McComish, Trustee	X
Randolph Ward, Trustee	

Staff Present: Diana Cornejo-Sanchez, Interim CEO; Isaac Jones, COO; Bobbi Norris, Janie Griswold, CLO; CFO; Patrick Frost, GC; Elizabeth Martinez, Executive Assistant to the Officers

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

CALL TO ORDER at 5:21 p.m. by Gary Jacobs, Chairman. A roll call of trustees confirmed a quorum.

1.0 BOARD CONSENT ITEMS

1.1 Approve the February 28, 2024 Special Meeting Minutes

1.2 Approve the March 12, 2024, Regular Special Meeting Minutes

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

1.1.2 - 1.2.2 Motion: There being no further discussion upon motion duly made by Albert Lin and seconded by Christine McComish, 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			
Christine McComish, Trustee	X			
Randolph Ward, Trustee				X

2.0 INFORMATION ITEMS

2.1 Report of the Officers

Officer comments included the following:

- HTH Organization Alunmi's Trey and Tristan spoke about their experiences since their high school graduations. Both have completed their Bachelor's degrees and are actively working in fields that they studied.
 - Board Trustee, Christine McComish asked if they were able to stay connected with the HTH community or if they felt supported after graduating.
 - Trey responded that he felt like he was not able to stay connected as much as he would have liked. He went on to state that it could have had something to do with having studied on the East Coast.
 - Tristan responded that her experience was a bit different because she stayed local when she went to college.
 - Board Trustee, Albert Lin asked if they feel like HTH and Project Based Learning (PBL) have integrated them into real life.
 - Trey responded yes, specifically when they were assigned projects in college HTH prepared us to learn how to work in group settings and be able to collaborate with others.
 - Albert asked would you give up some of the PBL experience for the Socratic method of learning or do you prefer PBL.
 - Trey responded that he would definitely prefer PBL. In his field of engineering, things are constantly changing, and it's

more about being flexible. He believes PBL has taught him the importance of flexibility and figuring out an alternative way to get results when something doesn't work.

- Tristan also responded that we are continuously learning to adapt to new software and environments, and I think HTH gave us the ability to be able to adapt.
- Chief Operations Officer, Isaac Jones shared with the Board that we are currently under-enrolled at a number of our schools compared to what was budgeted. He went on to say that this is something that exists across the state of California. We are not the only organization struggling with enrollment. In addition to enrollment, there is an epidemic of chronic absenteeism. According to the data, our Point Loma campus has approximately 30% of chronic absenteeism.
 - Board Chairman, Gary Jacobs asked, "Is it specific zip codes we are seeing under enrollment from?"
 - Isaac responded, "There is nothing like that we are noticing."
 - Christine McComish asked, "Can you compare this data to what it was prior to the pandemic?"
 - Isaac responded, "The data shows the percentages were a lot lower before the pandemic compared to now."
 - Albert Lin asked, "Are we seeing a decline in attendance because people are getting more sick? I recognize that this impacts two major things: student learning and budget."
 - Isaac responded, "Other factors have also impacted student attendance. Another thing we believe has also impacted attendance is mental health."
- Director of Admissions and Community Engagement, Veronica Grajeda shared that some of the things the Admissions team is doing to have a higher yield is engaging sooner with new families. She explained that while our yields have increased this year, they have exhausted some of the waiting pools, because of this, they are continuing to do outreach work, which doesn't typically happen this time of year. Families are also being encouraged to apply.
 - Gary Jacobs asked, "Is there a form we have families who have been offered a spot but choose not to come fill out, to know why they chose not to attend?"
 - Veronica responded, "Yes, there is a form we send these families, and sometimes we will make phone calls to them as well. We do ask for them to share the feedback."
 - Albert Lin mentioned, "I would encourage us to find more ways to incorporate the sports program in the admissions process. I am curious to know how our Admissions numbers compare to other Charter Schools."
- Interim CEO, Diana Cornejo-Sanchez gave a huge welcome back to Kristy Renken. Who is now our new Director of Human Resources. Kristy was previously an HTH employee in our Business Office for 14 years and wore many hats. She previously managed payroll, benefits, etc. We are very excited to have her back!

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:

- General Counsel, Patrick Frost shared, that the HTH bargaining team passed a proposal that states the probationary period for the Classified Unit is almost identical to what was passed for the Certificated Unit. We also proposed to move from 3 years to 2 years for the probationary period.
 - Albert Lin asked, "I am curious to know why there is always this disconnect between what was proposed to what is being said by the union. I believe whatever we can do to figure out a better process and more coherent communication is important."
 - Patrick Frost responded, "I agree, we may need a better process. We offered to change the process and the Union chose not to go that route."
- Board Chairman, Gary Jacobs asked, "What are we doing in response to the Summer Melt?" (students who go to a 2-year community college that we would like to transfer to a 4-year university)
 - Chief Learning Officer, Janie Griswold responded, "We have room for improvement when it comes to following up with these students. We are seeing a higher percentage of students not transferring from a 2-year college into a 4-year. One of the reasons was because of the issues students faced with the FAFSA form and not knowing what kind of funding they would receive."
 - Gary Jacobs added, "I believe the MOU we are working on with the University of San Marcos may help with this work."

5.0 PUBLIC HEARING ITEMS

5.1 First Reading: Information Only – Local Control and Accountability Plans (LCAP)

5.2 First Reading: Information Only – Proposed 2024-2025 High Tech High Budget

- Chief Financial Officer, Bobbi Norris reported that approximately \$90,000,000 was budgeted for the 24/25 school year. A large portion of this revenue is LCFF funding. The percentage of funding is based on ADA (Student Attendance). Other large portions of the budget include Federal and Local funding. When it comes to finalizing the budget, Bobbi works with school directors and other leadership to look at all areas of the budget.
 - Gary Jacobs commented that we are working on having more grant-writing capabilities to secure more funding for our schools.

- Bobbi also added that they are currently working on Title III EL Funding, and reapplying for the SB740 grant to offset some of our schools' lease expenses.

6.0 CEO CONSENT ITEMS

- 6.1 Approve the Adjustment to the Step Placement for Expanded Learning Academic Coach to Step 3, Effective May 21, 2024
- 6.2 Ratify Agreement with Christy White Associates to Provide Professional Financial Auditing and Tax Preparation Services for Fiscal Years 2023-24, 2024-25, and 2025-26

6.1.1-6.2.1 Discussion: Staff members provided the Board an opportunity to review and discuss the CEO consent agenda items.

6.1.2-6.2.2 Motion: There being no further discussion upon motion duly made by Albert Lin and seconded by Christine McComish, 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			
Christine McComish, Trustee	X			
Randolph Ward, Trustee				X

7.0 ACTION ITEMS

- 7.1 ~~Approve the Parent and Family Engagement Policy~~ 7.1 Item removed by staff

- 7.2 Approve the Establishment of Various Special Education Job Titles

7.2.1 Discussion: Staff recommends the Board approve the Establishment of Various Special Education Job Titles.

7.2.2 Motion: There being no further discussion upon motion duly made by Christine McComish 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			
Christine McComish, Trustee	X			
Randolph Ward, Trustee				X

7.3 Approve Reclassifications of Director, Human Resources, and Director, Teacher Credentialing

7.3.1 Discussion: Staff recommends Board approval for the Reclassifications of Director, Human Resources, and Director, Teacher Credentialing.

7.3.2 Motion: There being no further discussion upon motion duly made by Albert Lin and seconded by Christine McComish, 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			
Christine McComish, Trustee	X			
Randolph Ward, Trustee				X

7.4 Approve the High Tech Eats Position Titles

7.4.1 Discussion: Staff recommends that the Board approve the High Tech Eats Position Titles.

7.4.2 Motion: There being no further discussion upon motion duly made by Albert Lin and seconded by Christine McComish, 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			
Christine McComish, Trustee	X			
Randolph Ward, Trustee				X

7.5 Ratification of Invoices for the HTH Mesa Biotechnology Classroom Construction Project

7.5.1 Discussion: Staff recommends Board Ratification of Invoices for the HTH Mesa Biotechnology Classroom Construction Project.

7.5.2 Motion: There being no further discussion upon motion duly made by Albert Lin and seconded by Christine McComish, 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			

Christine McComish, Trustee	X			
Randolph Ward, Trustee				X

7.6 Approve Summer Facilities Projects Across All Four Campuses

7.6.1 Discussion: Staff recommends that the Board approve the Summer Facilities Projects Across All Four Campuses.

7.6.2 Motion: There being no further discussion upon motion duly made by Albert Lin and seconded by Christine McComish, 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			
Christine McComish, Trustee	X			
Randolph Ward, Trustee				X

Open session was suspended at 7:43 p.m. Closed session convened at 7:50 p.m. and adjourned at 9:38 p.m. Open session re-convened at 9:40 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	
Albert Lin, Trustee	X
Christine McComish, Trustee	X
Randolph Ward, Trustee	

8.0 CLOSED SESSION ITEMS

8.1 No action taken.

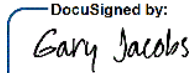
9.0 ADJOURNMENT

There being no further business to be brought before the Board, it was the consensus of the Board to adjourn the meeting at 9:40 p.m.

Next Scheduled Meetings:

- Tuesday, June 18, 2024 at 5:00 p.m.

Respectfully submitted by:

DocuSigned by:


Gary Jacobs, Chairman, High Tech High Board