

June 5, 2018

To whom it may concern,

Enclosed please find the Notice of the June 12, 2018 meeting of the Board of Directors of Heritage Heights Academy (HHA), an approved CCSD public charter school in Arapahoe County, Colorado. Please immediately post the Notice in a prominent place as required by law. We appreciate your assistance in this regard.

HHA Public Board Meeting

Tuesday June 12, 2018 at 6:00 p.m.

20050 E Smoky Hill Rd.

Centennial, CO 80015

If you have any questions or need any further information, please feel free to contact me at (720) 253-7472

Sincerely,

Jessica Price
Board Secretary



NOTICE OF PUBLIC MEETING
of the
Board of Directors of
Heritage Heights Academy

Notice is hereby given that the Board of Directors of Heritage Heights Academy, an approved CCSD public charter school in Arapahoe County, Colorado, will conduct a public meeting on Tuesday June 12, 2018, beginning at 6:00 PM. The public is invited to attend.

Attached hereto is an agenda of all items scheduled to be considered. Unless otherwise stated, items may be taken out of the order presented on the agenda at the discretion of the Chairperson.

Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend or participate at the meeting. Any persons requiring assistance may call Jessica Price at (720) 253-7472 in advance so that arrangements may be conveniently made.

Public comment may be limited to three minutes per person at the discretion of the Chairperson.



Heritage Heights Academy

Board Meeting Agenda Tuesday June 12, 2018

20050 E Smoky Hill Road

Centennial, CO 80015

- Preliminary

Agenda Item	Action	Who	Materials/Documents for Review	Time
1.1 Welcome and Call Meeting to Order		Board Chair		1 min
1.2 Pledge of Allegiance		Board Chair		1 min
1.3 Vision and Mission Statement		Board Chair		1 min
1.4 Roll Call		Board Secretary		3 min
1.5 Edits to Agenda		Any Member		3-5 mins
1.6 Adopt Agenda	Vote			2 mins

- Public Comment – Comments limited to 3 minutes per person

Vote

- Consent Agenda –The entire consent agenda is voted on and approved with one motion, one second, and one affirmative vote. Any Board member may request that an item be removed from the consent agenda, and if so it will be moved to the Action Items for further discussion.

1. Minutes from the May 21st Board of Directors Meeting
2. Updated Volunteer Policy to add \$10 per hour buying of hours
3. Update Dress code to include light blues shirts for Middle School only
4. End of Year Principal Evaluation

- Reports

Agenda Item	Action	Who	Materials/Documents for Review	Time
4.1 PTSO Update	None	PTSO representative		5 min
4.2 Financial Update	None	Bart Skidmore		5 min
4.3 Facilities Update- EFS is closing	None	Tim Farmer/ Nathan Wheldon		15 min
4.4 Fundraising Update	None	Jen Gibbons		2 min
4.5 Enrollment Update	None	Principal Miller-Forrest		5 min
4.6 Charter School Board Univ. Ch 1 & 2	None	Jen Gibbons		10 min

- Discussion

Agenda Item	Action	Who	Materials/Documents for Review	Time
5.1 Goals from Principal Evaluation	Vote	Principal Miller-Forrest		10 min
5.2 Discussion of contracted Nurse	Vote	Principal Miller-Forrest		5 min
5.3 Letter to Staff/Teachers and Parents about Survey results- ELO and Stipens	Discuss	Jen Gibbons/ Principal Miller-Forrest		10 min
5.4 Enrollment Policy Updated- Waitlist	Vote	Jen Gibbons		10 min
5.5 Middle School Handbook	Vote	Principal Miller-Forrest		5 min
5.6 Discussion of Teacher Representative at Board meetings	Vote	Jen Gibbons		10 min
5.7 Executive Session for Principal Contract Agreement- Insurance	Vote	Jen Gibbons		10 min
5.8 Executive Session for Principal Contract Agreement- At will	Vote	Jen Gibbons		5 min

Agenda Item	Action	Who	Materials/Documents for Review	Time
7.1 Scheduling next board meeting- Aug 14th		Board Chair		3 mins
7.2 Requests for agenda at next board meeting		Board Chair		3 mins

- Public Comments – limited to 3 minutes per person.

- Action Items to be completed:

- Meeting Evaluation
- Adjourn the meeting

Action Items from May:

- 1) Sign conflict of interest agreements at next meeting - Tara to reformat
- 2) Add approval to survey to board calendar
- 3) Natalia to change handbook to include light blue shirt color for middle school kids
- 4) Jen write waitlist policy for board to edit and approve
- 5) Jen send out dates for study session
- 6) Jen write letter to staff regarding survey
- 7) Natalia write letter to parents regarding parent survey
- 8) Natalia will develop handbook for middle school for next year
- 9) Board to meet at study session to write principal evaluation rubric

IMPORTANT UPCOMING DATES:

June 16th- 9-11am Study Session on Principal Eval. Rubric and Timeline

Aug 14th 6pm- BOD Meeting (Does second Tues of each month still work best?)

Back to School Night –Aug 9th

First (Full) Day of School –Aug 13th

Board Visit Day - Oct 1