



BOARD OF TRUSTEES
NOVEMBER 5, 2025 REGULAR MEETING MINUTES
HIGH TECH HIGH

Date: November 5, 2025

Time: 5:00 p.m.

Place: High Tech Mesa, Theatre, 5331 Mt Alifan Dr, Bldg. 700, San Diego, CA 92111
 Village-based Zoom accessibility:
 Conference Room, High Tech High Media Arts, 2230 Truxtun Road, 3rd Floor, San Diego, CA 92106
 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/81125718703?pwd=qWMwAADXVOLI5k0fcF6WlIKFINjmg.1&jst=2>

Trustees present: Gary Jacobs, Chairman; Christine McComish, Secretary; Lida Rafia, Trustee; Hadassah Avila, Student Board Member

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

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
 Michelle Vera, 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 June 23, 2025 Annual Meeting Minutes
- 1.2 Approve the September 9, 2025 Special Meeting Minutes
- 1.3 Approve the Revised Regular Meeting Dates for 2025-26

1.1.1 - 1.3.1 Discussion: Staff members provided the Board an opportunity to review and discuss the Board consent agenda items.

1.1.2 - 1.3.2 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
Hadassah Avila, Student Trustee	X			
Diego Harris, Student Trustee				X

2.0 INFORMATION ITEMS

- 2.1 Report of the Officers

Officer comments included the following:

- Students from HTMM presented their project, "Up, Up and Away," which they completed last spring. As part of the project, students built a weather balloon and launched it 91,000 feet into the stratosphere, where temperatures reached as low as -53°C. After the launch, the student team and their teachers tracked the balloon's location from campus and successfully recovered it. In total, the launch generated 72 pages of data for students to analyze. They shared that the experience helped them deepen their understanding of concepts such as density and buoyancy. They also highlighted enrichment opportunities connected to the project, including field trips such as a hot air balloon ride and paragliding. Chrissy asked whether the project introduced them to any professions or skills that sparked new interests. One student explained that although they met with weather forecasters during a career panel, the field was not something he would pursue. Another student shared that working with data was a highlight and that it may be a career path he explores in the future.

- Director of Food & Nutrition Services, Kelly Verburgt, shared that last school year the district officially launched HTEats, which has been a significant success despite various challenges. The primary goal was to increase student participation in school meals, and with only the Mesa and Point Loma campuses operating, participation rose to 60%. The HTEats team has expanded rapidly and now includes 44 staff members, with continued growth expected. The department is also partnering with Brigade, with support from a chef who has helped develop high-quality, healthy recipes and guided the launch. Student survey feedback from last school year rated the quality of meals at 3.45 stars, indicating that while progress has been strong, there is still room for improvement. Overall, the program is off to a very positive start. Gary asked whether the student feedback also included specific suggestions. Kelly confirmed that students consistently share their opinions, and one of the most notable pieces of feedback from elementary students was that some menu items felt "too advanced." In response, the team simplified meal options for those grade levels. Since opening the kitchen, there has been a 28% increase in meals served—totaling nearly 700,000 meals last school year. Chrissy asked whether changes to SNAP benefits might increase the demand for breakfast and lunch, and whether the HTEats team was prepared for that possibility. Kelly explained that because all meals are already provided free of charge, participation is high, and they do not anticipate a significant increase. However, the team is prepared to scale up meal production if needed. Diana added that the team has been considering how to support students during school breaks to ensure they continue to receive the necessary resources. Hadassah suggested exploring a community pantry as an additional way to support families. Lida inquired about food waste, and Kelly shared that while there are leftovers, the goal is to keep waste under 10%. Because not every campus has a kitchen, the team relies heavily on forecasting and data analysis to determine meal counts. Kelly also highlighted the implementation of share bins at lunch lines, which allow students to leave unopened items they do not want so other students can take them as snacks throughout the day.
- Chief Operations Officer Isaac Jones provided an update on current enrollment and attendance. He noted that Kindergarten classes at both the Point Loma and Mesa campuses, as well as 9th grade at Point Loma, do not currently have waiting lists. Gary asked how many students from last year's TK classes enrolled in Kindergarten this year. Isaac shared that, while he does not have the exact number, the rollover percentage was high. He added that while the organization typically tracks attrition from elementary to middle school and from middle to high school, it has not previously reported this data for TK, but can begin doing so. Isaac reported that overall attendance is now above 90%, approaching pre-pandemic levels. Aleida Rivera (Dean at HTHNC) is supporting three schools at the Point Loma campus to address chronic absenteeism. ADA percentages are similar to last year. Chrissy wondered whether current trends are aligning with what was budgeted. Isaac confirmed they are close, though Bobbi reminded the Board that despite meeting budget projections, enrollment is still below where it needs to be. Isaac went on to share that there are tools

available to Directors, including a platform called “How You Doing,” which provides various data sets such as attendance trends over time. Gary noted that HTeNC showed strong attendance and asked what practices might be contributing to its success. Isaac explained that the high attendance could reflect the strong commitment of the school’s leadership team. He added that Aleida is working with multiple schools, and the organization is also partnering with districts across California to reduce chronic absenteeism within the next three years. Diana noted that Aleida regularly shares communications and best practices across schools.

- High Tech High North County Director Joseph Davidson shared highlights from his recent UNESCO experience, which he attended alongside High Tech Middle Media Arts Director David Gillingham. They were invited due to significant international interest in HTH’s approach to teacher evaluations. Of the five presenters from the United States, two represented HTH, providing an important opportunity to showcase the organization’s work. During their presentation, Joseph and David emphasized that the evaluation process for teachers mirrors the same design principles used with students. David noted that they were selected to attend partly because Diana was already scheduled to speak at another conference in Spain, and also because both he and Joseph serve on the High Tech evaluation committee. Their goal was to present a holistic view of the teacher experience—from hiring through evaluation—and to highlight how building collaborative teams supports strong instructional practice. Joseph also shared that HTH is now in year two of its revised evaluation system, which aims to clearly define what effective teaching looks like across the organization. Due to high interest at the conference, he and David were assigned to lead two separate sessions. Joseph additionally had the opportunity to visit a local school and meet students. David also noted that the keynote speaker addressed emerging trends in the teacher workforce and the evolving role of educators in the era of AI. Some of the key essential skills identified for future teacher preparation included reflection, authentic dialogue, deeper reasoning, and emotional connection—areas that HTH already prioritizes and practices. Joseph highlighted this as an affirmation of the strong work already happening across the organization. Lida was curious to know where this type of work that staff are doing is marketed. Diana explained that some of this is highlighted through social media. Also, the coordinator of this UNESCO event reached out to have some HTH staff do a residency at their school in Shanghai, so we are coordinating to have some folks go out there. We will also be working on some news segments for marketing enrollment.
- Chief Technology Officer David Hua provided an update on High Tech’s new AI policy, which the Board reviewed and approved at the May 2025 Board meeting. The policy was developed based on the organization’s four design principles. Key points include that AI must support these core principles and that teachers are responsible for guiding its use in the classroom. Gary asked whether professional development is being provided to staff regarding the new policy. David confirmed that training is currently underway. He emphasized that they did not want to implement AI

hastily, but rather conducted research first, including a staff survey, which informed the final policy. David also shared that he will be attending additional training to learn best practices for AI implementation. Many staff members are already integrating AI in the classroom, and the next phase focuses on providing resources and tools to support safe and effective use. For example, one class at HTI used AI to create Funko Pop historical figures, while another teacher led a project exploring AI bias. Chrissy asked whether the team has a system for collecting feedback on AI use. David explained that when the policy was created, the team discussed doing an annual review to assess effectiveness and make adjustments as needed.

- Executive Director of the High Tech High Foundation (HTHF), Luna Rey, shared her background and an update on the Foundation's work. She is a former alumni who attended HTMMA and HTHMA, and her experience with the GSE influenced her college work, where she completed numerous project-based consulting assignments. She has written curriculum for multiple PBL schools and even based her thesis on project-based learning. Luna also has experience in nonprofit management and foundation operations as a funder. At HTHF, the focus has been on raising cash on hand to allow leaders like Diana, Ben, teachers, and directors to focus on their schools' core work. The Foundation has held multiple meetings to assess immediate needs across schools, draft strategic priorities, and plan new engagement opportunities and fundraisers. The goal is to market the schools' successes and report back to donors. Looking ahead, HTHF is finalizing its fundraising plan, with alumni engagement identified as a major opportunity to support internships and other programs. The Foundation is prioritizing building a strong alumni network. Gary noted that the 25th anniversary fundraiser raised approximately \$980,000, and another fundraiser is upcoming. Lida asked how Luna anticipates working with the Board. Luna emphasized that it is important for the Board to help identify priorities and needs, such as facilities or other strategic goals. Beyond that, the Board's connections are invaluable, as members may know individuals or organizations that can support HTHF's work.

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:

- Chief Executive Officer Diana Cornejo-Sanchez shared that we are a few months into our partnership with San Diego County Office of Education (SDCOE), and it has been going very well. The relationship has been supportive and collaborative, with ongoing communication. Our coordinator from SDCOE has toured the Mesa, CV, and North County schools, participating in a student ambassador tour and meeting briefly with school directors. Additionally, she invited us to be part of their School Spotlight, where Diana and a student will have the opportunity to present and share High Tech's work. She also added that a couple of weeks ago, we had our annual site visit with our authorizers for the Point Loma campus (SDUSD), during which we addressed any concerns and answered any questions they had. We are still waiting for their report. Gary added that when he met with them, they seemed to be happy with all the work being done.

5.0 PUBLIC HEARING ITEMS

- 5.1 None.

6.0 CEO CONSENT ITEMS

- 6.1 Approve the Updated Injury and Illness Prevention Program
- 6.2 Approve the 2025-26 College and Career Access Pathways (CCAP) Partnership Agreements Between San Diego Community College District (SDCCD) and Point Loma High Tech High Schools and High Tech Mesa (HTHM)
- 6.3 Approve the Ratification of the Contract with the California Department of Education (CDE) to Conduct Project-Based Learning Professional Development in California for 2025-26
- 6.4 Approve the 2025-26 NWEA MAP Growth Assessment Subscription Agreement
- 6.5 Approve and Ratify the Amplify Desmos Math Quotes
- 6.6 Approve the Abuse Prevention Policy and Process
- 6.7 Ratify the 2025-2026 Powerschool Student Information Systems (SIS) Contract
- 6.8 Ratify the Summer Mesa Sewer Project with Pipe Trades
- 6.9 Ratify the Grant for Specialized Secondary Programs from the California Department of Education
- 6.10 Approve the Collaboration Agreement Between Chapman University and High Tech High
- 6.11 Approve the 2025-26 Lexia Learning Systems Subscription Agreement

6.12 Approve the Selection of Sysco Foods as the Provider for Broadline Food Items

6.1.1-6.9.1 & 6.11.1-6.12.1 Discussion: Staff members provided the Board an opportunity to review and discuss the CEO consent agenda items.

6.1.2-6.9.2 & 6.11.2-6.12.2 Motion: There being no further discussion upon motion duly made by Lida Rafia and seconded by Hadassah Avila, a roll call was taken to approve the motion.

6.10.1 Discussion: Staff members provided the Board an opportunity to review and discuss the CEO consent agenda items. Chrissy asked if she could have more information regarding how we will be partnering with Chapman University. Janie explained that Sarah Strong initiated this partnership with Chapman. The collaboration will focus on supporting students with IEPs, specifically targeting their Math goals. The partnership is funded over three years and includes developing sustainable teacher structures to ensure long-term impact.

6.10.2 Motion: There being no further discussion upon motion duly made by Lida Rafia 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

7.0 ACTION ITEMS

7.1 Approve the (8) revised 2025-26 Local Control and Accountability Plans (LCAPs) for the HTe, HTeX, HTM, HTMMA, HTH, HTHI, HTHMA, and HTH SBC Schools

7.1.1 Discussion: Staff recommends the Board approve the (8) revised 2025-26 Local Control and Accountability Plans (LCAPs) for the HTe, HTeX, HTM, HTMMA, HTH, HTHI, HTHMA, and HTH SBC Schools. Janie explained that this year's plans include allocations for LREBG funding. Across the LCAPs, the majority of these funds are being directed toward instructional practices and teacher coaching support. Chrissy asked whether this revision affects the overall goals of the LCAPs. Janie confirmed that the goals remain unchanged. Patrick added that any significant changes to the LCAP would require a separate approval process..

7.1.2 Motion: There being no further discussion upon motion duly made by Lida Rafia 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

7.2 Approve the Placement of Teachers on Limited Assignment Permits, Short-Term Staff Permits, Emergency CLAD Permits, and Waivers for the 2025-2026 School Year

7.2.1 Discussion: Staff recommends the Board approve the Placement of Teachers on Limited Assignment Permits, Short-Term Staff Permits, Emergency CLAD Permits, and Waivers for the 2025-2026 School Year. Janie shared that earlier this calendar year, we approved the DON, and this is in addition to that.

7.2.2 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
Hadassah Avila, Student Trustee	X			
Diego Harris, Student Trustee				X

7.3 Approve the Reclassifications of the HTEats Production Manager and Supervisor, Food and Nutrition Services Positions

7.3.1 Discussion: Staff recommends the Board approve the Reclassifications of the HTEats Production Manager and Supervisor, Food and Nutrition Services Position. Kristy shared that they are requesting approval to reclassify the Production Manager position from non-exempt to exempt status and reclassify the step for the Supervisor, Food and Nutrition Services position, effective November 1, 2025. The responsibilities of these positions are supervisory, and the adjustment will align these two positions within the department.

7.3.2 Motion: There being no further discussion upon motion duly made by Lida Rafia and seconded by Christin 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

7.4 Approve Statement Added to Certificated Frameworks for Non-Exempt Staff Subject to Overtime

7.4.1 Discussion: Staff recommends that the Board approve Statement Added to Certificated Frameworks for Non-Exempt Staff Subject to Overtime. Kristy shared that this is just a recommendation to improve the language and to make STRS credible under the pension.

7.4.2 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
Hadassah Avila, Student Trustee	X			
Diego Harris, Student Trustee				X

7.5 Approve the Paycom Contract

7.5.1 Discussion: Staff recommends the Board approve the Paycom Contract. Kristy shared that the new system is an exciting initiative because it will consolidate multiple existing systems into one, improving efficiency and transparency. She noted that it will also create additional opportunities for streamlined operations. Bobbi added that various stakeholders, including leadership and directors, were involved in evaluating the system to ensure it meets the needs of everyone, particularly for day-to-day tasks. Lida asked whether training would be provided for the new system. Kristy confirmed that there will be training sessions for all staff, as well as manager-specific training through Paycom.

7.5.2 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
Hadassah Avila, Student Trustee	X			
Diego Harris, Student Trustee				X

Open session was suspended at 6:56 p.m. Closed session convened at 7:06 p.m. and adjourned at 7:49 p.m. Open session re-convened at 7:49 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	
Hadassah Avila, Student Trustee	X
Diego Harris, Student 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 7:49 p.m.

Next Scheduled Meetings:

- Wednesday, December 10, 2025 at 5:00 p.m.
- Wednesday, January 21, 2026 at 5:00 p.m.
- Wednesday, February 25, 2026 at 5:00 p.m.
- Wednesday, March 11, 2026 at 5:00 p.m.
- Wednesday, May 20, 2026 at 5:00 p.m.
- Thursday, June 18, 2026 at 12:00 p.m.

Signed by:

Respectfully submitted by:

Christine McComish

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Christine McComish, Secretary, High Tech High Board