

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

MINUTES OF NOVEMBER 13, 2023
REGULAR BOARD MEETING

CALL TO ORDER

Kristi Scherbaum called the regular meeting of the governing board to order at 4:17 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, Angie Sandkuhl, Debra Cramsie. Absent: Casey Larsen, Loni Paine, Cassie Andrews.

FLAG SALUTE

PRESENTATIONS – No presentations this month.

COMMUNICATIONS (non-agenda items)

Oral Communications – No oral communications at this meeting.

Director's Report –

- Enrollment Update. The current count remains at 286 students. One family may possibly be moving out of state before winter break.
- COVID-19 Update. No on-site cases to report.
- Personnel. No changes to report.
- Upcoming Events: (1) BizTown field trip is scheduled for 1/17/2024. (2) 6th Grade Camp is scheduled 2/5/2024 – 2/8/2024. (3) 8th Grade Camp is scheduled 3/11/24 – 3/15/24. (4) Parent volunteers are needed for Secret Santa Shop.
- Other – The stolen rent check funds have been returned in full.

CONSENT ITEMS

1. Approval of Minutes: The minutes from the October 16, 2023 Regular Board meeting were approved as presented.

DISCUSSION AND/OR ACTION ITEMS:

1. For Information Only: Budget vs Actuals as of 10/31/2023. Diana Whyte reviewed this item with the Board. The budget is on track. There will be updated information to report at the next Board meeting.

Public Comments: There were no public comments made on this item.

2. Reviewed/Approved: NWEA MAP Contract Renewal. The Board was provided with two renewal options, a one-year contract and a three-year contract. After a discussion on the possible cost savings, it was determined that it was not a large enough discount to commit to the three-year option. Kellie Peel made a motion to approve the one-year NWEA MAP Contract as presented. Angie Sandkuhl seconded the motion. Motion carried: 4-0. Ayes: Scherbaum, Peel, Sandkuhl, Cramsie. Noes: 0. Absent: Paine, Larsen, Andrews.

Public Comments: There were no public comments made on this item.

3. Reviewed/Approved: Identification and Education Under 504. Diana Whyte reviewed this item with the Board. Some examples of accommodations were given for a student who qualifies for assistance under Section 504 of the Rehabilitation Act of 1973. Angie Sandkuhl made a motion to approve the Identification and Education Under Section 504 policy as presented. Kellie Peel seconded the motion.

Motion carried: 4-0. Ayes: Scherbaum, Peel, Sandkuhl, Cramsie. Noes: 0. Absent: Paine, Larsen, Andrews.

Public Comments: There were no public comments made on this item.

4. Reviewed/Adopted: Board Policy 1340 Access to District Records. This board policy was added in a continuing effort to maintain up-to-date policies and procedures for The Heights Charter. Kellie Peel made a motion to adopt Board Policy 1340 Access to District Records as presented. Angie Sandkuhl seconded the motion. Motion carried: 4-0. Ayes: Scherbaum, Peel, Sandkuhl, Cramsie. Noes: 0. Absent: Paine, Larsen, Andrews.

Public Comments: There were no public comments made on this item.

5. Reviewed/Adopted: Administrative Regulation 1340 Access to District Records. After review of this regulation, which goes into further detail than Item 4 above, Kellie Peel made a motion to adopt Administrative Regulation 1340 Access to District Records. Angie Sandkuhl seconded the motion. Motion carried: 4-0. Ayes: Scherbaum, Peel, Sandkuhl, Cramsie. Noes: 0. Absent: Paine, Larsen, Andrews.

Public Comments: There were no public comments made on this item.

6. 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. Angie Sandkuhl made a motion to meet in person at the next Board meeting. Kellie Peel seconded the motion. Motion carried: 4-0. Ayes: Scherbaum, Peel, Sandkuhl, Cramsie. Noes: 0. Absent: Paine, Larsen, Andrews.

Public Comments: There were no public comments made on this item.

ADJOURNMENT

The Board meeting was adjourned at 4:46 pm.

The next board meeting will be held at 4:00 pm on Monday, December 11, 2023.

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 November 13, 2023.

Debra Cramsie
Secretary