

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

MINUTES OF SEPTEMBER 9, 2020
SPECIAL BOARD MEETING

CALL TO ORDER

Kristi Scherbaum called the special meeting of the governing board to order at 3:50 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: Diana Whyte, Debra Cramsie. Virtual attendance: Kristi Scherbaum, Kellie Peel, Summer Herrin, Michelle Lenore, Monica White (left the meeting at 4:00 pm).

FLAG SALUTE

PRESENTATIONS – There were no presentations this month.

COMMUNICATIONS (non-agenda items)

Oral Communications – Reopening Plan: A survey was sent out to parents to obtain preferential feedback regarding the various possible scenarios that parents may choose from when reopening onsite classes.

Director’s Report – There was no Director’s Report at this meeting.

CONSENT ITEMS

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

DISCUSSION AND/OR ACTION ITEMS:

1. Adopted: Learning Continuity and Attendance Plan. The Learning Continuity and Attendance Plan was made available for public review at the last regular Board meeting on August 31, 2020. It was briefly reviewed again by the Board. It will be forwarded to Dehesa and to the San Diego County Office of Education as required. A motion to adopt the Learning Continuity and Attendance Plan was made by Monica White. It was seconded by Kellie Peel. Motion carried 7-0. Ayes: Herrin, Peel, Scherbaum, Whyte, White, Lenore, Cramsie. Noes: 0. Absent: 0.
2. Reviewed/Approved: Nomination and Approval of 3 Returning School Board Members. The nominating committee, comprised of Kellie Peel, Michelle Lenore, and Debra Cramsie, approached each of the Board members whose terms were due to expire in August 2020. Since Kristi Scherbaum, Monica White, and Summer Herrin each agreed to renew their Board terms for additional two year terms, the nominating committee did not need to proceed any further.

A motion to approve the continuation of an additional two year term for Summer Herrin was made by Monica White. It was seconded by Michelle Lenore. Motion carried 6-0. Ayes: Peel, Scherbaum, Whyte, White, Lenore, Cramsie. Noes: 0. Recused: Herrin.

A motion to approve the continuation of an additional two year term for Kristi Scherbaum was made by Michelle Lenore. It was seconded by Kellie Peel. Motion carried 6-0. Ayes: Peel, Herrin, Whyte, White, Lenore, Cramsie. Noes: 0. Recused: Scherbaum.

A motion to approve the continuation of an additional two year term for Monica White was made by Kellie Peel. It was seconded by Summer Herrin. Motion carried 6-0. Ayes: Peel, Herrin, Scherbaum, Whyte, Lenore, Cramsie. Noes: 0. Recused: White.

3. Reviewed/Approved: Possible Change of Time of School Board Meetings. The Board participated in a discussion of whether or not to change the time of the Board meetings to early evening instead of the afternoon. The Board was reminded that during the first five years, meetings were held at 6:30 pm. It was noted that either time did not cause any significant increase or decrease in parent or community participation. It was decided to keep the current meeting time of 3:45 pm but would remain open to the possibility of changing a few future meeting times to the evening. Michelle Lenore made a motion to approve keeping the meeting time at 3:45 pm. The motion was seconded by Kellie Peel. Motion carried: 5-0. Ayes: Herrin, Peel, Scherbaum, Lenore, Cramsie. Noes: 0. Absent: White. Recused: Whyte.
4. Reviewed/Approved: Amendment of the 2020-21 Board Meeting Calendar. Since COVID-19 required additional mandated requirements that needed Board review, it was recommended that a few more regular Board meetings be added to the calendar. During the discussion, an extra September date was added and the December date was moved back one week. Michelle Lenore made a motion to adopt the additional date and the changed date. Kellie Peel seconded the motion. Motion carried 6-0. Ayes: Herrin, Peel, Scherbaum, Lenore, Whyte, Cramsie. Noes: 0. Absent: White.
5. Reviewed/Approved: Memorandum of Understanding (MOU) for Hotspots with the San Diego County Office of Education. Costs were shared with the Board - \$62.50/device, \$10.00/month for a total cost (not to exceed) \$850.00 for the first semester. There are eight families who will participate. The contract does state that at the end of the term, devices are to be returned within 3 days; if not, a charge will be due. Michelle Lenore made a motion to approve the MOU for Hotspots as presented. Kellie Peel seconded the motion. Motion carried 6-0. Ayes: Herrin, Peel, Scherbaum, Lenore, Whyte, Cramsie. Noes: 0. Absent: White.
6. Information Only: Balance Sheet as of 9/2/2020. The balance sheet was reviewed with the Board. No action was required as this was for information only.
7. Reviewed/Approved: 2019-20 Charter School Unaudited Actuals Report. Sandra Morgan reviewed the details of this report with the Board and explained some of the figures were higher or lower than before. This report requires the signature of the Director before it is forwarded to Dehesa and Mrs. Whyte signed it as presented. Kellie Peel made a motion to approve the 2019-20 Charter Unaudited Actuals Report as presented. Michelle Lenore seconded the motion. Motion carried 6-0. Ayes: Herrin, Peel, Scherbaum, Lenore, Whyte, Cramsie. Noes: 0. Absent: White.
8. Information Only: 2019-20 Profit & Loss Budget vs Actuals. The profit & loss report was reviewed with the Board. No action required as this was for information only.

Open Session Adjourned at 4:31 pm.

CLOSED SESSION: Began at 4:32 pm.

1. Evaluation of Director. Mrs. Whyte gave a goals and objectives report to the Board.

ADJOURNMENT

The board meeting was adjourned at 4:56 pm.

The next meeting will be held on Tuesday, September 22, 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 September 9, 2020.

Debra Cramsie

Secretary