

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

**MINUTES OF AUGUST 30, 2021**  
**SPECIAL NOMINATIONS COMMITTEE MEETING**

**CALL TO ORDER**

Kristi Scherbaum called the special Nominations Committee meeting of the governing board to order at 3:56 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.**

**NOMINATIONS COMMITTEE PRESENT**

The following members of the Nominations Committee were present at the meeting: Online: Summer Herrin; in person: Monica White, Debra Cramsie. In addition, Board Chairman, Kristi Scherbaum was in attendance online. Absent: 0.

**FLAG SALUTE**

**COMMUNICATIONS** (non-agenda items)

**Oral Communications/Public Comment** – There were no oral communications at this meeting.

**DISCUSSION AND/OR ACTION ITEMS:**

1. Discussion and Vote to Recommend to the Full Board the Nominations Committee Members' selection of school board candidates based on The Heights Charter Board Policy criteria. Nominations Committee Chair Monica White stated that the purpose of today's meeting is to formalize what was started at the August 23, 2021 Board meeting and will continue with a thorough review of each candidates' qualifications using The Heights Charter Board Policy Nominations Committee criteria. The candidates are: Michelle Ditomaso, Casey Larsen, Michelle Lenore (incumbent), Kellie Peel (incumbent), and Kristi Scherbaum (incumbent).

The selection criteria is:

- a. Commitment to serving the school's student population and always putting students first;
- b. Commitment to serving the school's mission statement and philosophy;
- c. Knowledge and success in organizational leadership and/or public education, including professional experience relevant to the focus and mission of the educational program of the school, with expertise in curriculum, instruction and assessment or finance and business management;
- d. Commitment to diligently fulfill their responsibilities as Board members, to routinely attend Board meetings, and to actively participate in board committees and/or other ways to actively engage in overseeing and supporting the school program;
- e. Demonstrated ability to act in a leadership capacity is preferred.

In addition to reviewing the criteria listed above, the Mission Statement of The Heights Charter was read aloud to the Nominations Committee.

An apology was made to the Board for the accidental omission of the incumbents' resumes/biographies in the Board packet for the August 23, 2021 Board Meeting. All five resumes/biographies were presented to the Nominations Committee for today's meeting.

Each of the five candidates' backgrounds and qualifications were discussed at length. A motion to recommend all five candidates to the full Board was made by Summer Herrin. The motion was seconded by Monica White. Motion carried 3-0. Ayes: White, Herrin, Cramsie. Noes: 0. Absent: 0.

**ADJOURNMENT**

The Nominations Committee meeting was adjourned at 4:33 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 two (2) pages, are the minutes of the meeting of the Nominations Committee on August 30, 2021.

*Debra Cramsie*

Secretary