



May 2, 2017

To whom it may concern,

Enclosed please find the Notice of the May 3, 2017 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
Wednesday, May 3, 2017 at 6:30 p.m.
19697 E. Smoky Hill Road
Centennial, CO 80015

If you have any questions or need any further information, please feel free to contact me at (720) 938-5502.

Sincerely,

Kristen Ivory
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 Wednesday, May 3, 2017, beginning at 6:30 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 Kristen Ivory at (720) 938-5502 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 May 3, 2017
 19697 E Smoky Hill Road
 Centennial, CO 80015

1. 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		1 min
1.5 Edits to Agenda		Any Member		3-5 mins
1.6 Adopt Agenda	Vote			2 mins

2. Public Comment – Comments limited to 3 minutes per person

3. No items on Consent Agenda.

4. Reports

Agenda Item	Action	Who	Materials/Documents for Review	Time
4.1 PTSO Update	None	PTSO representative		5 min

4.2 Fundraising Update	None	Jen Gibbons		5 min
4.3 Facilities Update and moving plans	None	Jessica Price		5 min
4.4 Hiring Update	None	Principal Miller-Forrest		5 min

5. Discussion

Agenda Item	Action	Who	Materials/Documents for Review	Time
5.1 Discussion of updates to employee manual	Vote	Principal Miller-Forrest		5 min
5.2 Discussion of board oversight on hiring and termination of employees	None	Jen Gibbons		5 min
5.3 Discussion of principal evaluation	None	Peggy Downs	Principal evaluation	5 min
5.4 Discussion of options for auditor for annual audit. Review quotes from Wendy Swanhorst and John Cutler	Vote	Karen Lee-Toy	Quotes from Wendy Swanhorst and John Cutler	5 min
5.5 Discussion of revisions to grievance policy	Vote	Jen Gibbons	Grievance policy	5 min
5.6 Discussion of Strategic plan	None	Lauritz Petersen		5 min
5.7 Discussion of Parent Survey	Vote	Natalia Miller-Forrest		5 min
5.8 Discussion of Flyer School Ap	Vote	Natalia Miller-Forrest		5 min
5.9 Discussion of Long Term Substitute Teacher Pay	Vote	Natalia Miller-Forrest		5 min

6. Action Items

Agenda Item	Action	Who	Materials/Documents for Review	Time
6.1 Approval of revisions to employee manual	Vote	Board		2 min
6.2 Approval of auditor for annual audit	Vote	Board		2 min
6.3 Approval of revisions to grievance policy	Vote	Board		2 min
6.4 Approval of Parent Survey	Vote	Board		2 min
6.5 Approval of School Ap	Vote	Board		2 min
6.6 Approval of Long Term Substitute Teacher Pay	Vote	Board		2 min

7. Next Steps

Agenda Item	Action	Who	Materials/Documents for Review	Time
5.1 Scheduling next board meeting		Board Chair		3 mins
5.2 Requests for agenda at next board meeting		Board Chair		3 mins

8. Adjourn the meeting

9. Meeting Evaluation