

**THE HEIGHTS CHARTER**  
(A California Non-Profit Public Benefit Corporation)

**MINUTES OF MARCH 22, 2021**  
**SPECIAL BOARD MEETING**

**CALL TO ORDER**

Kristi Scherbaum called the special meeting of the governing board to order at 3:51 pm. **This Board Meeting was held using the guidelines in Governor Newsom's Executive Orders N25-20 and N29-20 at 2710 Alpine Blvd, Suite E, in Alpine.**

**DIRECTORS PRESENT**

The following members were present at the meeting: Online: Kristi Scherbaum, Michelle Lenore, Kellie Peel, Summer Herrin, Monica White; in person: Debra Cramsie.

**FLAG SALUTE**

**PRESENTATIONS** – No presentations scheduled this month.

**COMMUNICATIONS** (non-agenda items)

**Oral Communications** – There were no oral communications this month.

**Director's Report** –

- COVID-19 Update: The CDC changed distancing to 3 feet apart for school settings. Classes are to remain in cohorts. All COVID-19 preventive protocols remain in place.
- Enrollment Update: At this time, there are 277 students attending The Heights Charter. A new student will enroll this week.
- Digital Learning: Classes open up to full days (Mon-Thu) on site on April 12. Only Fridays will remain digital to support those students who plan to remain on home study.
- Personnel: One new clerical position has been filled.
- Upcoming Events: Spring Break begins next week.
- Other: LCAP Surveys will be sent out soon, with the first one for parents.

**CONSENT ITEMS**

1. Approval of Minutes: The minutes from the February 22, 2021 regular board meeting were approved as presented.

**DISCUSSION AND/OR ACTION ITEMS:**

1. Reviewed/Approved: 2019-20 Annual Audit Report – Final. There were no findings and it was a good report overall. After finishing up the review of the 2019-20 Annual Audit Report, Monica White made a motion to approve the audit report as presented. The motion was seconded by Kellie Peel. Motion carried 6-0. Ayes: Lenore, Scherbaum, Herrin, White, Peel, Cramsie. Noes: 0. Absent: 0.

**ADJOURNMENT**

The board meeting was adjourned at 4:00 pm.

The next board meeting will be held at 3:45 pm on Monday, April 19, 2021.

I certify that I am the duly elected Secretary of The Heights Charter and that these minutes, consisting of one (1) page, are the minutes of the meeting of the Board of Directors on March 22, 2021.

*Debra Cramsie*  
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Secretary