

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

MINUTES OF SEPTEMBER 16, 2024
REGULAR BOARD MEETING

CALL TO ORDER

Kristi Scherbaum 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: Kristi Scherbaum, Casey Larsen, Angie Sandkuhl, Jenna Andrus, Kellie Peel, Debra Cramsie. Absent: Cassie Andrews.

FLAG SALUTE

PRESENTATIONS – No presentations this month.

COMMUNICATIONS (non-agenda items)

Oral Communications – No oral communications at this meeting.

Director's Report –

- Enrollment Update. 284 students are currently attending The Heights Charter.
- Personnel. 1) We may need to hire one more instructional aide to cover Mondays and Fridays. An interview will be held later this week.
- Upcoming Events: 1) The primary grades Back to School Night on Thursday, September 12 had packed houses for TK and K. This Thursday, September 19 at 6 pm will be the Back to School Night for the upper grades. 2) Air and Space Museum Field Trip will be held on September 27, 2024. Mrs. Foye will pay a visit before this trip to create a scavenger hunt for the students attending.
- Other: 1) There will be a parent meeting for 8th Grade Camp scheduled well in advance of March 2025 which will include how to set up a pre-payment plan. 2) Rachel Harris and Mallery Walker will co-chair the Parent Association meetings. Tracie Huguley had to step down at the end of last school year. 3) Brad Johnson has returned as Superintendent at Dehesa School District. 4) The first staff Professional Development Day is scheduled for Monday, September 30, 2024.

CONSENT ITEMS:

1. Approval of Minutes: The minutes from the August 26, 2024 Regular Board Meeting were approved as presented.

DISCUSSION AND/OR ACTION ITEMS:

1. For Information Only: Budget vs Actuals as of 8/31/24. The Heights Charter continues to maintain a positive budget. There are no big changes to report at this time. No action required.

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

2. For Information Only: Semi-Annual Food Health Inspection. Mrs. Whyte informed the Board of a routine inspection from the Food Health Department on 8/21/24. The inspector gave The Heights a 100% A rating. No action required on this item.

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

3. Reviewed/Approved: Update to Identification and Education Under Section 504 Policy. This policy was updated to replace the word 'district' with 'school', per oversight team recommendation. After review, Casey Larsen made a motion to approve the Identification and Education Under Section 504 Policy updates as presented. Kellie Peel seconded the motion. Motion carried 6-0. Ayes: Scherbaum, Peel, Larsen, Sandkuhl, Andrus, Cramsie. Noes: 0. Absent: Andrews.

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

4. Nominated/Elected: Election of Officers. Nominations from the floor were made for each of the following Board office positions.

Casey Larsen nominated Kellie Peel for Chairman. Angie Sandkuhl seconded the motion. No other nominations were made for Chairman. Nominations were closed. Kellie Peel accepted the position. Motion carried 6-0. Ayes: Peel, Larsen, Sandkuhl, Cramsie, Scherbaum, Andrus. Noes: 0. Absent: Andrews.

Kellie Peel nominated Casey Larsen for Vice-Chairman. Angie Sandkuhl seconded the motion. No other nominations were made for Vice-Chairman. Nominations were closed. Casey Larsen accepted the Vice-Chairman position. Motion carried 6-0. Ayes: Peel, Larsen, Sandkuhl, Cramsie, Scherbaum, Andrus. Noes: 0. Absent: Andrews.

Kellie Peel nominated incumbent Debra Cramsie for Secretary. Casey Larsen seconded the motion. No other nominations were made for Secretary. Nominations were closed. Debra Cramsie accepted the Secretary position. Motion carried 6-0. Ayes: Peel, Larsen, Sandkuhl, Cramsie, Scherbaum, Andrus. Noes: 0. Absent: Andrews.

Kellie Peel nominated Kristi Scherbaum for Treasurer. Casey Larsen seconded the motion. No other nominations were made for Treasurer. Nominations were closed. Kristi Scherbaum accepted the Treasurer position. Motion carried 6-0. Ayes: Peel, Larsen, Sandkuhl, Cramsie, Scherbaum, Andrus. Noes: 0. Absent: Andrews.

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

ADJOURNMENT

The open session of this Board meeting was adjourned at 4:44 pm.

CLOSED SESSION

Convened to closed session at 4:45 pm for the following item:

PERSONNEL MATTERS: The Governing Board will recess to Closed Session to consider personnel matters pursuant to Government Code Section 54957(b)(1):

1. Appointment, Employment, Evaluation of Performance, Discipline of a Public Employee, Public Employee Dismissal/Release.
 - A. Evaluation of Executive Director.

ADJOURNMENT

The closed session of this Board meeting was adjourned at 4:50 pm.

The next board meeting will be held at 4:15 pm on Monday, October 21, 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 September 16, 2024.

Debra Cramsie
Secretary