



**MEETING OF THE
BOARD OF DIRECTORS FOR SIATech, Inc.
SIATech and SIATech Academy South Charter High Schools
October 21, 2025**

MINUTES

I. CALL TO ORDER/WELCOME GUESTS

Board Chair Unaka called the meeting to order at 5:30 p.m. and recognized a quorum. Stacey Wilkins participated in person, Elyse Burden (arrived at 5:31 p.m.), Joe Herrity, Asha' Jones, Erica Alfaro (arrived at 5:37 p.m.), and Oliver Unaka participated virtually. Central office staff also joined in person and virtually.

II. APPROVAL OF AGENDA

On a motion from Joe Herrity and seconded by Asha' Jones, the Board took roll call votes to approve the Agenda for October 21, 2025, as presented:

Ayes: 4 (Jones, Herrity, Wilkins, and Unaka)

Absent: 2 (Burden (arrived at 5:31 p.m.) and Alfaro (arrived at 5:37 p.m.))

III. PUBLIC COMMENTS – None.

IV. CONSENT AGENDA

FOR VOTE:

1. Regular Meeting Minutes for September 26, 2025
2. Special Minutes for September 16, 2025

On a motion from Elyse Burden and seconded by Asha' Jones, the Board took roll call votes to approve the Consent Agenda as presented:

Ayes: 5 (Jones, Burden, Herrity, Wilkins, and Unaka)

Absent: 1 Alfaro (arrived at 5:37 p.m.)

V. CLOSED SESSION

Recess to Closed Session at 5:34 p.m.

3. [x] Conference with Legal Counsel – Existing Litigation
Significant exposure to litigation pursuant to Gov. Code, § 54956.9, subd. (d)(2)
Case Name: Multiple

Return to Open Session at 6:33 p.m.

Report of Action Taken in Closed Session – The Board reported that all legal matters will be directed to and managed by Procopio, with Greta Proctor and Wendy Tucker as primary contacts.

VI. BUSINESS SERVICES ITEMS FOR DISCUSSION/ACTION

4. For Information:

- a. SIATech and SIATech Academy South Purchase Order Reports
September 1 – September 30, 2025

VII. REPORTS TO THE BOARD

5. For Information:

- a. F&A Committee Recap September 2, 2025
Joe Herrity provided an overview of the recent Finance and Administration (F&A) Committee meeting. The Committee addressed the employee handbook, confirming that an annual review process by the Board has been established and will continue going forward. An update on the audit process was shared, noting that an extension may be required to complete the work. Monthly financial reports were presented, with improvements in transparency highlighted. The Committee also discussed staffing needs and agreed to pause decisions on the Assistant Superintendent of Human Resources and Director of Administrative Services positions pending a more comprehensive analysis.

6. Superintendent's Report

- b. Organizational Updates
Interim Superintendent/CEO Wilkins shared an update on organizational initiatives, including progress on performance goals related to strategic planning, marketing, and student engagement. He reported on the development of a new marketing strategy with Inspire, which is expected to be reviewed by the board in November or December, and highlighted the successful consolidation of the school's websites.

VIII. BOARD DISCUSSION/ACTION

7. For Discussion:

- a. Position Control and Alignment
- b. Mandated Policies
- c. Mandatory Trainings
- d. Mandatory Notices
- e. CA School Dashboard Review
- f. SIATech's Annual Governing Board Cadence Calendar/Checklist
- g. Employee Handbook
- h. Student/Parent Handbook

Oliver Unaka outlined key initiatives aimed at strengthening organizational alignment and compliance. He presented plans to streamline the review process for mandated policies, mandatory trainings, and required notices, as well as to conduct a California School Dashboard review. A central component of these efforts is the implementation of a regular

cadence calendar to ensure adherence to legal requirements and best practices. Additionally, Nick Hilton will update the employee handbook, submit it for legal review, and present the revised version to the Board.

8. For Discussion: Auditor's Report for 2024-2025

Daniel Lee provided an update on the audit, noting that while they aim to complete it by December 15, there's a possibility of a January 31 extension.

9. Voted: ICON Contract

On a motion from Stacey Wilkins and seconded by Joe Herrity, the Board took roll call votes to approve the ICON Contract as presented:

Ayes: 5 (Alfaro, Burden, Herrity, Wilkins, and Unaka)

Absent: 1 (Jones)

10. Voted: Dr. Irene Salter/Inquiring Minds Contract

On a motion from Joe Herrity and seconded by Elyse Burden, the Board took roll call votes to approve the Inquiring Minds Contract as presented:

Ayes: 5 (Alfaro, Burden, Herrity, Wilkins, and Unaka)

Absent: 1 (Jones)

11. Voted: HYA Recruitment Search Firm Contract

On a motion from Elyse Burden and seconded by Joe Herrity, the Board took roll call votes to approve the Inquiring Minds Contract as presented:

Ayes: 3 (Alfaro, Burden, and Unaka)

Abstain 2 (Wilkins and Herrity)

Absent: 1 (Jones)

IX. CLOSED SESSION

Recess to Closed Session at 7:28 p.m.

12. [x] Public Employment Performance Evaluation pursuant to Gov. Code §54957(b)
Title: Superintendent/CEO

X. RETURN TO OPEN SESSION at 8:15 p.m.

Report of Action Taken in Closed Session – None.

XI. REMARKS FROM THE BOARD – None.

XII. ADJOURNMENT – 8:16 p.m.

Recorder: Pricilla Perez



Asha' Jones, Secretary

11/24/2005

Date