

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

**MINUTES OF MAY 17, 2021**  
**SPECIAL BOARD MEETING**

**CALL TO ORDER**

Kristi Scherbaum called the special meeting of the governing board to order at 3:52 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: Kristi Scherbaum, Michelle Lenore, Kellie Peel, Summer Herrin, Monica White (arrived 4:06 pm); in person: 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** – No Director's Report at this meeting.

**CONSENT ITEMS**

1. Approval of Minutes: The minutes from the April 19, 2021 regular board meeting were approved as presented.

**DISCUSSION AND/OR ACTION ITEMS:**

1. Reviewed/Approved: Notice of Intent to Become an Independent Local Educational Agency Pursuant to Education Code Section 47641(a) and Join Another Special Education Local Plan Area (SELPA). The Heights Charter is its own LEA except for special education ~~services~~, which is through Dehesa School District. Dehesa is a small district and as such, has to contract out for its own special education services. It seems that now is the time to become independent since The Heights already provides all the SPED services to its own students. We are planning to join El Dorado SELPA which only handles charter schools and it has experience working with non-classroom based charters. El Dorado was very helpful during COVID by allowing access to required SPED documents even for non-members. The attorney-drafted letter will begin the process necessary and we are expected to switch over officially in the 2022-23 school year. Kellie Peel made a motion to approve the Notice of Intent as presented. The motion was seconded by Michelle Lenore. Motion carried 5-0. Ayes: Lenore, Scherbaum, Herrin, Peel, Cramsie. Noes: 0. Absent: White.
2. Reviewed/Approved: Contract Estimate for Concrete Work to Complete Remaining Requirements for Major Use Permit (MUP). The \$21,860.00 quote from GEM Industrial was reviewed. It includes labor, material and equipment to make the driveway improvements per plans. The work will be scheduled in mid-July 2021 depending on the issuance of the permit by the county. One driveway will be worked on at a time to lessen impact to neighboring businesses. After review of the contract details, Kellie Peel made a motion to approve the contract estimate as presented. Summer Herrin seconded the motion. Motion carried 6-0. Ayes: Lenore, Scherbaum, Herrin, Peel, Cramsie, White. Noes: 0. Absent: 0.

**ADJOURNMENT**

The board meeting was adjourned at 4:11 pm.

The next board meeting will be held at 3:45 pm on Monday, June 21, 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 May 17, 2021.

*Debra Cramsie*

Secretary