

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

MINUTES OF JANUARY 23, 2023
REGULAR BOARD MEETING

CALL TO ORDER

Kellie Peel called the regular meeting of the governing board to order at 4:24 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, Loni Paine, Angie Sandkuhl, Debra Cramsie, Kristi Scherbaum (arrived at 4:37 pm). Absent: Casey Larsen.

FLAG SALUTE

PRESENTATIONS – No presentations this month.

COMMUNICATIONS (non-agenda items)

Oral Communications – No oral communications at this meeting.

Director's Report –

- Enrollment Update: Enrollment is currently at 265 students.
- COVID-19 Update: There have been no COVID-19 onsite contacts or transmissions.
- Personnel: No changes from last month.
- Upcoming Events: 6th Grade Camp is scheduled this week. The trip to the Safari Park is coming up. An updated list of field trips and events will be typed up soon.
- Other: Annual Audit – has not cleared the state yet because of a backlog.
- Other: Lunch Program – delivery to The Heights has not happened yet so the meals have to be picked up from Dehesa. They also make last minute substitutions without advance warning. We will look into options for next school year.
- Other: Parent Advisory to meet on February 2, 2023.
- Other: SmileAmazon – this program is ending in February 2023.
- Other: Santa Secret Shop was very successful and the extra Elf on a Shelf table alone raised \$510.00. Many thanks to Mrs. Huguley for coordinating this fundraiser.
- Other: Mountain View Bible Church – will be leaving the Alpine Twin Plaza by January 31, 2023.

CONSENT ITEMS

1. Approval of Minutes: The minutes from the December 12, 2022 Regular Board were approved as presented.

DISCUSSION AND/OR ACTION ITEMS:

- 1 For Information Only: Budget vs Actuals through December 31, 2022. Stephanie Whitehouse reviewed some highlights of the budget with the Board. Planning for next year is beginning now. During this period of uncertainty, the state budget will probably change so we will see how everything looks by the May revise.
2. Review/Approve: FY2022-23 Nonclassroom-Based Funding Determination Form. After a review of this document, Loni Paine made a motion to approve the FY2022-23 Nonclassroom-Based Funding Determination Form as presented. Kellie Peel seconded the motion. Motion carried 5-0. Ayes: Peel, Paine, Sandkuhl, Scherbaum, Cramsie. Noes: 0. Absent: Larsen.
3. Review/Approve: Suicide Prevention Policy Annual Review. Kellie Peel made a motion to approve the Suicide Prevention Policy with one revision – change the point of contact to Kim Koenig. Loni Paine

seconded the motion. Motion carried 5-0. Ayes: Peel, Paine, Sandkuhl, Scherbaum, Cramsie. Noes: 0. Absent: Larsen.

4. Review/Approve: 2021-22 School Accountability Report Card (SARC). The SARC was reviewed and it was noted that it needs to be approved and posted by February 1 annually. Loni Paine made a motion to approve the 2021-22 School Accountability Report Card as presented. Kellie Peel seconded the motion. Motion carried 5-0. Ayes: Peel, Paine, Sandkuhl, Scherbaum, Cramsie. Noes: 0. Absent: Larsen.
5. Review/Approve: 2022-23 Employee Handbook. The handbook had been reviewed by the school's attorneys to ensure it is up to date. Kellie Peel made a motion to approve the 2022-23 Employee Handbook as presented. Angie Sandkuhl seconded the motion. Motion carried 5-0. Ayes: Peel, Paine, Sandkuhl, Scherbaum, Cramsie. Noes: 0. Absent: Larsen.
6. Approve the Appointment of Cassie Andrews to Replace Monica White's Board Term. Kellie Peel made a motion to approve the appointment of Cassie Andrews to replace the remainder of Monica White's Board term which ends in August 2024. Loni Paine seconded the motion. Motion carried 5-0. Ayes: Peel, Paine, Sandkuhl, Scherbaum, Cramsie. Noes: 0. Absent: Larsen.
7. Reviewed/Discussed: Brown Act Emergency Teleconferencing Extension. 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. Kellie Peel made a motion to meet in person next month. Loni Paine seconded the motion. Motion carried 5-0. Ayes: Peel, Paine, Sandkuhl, Scherbaum, Cramsie. Noes: 0. Absent: Larsen.

ADJOURNMENT

The Board meeting was adjourned at 5:23 pm.

The next board meeting will be held at 4:00 pm on Monday, February 27, 2023.

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 January 23, 2023.

Debra Cramsie
Secretary