

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

MINUTES OF JULY 20, 2026
REGULAR BOARD MEETING

CALL TO ORDER

Kellie Peel called the regular meeting of the governing board to order at 4:16 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, Angie Sandkuhl, Debra Cramsie. Absent: Cassie Andrews, Jenna Andrus.

FLAG SALUTE

PRESENTATIONS – No presentations this month.

COMMUNICATIONS (non-agenda items)

Director's Report –

- Enrollment Update – Fall enrollment is projected to be 292 students.
- Personnel – Sheila Edusada has been hired to fill the Kindergarten teaching position.
- Upcoming Events – School preparations for the fall are underway.
- Other – The mounting hardware for the smart boards was not working properly and was not strong enough. Different hardware will be ordered and installed.
- Other – Beginning this school year, lunch will be Monday to Thursday. Friday will consist of snack bags.

CONSENT ITEMS:

1. Approval of Minutes: The minutes from the June 15, 2026 Public Notice/Regular Board Meeting and the minutes from the June 22, 2026 Regular Board meeting were approved, as presented.

DISCUSSION AND/OR ACTION ITEMS:

1. Reviewed/Approved: Integrated Pest Management Plan. The pest management plan is reviewed annually. After a short discussion, Kristi Scherbaum made a motion to approve the Integrated Pest Management Plan, as presented. Angie Sandkuhl seconded the motion. Motion carried 5-0. Ayes: Peel, Larsen, Scherbaum, Sandkuhl, Cramsie. Noes: 0. Absent: Andrus, Andrews.

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

2. Reviewed/Approved: Williams Complaint Annual Notice. This notice is reviewed annually. After review, Kristi Scherbaum made a motion to approve the Williams Complaint Annual Notice, as presented. Casey Larsen seconded the motion. Motion carried 5-0. Ayes: Peel, Larsen, Scherbaum, Sandkuhl, Cramsie. Noes: 0. Absent: Andrus, Andrews.

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

3. Reviewed/Approved: 2026-27 Certificated Salary Schedule. There were no changes made to the salary schedule except for changing the date to the current school year. After review, Kristi Scherbaum made a motion to approve the 2026-27 Certificated Salary Schedule, as presented. Angie Sandkuhl seconded the motion. Motion carried 5-0. Ayes: Peel, Larsen, Scherbaum, Sandkuhl, Cramsie. Noes: 0. Absent: Andrus, Andrews.

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

4. Reviewed/Approved: 2026-27 Non-Certificated Salary Schedule. There were no changes made to the salary schedule except for changing the date to the current school year. After review, Kristi Scherbaum made a motion to approve the 2026-27 Non-Certificated Salary Schedule, as presented. Angie Sandkuhl seconded the motion. Motion carried 5-0. Ayes: Peel, Larsen, Scherbaum, Sandkuhl, Cramsie. Noes: 0. Absent: Andrus, Andrews.

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

5. Tabled: Operations and Special Education MOU between Dehesa and The Heights Charter. Due to a couple of corrections that are needed to this document, this item was tabled until the next board meeting which will be held on August 17, 2026. No action made on this item.

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

6. Reviewed/Approved: 2026-2027 Parent/Student Handbook. After an in-depth discussion which covered many of the notable updates made by the school's legal team, Casey Larsen made a motion to approve the 2026-2027 Parent/Student Handbook with specific editing unanimously approved by the Board. Kristi Scherbaum seconded the motion. Motion carried 5-0. Ayes: Peel, Larsen, Scherbaum, Sandkuhl, Cramsie. Noes: 0. Absent: Andrus, Andrews.

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

7. Reviewed/Approved: Update to Student Cellphone and Electronics Policy and Guidelines. A few minor changes were made to this policy and they were shared with the Board. After review, Kristi Scherbaum made a motion to approve the update to the Student Cellphone and Electronics Policy and Guidelines, as presented. Casey Larsen seconded the motion. Motion carried 5-0. Ayes: Peel, Larsen, Scherbaum, Sandkuhl, Cramsie. Noes: 0. Absent: Andrus, Andrews.

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

8. Reviewed/Approved: Nominations/Appointments for Board Members Whose Terms are Expiring in August 2026. The following Board members terms are expiring in August 2026: Incumbent Cassie Andrews, Member; Incumbent Jenna Andrus, Treasurer; Incumbent Debra Cramsie, Secretary.

Kristi Scherbaum made a motion to appoint Cassie Andrews, Jenna Andrus, and Debra Cramsie for two-year terms through August 2028. Casey Larsen seconded the motion. Motion carried 5-0 for all three (3) incumbents. Ayes: Peel, Larsen, Scherbaum, Sandkuhl, Cramsie. Noes: 0. Absent: Andrus, Andrews.

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

CLOSED SESSION

Open Session was adjourned at 5:29 pm. Closed Session convened immediately after.

PERSONNEL MATTERS: The Governing Board recessed to Closed Session to consider personnel matters pursuant to Government Code Section 45957(b)(1).

1. Appointment, Employment, Evaluation of Performance, Discipline of a Public Employee, Public Employee Dismissal/Release. Some upcoming work schedule changes were shared with the Board.

Closed Session Report of Any Action Taken

No action taken

ADJOURNMENT

The Board meeting was adjourned at 5:52 pm.

The next board meeting will be held at 4:15 pm on Monday, August 17, 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 July 20, 2026.

Minutes Approved and Adopted by the Board at a regular meeting of the Board held on August 17, 2026.

Debra Cramsie

Secretary