

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

MINUTES OF AUGUST 23, 2021
REGULAR BOARD MEETING

CALL TO ORDER

Kristi Scherbaum called the regular meeting of the governing board to order at 3:51 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: Monica White, Kellie Peel, Michelle Lenore, Summer Herrin, Kristi Scherbaum; in person: Debra Cramsie. Absent: 0.

FLAG SALUTE

PRESENTATIONS – No presentations scheduled this month.

COMMUNICATIONS (non-agenda items)

Oral Communications – There were no oral communications this month.

Director's Report –

- Enrollment Update: Enrollment is currently at 273 students.
- Personnel: Hired Tanya Lindsey to teach Grade 4-5 Science and to be available for tutoring and other duties as assigned. Besides hiring Mrs. Lindsey, no other personnel changes were made.
- Zoom Meeting Update: The executive order that allowed Zoom/online attendance/participation at Board meetings was originally due to expire on June 30, 2021 but it was extended to September 30, 2021. After September 30, 2021, we will no longer be providing Zoom meeting links.
- Upcoming Events: Most of our annual field trip locations are still not accepting large groups, but some will be open to smaller groups by grade levels. We are able to offer camp this year for 6th, 7th, and 8th graders.
- Other: Today was the first day of school and it went very smoothly.

CONSENT ITEMS

1. Approval of Minutes: The minutes from the July 26, 2021 regular board meeting were approved as presented.

DISCUSSION AND/OR ACTION ITEMS:

1. Discussed: 2021-2022 COVID-19 Protocols. The approved 2020-21 reopening protocols remain in place. The 2020-2021 COVID-19 policy will be reviewed. Discussion will include the most recent guidelines from the California Department of Public Health. Diana Whyte shared information learned after attending a 2 hour charter schools workshop. Because the California Department of Public Health mandated all TK-12 students and all staff to wear masks indoors, masks are not optional. Last year, it was a recommendation. Unfortunately, charter schools do not have the option to go through the fact-finding and appeals process like public schools do. If charter schools do not comply, their charter can be instantly revoked which will result in the immediate closure of the school. No religious exemptions will be allowed. No medical exclusions will be allowed except for those validated by a physician (M.D.), no leeway for any other type of doctor.

There will be no full-blown digital learning options like what was offered last year, but some online support will be provided. Synchronous learning for core classes will be available daily for K-3 and weekly for 4-8, per the new independent study requirements.

Kim Koenig covered protocols for COVID-19 exposure, quarantine, close contact, and gave some exposure scenarios. Parents were able to have their questions answered. The bottom line is that it is a wait and see what the state will continue to require. Masking requirements will continue to be looked into and of course, The Heights will absolutely notify parents when mask mandates change.

2. For Information Only: Statement of Financial Position (Balance Sheet) as of 6/30/2021. Stephanie Whitehouse, business manager, reviewed the financial reports in Items 2-3-4 with the Board, stated that the financial status of The Heights is very good, despite the unprecedented COVID-19 expenses.
3. For Information Only: Budget vs Actuals FY2020-2021
4. For Information Only: Cash Projection FY 2020-2021
5. Reviewed/Approved: 2020-2021 Charter School Unaudited Actuals Report. Stephanie Whitehouse explained the items listed in this report. After the review, Kellie Peel made a motion to approve the 2020-2021 Charter School Unaudited Actuals report as presented. The motion was seconded by Michelle Lenore. Motion carried 6-0. Ayes: Herrin, Lenore, Peel, Scherbaum, White, Cramsie. Noes: 0. Absent: 0. The certification page will be signed by Diana Whyte, Executive Director, and hand-delivered to Dehesa tomorrow afternoon.
6. Reviewed/Approved: FY2020-2021 Prop 30 Final EPA Expenses. Stephanie Whitehouse gave some background information on this item and explained that this report reflects the actual expenses from 2020-2021. After reviewing the expenses, Michelle Lenore made a motion to approve the FY2020-2021 Prop 30 Final EPA Expenses as presented. Summer Herrin seconded the motion. Motion carried: 6-0. Ayes: Herrin, Lenore, Peel, Scherbaum, White, Cramsie. Noes: 0. Absent: 0.
7. Reviewed/Approved: FY2021-2022 Prop 30 EPA Expenditure Plan. Stephanie Whitehouse presented the plan and explained that this is the proposed plan for 2021-2022. After review, Summer Herrin made a motion to approve the FY2021-2022 Prop 30 EPA Expenditure Plan as presented. Monica White seconded the motion. Motion carried: 6-0 Ayes: Herrin, Lenore, Peel, Scherbaum, White, Cramsie. Noes: 0. Absent: 0.
8. Reviewed/Approved: Williams Complaint Classroom Notice. The Uniform Complaint Procedures (UCP) Annual Notice will assist LEAs in meeting 5 CCR section 4622, the requirement to annually notify in writing the LEA's stakeholders of their UCP. This UCP Annual Notice includes all language and components of required elements. After reviewing the notice, Monica White made a motion to approve the 2021-22 Williams complaint Classroom Notice. Michelle Lenore seconded the motion. Motion carried 6-0. Ayes: Herrin, Lenore, Peel, Scherbaum, White, Cramsie. Noes: 0. Absent: 0.
9. Reviewed/Approved: Amendment to Operations MOU. Since the new trailer bill this summer, our renewal date has changed from 2023 to 2025 and this MOU, along with the Special Education MOU below, had to be amended to reflect that change. After reviewing the amendment, Kellie Peel made a motion to approve the Amendment to the Operations MOU with Dehesa. Monica White seconded the motion. Motion carried 6-0. Ayes: Herrin, Lenore, Peel, Scherbaum, White, Cramsie. Noes: 0. Absent: 0.
10. Reviewed/Approved: Amendment to Special Education MOU. Our renewal date has changed from 2023 to 2025 and this MOU had to be amended to reflect that change. As in Item 9 above, this item was reviewed with the Board. After review, Kellie Peel made a motion to approve the Amendment to Special Education MOU as presented. Michelle Lenore seconded the motion. Motion carried 6-0. Ayes: Herrin, Lenore, Peel, Scherbaum, White, Cramsie. Noes: 0. Absent: 0.
11. Reviewed/Approved: Nomination Committee: At present, there are five (5) persons running for four (4) open positions: Michelle Ditomaso (candidate), Casey Larsen (candidate), Michelle Lenore (incumbent), Kellie Peel (incumbent), and Kristi Scherbaum (incumbent). After review, Summer Herrin made a motion to approve the candidates. Monica White seconded the motion. Motion carried 6-0. Ayes: Herrin, Lenore, Peel, Scherbaum, White, Cramsie. Noes: 0. Absent: 0.

ADJOURNMENT

The board meeting was adjourned at 5:11 pm.

The next board meeting will be held at 3:45 pm on Monday, September 20, 2021.

I certify that I am the duly elected Secretary of The Heights Charter and that these minutes, consisting of three (3) pages, are the minutes of the meeting of the Board of Directors on August 23, 2021.

Debra Cramsie

Secretary