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

MINUTES OF AUGUST 17, 2026
REGULAR BOARD MEETING

CALL TO ORDER

Kellie Peel called the regular meeting of the governing board to order at 4:17 pm. This Board Meeting was held at 2710 Alpine Blvd, Suite E, in Alpine.

DIRECTORS PRESENT

The following members were present at the meeting: Kellie Peel, Kristi Scherbaum, Casey Larsen, Cassie Andrews, Jenna Andrus, Debra Cramsie. Absent: Angie Sandkuhl.

FLAG SALUTE

PRESENTATIONS – No presentations this month.

COMMUNICATIONS (non-agenda items)

Director's Report –

- Enrollment Update – Fall enrollment is now at 291 students. There is always some movement and last minute changes that happen during the first week of school.
- Personnel – Besides the two new teacher hires that were previously reported, there are no other personnel items to add.
- Upcoming Events – 1) Meet and Greet tomorrow, 8/18/26 at 2:30 pm. 2) Some of the field trips being planned are family recommended, including Johnny Appleseed for K-2 and Field Day for the older students. 3) Spirit Week will be scheduled during the week of 9/14/26. Notices will be sent home to parents.
- New Requirement: Mandated Reporter Training for Board Members – Information for how to access the K-12 Vector training website will be sent to the Board this week.
- Other – The Sheriff Department gave an active shooter drill presentation for all onsite staff. All staff are proactive by having an awareness of who is onsite and by approaching someone who is not recognized. The Sheriff Department will also conduct a site walk-through which will be scheduled at a later date.
- Other – Three new security cameras will be installed at the west end of the suite (next to the suite where the church used to be).
- Other – Some remodeling was needed after discovering that the hardware needed to install the smart boards was not sufficient to support some of them. More robust hardware was ordered so the installation could be completed.

CONSENT ITEMS:

1. Approval of Minutes: The minutes from the July 20, 2026 Regular Board Meeting were approved, as presented.

   Cassie Andrews made a comment on the July minutes regarding her appointment to a new two year term which would end in August 2028. It was noted that she was absent for the July 20, 2026 Board meeting so she was unable to respond at that time. She regrets having to resign from her current position on the Board, effective August 17, 2026, for personal reasons.

DISCUSSION AND/OR ACTION ITEMS:

1. For Information Only: Heights Charter Financial Update prepared by Whitehouse CPAS Inc and presented by Stephanie Whitehouse. No action required on this item.

   Public Comments. There were no public comments made on this item.

2. For Information Only: FY 2025-2026 Cashflow Projections. Final cashflow report reflects a positive cashflow for last year. No action required on this item.

   Public Comments. There were no public comments made on this item.

3. For Information Only: Budget vs Actuals as of 7/31/2026. No actual spending made yet for the 2026-27 school year. No action required on this item.

   Public Comments. There were no public comments made on this item.

4. Reviewed/Approved: FY 2025-2026 Unaudited Actuals Charter School Alternative Form for signature. Stephanie Whitehouse noted that the unaudited actuals were prepared using the total In-Lieu Property Tax amount from the CDE's 2025-26 P-2 Charter School LCFF Calculation and Dehesa Oversight fees were accrued at $33,939.68, 1% of total P-2 LCFF Revenues. These amounts should be materially correct for 2025-26. After review, Casey Larsen made a motion to approve the 2025-2026 Unaudited Actuals Charter School Alternative Form, as presented. Cassie Andrews seconded the motion. Motion carried 6-0. Ayes: Peel, Larsen, Scherbaum, Andrus, Andrews, Cramsie. Noes: 0. Absent: Sandkuhl.

   Public Comments: There were no public comments made on this item.

5. Reviewed/Approved: FY 2025-2026 Education Protection Account Report – Actual Expenditures. This item is required to be posted on the school website upon approval. After review, Kristi Scherbaum made a motion to approve the FY 2025-2026 Education Protection Account Report – Actual Expenditures, as presented. Casey Larsen seconded the motion. Motion carried 6-0. Ayes: Peel, Larsen, Scherbaum, Andrus, Andrews, Cramsie. Noes: 0. Absent: Sandkuhl.

   Public Comments: There were no public comments made on this item.

6. Reviewed/Approved: FY 2026-2027 Education Protection Account Report – Projected Expenditures. This item is required to be posted on the school website upon approval. After review, Casey Larsen made a motion to approve the FY 2026-2027 Education Protection Account Report – Projected Expenditures, as presented. Kristi Scherbaum seconded the motion. Motion carried 6-0. Ayes: Peel, Larsen, Scherbaum, Andrus, Andrews, Cramsie. Noes: 0. Absent: Sandkuhl.

   Public Comments: There were no public comments made on this item.

7. Reviewed/Approved: Heights Charter Resolution Regarding the Education Protection Account. Casey Larsen made a motion to approve the Heights Charter Resolution Regarding the Education Protection Account, as presented. Cassie Andrews seconded the motion. Motion carried 6-0. Ayes: Peel, Larsen, Scherbaum, Andrus, Andrews, Cramsie. Noes: 0. Absent: Sandkuhl.

   Public Comments: There were no public comments made on this item.

8. Reviewed/Approved: FY 2026-2027 Proposition 28: Arts and Music in School Funding Annual Report. There are plans to add an after school choir this year if there is enough student interest in 4th through 8th grades. After review, Casey Larsen made a motion to approve the FY 2026-2027 Proposition 28: Arts and Music in School Funding Annual Report, as presented. Cassie Andrews seconded the motion. Motion carried 6-0. Ayes: Peel, Larsen, Scherbaum, Andrus, Andrews, Cramsie. Noes: 0. Absent: Sandkuhl.

   Public Comments: There were no public comments made on this item.

9. For Information Only: FY 2026-2027 Proposition 28: Arts and Music in Schools Funding Final Expenditure Report. It was noted that all funds have been used. No action was required on this item.

   Public Comments: There were no public comments made on this item.

10. Reviewed/Approved: Heights Charter Arts and Music Block Grant Plan. After review, Casey Larsen made a motion to approve the Heights Charter Arts and Music Block Grant Plan, as presented. Kristi Scherbaum seconded the motion. Motion carried 6-0. Ayes: Peel, Larsen, Scherbaum, Andrus, Andrews, Cramsie. Noes: 0. Absent: Sandkuhl.

    Public Comments: There were no public comments made on this item.

11. Reviewed/Approved: Operations and Special Education MOU between Dehesa and The Heights Charter. The MOU was a tabled item from the July 20, 2026 Board meeting. The document was edited to reflect the suggested changes satisfactorily. After review, Casey Larsen made a motion to approve the Operations and Special Education MOU between Dehesa and The Heights Charter, as presented. Cassie Andrews seconded the motion. Motion carried 6-0. Ayes: Peel, Larsen, Scherbaum, Andrus, Andrews, Cramsie. Noes: 0. Absent: Sandkuhl.

    Public Comments: There were no public comments made on this item.

12. Reviewed/Approved: Change to September Board Meeting Date. In order to meet a financial reporting deadline, it is recommended that the September 21, 2026 board meeting date be changed to September 14, 2026. Casey Larsen made a motion to approve that the meeting date be changed to September 14, 2026. Kristi Scherbaum seconded the motion. Motion carried 6-0. Ayes: Peel, Larsen, Scherbaum, Andrus, Andrews, Cramsie. Noes: 0. Absent: Sandkuhl.

    Public Comments: There were no public comments made on this item.

ADJOURNMENT
The Board meeting was adjourned at 4:49 pm.

The next board meeting will be held at 4:15 pm on Monday, September 14, 2026.

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 August 17, 2026.

Minutes Approved and Adopted by the Board at a regular meeting of the Board held on September 14, 2026.

Debra Cramsie
Secretary