

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

MINUTES OF JANUARY 25, 2021
REGULAR BOARD MEETING

CALL TO ORDER

Kristi Scherbaum called the regular meeting of the governing board to order at 3:57 pm. **This Board Meeting was held using the guidelines in Governor Newsom's Executive Orders N25-20 and N29-20 at 2710 Alpine Blvd, Suite E, in Alpine.**

DIRECTORS PRESENT

The following members were present at the meeting: Online: Michelle Lenore, Kellie Peel, Summer Herrin, Monica White; in person: Kristi Scherbaum, Debra Cramsie.

FLAG SALUTE

PRESENTATIONS – No presentations scheduled this month.

COMMUNICATIONS (non-agenda items)

Oral Communications – There were no oral communications this month.

Director's Report –

- COVID-19 Update: One person was sick and is under quarantine. No students or staff on site were affected. The Heights Charter is doing exactly what it is supposed to do regarding reporting a case or contact to the County.
- Enrollment Update: 279 students are currently enrolled.
- Digital Learning: No changes to digital learning at this time. It was noted that once students are allowed to return to full day, on site classes, digital learning will be discontinued.
- Personnel: No staff changes at this time.
- Upcoming Events: 1) The Reading Challenge has just started. Participation is **not** optional and could negatively affect a student's grade if no progress is recorded. Mrs. Ketchum implemented some small changes which are very user-friendly and will make it easier to keep track of the number of pages read and which book(s) were selected.
2) This year, the student plays will be videotaped only, with no live performances to be offered. The drama classes will remain in their cohorts. The focus is on trying to make this drama activity as much fun as possible. The plot(s) are mysteries and besides being able to be an actor, there are behind-the-scenes jobs as well, including set design. Another new idea is inserting old-fashioned type commercials in between the abbreviated mystery performances.
- Other: Report cards are presently being proofread. They will be sent out either this Friday, January 29, or by Monday, February 1, 2021.
- Other: The office copier is not repairable so a replacement will need to be purchased.

CONSENT ITEMS

1. Approval of Minutes: The minutes from the December 7, 2020 regular board meeting were approved as presented.

DISCUSSION AND/OR ACTION ITEMS:

1. Reviewed/Approved: Dehesa Special Education Memorandum of Understanding (MOU). There were some back and forth discussions with Dehesa regarding attorney fees. An agreement was reached at \$25K as the maximum that would be paid by The Heights Charter rather than keeping it open-ended. Monica White made a motion to approve the Special Education MOU as presented. The motion was seconded by Kellie Peel. Motion carried 6-0. Ayes: Lenore, Scherbaum, Herrin, White, Peel, Cramsie. Noes: 0. Absent: 0.

2. Reviewed/Approved: Revised July 2020-June 2021 Budget to Actuals. Stephanie Whitehouse gave a financial presentation to the Board. An unexpected \$3K expense to add to the budget will be the cost of a replacement copy machine for the school office. After reviewing the revised Budget to Actuals report, Monica White made a motion to approve the report as presented. The motion was seconded by Kellie Peel. Motion carried 6-0. Ayes: Lenore, Scherbaum, Herrin, White, Peel, Cramsie. Noes: 0. Absent: 0.
3. Reviewed/Approved: 2019-20 School Accountability Report Card (SARC). Diana Whyte reviewed the items in the SARC with the Board. After review, Kellie Peel made a motion to approve the SARC as presented. Monica White seconded the motion. Motion carried 6-0. Ayes: Lenore, Scherbaum, Herrin, White, Peel, Cramsie. Noes: 0. Absent: 0.
4. Reviewed/Approved: 2021-2022 School Calendar. The feeder school calendars are always referred to before creating the calendar for The Heights Charter. This calendar is similar to 2020-2021. Monica White made a motion to approve the 2021-2022 School Calendar as presented. Kellie Peel seconded the motion. Motion carried 6-0. Ayes: Lenore, Scherbaum, Herrin, White, Peel, Cramsie. Noes: 0. Absent: 0.

ADJOURNMENT

The board meeting was adjourned at 4:36 pm.

The next board meeting will be held at 3:45 pm on Monday, February 22, 2021.

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 25, 2021.

Debra Cramsie

Secretary