

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

MINUTES OF MARCH 17, 2025
REGULAR BOARD MEETING

CALL TO ORDER

Kellie Peel called the regular meeting of the governing board to order at 4:26 pm. This Board Meeting was held at 2710 Alpine Blvd, Suite E, in Alpine.

DIRECTORS PRESENT

The following members were present at the meeting: Kellie Peel, Casey Larsen, Kristi Scherbaum, Debra Cramsie. Absent: Angie Sandkuhl, Cassie Andrews, Jenna Andrus.

FLAG SALUTE

PRESENTATIONS – No presentations this month.

COMMUNICATIONS (non-agenda items)

Director's Report –

- Enrollment Update – Enrollment remains at 288 students. So far, only one Returning Student Survey received from a parent whose child is 100% homeschooled states that they might not be returning in the fall. We have 12 TK siblings who have enrolled for next year.
- Personnel – Shelby Britos, Instructional Aide, has submitted her resignation effective March 21, 2025. Her full-time position will not be replaced. Christina Moore and Zoe Matter will each be adding an additional work day to their schedules to cover the duties that Mrs. Britos fulfilled. We will reassess the vacant position at the end of the year to make a decision for next school year.
- Upcoming Events – 1) 8th grade camp is in Julian this week with the following staff: Kim Koenig, Nicky Jones, and Keith McKinsey. 2) 3rd grade performance of "Geology Rocks" is tonight at 6:30 pm. 3) This Thursday evening at 6 pm is the last Parent Association Meeting of this school year. 4) Thursday, March 27 is the 5th grade performance. 5) 6th grade camp is in Pine Valley on Monday, March 31 to Thursday, April 3, 2025. 6) The Oversight team will be onsite on April 2, 2025.
- Other – 1) Bags for cell phones, smart watches, and ear pods is not implemented yet. We may upgrade the item and have not yet purchased yet. 2) The AUSD Agreement that was reviewed with our attorney at the last meeting is coming before you in our April school board meeting and then before Alpine's governing board, if it is approved. 3) The CDE Performance Categories for Charter Schools results came out on Friday and The Heights Charter was on the list. This is so important for our charter renewal and means that we can be renewed for 5 to 7 years, rather than 5 years or less. Congratulations messages were sent by Brad Johnson and Dave Patterson.

CONSENT ITEMS:

1. Approval of Minutes: The minutes from the February 24, 2025 Regular Board Meeting were approved as presented.

DISCUSSION AND/OR ACTION ITEMS:

1. For Information Only: 2024-25 Budget vs Actuals as of 2/28/25.
The report was reviewed by Diana Whyte for the Board. No action required on this item.

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

2. Reviewed/Approved: 2025 Holiday Gift Shop Agreement. We set this up early because we have a better chance of reserving the dates that work best for our school. There are no changes from last year's agreement. After review, Kristi Scherbaum made a motion to approve the 2025 Holiday Gift Shop Agreement, as presented. Casey Larsen seconded the motion. Motion carried 4-0. Ayes: Peel, Larsen, Scherbaum, Cramsie. Noes: 0. Absent: Sandkuhl, Andrews, Andrus.

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

3. Reviewed/Approved: 2025-26 Board Meeting Calendar. After reviewing the dates, Casey Larsen made a motion to approve the 2025-26 Board Meeting Calendar, as presented. Kristi Scherbaum seconded the motion. Motion carried 4-0. Ayes: Peel, Larsen, Scherbaum, Cramsie. Noes: 0. Absent: Sandkuhl, Andrews, Andrus.

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

4. Reviewed/Approved: 2025-26 Declaration of Need. After reviewing the form, Casey Larsen made a motion to approve the 2025-26 Declaration of Need, as presented. Kristi Scherbaum seconded the motion. Motion carried 4-0. Ayes: Peel, Larsen, Scherbaum, Cramsie. Noes: 0. Absent: Sandkuhl, Andrews, Andrus.

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

5. Reviewed/Approved: Updates to The Heights Charter Fiscal Control Policies and Procedures. Diana Whyte reviewed this item with the Board and explained the reason for the changes. After a short discussion, Casey Larsen made a motion to approve the updates to The Heights Charter Fiscal Control Policies and Procedures, as presented. Kristi Scherbaum seconded the motion. Motion carried 4-0. Ayes: Peel, Larsen, Scherbaum, Cramsie. Noes: 0. Absent: Sandkuhl, Andrews, Andrus.

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

ADJOURNMENT

The Board meeting was adjourned at 4:45 pm.

The next board meeting will be held at 4:15 pm on Monday, April 28, 2025.

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 March 17, 2025.

Debra Cramsie
Secretary