



BOARD OF TRUSTEES
SEPTEMBER 9, 2025 SPECIAL MEETING MINUTES
HIGH TECH HIGH

Date: September 9, 2025

Time: 12:00 p.m.

Place: HTH Conference Room, 2861 Womble Rd, San Diego, CA 92106
 Village-based Zoom accessibility:
 Conference Room, High Tech High Mesa, 5331 Mt. Alifan Dr. Bldg. 900 San Diego, CA 92111
 Conference Room, High Tech High North County, 1420 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/88313085735?pwd=WvfMKu18gBnK8fWqRX0v3UOabbwBJZ.1&jst=2>

Trustees present: Gary Jacobs, Chairman; Christine McComish, Secretary; Randolph Ward, Trustee; Albert Lin, Trustee; Hadassah Avila, Student Trustee; Diego Harris, Student Trustee

Board Member	Present
Gary Jacobs, Chairperson	X
Christine McComish, Secretary	X
Albert Lin, Trustee	X
Lida Rafia, Trustee	
Randolph Ward, Trustee	X
Hadassah Avila, Student Trustee	X
Diego Harris, 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: Kathy Figueroa, interpreter
 High Tech High staff
 Members of HTH community

CALL TO ORDER at 12:06 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.

2.0 CEO CONSENT ITEMS

- 2.1 Approve the 2024-2025 Reports for Proposition 28 Arts and Music in Schools (AMS) Funding
- 2.2 Approve the Updated Homeless Education Policy
- 2.3 Approve the Updated HTH Math Placement Policy
- 2.4 Approve the Proposition 2 Facilities Grant Resolution
- 2.5 Approve the Adoption of the mCLASS DIBELS Reading Assessment as a Reading Difficulties Risk Screener for Students in Grades K-2 at HTH Elementary Schools (HTe, HTeX, HTeCV, HTeM, and HTeNC)
- 2.6 Approve Education Protection Account (EPA) Use of Funds for the 2025-2026 School Year
- 2.7 Approve and Ratify the 2025-2026 Non-Public School Master Contracts

2.1.1-2.7.1 Discussion: Staff members provided the Board an opportunity to review and discuss the Board consent agenda items.

2.1.2-2.7.2 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			
Christine McComish, Secretary	X			
Albert Lin, Trustee	X			
Lida Rafia, Trustee				X
Randolph Ward, Trustee	X			
Hadassah Avila, Student Trustee	X			
Diego Harris, Student Trustee	X			

3.0 ACTION ITEMS

3.1 Approve the Submission of Unaudited Actuals Fiscal Year 2024-2025

3.1.1 Discussion: Staff recommends that the Board approve the Submission of Unaudited Actuals Fiscal Year 2024-2025. CFO Bobbi Norris shared that the audit with Christy White is scheduled for the end of September. The total revenue is \$104,157,554, which includes: State revenue: just over \$14 million; Federal revenue: just over \$3 million; LCFF Sources: just over \$74 million; and other local revenues: over \$7 million. Total expenses for 2024-25 are reported at \$102,091,196. CARES Act and related COVID-19 expenses total \$4,122,417. Bobbi is working with directors on their ending fund balances and identifying ways to allocate those dollars. The state requires schools to maintain a minimum of 3% in reserves, while 10% is considered the maximum when explaining our balance levels. Some schools currently exceed the 10% threshold, so we are working with them to reduce those amounts appropriately. Albert asked how much of the ending fund balance is tied to one-time dollars. Bobbi explained that one-time funds helped free up general fund dollars. She also noted that balances below 10% can indicate areas that need attention. Gary suggested adding percentages to the amounts on the ending fund balance slide for better clarity. Chrissy wondered what the goal is for school-level balances. Bobbi explained that around 20% is a good indicator for schools. Albert also wondered how these funds are held and whether they earn interest. Bobbi confirmed they do earn interest and offered to provide details at the next update. Randy cautioned about the impact of declining enrollment. Bobbi explained that the team is being more realistic with ADA projections so directors have clearer information. She also noted that the bond covenant requires maintaining 75 days of cash on hand, which is currently being met. Albert raised the question of whether the total fund balance is generating meaningful interest. Bobbi explained that the approach is very conservative, though separate investments in Treasury bills are in place. She added that restrictions exist on what types of investments can and cannot be made.

3.1.2 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			
Hadassah Avila, Student Trustee	X			
Diego Harris, Student Trustee	X			

3.2 Approve the Resolution to Close the Existing Oracle Account and Establish Nine New Accounts for SDCOE Schools

3.2.1 Discussion: Staff recommends the Board approve the Resolution to Close the Existing Oracle Account and Establish Nine New Accounts for SDCOE Schools. Bobbi explained that SBC was previously set up as an LEA with nine individual schools. With the recent change in authorizer, the LEA CDS code will no longer remain active. As a result, a separate account will need to be opened for each of the nine schools, since the old CDS code will no longer apply. Chrissy asked if this change would create any additional burden or challenges. Bobbi noted that it will actually be beneficial, as it allows us to view each school's information individually.

3.2.2 Motion: There being no further discussion upon motion duly made by Hadassah Avila and seconded by Diego Harris, 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			
Hadassah Avila, Student Trustee	X			
Diego Harris, Student Trustee	X			

3.3 Approve the Purchase of New Toyota Sienna LE Vans

3.3.1 Discussion: Staff recommends the Board Approve the Purchase of New Toyota Sienna LE Vans. Chief Operations Officer Isaac Jones shared that we currently have eight Volkswagen vans from 2010 that are in need of replacement across our campuses. The new vehicles will be hybrid vans. In addition to replacing the eight vans, a couple of extra vans will be purchased for schools that do not currently have one. Randy was curious what the vans are used for. Isaac explained that primarily they are used for field trips and sports activities. Albert was also interested in knowing if there is general maintenance built into the budget and if there is a possibility of a partnership or match with Toyota. Isaac confirmed that maintenance costs are charged to the schools. He went on to say that these vans are currently in high demand, so a match may not be possible. Albert also commented that a structured maintenance plan would be helpful, and on occasion, he has heard concerns that the vans often don't work. Isaac explained that we will be developing a plan as part of the new Certificated CBA. A few years ago, facilities took over responsibility for check-in and check-out, which caused frustration for teachers. We are working to improve this process. Albert proposed a follow-up on this item.

3.3.2 Motion: here 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			
Christine McComish, Secretary	X			
Albert Lin, Trustee	X			
Lida Rafia, Trustee				X
Randolph Ward, Trustee	X			
Hadassah Avila, Student Trustee	X			
Diego Harris, Student Trustee	X			

3.4 Approve the Memorandum of Understanding Between San Diego County Office of Education and High Tech High from July 1, 2025 through June 30, 2030

3.4.1 Discussion: Staff recommends the Board approve the Memorandum of Understanding Between San Diego County Office of Education and High Tech High from July 1, 2025 through June 30, 2030. CEO Diana Cornjeo-Sanchez shared that, effective July 1st, our Mesa, Chula Vista, and North County schools officially began being authorized by SDCOE. The agreement outlines key requirements, including the 1% LCFF fee, special education provisions, and minimum cash balance requirements etc. Unlike the previous authorizer, which required annual renewal, the SDCOE authorization is for a three-year term.

3.4.2 Motion: here being no further discussion upon motion duly made by Randolph Ward and seconded by Hadassah Avila, 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			
Hadassah Avila, Student Trustee	X			
Diego Harris, Student Trustee	X			

Open session was suspended at 12:36 p.m. Closed session convened at 12:42 p.m. and adjourned at 2:03 p.m. Open session re-convened at 2:04 p.m. A roll call was taken at this time to re-confirm a quorum.

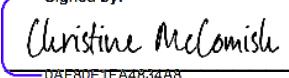
Board Member	Present
Gary Jacobs, Chairperson	X
Christine McComish, Secretary	X
Albert Lin, Trustee	X
Lida Rafia, Trustee	
Randolph Ward, Trustee	X
Hadassah Avila, Student Trustee	X
Diego Harris, Student Trustee	X

4.0 CLOSED SESSION ITEMS

4.1 No action taken.

5.0 ADJOURNMENT

There being no further business to be brought before the Board, it was the consensus of the Board to adjourn the meeting at 2:04 p.m.

Respectfully submitted by: 
Christine McComish, Secretary, High Tech High Board