

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

**MINUTES OF MARCH 24, 2020**  
**SPECIAL BOARD MEETING**

**CALL TO ORDER**

Diana Whyte called the special meeting of the governing board to order at 1:05 pm. The meeting was held at 2710 Alpine Blvd. Suite E, Alpine CA 91901.

**DIRECTORS PRESENT**

The following members were present at the meeting: In person at 2710 Alpine Blvd, Suite E, Alpine CA: Diana Whyte, Debra Cramsie. Via online teleconference: Michelle Lenore, Kellie Peel, Monica White, Summer Herrin. Absent: Kristi Scherbaum.

**FLAG SALUTE**

**PRESENTATIONS** – There were no presentations this month.

**COMMUNICATIONS** (non-agenda items)

**Oral Communications** – There were no oral communications at this meeting.

**Director's Report** – There was no Director's report at this meeting.

**CONSENT ITEMS**

1. Approval of Minutes: There were no minutes to approve at this meeting.

**DISCUSSION AND/OR ACTION ITEMS:**

1. Reviewed/Approved: 3 Year Contract for Annual Audit of K-12 Schools. The contract was reviewed with the Board. This 3 year contract with Wilkinson Hadley King & Company LLP will hire them to continue providing audit services and filing information returns for The Heights Charter through 2021-2022. Michelle Lenore made a motion to approve the 3 year contract as presented. Kellie Peel seconded the motion. Motion carried 6-0. Ayes: Whyte, Cramsie. Ayes via teleconference: Lenore, Peel, White, Herrin. Noes: 0. Absent: Scherbaum.

**ADJOURNMENT**

The board meeting was adjourned at 1:11 pm.

The next meeting will be held on Monday, April 20, 2020 at 3:45 p.m.

**CERTIFICATE OF SECRETARY**

I certify that I am the duly elected Secretary of The Heights Charter and that these minutes, consisting of one (1) page, are the minutes of the special meeting of the Board of Directors on March 24, 2020.

*Debra Cramsie*

Secretary