

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

MINUTES OF MAY 23, 2022
REGULAR BOARD MEETING

CALL TO ORDER

Kristi Scherbaum called the regular meeting of the governing board to order at 4:06 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, Michelle Lenore, Casey Larsen, Summer Herrin, Kellie Peel, Debra Cramsie. Absent: Monica White.

FLAG SALUTE

PRESENTATIONS – No presentation this month.

COMMUNICATIONS (non-agenda items)

Oral Communications – No oral communications at this meeting.

Director's Report –

- Enrollment Update: Enrollment is currently at 270 students.
- COVID-19 Update: There have been no COVID-19 onsite contacts or transmissions.
- Personnel: Resignations accepted from: Sandra Dean, Emily Stewart, and Jennifer Michelli who are all moving out of the area. Kelly Bartelt and Julia Mershon will begin team teaching next school year. Job vacancies to fill will include multiple instructional aides and a Grade 5-6 Math/Science teacher.
- Upcoming Events: 8th grade graduation is tomorrow. An open house is to be scheduled on Monday afternoon after school begins.

CONSENT ITEMS

1. Approval of Minutes: The minutes from the April 25, 2022 regular Board meeting were approved as presented.

DISCUSSION AND/OR ACTION ITEMS:

- 1 For Information Only: FY 21-22 Interim Budget vs Actuals – FY2022 P&L. Via speakerphone, Stephanie Whitehouse reviewed the budget vs actuals report and brought the Board up to date on the current financial status of the school.
2. Reviewed/Approved: 2022-23 Board Meeting Calendar. The board meeting calendar dates were reviewed with the Board. Kellie Peel made a motion to approve the 2022-23 board meeting calendar as presented. Michelle Lenore seconded the motion. Motion carried 6-0. Ayes: Scherbaum, Larsen, Lenore, Peel, Cramsie, Herrin. Noes: 0. Absent: White.
3. Reviewed/Approved: Revised Certificated Salary Schedule. The certificated salary schedule was revised to add more salary steps, up to Step 11. There is no increase in the annual salary amounts already listed on the schedule. After the details were explained to the Board, Kellie Peel made a motion to approve the revised certificated salary schedule as presented. Casey Larsen seconded the motion. Motion carried 6-0. Ayes: Scherbaum, Larsen, Lenore, Peel, Cramsie, Herrin. Noes: 0. Absent: White.
4. Reviewed/Approved: Contract with Ranch and Coast Security for Suite D. The security contract for the school had to be amended to include the addition of Suite D. The cost has been included in the budget. Summer Herrin made a motion to approve the contract with Ranch and Coast Security for Suite D as

presented. Kellie Peel seconded the motion. Motion carried 6-0. Ayes: Scherbaum, Larsen, Lenore, Peel, Cramsie, Herrin. Noes: 0. Absent: White.

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. Kellie Peel made a motion to meet in person next month. Summer Herrin seconded the motion. Motion carried 5-1. Ayes: Scherbaum, Larsen, Lenore, Peel, Cramsie. Noes: Herrin. Absent: White.

ADJOURNMENT

The board meeting was adjourned at 4:26 pm.

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

Debra Cramsie

Secretary