
**DECEMBER 4TH, 2018 - 5:00PM
REGULAR BOARD MEETING
HIGHTECH LA BOARD OF DIRECTORS**

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

Teleconference Location:

**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 **5:12 PM**.

B. Establishment of Quorum

| <u>Board Members</u> | Present | Absent |
|----------------------|---------------|---------------|
| Adam Berns | <u> X </u> | <u> </u> |
| Adam Siegler | <u> </u> | <u> X </u> |
| Andrew D’Amico | <u> X </u> | <u> </u> |
| Elliot Ponchick | <u> X </u> | <u> </u> |
| Ghalib Kassam | <u> </u> | <u> X </u> |
| Jim Kelly | <u> X </u> | <u> </u> |
| Julie Zingerman | <u> X </u> | <u> </u> |
| Kate Ides | <u> X </u> | <u> </u> |

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: November 6, 2018
- B. Approve Check & Credit Card Registers: October 2018

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|---|------------------------|
| <u>3.A & B. Approve Consent Agenda</u> | |
| Motion: KI | Action: Carries |
| Second: AB | Vote: Unanimous |

4. DISCUSSION & ACTION ITEMS

- A. Discuss & Approve First Interim Financial Reports
- B. Approve 2017-2018 Audit - **No action taken as Audit not available for review. Vote continued until January meeting.**
- C. Discuss & Approve Prop 39 Energy bid Approval
- D. Discuss & Approve Completed CDS Compliance Checklist for HTLA HS
- E. Discuss & Approve Completed CDS Compliance Checklist for HTLA MS

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|---|------------------------|
| 4.A. Approve First Interim Financial Reports | |
| It is recommended that the Board Approve First Interim Financial Reports | |
| Motion: AD | Action: Carries |
| Second: EP | Vote: Unanimous |

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|---|------------------------------------|
| 4.C. Approve Prop 39 Energy Bid | |
| It is recommended that the Board Approve Prop 39 Energy Bid | |
| Motion: AA Second: JK | Action: Carries Vote: Unanimous |
| 4.D. Approve Completed CDS Compliance Checklist for HTLA HS | |
| It is recommended that the Board Approve Completed CDS Compliance Checklist for HTLA HS | |
| Motion: JK Second: KI | Action: Carries Vote: Unanimous |
| 4.E. Approve Completed CDS Compliance Checklist for HTLA MS | |
| It is recommended that the Board Approve Completed CDS Compliance Checklist for HTLA MS | |
| Motion: KI Second: EP | Action: Carries Vote: Unanimous |

- 5. **INFORMATION ITEMS**
 - A. Financial Presentation - Cindy Frantz reported on finances.
 - B. HS Principal Report - (Attached) Principal McClenahan further explained the points in the written report.
 - C. MS Principal Report - (Attached) Principal Garber further explained the points in the written report.
 - D. Other Committee Reports
 - a. MS Committee Report - Committee reported no updates to provide.
 - b. Fundraising and Finance Committee Report - Marsha Rybin reported on status.

- 6. **CLOSED SESSION**
 - A. Section 54956.8: CONFERENCE WITH REAL PROPERTY NEGOTIATORS
 - B. The Board went into closed session at **6:18 PM**.
 - C. The Board reported out of closed session at **6:47 PM**.

- 7. **OPEN SESSION**
 - A. The Chairman reported that the Board had discussed real estate options with respect to the MS project.

- 8. **ANNOUNCEMENTS**
 - A. The next meeting of the Board of Directors is scheduled for January 8, 2018, at 5:00pm at HighTech LA, 17111 Victory Blvd Van Nuys, CA 91406

- 9. **ADJOURNMENT**
 - A. The Chair adjourned the meeting at **6:47 PM**.

Respectfully submitted,

Kate Ides
Vice Chair