

**BOARD OF TRUSTEES
MARCH 10, 2025 REGULAR MEETING MINUTES
HIGH TECH HIGH**

Date: March 10, 2025

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, High Tech Mesa, 5331 Mt. Alifan Dr. Bldg. 601 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/84048460047?pwd=476hiOVygHJ9ICBhk7hdtEnj94cK1r.1>

Trustees present: Gary Jacobs, Chairman; Christine McComish, Secretary; Lida Rafia, Trustee; Randolph Ward, Trustee; Harrison Oh, Student Trustee

| Board Member | Present |
|-------------------------------|----------------|
| Gary Jacobs, Chairperson | X |
| Christine McComish, Secretary | X |
| Albert Lin, Trustee | |
| Lida Rafia, Trustee | X |
| Randolph Ward, Trustee | X |
| Harrison Oh, Student Trustee | X |

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

Others present: Josefina Riggins, interpreter
 Lily Michel, interpreter
 High Tech High staff
 Members of HTH community

CALL TO ORDER at 5:00 p.m. by Gary Jacobs, Chairman. A roll call of trustees confirmed a quorum.

1.0 BOARD CONSENT ITEMS

1.1 Approve the February 24, 2025 Regular Meeting Minutes

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

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

| Board Member | Ayes | Nos | Abstain | Absent |
|-------------------------------|-------------|------------|----------------|---------------|
| Gary Jacobs, Chairperson | X | | | |
| Christine McComish, Secretary | X | | | |
| Albert Lin, Trustee | | | | X |
| Lida Rafia, Trustee | X | | | |
| Randolph Ward, Trustee | X | | | |
| Harrison Oh, Student Trustee | X | | | |

2.0 INFORMATION ITEMS

2.1 Report of the Officers

Officer comments included the following:

- Chief Operations Officer Isaac Jones shared that we are continuing to track average daily attendance (ADA). According to the data, we are slightly above where we were at this time last year. The recent dip in ADA is primarily due to the Chula Vista fires, and we are actively working to have that impact formally addressed and ratified. We are approaching P2, which is the period that establishes the funding baseline for the remainder of the year. Encouragingly, ADA is aligning closely with the budgeted projections for each school. We recently launched our third annual “Rocktober” campaign, and one of the schools has introduced a “March Madness” initiative to further boost attendance. According to the latest data, there was nearly a 1% increase in ADA across all schools from one week to the next—a positive sign of continued progress.
- Isaac went on to share that they ran the lottery approximately one week ago. Most schools currently have strong and healthy waitlists. Gary wondered if all TK classrooms would go into Kinder. Isaac explained that we have about 23 kids in each class, and are anticipating a good yield rate, but will have more information available soon. The yield season is something we have worked on a lot over the last couple of years. Some of the things our Admissions team supports are open houses, information sessions, community events, and student ambassadors' events. The goal

is to create as much of a connection as we can between now and when they get admitted to make sure we retain as many families as possible. Chrissy also wondered if families would be offered spots at other campuses if they didn't get into the campus of their choice. Isaac explained that the Admissions team will typically reach out to families who didn't get their first choice to see if they would be open to their second choice.

- Chief Executive Officer Diana Cornejo-Sanchez shared with the Board that last Friday, marked our final all-village staff day of the school year. We began the day with a performance by an HTeX student who DJed for us, setting a lively and celebratory tone. We then had the opportunity to recognize and honor several staff members who will be retiring at the end of this school year. Following this, staff broke into their Communities of Practice for focused discussions and collaboration. In the afternoon, we came together for a beautiful staff picnic. It was a wonderful chance to enjoy each other's company, share a delicious meal, cool off with popsicles, and listen to live music performed by an alumni band. It was a joyful and meaningful way to close out the year together.

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:

- Chairman Gary Jacobs requested an update on bargaining. General Counsel Patrick Frost reported that, with both the High Tech Education Collective and High Tech High having completed the sunshine process for their respective articles, the first bargaining session is scheduled to begin tomorrow at 10:30 a.m. and is expected to conclude by 3:00 p.m. The meeting will take place at an off-campus location. Additional updates will be provided as the bargaining process progresses.
- Chief Financial Officer Bobbi Norris reached out to the community to announce the launch of the first "Finance in a Flash" presentation. This series will provide brief, 3–5 minute overviews throughout the month on key financial topics, starting with an explanation of charter funding and how it functions within our system. Other topics might include areas such as kitchen operations, classroom resources, and Title funding. Bobbi encouraged both the Board and the public to share any topics they would like to see covered in future segments. In response to a question from Lida about whether staff input was also being sought, Bobbi confirmed that staff feedback is welcome. She added that throughout the series, she plans to feature well-known figures from the charter school community to share their

expertise and insights.

- Student Board Member Harrison Oh shared that there are plans to establish a student board at each high school campus. He has been working on this with Micah Wullschleger and Hayden Gore. The goal is to create a platform where students can voice their concerns and propose ideas. This initiative is intended to strengthen student engagement and provide a structured avenue for student input. Randy wondered how students would be selected and emphasized the importance of having a process that is diverse, inclusive, and fair. Harrison explained that we anticipate the student board will consist primarily of upperclassmen. Selection will likely be made through a student vote to ensure representation by the student body. The plan is to have two students from each campus, forming a single student board that represents all high school sites. Chrissy offered to share updates about any new policies or processes through the board development process, so those can be communicated to the student board. Gary also shared that this creates a great opportunity for students to relay feedback back to the Board. Lida added that it might be helpful to host an informational session about what a board is and what it does, so students better understand their role and responsibilities.

5.0 PUBLIC HEARING ITEMS

5.1 None.

6.0 CEO CONSENT ITEMS

6.1 None.

7.0 ACTION ITEMS

7.1 Approve the Fiscal Year 2024-2025 Charter School Second Interim Financial Reports to the Authorizers

7.1.1 Discussion: Staff recommends that the Board approve the Fiscal Year 2024-2025 Charter School Second Interim Financial Reports to the Authorizers. Bobbi shared that we've made adjustments to the budgets of six of our schools. While we don't typically revise budgets mid-year, this time there was a clear need. The adopted budget reflects where we started and the changes made. For the six schools in question, all but Mesa experienced a decrease in actual enrollment compared to what was originally budgeted. As of January 31st, we have received \$39 million in funding. Chrissy wondered if that amount aligned with our expected schedule. Bobbi confirmed it does. By January 31st, we had allocated that funding across several categories. Randy also wondered if we have had to freeze any budget items. Bobbi reassured the Board that we haven't had to implement broad freezes, but we are customizing the budget as needed.

For example, we're reviewing contracted services to identify opportunities to hire individuals who can support multiple schools, which would be more cost-effective. Randy also went on to ask if any open positions have been frozen due to budget constraints. Bobbi responded that there was not, and we haven't had to freeze any open positions at this time. She continued to explain that by the end of 2026, our restricted funding sources are set to expire. The balance in our unrestricted funds will be used to help cover ongoing needs, such as special education (SPED) expenses, maintenance, and other operational costs. Gary was curious to know if we were anticipating any impacts from federal developments in Washington. Bobbi shared that the most recent update suggests a potential slight decrease in the Cost of Living Adjustment (COLA). We expect to receive more definitive information by April or May.

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

| Board Member | Ayes | Nos | Abstain | Absent |
|-------------------------------|------|-----|---------|--------|
| Gary Jacobs, Chairperson | X | | | |
| Christine McComish, Secretary | X | | | |
| Albert Lin, Trustee | | | | X |
| Lida Rafia, Trustee | X | | | |
| Randolph Ward, Trustee | X | | | |
| Harrison Oh, Student Trustee | X | | | |

7.2 Approve the Employment Contract for Dr. Diana Cornejo-Sanchez, Chief Executive Officer

7.2.1 Discussion: Staff recommends that the Board approve the Employment Contract for Dr. Diana Cornejo-Sanchez, Chief Executive Officer. Patrick shared that Diana's annual salary will be \$340,000 as decided by the board.

7.2.2 Motion: There being no further discussion upon motion duly made by Randolph Ward and seconded by Christine McComish, a roll call was taken to approve the motion.

| Board Member | Ayes | Nos | Abstain | Absent |
|-------------------------------|------|-----|---------|--------|
| Gary Jacobs, Chairperson | X | | | |
| Christine McComish, Secretary | X | | | |
| Albert Lin, Trustee | | | | X |
| Lida Rafia, Trustee | X | | | |
| Randolph Ward, Trustee | X | | | |
| Harrison Oh, Student Trustee | X | | | |

7.3 Approve the Position Titles of English Learner & Special Education Support Coordinator, Director of College, Career, and Technical Education (CCTE)

7.3.1 Discussion: Staff recommends the Board approve the Position Titles of English Learner & Special Education Support Coordinator, Director of College, Career, and Technical Education (CCTE). Kristy requested approval for two new positions, the first is a reclassification of a job description and the CCTE position is a new position on the management framework.

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

| Board Member | Ayes | Nos | Abstain | Absent |
|-------------------------------|------|-----|---------|--------|
| Gary Jacobs, Chairperson | X | | | |
| Christine McComish, Secretary | X | | | |
| Albert Lin, Trustee | | | | X |
| Lida Rafia, Trustee | X | | | |
| Randolph Ward, Trustee | X | | | |
| Harrison Oh, Student Trustee | X | | | |

7.4 Approve Summer 2025 Facilities Projects

7.4.1 Discussion: Staff recommends the Board approve the Summer 2025 Facilities Projects.

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

| Board Member | Ayes | Nos | Abstain | Absent |
|-------------------------------|------|-----|---------|--------|
| Gary Jacobs, Chairperson | X | | | |
| Christine McComish, Secretary | X | | | |
| Albert Lin, Trustee | | | | X |
| Lida Rafia, Trustee | X | | | |
| Randolph Ward, Trustee | X | | | |
| Harrison Oh, Student Trustee | X | | | |

Open session was suspended at 5:44 p.m. Closed session convened at 5:52 p.m. and adjourned at 7:01 p.m. Open session re-convened at 7:01 p.m. A roll call was taken at this time to re-confirm a quorum.

| Board Member | Present |
|-------------------------------|----------------|
| Gary Jacobs, Chairperson | X |
| Christine McComish, Secretary | X |
| Albert Lin, Trustee | |
| Lida Rafia, Trustee | X |
| Randolph Ward, Trustee | X |
| Harrison Oh, Student Trustee | X |

8.0 CLOSED SESSION ITEMS

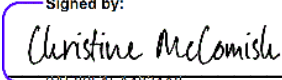
8.1 No action taken.

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 7:01 p.m.

Next Scheduled Meetings:

- Wednesday, May 21, 2025 at 5:00 p.m.
- Monday, June 23, 2025 at 5:00 p.m.

Signed by:
Respectfully submitted by: 
DN:F80F1FA4834A8
Christine McComish, Secretary, High Tech High Board