

THE HEIGHTS CHARTER
2710 Alpine Blvd. Suite E, Alpine CA 91901

REGULAR BOARD MEETING
AGENDA

September 18, 2023
4:00 pm

REASONABLE ACCOMMODATION

In compliance with the American with Disabilities Act 1990, if you need special assistance to participate in this meeting, please contact the office of the Director at 619-792-9000 by noon on the Friday before the scheduled meeting. Such notification shall provide charter school personnel time to make reasonable arrangements to assure accessibility to the meeting.

OPENING PROCEDURES

- **CALL TO ORDER**

- **ROLL CALL**

Kristi Scherbaum
Kellie Peel
Casey Larsen
Angie Sandkuhl

Present Absent

Loni Paine
Cassie Andrews
Debra Cramsie

Present Absent

- **FLAG SALUTE**

COMMUNICATIONS

Oral Communications/Public Comment (Non-agenda items): *According to public meeting laws, individuals may present public comment for up to three (3) minutes per agenda item and six (6) minutes if the speaker is using a translator. A reasonable time will be given for public comment, typically this is 15 minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.*

- **Director's Report –**
 - Enrollment Update
 - COVID-19 Update
 - Personnel
 - Upcoming Events
 - Other

REQUESTS TO ADDRESS THE BOARD / PRESENTATIONS – No presentations this month.

CONSENT ITEMS

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/ enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The Director recommends approval of all consent agenda items.

1. Approval of Minutes. It is recommended that the Board approve the minutes from the August 28, 2023 Regular Board meeting.

DISCUSSION AND/OR ACTION ITEMS

1. For Information Only: Update on Improvements to Internet Connectivity
2. For Information Only: Semi-Annual Food Health Inspection
3. For Information Only: School Facilities Tour
4. Nominate/Elect: Election of Officers. Nominations from the floor are to be made for each of the Board office positions. Chairman, Incumbent Kristi Scherbaum; Vice-Chairman, vacant; Secretary, Incumbent Debra Cramsie; Treasurer, vacant.
5. Review/Approve: ACH (Automated Clearing House) Authorization Form - This gives a business permission to charge or refund a customer's bank account. An ACH authorization form is a legally-required agreement that is required in order to execute an ACH payment, which is a type of electronic funds transfer. An ACH authorization outlines payment terms between a payer and payee that occur using the ACH network. The ACH payment process allows for a type of bank-to-bank transfer. A business (the payee) initiates these ACH debits after a customer

(payer) gives permission to do so. The benefit of ACH transfers is that a business will receive timely payments according to the terms on which both parties have agreed. It is recommended that the Board approve the use of the ACH authorization process to pay the monthly lease expense for the suites used by The Heights Charter.

6. Review/Discuss: Brown Act Emergency Teleconferencing Extension – This bill was signed by Governor Newsom. AB 361 extends the COVID-19 teleconference with specific requirements for Board meetings under the Brown Act. This is a month-to-month teleconferencing determination extension until January 1, 2024 during states of emergency based on governing board findings, and incorporates into law the increased flexibility for charter school boards during the pandemic.

CLOSED SESSION

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 meeting was adjourned at _____.

Next meeting October 16, 2023 at 4:00 pm.