

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

**MINUTES OF APRIL 20, 2020**  
**REGULAR BOARD MEETING**

**CALL TO ORDER**

Kristi Scherbaum called the regular meeting of the governing board to order at 3:53 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: In person: Kristi Scherbaum, Diana Whyte, Debra Cramsie. Virtual attendance: Kellie Peel, Monica White, Summer Herrin, Michelle Lenore.

**FLAG SALUTE**

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

**COMMUNICATIONS** (non-agenda items)

**Oral Communications** – There were no oral communications this month.

**Director’s Report** –

- Enrollment Update: 259 students are currently enrolled. Three students recently moved out of state and two TK students enrolled last week.
- Distance Learning: Individual hard copy work packets were prepared for all students. Zoom sessions were available for students multiple times a week in core subjects (except TK which only meets once a week). Laptops have been checked out to any students who indicated that they didn’t have an electronic device available to them. Besides Zoom sessions, the math teacher has been making 10 minute See Saw online presentations that students in the varying grades are able to access and then review and reply as needed. We have received excellent feedback from parents about this math instruction resource. Our special education students are receiving specialized services online as well, such as occupational therapy and speech services. Additionally, all our primary teachers wrote and mailed out notes to their students and upper grade teachers wrote emails to their students because we are also concerned about the students’ socio-emotional welfare during this stressful time. All of our teachers have called home just before spring break to touch base with students and families as well. Also, student privacy is a priority. All online contact is protected by session IDs.
- LCAP Update: The LCAP survey will be sent out next week. It will be looked at more closely in order to get student feedback.
- Other – School Office: Communication has remained a top priority. The school phone and school emails are monitored daily. Staff will be onsite two days per week.

**CONSENT ITEMS**

1. Approval of Minutes: The minutes from the February 24, 2020 regular board meeting and the minutes from the March 24, 2020 special board meeting were approved as presented.

**DISCUSSION AND/OR ACTION ITEMS:**

1. Reviewed/Approved: Board Policy BP 5141.31 Immunizations and Administrative Regulation AR 5141.31. A discussion was held about this policy, including a specific question about students who are not immunized. Under current California law, a doctor can issue a medical exemption for children whose medical circumstances are such that immunization is not considered safe under the standard of medical care. Exemptions are difficult to obtain. After discussion and review, the Board approved Board Policy/ Administrative Regulation 5141.31 as presented. A motion to approve was made by Summer Herrin. It was seconded by Kellie Peel. Motion carried 7-0. Ayes: Herrin, Peel, Scherbaum, White, Lenore, Whyte, Cramsie. Noes: 0.

**ADJOURNMENT**

The board meeting was adjourned at 4:16 pm.

The next meeting will be held on Monday, June 22, 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 two (2) pages, are the minutes of the meeting of the Board of Directors on April 20, 2020.

*Debra Cramsie*  
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Secretary