

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

**MINUTES OF APRIL 25, 2022**  
**REGULAR BOARD MEETING**

**CALL TO ORDER**

Kristi Scherbaum called the regular meeting of the governing board to order at 4:16 pm. This Board Meeting was held at 2710 Alpine Blvd, Suite E, in Alpine.

**DIRECTORS PRESENT**

The following members were present at the meeting: Kristi Scherbaum, Casey Larsen, Monica White, Summer Herrin, Kellie Peel, Debra Cramsie. Absent: Michelle Lenore.

**FLAG SALUTE**

**PRESENTATIONS** – David Patterson, Dehesa Oversight Committee (Governance) spoke to the Board about the charter school oversight process and the importance of the role of the charter school governing board. He stated that the oversight report can be used as a planning tool for future decision making for the school. He shared what the four core charter performance questions are: 1) Is the charter school's educational program a success? 2) Is the charter school financially viable? 3) Is the charter school operating and governed effectively? 4) Is the charter school serving public policy purposes? Mr. Patterson's presentation provided the Board with some useful information and some ideas on how to self-improve.

**COMMUNICATIONS** (non-agenda items)

**Oral Communications** – No oral communications at this meeting.

**Director's Report** –

- Enrollment Update: Enrollment is currently at 270 students. Quite a large number of registration forms have been received so there will definitely be a waiting list for next school year. So far, 15 TK applications have been submitted.
- COVID-19 Update: Nothing new to report. There have been no COVID-19 onsite contacts or transmissions.
- Personnel: There are two teacher interviews scheduled tomorrow for the job posted on EdJoin. A short discussion of next year's teacher assignments was presented by Diana Whyte.
- Upcoming Events: (1) Today there was a roving science lab for grades 4-5-6. (2) An Open House with an art show will be scheduled before the end of the year, if time allows. Art projects are to be displayed in the classroom windows. (3) Grade 8 graduation is scheduled for May 24, 2022. (4) May 17, 2022 Choir Performance for our Choir Club and their families. This is taking place at the Alpine Women's Club at 6:30pm.
- Other: El Dorado SELPA induction will take place on either May 25 or May 26, 2022.
- Other: CAASPP Testing begins this week.

**CONSENT ITEMS**

1. Approval of Minutes: The minutes from the March 21, 2022 regular Board meeting were approved as presented.

**DISCUSSION AND/OR ACTION ITEMS:**

- 1 For Information Only: FY 21-22 Budget vs Actuals through March 31, 2022. Stephanie Whitehouse reviewed the budget vs actuals report and updated the Board on the status of the one-time ELO funds, teacher salaries, and stipends. She also shared what will be revised and deferred to next year. In addition, she reminded the Board that El Dorado is the biggest charter SELPA in the state. We should see improvements with special education finances and fund releases should be smoother.
2. For Information Only: Major Use Permit – Driveway Work. Diana Whyte reviewed the past history with the Board

and the fact that an environmental impact report was not required for the project. The driveway work was done during spring break. The entire major use permit process cost approximately \$100K. Mr. Oetken did an outstanding job of coordinating the permit process and his expertise and dedication brought the project to its completion.

3. For Information Only: Personnel – Continuing the Use of the IT Employee in FY 2022-2023. Dehesa requested that The Heights Charter let them know if we wished to renew the IT services from Dominick Avera. Mr. Avera has been a Dehesa employee for 7 years and lives in Harbison Canyon.

A proposal for setting up a main hub server should be ready to present to the Board soon in the next month or so.

4. For Information Only: Annual Food Inspection. The food inspection report was reviewed with the Board. The Heights received a score of 100%, Grade A.
5. Reviewed/Discussed: Brown Act Emergency Teleconferencing Extension. AB 361 extends the COVID-19 teleconference with specific requirements for Board meetings under the Brown Act. This is a month-to-month teleconferencing determination extension until January 1, 2024 during states of emergency based on governing board findings, and incorporates into law the increased flexibility for charter school boards during the pandemic. Monica White made a motion to meet in person next month. Kellie Peel seconded the motion. Motion carried 5-1. Ayes: Scherbaum, Larsen, White, Peel, Cramsie. Noes: Herrin. Absent: Lenore.

## ADJOURNMENT

The board meeting was adjourned at 5:21 pm.

The next board meeting will be held at 4:00 pm on Monday, May 23, 2022.

I certify that I am the duly elected Secretary of The Heights Charter and that these minutes, consisting of two (2) pages, are the minutes of the meeting of the Board of Directors on April 25, 2022.

*Debra Cramsie*  
Secretary