

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

MINUTES OF AUGUST 26, 2019
REGULAR BOARD MEETING

CALL TO ORDER

Kristi Scherbaum called the regular meeting of the governing board to order at 1:25 pm. The meeting was held at 2710 Alpine Blvd. Suite E, Alpine CA 91901.

DIRECTORS PRESENT

The following members were present at the meeting: Kellie Peel, Summer Herrin, Kristi Scherbaum, Diana Whyte, Monica White, Debra Cramsie. Absent: 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: There are currently 254 students enrolled, including 10 TK.
- Facilities Update: The multi-purpose room will be used for PE at the beginning of the school year because of excessive heat. Water has been re-routed to the garden area, some concrete has been poured, and raised garden beds have been built. There is also a new clean-up station. Other improvements this year included new flooring in Mrs. Ketchum's literature room and we purchased enough matching flooring to continue into Mrs. Foye's journalism room to be installed when the students are on break, plus a new toilet was installed that replaced a broken one. Unfortunately, until the major use permit is processed, the shade cover project will be temporarily placed on hold.
- LCAP Update: No update this month.
- Testing: Student Score Reports were printed on site this summer. The format for last year's test score reports was easier to read and included a comparison of the previous year to the current year. It appears that scores were recalibrated. We plan to order hard copies of the reports for this school year.
- Other: Anti-Charter Bills 1505 and 1507 – CTA spent \$4.3M trying to close down charter schools and there are articles about this in more than one publication. The bills are currently in suspense status to be addressed on August 30.

CONSENT ITEMS

1. Approval of Minutes: The minutes from the June 24, 2019 regular board meeting were approved as presented. Note: The minutes from the July 5, 2019 special board meeting will be included on the October board agenda for approval.

DISCUSSION AND/OR ACTION ITEMS:

1. Reviewed/Approved: 2018-19 Unaudited Actuals. After reviewing the unaudited actuals report, Kellie Peel made a motion to approve as presented. Monica White seconded the motion. Motion carried 6-0. Ayes: Scherbaum, Peel, Whyte, Herrin, White, Cramsie. Noes: 0. Absent: Lenore.
2. Information Only: 2018-2019 Budget to Actuals as of 6/30/2019. Information was reviewed by the Board.
3. Information Only: 2018-2019 Balance Sheet as of 6/30/2019. Information was reviewed by the Board.
4. Reviewed/Approved: Specialized Services Contract. This contract is for speech/language services and was approved by the Board as presented. Monica White made a motion to approve the Specialized Services Contract as presented. Kellie Peel seconded the motion. Motion carried 6-0. Ayes: Scherbaum, Peel, Whyte, Herrin, White, Cramsie. Noes: 0. Absent: Lenore.
5. Review/Approve: Revolution Foods Contract – this item was deleted because it became non-applicable.
6. Reviewed/Approved: Continuation of Current Board Members Whose Terms are Expiring. Three Board

members terms expired in August 2019: Michelle Lenore, Kellie Peel, and Kristi Scherbaum. Each one volunteered to continue for another term. A motion was made by Monica White to approve the continuation of Michelle Lenore for an additional two year term. Summer Herrin seconded the motion. Motion carried 6-0. Ayes: Scherbaum, Peel, Whyte, Herrin, White, Cramsie. Noes: 0. Absent: Lenore. A motion was made by Monica White to approve the continuation of Kellie Peel for an additional two year term. Summer Herrin seconded the motion. Motion carried 5-0. Ayes: Scherbaum, Whyte, Herrin, White, Cramsie. Noes: 0. Absent: Lenore. Recused: Peel. A motion was made by Monica White to approve the continuation of Kristi Scherbaum for an additional one year term. Summer Herrin seconded the motion. Motion carried 5-0. Ayes: Peel, Whyte, Herrin, White, Cramsie. Noes: 0. Absent: Lenore. Recused: Scherbaum. The 2019-2020 Governing Board: President, Diana Whyte; Chairman, Kristi Scherbaum; Secretary, Debra Cramsie; Treasurer, Monica White; Member, Michelle Lenore, Member, Kellie Peel; Member, Summer Herrin.

7. Reviewed/Approved: Parent/Student Handbook. The handbook was discussed in detail and some changes were suggested. A Table of Contents and appendices will be added. The Board approved the Parent/Student Handbook with the suggested changes. Monica White made a motion to approve the handbook. Kellie Peel seconded the motion. Motion carried 6-0. Ayes: Scherbaum, Peel, Whyte, Herrin, White, Cramsie. Noes: 0. Absent: Lenore.

ADJOURNMENT

The regular board meeting was adjourned at 2:38 pm.

The next meeting will be held on Monday, October 21, 2019 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 August 26, 2019.

Debra Cramsie

Secretary