

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

**MINUTES OF OCTOBER 18, 2021**  
**REGULAR BOARD MEETING**

**CALL TO ORDER**

Kristi Scherbaum called the regular meeting of the governing board to order at 3:53 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, Monica White, Kellie Peel, Casey Larsen, Debra Cramsie. Absent: Summer Herrin, Michelle Lenore.

**FLAG SALUTE**

**PRESENTATIONS** – No presentations scheduled this month.

**COMMUNICATIONS** (non-agenda items)

**Oral Communications** – Julie Richard, a parent of a student attending The Heights Charter, shared information about the California School Walkout that was scheduled statewide today as a protest against vaccine mandates for students.

**Director's Report** –

- Enrollment Update: Enrollment is currently at 264 students.
- COVID-19 Update: Not many changes this month and no outbreaks occurred. All staff and students will continue to wear a mask unless they are outside, per the California Department of Public Health mandate. The MOU for COVID-19 testing was submitted.
- Personnel: Noel Felkins submitted a letter of resignation which became effective 10/15/21. Her job duties were reviewed and it was decided to redistribute some of the financial responsibilities to Stephanie Whitehouse, who agreed to the changes. Interviews were conducted and LaCynda McNulty was selected. She was formerly employed by San Diego Unified School District. Her start date will be 11/9/21.
- Upcoming Events: TK-4<sup>th</sup> Trunk or Treating and something fun for 5<sup>th</sup>-8<sup>th</sup> to be determined for 10/29/21. Different field trips are being planned. iFLY, which offers STEM activities, will be on 11/10/21 for Grade 8.
- Other: 7<sup>th</sup> Grade Camp went very well. No illness, no COVID-19 outbreaks. The schedule was very flexible and allowed students involved in sports to participate in their games/practices and then return to camp.
- Other: Parent Meeting participants were disappointed that all-school (TK-8) field trips are not available. What is being offered is geared to smaller groups by grade levels.

**CONSENT ITEMS**

1. Approval of Minutes: The minutes from the September 20, 2021 regular board meeting were approved as presented.

**DISCUSSION AND/OR ACTION ITEMS:**

1. For Information Only: Budget vs Actuals: FY 2021-22 Adopted – FY22 P&L. Stephanie Whitehouse was not able to attend this board meeting so Diana Whyte presented the financial information in this item and Item 2 below. The budget is on track. Some increases were explained, including the need to step up the amount for travel and conferences (to meet legal requirements), the building leases (which run out in 2023), purchase up-to-date laptops, legal fees in order to interpret current legislation, and major use permit final costs for the driveway improvements.
2. For Information Only: Transaction Report-Jul-Sep 2021 – Conferences and Travel. This item was reviewed in Item 1 above.

3. Reviewed/Approved: 2022-2023 Agreement for Participation with El Dorado Charter SELPA. In May 2021, the Board voted to change from East County SELPA to El Dorado SELPA. The East County SELPA is geared toward traditional schools. El Dorado SELPA is charter-specific. There are rigorous requirements to meet in order to join, including applying a year in advance, a Board vote to participate, etc. There are many benefits to joining El Dorado SELPA, including their many online instructional training resources. Funding would come directly to The Heights Charter instead of being funneled through Dehesa. After an informative discussion, a motion was made by Monica White to approve the 2022-23 Agreement for Participation with El Dorado Charter SELPA. The motion was seconded by Kellie Peel. Motion carried 5-0. Ayes: Scherbaum, White, Peel, Larsen, Cramsie; Noes: 0. Absent: Lenore, Herrin.
  
4. Reviewed/Adopted: Annual Review of Board Policy 5030 Student Wellness. This policy needs to be reviewed annually to meet oversight requirements. The key wording is under **Advertising and Promotion**:
 

“The Governing Board establishes this policy to ensure effective and consistent standards for advertisements and promotions by non-school groups in school-sponsored publications, on district and school web sites and social media, and on school facilities and grounds. The director or designee shall not accept for distribution, or allow on school property, any materials or advertisements that:

*Promote during the school day any food or beverage that does not comply with state nutritional standards pursuant to Education Code 49430-49431, including a corporate incentive program that offers free or discounted foods or beverages that do not meet nutritional standards as rewards for students who reach certain academic goals. This prohibition does not include advertising on clothing with brand images worn on school grounds, advertising contained in product packaging, or advertising of infrequent school fundraising events involving food or beverages that do not meet the nutritional standards. (Education Code 49431.9, per AB 841) (cf. 3550 – Food Service/Child Nutrition Program; cf. 5030 – Student Wellness)”*

After the review, Monica White made a motion to adopt Board Policy 5030 as presented. Kellie Peel seconded the motion. Motion carried 5-0. Ayes: Scherbaum, White, Peel, Larsen, Cramsie; Noes: 0. Absent: Lenore, Herrin.
  
5. Reviewed/Adopted: Board Policy 5131.2 Bullying. This policy was reviewed by the Board. After review, Monica White made a motion to adopt Board Policy 5131.2 as presented. The motion was seconded by Kellie Peel. Motion carried 5-0. Ayes: Scherbaum, White, Peel, Larsen, Cramsie; Noes: 0. Absent: Lenore, Herrin.
  
6. Reviewed/Adopted: Board Policy and Administrative Regulation 4158 Employee Security. This policy and administrative regulation was reviewed by the Board. After review, Monica White made a motion to adopt Board Policy and Administrative Regulation 4158 as presented. Kellie Peel seconded the motion. Motion carried 5-0. Ayes: Scherbaum, White, Peel, Larsen, Cramsie; Noes: 0. Absent: Lenore, Herrin.
  
7. Reviewed/Adopted: Board Policy 5145.9 Hate-Motivated Behavior. This policy was reviewed by the Board. After review, Kellie Peel made a motion to adopt Board Policy 5145.9 Hate Motivated Behavior as presented. Casey Larsen seconded the motion. Motion carried 5-0. Ayes: Scherbaum, White, Peel, Larsen, Cramsie; Noes: 0. Absent: Lenore, Herrin.
  
8. Reviewed/Adopted: Board Policy and Administrative Regulation 5132 Dress and Grooming. This policy and administrative regulation was reviewed by the Board. After review, Casey Larsen made a motion to adopt Board Policy and Administrative Regulation 5132 Dress and Grooming as presented. Monica White seconded the motion. Motion carried 5-0. Ayes: Scherbaum, White, Peel, Larsen, Cramsie; Noes: 0. Absent: Lenore, Herrin.
  
9. Reviewed/Discussed: Brown Act Emergency Teleconferencing Extension. This bill was signed by Governor Newsom. 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. A discussion about the parameters and their meaning was conducted, including a key phrase “*if poses imminent threat to your health*” and what it signifies. The state of California is still technically in a state of emergency but at the conclusion of the discussion, it was decided to continue to meet in person unless otherwise notified.

**ADJOURNMENT**

The board meeting was adjourned at 5:17 pm.

The next board meeting will be held at 3:45 pm on Monday, November 15, 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 October 18, 2021.

*Debra Cramsie*

Secretary