

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

**MINUTES OF NOVEMBER 15, 2021**  
**REGULAR BOARD MEETING**

**CALL TO ORDER**

Michelle Lenore called the regular meeting of the governing board to order at 3:51 pm. After the flag salute, Kristi Scherbaum presided over the rest of the meeting. 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, Monica White, Kellie Peel, Casey Larsen, Summer Herrin, Michelle Lenore, and Debra Cramsie.

**FLAG SALUTE**

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

**COMMUNICATIONS** (non-agenda items)

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

**Director's Report** –

- Enrollment Update: Enrollment is currently at 266 students. Two families will be moving out of state and 3 new students enrolled in the last week.
- COVID-19 Update: Kim Koenig gave a report on the new COVID-19 testing program. 500 testing kits and 100 PCR tests were delivered to the school. As required, a total of 5 staff members were trained and certified by a CDPH vendor to give tests. All staff and students will continue to wear a mask unless they are outside, per the California Department of Public Health mandate.
- Personnel: New hire LaCynda McNulty was introduced to the Board. She previously worked for the San Diego Unified School District at Rowan Elementary.
- Upcoming Events: The Hike-a-thon was postponed because of the stomach bug that went around the school at the end of October. It will be rescheduled later in the school year.
- Events Update: Nicole Jones gave a field trip report on the 8<sup>th</sup> grade group that went to iFLY last week. There were 22 students who attended. Friends were grouped together as best as they could and the students were well behaved and enjoyed the activities. They all worked together in pairs and were very supportive of each other. Everyone got to fly at least one time and a few were able to fly a second time. The 7<sup>th</sup> graders will have a trip set up later this year.
- Educator Effectiveness Block Grant: There is an opportunity to acquire \$12K/year within a five year timeframe. More information will be collected and will be presented at the next Board meeting. If the decision to participate is approved, the application process has a short timeline and will require two Board meetings.
- Other: 2020-21 Oversight Status. Diana Whyte presented a letter from Dehesa School regarding the additional follow-up on the 2020-21 charter oversight process. The 3 district findings and the district's requests were discussed, as well as The Heights' submissions and information that are still pending. Two items are pending: submitting a link to The Heights' website that shows all required policies and procedures in one centralized place; and submit evidence of a staff member satisfactorily completing the EL authorization process.

**CONSENT ITEMS**

1. Approval of Minutes: The minutes from the October 18, 2021 regular board meeting were approved as presented.

## DISCUSSION AND/OR ACTION ITEMS:

1. Reviewed/Approved: Change Board Meeting Start Time from 3:45 pm to 4:00 pm. After a short discussion, a motion was made by Monica White to approve the new Board meeting start time of 4:00 pm. The motion was seconded by Casey Larsen. Motion carried 7-0. Ayes: Scherbaum, White, Peel, Larsen, Lenore, Herrin, Cramsie; Noes: 0. Absent: 0.
2. Reviewed/Adopted: Board Policy – Conflict Resolution. This policy was reviewed and is a part of the student/parent handbook. A motion to approve the Conflict Resolution Board Policy was made by Monica White. The motion was seconded by Kellie Peel. Motion carried 7-0. Ayes: Scherbaum, White, Peel, Larsen, Lenore, Herrin, Cramsie; Noes: 0. Absent: 0.
3. Reviewed/Adopted: Board Policy – Education of Homeless Children and Youth. This policy was reviewed and is a part of the student/parent handbook. A motion to approve the Education of Homeless Children and Youth Board Policy was made by Monica White. The motion was seconded by Michelle Lenore. Motion carried 7-0. Ayes: Scherbaum, White, Peel, Larsen, Lenore, Herrin, Cramsie; Noes: 0. Absent: 0.
4. Reviewed/Adopted: Board Policy – Education of Foster Children and Mobile Youth. This policy was reviewed and is a part of the student/parent handbook. A motion to approve the Education of Foster Children and Mobile Youth Board Policy was made by Monica White. The motion was seconded by Kellie Peel. Motion carried 7-0. Ayes: Scherbaum, White, Peel, Larsen, Lenore, Herrin, Cramsie; Noes: 0. Absent: 0.
5. Reviewed/Adopted: Board Policy – Interaction Between Staff and Students. This policy was reviewed and is a part of the student/parent handbook. A motion to approve the Interaction Between Staff and Students Board Policy was made by Kellie Peel. The motion was seconded by Casey Larsen. Motion carried 7-0. Ayes: Scherbaum, White, Peel, Larsen, Lenore, Herrin, Cramsie; Noes: 0. Absent: 0.
6. Reviewed/Discussed: 2021-2022 Student/Parent Handbook. Diana Whyte spoke to the Board about the status of the student/parent handbook. She stated that she contacted the school attorney in August 2021 and asked for an updated draft so it could be added to the September 2021 board agenda. Unfortunately, she just received the draft of the document last week, leaving not enough time to edit it and have it prepared for Board review for today's meeting. It is lengthy but meets compliancy with the current state of school climate. A hard copy was given to each Board member for further review and Mrs. Whyte requested that any suggestions and/or comments be returned to her before the next Board meeting. The final document will be an agenda item at the December Board meeting.
7. Reviewed/Discussed: Brown Act Emergency Teleconferencing Extension. This bill was signed by Governor Newsom. 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.

A discussion about the parameters and their meaning was conducted, including a key phrase "*if poses imminent threat to your health*" and what it signifies. The state of California is still technically in a state of emergency but at the conclusion of the discussion, it was decided to continue to meet in person unless otherwise notified.

## ADJOURNMENT

The board meeting was adjourned at 4:45 pm.

The next board meeting will be held at 4:00 pm on Monday, December 6, 2021.

I certify that I am the duly elected Secretary of The Heights Charter and that these minutes, consisting of three (3) pages, are the minutes of the meeting of the Board of Directors on November 15, 2021.

*Debra Cramsie*

Secretary