

Minutes of the Regular Board Meeting
Board of Directors
High Tech LA
17111 Victory Blvd.
Van Nuys, CA 91406
April 5, 2016; 5:00 pm

I. PRELIMINARY

A. CALL TO ORDER

The meeting was called to order by the Board Chair at 5:12pm.

B. ROLL CALL/ESTABLISH QUORUM

	<u>Present</u>	<u>Absent</u>
Elliot Ponchick	X	
Carla Christofferson	X	
Paul Davies		X
Kate Ides	X	
Debi Palestina	X-via telephone	
Adam Berns	X-via telephone	
Adam Siegler	X	
Ghalib Kassam	X	
Andrew D'Amico	X	

II. COMMUNICATIONS

ORAL COMMUNICATIONS: Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes.

No non-agenda items were presented.

III. CONSENT AGENDA ITEMS

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. The director recommends approval of all consent agenda items.

- A. Approval of February 2 and March 14, 2016 Minutes
- B. Approval of January and February 2016 Financials
- C. Approval of the 2015/16 2nd Interim Report
- D. Approval of Parent Student Handbook

A Motion for the Board to approve Consent Agenda Item A,B, C & D:

Motioned: Carla Chirstofferson Second: Adam Siegler Action: Carries

<u>Board Member</u>	<u>Aye</u>	<u>Nay</u>
Elliot Ponchick	X	
Carla Christofferson	X	
Paul Davies	N/A	
Kate Ides	N/A	
Debi Palestina	N/A	
Adam Berns	X	
Adam Siegler	X	
Ghalib Kassam	X	
Andrew D'Amico	X	

IV. ITEM SCHEDULED FOR DISCUSSION

Review of Fiscal Operations Policies and Procedures: Elliot Ponchick discussed recommended policies & procedures to improve processes and fix any negative issues. Elliot Ponchick will pull together a list of items to be addressed.

V. ITEMS SCHEDULED FOR ACTION

A. The Board reviewed and considered an affirmation that HTLA's lottery and admission practices include any and all interested 9-12th grade students, consistent with the Charter Schools Act requiring the Charter School to admit all students who wish to attend. Details from the Notice to Cure letter regarding this subject were reviewed and discussed.

It is recommended that the Board approve the affirmation that HTLA's lottery and admission practices are consistent with the Charter Schools Act.

A Motion for the Board to approve the affirmation that HTLA's lottery and admission practices are consistent with the Charter Schools Act.

Motioned: Adam Siegler Second: Ghalib Kassam Action: Carries

<u>Board Member</u>	<u>Aye</u>	<u>Nay</u>
Elliot Ponchick	X	
Carla Christofferson	X	
Paul Davies	N/A	
Kate Ides	N/A	
Debi Palestina	N/A	
Adam Berns	X	
Adam Siegler	X	
Ghalib Kassam	X	
Andrew D'Amico	X	

VI. ITEMS SCHEDULED FOR INFORMATION

A. Principals Report presented by Marsha Rybin

- NWEA testing - May
- SBAC testing - 11th grade – April
- Reclassified
- Robotics – Ventura Regional
 - Pit Safety Award, Hard Hat Safety Award, Industrial Safety Award, and the Creativity Award
 - 5th in the competition
- National History Day
 - 6 groups placed FIRST and will attend the state contest on May 7.
- One 9th grade student placed 4th at the LA County Science Fair
- Two students received Honorable Mentions at the CaliforniaStreaming.org Digital Photography Contest.
- 3 Teachers leaving (English, Math, Chemistry) Interviewing now.
- 1 Teacher taking a semester off for maternity.
- Ms. Rybin announced her upcoming retirement on 6/30/2017.

B. Fundraising Report presented by Tammy Schiff

- Rocket project grant received, additional funding being sought
- Google Community Foundation grant was declined
- Barona grant was used for 3D printers
- Mental health grants being researched
- We are moving the plaque acknowledging Roberta to the front door area. Approximately a \$900 expense.

- It was suggested that the school create a video to demonstrate all of the recent technology upgrades to present to funders.

C. Reponse to Notice to Cure and letter from YM&C reviewed.

D. Tech Upgrade Briefing was presented by Jonathan George:

Overview of 3 Year Plan:

- Phase 0–*Summer 2013* (Project Kickoff, Design & Solution Presentation)
- Phase 1–*November 2013* (Printer/Copier Refresh, Infrastructure/Switching)
- Phase 2–*April 2014* (Server Refresh, Wireless Refresh, & Data Backup Project)
- Phase 3–*Summer 2014* (Server AC Replacement, Phone System Refresh)
- Phase 4–*January 2015* (Tablet Piolet, UPS System Refresh, & Surveillance System)
- Phase 5–*July 2015* (Student Tablet Device Rollout, Mobile Device Management)
- Phase 6 – *Summer 2016* (Classroom Refresh Project)
 - *March* (Commons Classroom Revamp)
 - *April* (Testing/Feedback of Equipment in Commons)
 - *May* (Design & Scope of entire site)
 - *June* (Purchase & Delivery)
 - *July* (Install New Equipment / De-install Old Equipment)
 - *August* (Hands-on Training)

Phase 6 Budgeting:

- 15 classrooms total including Great, Oval, and Seminar rooms
- Cost of Commons Classroom (Room 3) – \$14,500
- Video – (65in Touch, 82 Large Format Display, Intel i7 Desktop PC, Actiontec Wireless Beam 2x)
- Sound – (Sound bar and Subwoofer)
- Installation – (Fabrication, Lift System, Mounts, Cabling) 1.5 Days
- Teacher Device Refresh (20 Devices)

VII. ADJOURNMENT

The board chairman adjourned the meeting at 6:16pm.

Motion: Carla Christofferson Second: Elliot Ponchick Action: Carries

Board Member	Aye	Nay
Elliot Ponchick	X	
Carla Christofferson	X	
Paul Davies	N/A	
Kate Ides	N/A	
Debi Palestina	N/A	
Adam Berns	N/A	
Adam Siegler	X	
Ghalib Kassam	X	
Andrew D'Amico	X	