

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

MINUTES OF NOVEMBER 18, 2024
REGULAR BOARD MEETING

CALL TO ORDER

Kellie Peel called the regular meeting of the governing board to order at 4:21 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, Angie Sandkuhl, Cassie Andrews, Jenna Andrus, Debra Cramsie. Absent: Casey Larsen, Kristi Scherbaum.

FLAG SALUTE

PRESENTATIONS – No presentations this month.

COMMUNICATIONS (non-agenda items)

Oral Communications – No oral communications at this meeting.

Director's Report –

- Enrollment Update. 282 students are currently attending The Heights Charter.
- Personnel. 1) Alpine resident, Allison Haseleu has been hired as the 2nd Grade teacher. She started on November 1, 2024. A meet and greet for 2nd Grade may be scheduled in the next few weeks. 2) So far, no response to the EdJoin job posting for Roving Substitute. Mrs. Lindsey is filling in for now.
- Upcoming Events: 1) We had a great turnout for the Hike-a-thon and our Annual All-School Picnic that was held on November 13, 2024 at Pine Valley Park. Scheduling it in Fall was better than during Spring time. 2) The Holiday Shop is coming up on December 2-6, 2024. 3) During the week of Thanksgiving, Monday, Tuesday, and Wednesday will be home school days with no on-site classes. 4) There are no field trips scheduled but we will contact LegoLand as soon as possible because they just started to accept reservations. 5) The Talent Show will be scheduled after the first of the year. 6) The next Parent Association meeting will be held on the morning of January 23, 2025.
- Other: Diana Whyte and Stephanie Lyle were impressed with a demo of the Simple Texting SMS service. The cost is \$49/month with an agreement to commit for one year.

CONSENT ITEMS:

1. Approval of Minutes: The minutes from the October 21, 2024 Regular Board Meeting were approved as presented.

DISCUSSION AND/OR ACTION ITEMS:

1. For Information Only: Budget vs Actuals as of 10/31/24. Diana Whyte reviewed the budget vs. actuals report with the Board. It showed the purchase of some upgraded walkie talkies, keyboards and guitars for the music program, and the Board was reminded of the unexpected need to purchase a new copier since the old one stopped working. The Heights Charter continues to maintain a positive budget. No action required on this item.

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

2. Reviewed/Approved: 2024-2025 Employee Handbook Update. The section on Bereavement has been updated and expanded to include Reproductive Loss Leave. The changes were made to comply with new legislation. After reviewing the information, Angie Sandkuhl made a motion to approve the updated 2024-2025 Employee Handbook, as presented. Cassie Andrews seconded the motion. Motion carried 5-0. Ayes: Peel, Sandkuhl, Andrews, Andrus, Cramsie. Noes: 0. Absent: Scherbaum, Larsen.

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

3. Reviewed/Adopted: Instruction for English Learners Administrative Regulation AR6174 Update. There was a need to clarify the section on the Home Language Survey and when it is to be given. After review, Angie Sandkuhl made a motion to adopt the Instruction for English Learners AR6174 updates as presented. Cassie Andrews seconded the motion. Motion carried 5-0. Ayes: Peel, Sandkuhl, Andrews, Andrus, Cramsie. Noes: 0. Absent: Scherbaum, Larsen.

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

4. Reviewed/Adopted: Updates to AR5144 Discipline and BP5144 Discipline. The word 'district' has been replaced with the word 'school' in these policies. Cassie Andrews made a motion to adopt the updates to AR5144 Discipline and BP5144 Discipline, as presented. Jenna Andrus seconded the motion. Motion carried 5-0. Ayes: Peel, Sandkuhl, Andrews, Andrus, Cramsie. Noes: 0. Absent: Scherbaum, Larsen.

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

ADJOURNMENT

The closed session of this Board meeting was adjourned at 4:45 pm.

The next board meeting will be held at 4:15 pm on Monday, December 9, 2024.

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 November 18, 2024.

Debra Cramsie
Secretary