

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

MINUTES OF OCTOBER 17, 2022
REGULAR BOARD MEETING

CALL TO ORDER

Kristi Scherbaum called the regular meeting of the governing board to order at 4:08 pm. This Board Meeting was held at 2710 Alpine Blvd, Suite E, in Alpine.

DIRECTORS PRESENT

The following members were present at the meeting: Kristi Scherbaum, Kellie Peel, Casey Larsen, Angie Sandkuhl, Loni Paine, Debra Cramsie.

FLAG SALUTE

PRESENTATIONS – Dominick Avera gave detailed cost comparisons and recommendations of wiring for internet and web filtering. He described what the services/programs do and don't do and made suggestions on how to seek additional funding to pay for these technology upgrades. Before any decisions are made, we will consult with Stephanie Whitehouse, Business Manager, to see how this purchase will impact the budget and if we can actually buy the IT items this year. A hard copy of the services breakdown will be provided for the Board at the November Board meeting.

COMMUNICATIONS (non-agenda items)

Oral Communications – No oral communications at this meeting.

Director's Report –

- Enrollment Update: Enrollment is currently at 267 students.
- COVID-19 Update: There have been no COVID-19 onsite contacts or transmissions.
- Personnel: New Hires – Christy Nicolaysen, full-time Instructional Aide/Food Services; Holly Jacques, full-time Instructional Aide; Sylvia Knorr, part-time Instructional Aide/Playground Supervisor. Resignation: Trisha Monroe, Instructional Aide.
- Upcoming Events: Picture Day is October 19, 2022. We have received good feedback from parents from recent field trips.
- Other: Charter Renewal – This is typically a one-year timeline. The current charter expires in 2025 and we plan to begin the petition renewal process early.
- Other: Shooter Drill Safety – The Heights Charter was assessed and intensive training was provided by a Crime Prevention Specialist. Constructive suggestions on how to improve security were given, such as installing convex mirrors and frosted windows. It was noted that since all THCS staff know who belongs on site and who doesn't, that fact alone helps lower potential risk.
- Other: Food Services – Christy Nicolaysen is being trained on how to process the food service meals paperwork. In the meantime, Dehesa staff will help with the application and recordkeeping involved.
- Other: Outdoor Container – Some research is being done to find an appropriate outdoor container for all the school's PE equipment.

CONSENT ITEMS

1. Approval of Minutes: The minutes from the September 19, 2022 Regular Board meeting were not available in time, but they will be included on the November agenda.

DISCUSSION AND/OR ACTION ITEMS:

- 1 For Information Only: Budget vs Actuals as of 9/30/2022. Diana Whyte reviewed the current budget vs actuals report with the Board. It was noted that the budget will be revised soon.

2. Reviewed/Adopted: Annual Review of Board Policy 5030 Student Wellness. This policy is reviewed annually to meet oversight requirements pursuant to Education Code 49430-49431. After the review, Kellie Peel made a motion to adopt Board Policy 5030 Student Wellness as presented. Casey Larsen seconded the motion. Motion carried 6-0. Ayes: Scherbaum, Peel, Larsen, Sandkuhl, Paine, Cramsie. Noes: 0. Absent: 0.
3. Reviewed/Approved: Dehesa Administrative Services Agreement for Child Nutrition Services. The Heights Charter is to pay 12.5% of the salary of the Dehesa employee who will provide food services assistance. There is a 30 day notice to cancel clause or the agreement may be kept in place until the charter is up for renewal. Casey Larsen made a motion to approve the Dehesa Administrative Services Agreement for Child Nutrition Services as presented. Kellie Peel seconded the motion. Motion carried 6-0. Ayes: Scherbaum, Peel, Larsen, Sandkuhl, Paine, Cramsie. Noes: 0. Absent: 0.
4. Reviewed/Adopted: Independent Educational Evaluation Board Policy 6164.4. This is a new board policy that was recommended by El Dorado Special Education Local Plan Agency (SELPA), who works specifically with charter schools and is The Heights Charter's new SELPA. Casey Larsen made a motion to approve the Independent Educational Evaluation Board Policy 6164.4 as presented. Kellie Peel seconded the motion. Motion carried 6-0. Ayes: Scherbaum, Peel, Larsen, Sandkuhl, Paine, Cramsie. Noes: 0. Absent: 0.
5. Reviewed/Discussed: Brown Act Emergency Teleconferencing Extension. AB 361 extends the COVID-19 teleconference with specific requirements for Board meetings under the Brown Act. This is a month-to-month teleconferencing determination extension until January 1, 2024 during states of emergency based on governing board findings, and incorporates into law the increased flexibility for charter school boards during the pandemic. Kellie Peel made a motion to meet in person next month. Casey Larsen seconded the motion. Motion carried 6-0. Ayes: Scherbaum, Peel, Sandkuhl, Larsen, Paine, Cramsie. Noes: 0. Absent: 0.

ADJOURNMENT

The Board meeting was adjourned at 5:47 pm.

The next board meeting will be held at 4:00 pm on Monday, November 14, 2022.

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 October 17, 2022.

Debra Cramsie

Secretary