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

MINUTES OF SEPTEMBER 15, 2025
REGULAR BOARD MEETING

CALL TO ORDER

Kellie Peel called the regular meeting of the governing board to order at 4:20 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, Casey Larsen, Cassie Andrews, Kristi Scherbaum, Debra Cramsie. Absent: Jenna Andrus.

FLAG SALUTE

PRESENTATIONS – No presentations this month.

COMMUNICATIONS (non-agenda items)

Director's Report –

- Enrollment Update – Current enrollment remains at 291 students.
- Personnel Update – No personnel changes at this time.
- Upcoming Events – 1) Tentative dates for scheduling the Art Show are October 15-18, 2025 so there will not be any conflict with Trunk or Treat. 2) The CYT Play was not booked due to a paperwork glitch. We are in the process of trying to find a suitable play to schedule later in the school year. 3) Back to School Night had a wonderful turnout.
- Other – 1) The Charter Renewal was submitted to Dehesa on August 13, 2025. This will be the third time for The Heights Charter. Approval of the charter renewal is expected at Dehesa's next board meeting. Designation as a California Distinguished School gives us the option to choose a seven year renewal cycle (2033) as opposed to five years.
- Other – 2) Legislative Update: AB 84 passed the Assembly but was tabled in the Senate. This bill introduces a reduction in funding to nonclassroom-based schools and takes educational choice away from parents.

CONSENT ITEMS:

1. Approval of Minutes: The minutes from the July 21, 2025 Regular Board Meeting and the August 11, 2025 Special Board Meeting were approved, as presented. Since the August 25, 2025 board meeting was canceled and not rescheduled, there were no minutes to approve.

DISCUSSION AND/OR ACTION ITEMS:

1. For Information Only: Heights Charter Financial Update prepared by Whitehouse CPAS Inc. Stephanie Whitehouse reviewed her slide presentation of FY 2024-25 with the Board. The Heights Charter continues to maintain a great budget and keep a good reserve on hand. No action required on this item.

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

2. For Information Only: 2024-25 Cashflow Projections and 2025-26 Budget vs Actuals. No action required on this item.
   Public Comments. There were no public comments made on this item.

3. Reviewed/Approved: 2024-2025 Charter School Unaudited Actuals Financial Report and Certification Form for Signature. The Charter School Certification form is to be signed and forwarded to Dehesa. After review, Casey Larsen made a motion to approve the FY 2024-25 Charter School Preliminary

Budget, as presented. Angie Sandkuhl seconded the motion. Motion carried 6-0. Ayes: Peel, Scherbaum, Sandkuhl, Larsen, Andrews, Cramsie. Noes: 0. Absent: Andrus.

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

4. Reviewed/Approved: FY 2024-2025 Prop 30 Final Expenses. Upon approval, this item will be posted on the school website. Casey Larsen made a motion to approve the 2024-2025 Prop 30 Final Expenses, as presented. Kristi Scherbaum seconded the motion. Motion carried 6-0. Ayes: Peel, Scherbaum, Sandkuhl, Larsen, Andrews, Cramsie. Noes: 0. Absent: Andrus.

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

5. Reviewed/Approved: FY 2025-2026 Prop 30 Projected Expenses. Upon approval, this item will be posted on the school website. Casey Larsen made a motion to approve the 2025-2026 Prop 30 Projected Expenses, as presented. Kristi Scherbaum seconded the motion. Motion carried 6-0. Ayes: Peel, Scherbaum, Sandkuhl, Larsen, Andrews, Cramsie. Noes: 0. Absent: Andrus.

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

6. Reviewed/Approved: FY 2025-2026 Resolution Regarding the Education Protection Account (EPA). Casey Larsen made a motion to approve the 2025-2026 Resolution Regarding the EPA, as presented. Cassie Andrews seconded the motion. Motion carried 6-0. Ayes: Peel, Sandkuhl, Larsen, Andrews, Scherbaum, Cramsie. Noes: 0. Absent: Andrus.

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

7. Reviewed/Approved: Prop 28 Annual Report. Upon approval, this item will be posted on the school website. After review, Casey Larsen made a motion to approve the Prop 28 Annual Report, as presented. Kristi Scherbaum seconded the motion. Motion carried 6-0. Ayes: Peel, Sandkuhl, Larsen, Andrews, Scherbaum, Cramsie. Noes: 0. Absent: Andrus.

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

8. Reviewed/Approved: 2025-2026 Non-Certificated Salary Schedule. Casey Larsen made a motion to approve the 2025-2026 Non-Certificated Salary Schedule, as presented. Angie Sandkuhl seconded the motion. Motion carried 6-0. Ayes: Peel, Sandkuhl, Larsen, Andrews, Scherbaum, Cramsie. Noes: 0. Absent: Andrus.

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

9. Reviewed/Approved: 2025-2026 Employee Handbook. After a review of the current employee handbook, Cassie Andrews made a motion to approve the 2025-2026 Employee Handbook, as presented. Casey Larsen seconded the motion. Motion carried 6-0. Ayes: Peel, Sandkuhl, Larsen, Andrews, Scherbaum, Cramsie. Noes: 0. Absent: Andrus.

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

10. Nominated/Elected: Election of Officers. Nominations from the floor were made for 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 Chairman officer position. Motion carried 6-0. Ayes: Peel, Sandkuhl, Larsen, Andrews, Scherbaum, Cramsie. Noes: 0. Absent: Andrus.

    Cassie Andrews 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 officer position. Motion carried 6-0. Ayes: Peel, Sandkuhl, Larsen, Andrews, Scherbaum, Cramsie. Noes: 0. Absent: Andrus.

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

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

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

11. Reviewed: Director's Goals. Diana Whyte presented the 2025-26 Goals and Objectives to the Board. There was no action needed for this item.

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

ADJOURNMENT
The Board meeting was adjourned at 5:12 pm.

The next board meeting will be held at 4:15 pm on Monday, October 20, 2025.

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 September 15, 2025.

Minutes Approved and Adopted by the Board at a regular meeting of the Board held on 10/20/2025.

Debra Cramsie
Secretary