

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

MINUTES OF MAY 29, 2020
SPECIAL BOARD MEETING

CALL TO ORDER

Kristi Scherbaum called the regular meeting of the governing board to order at 3:54 pm. **This Board Meeting will be 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, Summer Herrin. Absent: Monica White, 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 –

- Other: Staffing – A few changes will come up at the end of this school year. Katie and Nazo Zakkak will resign as they plan to move to Orange County. Sandra Morgan will retire soon.

CONSENT ITEMS

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

DISCUSSION AND/OR ACTION ITEMS:

1. Reviewed/Approved: Sprotte Watson Architecture Planning Proposal to Complete Major Use Permit Documents with the County of San Diego. A discussion was held about the need to hire civil engineering and architectural documentation services to complete the major use permit process. Snipes-Dye Associates Civil Engineers and Land Surveyors will complete the scope of work for a not-to-exceed cost of \$4700.00 with an additional not-to-exceed cost of \$500.00 for Sprotte Watson Architecture services. After discussion and review, the Board approved the proposal as presented. A motion to approve was made by Kellie Peel. It was seconded by Summer Herrin. Motion carried 5-0. Ayes: Herrin, Peel, Scherbaum, Whyte, Cramsie. Noes: 0. Absent: White, Lenore.
2. For Information Only: Major Use Permit. Diana Whyte gave the Board an update on the major use permit status. She mentioned that she met the person who built the shopping center where The Heights is located. He said to contact him if he can help in any way. Due diligence is being done. Mr. Oetken will continue to help as needed. The budget will remain stable if some cutbacks (no new furniture or laptops) are made as needed, but no staff reductions are planned at this time.

ADJOURNMENT

The board meeting was adjourned at 4:13 pm.

The next meeting will be held on Monday, June 29, 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 May 29, 2020.

Debra Cramsie

Secretary