

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

MINUTES OF DECEMBER 6, 2021
REGULAR BOARD MEETING

CALL TO ORDER

Kristi Scherbaum called the regular meeting of the governing board to order at 4:03 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, Michelle Lenore, and Debra Cramsie. Absent: Summer Herrin, Casey Larsen.

FLAG SALUTE

PRESENTATIONS – No presentations scheduled this month.

COMMUNICATIONS (non-agenda items)

Oral Communications – Julie Richard shared some drug awareness program information with the Board.

Director's Report –

- Enrollment Update: Enrollment is currently at 264 students. Four new TK students will start after winter break.
- COVID-19 Update: No new cases have been reported. All staff and students will continue to wear a mask unless they are outside, per the California Department of Public Health mandate.
- Personnel: We plan to advertise for a temporary long-term substitute and will need to hire one or possibly two instructional aides.
- Upcoming Events: Santa's Secret Shop
- Educator Effectiveness Block Grant: The Leadership Team decided not to apply for the Educator Effectiveness Block Grant at this time.
- Other: The possibility of hiring a part-time IT person was discussed. The cost is to be shared with Dehesa. A written proposal will be requested from Dehesa so the Board will be able to see the actual cost and what tasks will be assigned to this person. The details will be shared at the next regularly scheduled board meeting.

CONSENT ITEMS

1. Approval of Minutes: The minutes from the November 15, 2021 regular board meeting were approved as presented.

DISCUSSION AND/OR ACTION ITEMS:

1. For Information Only: Charterwise Financial Update. The financial update and the two additional for information only items below were reviewed with the Board by Stephanie Whitehouse via conference call. Changes were discussed and the Board was fully informed of the current financial status of The Heights Charter.
2. For Information Only: July 2021- October 2021 Budget vs Actuals
3. For Information Only: FY2021-2022 Cash Flow Projection
4. Reviewed/Approved: Board Policy – FY2021-2022 First Interim Report July 1, 2021 to October 31, 2021. This item will require the signature of the Director and will be sent to Dehesa this week. A motion to approve the FY2021-2022 First Interim Report was made by Monica White. The motion was seconded

by Kellie Peel. Motion carried 5-0. Ayes: Scherbaum, White, Peel, Lenore, Cramsie. Noes: 0. Absent: Herrin, Larsen.

5. Reviewed/Approved: FY2021-2022 First Interim Budget July 1, 2021 to October 31, 2021. This item's details were reviewed for the Board by Stephanie Whitehouse. After review, a motion to approve the FY2021-2022 First Interim Budget was made by Kellie Peel. The motion was seconded by Monica White. Motion carried 5-0. Ayes: Scherbaum, White, Peel, Lenore, Cramsie. Noes: 0. Absent: Herrin, Larsen.
6. Reviewed/Adopted: Board Policy – Prohibited-Encouraging Disenrollment/Discouraging Enrollment. The Board had a discussion about what this board policy means and what it is for. After review, a motion to adopt the Board Policy – Prohibited-Encouraging Disenrollment/Discouraging Enrollment was made by Kellie Peel. The motion was seconded by Monica White. Motion carried 5-0. Ayes: Scherbaum, White, Peel, Lenore, Cramsie. Noes: 0. Absent: Herrin, Larsen.
7. Reviewed/Approved: 2021-22 Student/Parent Handbook. The new legal additions to the handbook were reviewed with the Board. It was suggested that the Communications/Newsletter be changed to Calendar of Events. A motion to approve the 2021-22 Student/Parent Handbook was made by Monica White. The motion was seconded by Michelle Lenore. Motion carried 5-0. Ayes: Scherbaum, White, Peel, Lenore, Cramsie. Noes: 0. Absent: Herrin, Larsen.
8. 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 4:56 pm.

The next board meeting will be held at 4:00 pm on Monday, January 24, 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 December 6, 2021.

Debra Cramsie

Secretary