
**JUNE 5TH, 2018 - 5:00PM
REGULAR BOARD MEETING
HIGHTECH LA BOARD OF DIRECTORS**

**HIGHTECH LA, OVAL ROOM
17111 VICTORY BLVD.
VAN NUYS, CA 91406**

Teleconference Dial in:
515-739-1285

Access Code:
965609

INSTRUCTIONS FOR PRESENTATIONS TO THE BOARD BY PARENTS AND CITIZENS

HighTech Los Angeles ("School") welcomes your participation at the School's Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the School in public. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. "Request to Speak" forms are available to all audience members who wish to speak on any agenda items or under the general category of "Oral Communications." "Oral Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested agenda item.
3. You may also complete a "Request to Speak" form to address the Board on Agenda items. With regard to such agenda items, you may specify that agenda item on your "Request to Speak" form and you will be given an opportunity to speak for up to five (5) minutes when the Board discusses that item.
4. When addressing the Board, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
5. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 17111 Victory Blvd, Van Nuys, CA 91406

In compliance with the Americans with Disabilities Act (ADA) and upon request, HighTech Los Angeles ("School") may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the Principal's office at (818) 609-2640. Please contact the office as early as possible to provide time for the School to arrange for such reasonable auxiliary aids and/or services.

1. **PRELIMINARY**

A. **Call to Order**

Meeting was called to order by the Board Chair at 5:15 PM.

B. **Establishment of Quorum**

<u>Board Members</u>	Present	Absent	
Adam Berns	<u> X </u>	_____	By phone, not voting
Adam Siegler	<u> X </u>	_____	
Andrew D'Amico	_____	<u> X </u>	
Elliot Ponchick	<u> X </u>	_____	
Ghalib Kassam	_____	<u> X </u>	
Jim Kelly	<u> X </u>	_____	
Julie Zingerman	<u> X </u>	_____	
Kate Ides	<u> X </u>	_____	

Also Present: Mat McClenahan; Rachel Garber; Cindy Frantz, Marsha Rybin.

2. **COMMUNICATIONS**

Members of the public are welcome at all HighTech LA board meetings. Participation is encouraged and appreciated. The Board is governed by the Brown Act and may briefly respond to public comments, but take no action except on items scheduled on the agenda.

PRESENTATIONS FROM THE FLOOR - At this time any person wishing to speak to any item NOT on the agenda will be granted three minutes to make a presentation to the Board of Directors.

PRESENTATION ON AGENDA ITEMS - Public comment will be allowed on agenda items prior to Board action. Three minutes per agenda item will be allotted.

3. **CONSENT AGENDA**

- A. Approve Meeting Minutes: May 16, 2018
- B. Approve Check and Credit Card Registers: March - April, 2018

It is recommended that the Board approve the Consent Agenda

Motion: JZ Action: Carries
Second: JK Vote: Unanimous

4. **DISCUSSION & ACTION ITEMS**

- A. Discuss Middle School Funding
- B. Discuss & Approve LCAP for High School
- C. Discuss & Approve LCAP for Middle School
- D. Discuss & Approve Budget for High School
- E. Discuss & Approve Budget for Middle School
- F. Discuss & Approve EdTec Contract
- G. Discuss & Approve 2018-2019 EPA Spending Plan and Resolution for High School
- H. Discuss & Approve 2018-2019 EPA Spending Plan and Resolution for Middle School
- I. Discuss & Approve Application for Title Funding for High School
- J. Discuss & Approve Application for Title Funding for Middle School

- K. Discuss & Approve Certificate of Assurances for High School
- L. Discuss & Approve Certificate of Assurances for Middle School
- M. Discuss & Approve Protected Prayer Certification for High School
- N. Discuss & Approve Protected Prayer Certification for Middle School
- O. Discuss & Approve Parental Involvement Policy for both High School and Middle School
- P. Discuss & Approve Homeless Education Policy for both High School and Middle School
- Q. Discuss & Approve Suicide Prevention Policy for both High School and Middle School
- R. Discuss & Approve Fiscal Policies and Procedures for both High School and Middle School
- S. Discuss & Approve Immigration Policy for both High School and Middle School
- T. Discuss & Approve Insurance Policy (CharterSafe or other)
- U. Discuss & Approve 2018-2019 Board Meeting Calendar:
 - a. 7/10/18, 8/6/18, 9/4/18, 10/2/18, 11/6/18, 12/4/18, 1/8/19, 2/5/19, 3/5/19, 4/2/19, 5/7/19, 6/4/19, 7/9/19
- V. Approve Rachel Garber, Principal of HTLA Middle School, to be a bank signor for Wells Fargo up to limit authorized in HTLA's fiscal policies.
- W. Discuss & Approve final Berliner Architects contract

<p>B. It is recommended that the Board Approve LCAP for High School</p> <p><i>Tabled to next meeting.</i></p>
<p>C. It is recommended that the Board Approve LCAP for Middle School</p> <p><i>Tabled to next meeting.</i></p>
<p>D. It is recommended that the Board Approve Budget for High School</p> <p><i>Tabled to next meeting.</i></p>
<p>E. It is recommended that the Board Approve Budget for Middle School</p> <p><i>Tabled to next meeting.</i></p>
<p>F. It is recommended that the Board Approve EdTec Contract, for 1 year, subject to legal review of contract details.</p> <p>Motion: KI Action: Carries Second: EP Vote: Unanimous</p>
<p>G. It is recommended that the Board Approve 2018-2019 EPA Spending Plan and Resolution for High School</p> <p>Motion: EP Action: Carries Second: JK Vote: Unanimous</p>
<p>H. It is recommended that the Board Approve 2018-2019 EPA Spending Plan and Resolution for Middle School</p> <p>Motion: KI Action: Carries Second: EP Vote: Unanimous</p>

<p>I. It is recommended that the Board Approve Application for Title Funding for High School</p> <p>Motion: JZ Action: Carries Second: AS Vote: Unanimous</p>
<p>J. It is recommended that the Board Approve Application for Title Funding for Middle School</p> <p><i>Tabled to next meeting.</i></p>
<p>K. It is recommended that the Board Approve Certificate of Assurances for High School</p> <p>Motion: KI Action: Carries Second: AS Vote: Unanimous</p>
<p>L. It is recommended that the Board Approve Certificate of Assurances for Middle School</p> <p>Motion: EP Action: Carries Second: KI Vote: Unanimous</p>
<p>M. It is recommended that the Board Approve Protected Prayer Certification for High School</p> <p>Motion: JK Action: Carries Second: AS Vote: Unanimous</p>
<p>N. It is recommended that the Board Approve Protected Prayer Certification for Middle School</p> <p>Motion: EP Action: Carries Second: KI Vote: Unanimous</p>
<p>O. It is recommended that the Board Approve Parental Involvement Policy for both High School and Middle School</p> <p>Motion: JZ Action: Carries Second: EP Vote: Unanimous</p>
<p>P. It is recommended that the Board Approve Homeless Education Policy for both High School and Middle School</p> <p>Motion: KI Action: Carries Second:JK Vote: Unanimous</p>
<p>Q. It is recommended that the Board Approve Suicide Prevention Policy for both High School and Middle School</p>

<p>Motion: KI Action: Carries Second: JZ Vote: Unanimous</p>
<p>R. It is recommended that the Board Approve Fiscal Policies and Procedures for both High School and Middle School, <i>subject to incorporation of existing fiscal and bidding policies.</i></p> <p>Motion: JZ Action: Carries Second: AS Vote: Unanimous</p>
<p>S. It is recommended that the Board Approve Immigration Policy for both High School and Middle School</p> <p>Motion: JZ Action: Carries Second: EP Vote: Unanimous</p>
<p>T. It is recommended that the Board Approve Insurance Policy (CharterSafe or other)</p> <p>Motion: JK Action: Carries Second: KI Vote: Unanimous</p>
<p>U. It is recommended that the Board Approve 2018-2019 Board Meeting Calendar</p> <p>Motion: KI Action: Carries Second: EP Vote: Unanimous</p>
<p>V. It is recommended that the Board Approve Rachel Garber as bank signor</p> <p>Motion: KI Action: Carries Second: EP Vote: Unanimous</p>
<p>W. It is recommended that the Board Approve final draft of Berliner Architects contract, <i>subject to final legal review.</i></p> <p>Motion: AS Action: Carries Second: EP Vote: Unanimous</p>

5. **CLOSED SESSION**

- A. Price and terms of payment for the purchase, sale, exchange, or lease of real property
- B. The Board went into closed session at 6:56 PM.
- C. The Board reported out of closed session at 7:16 PM.
- D. The Chairman reported that the Board will continue to work with its counsel on the terms of the Lease, site costs, and related matters.

6. **INFORMATION ITEMS**

- A. Principal's Report. Principal McClenahan reported on scholarships and the status of the leased computer tablets. There were 94 college acceptances. Scores were up in English.

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- B. Middle School Principal's Report. Principal Garber provided a detailed report on the Middle School, including hiring, building, furniture, and groundbreaking.
 - C. Committee Reports
 - a. Middle School Committee Report - as noted above.
 - b. Fundraising and Finance Committee Report. Marsha Rybin stated that there were no new significant developments in fundraising but that the Committee was continuing to explore all available options. Chairman Ponchick reported on potential new market funding.
 - D. Update on Middle School Activities and Progress - as noted above.
 - E. Budget Report. Cindy Frantz from EdTech provided a report on the annual budget and financial status as of April 2018.

7. **ANNOUNCEMENTS**

- A. The next meeting of the Board of Trustees is scheduled for **July 10, 2018, at 5:00 PM** at HighTech LA, 17111 Victory Blvd Van Nuys, CA 91406

8. **ADJOURNMENT**

The Chair adjourned the meeting at 7:30 PM.

Respectfully submitted,

Adam Siegler
Secretary