

May 18, 2018

To whom it may concern,

Enclosed please find the Notice of the May 21, 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

Monday, May 21, 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) 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 Monday, May 21, 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 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 Monday May 21, 2018

20050 E Smoky Hill Road

Centennial, CO 80015

- Preliminary

<b>Agenda Item</b>	<b>Action</b>	<b>Who</b>	<b>Materials/Documents for Review</b>	<b>Time</b>
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- Welcome New Board Members and Thank Outgoing Ones		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
- 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 April 10, 2018 Board of Directors Meeting
  2. Minutes from the Board Retreat on May 5, 2018
  3. Financial Policy
  4. Staff Tuition Post Tax Benefit
  5. Employee Handbook

- Reports

<b>Agenda Item</b>	<b>Action</b>	<b>Who</b>	<b>Materials/Documents for Review</b>	<b>Time</b>
4.1 PTSO Update	None	PTSO representative		5 min
4.2 Financial Update-	None	Bart Skidmore		5 min
4.3 Facilities Update	None	Nathan Wheldon		5 min
4.4 Fundraising Update	None	Jen Gibbons		5 min
4.5 Enrollment Update	None	Principal Miller-Forrest		5 min
4.6. Personnel Report and Volunteerism report	None	Principal Miller-Forrest		5 min
4.7 School-wide Assessments STAR	None	Principal Miller-Forrest/ Lauritz Petersen		10 min
4.8 Parent survey results	None	Principal Miller-Forrest		15 min
4.8 Staff Survey results	None	Nathan Weldon		15 min

- Discussion

<b>Agenda Item</b>	<b>Action</b>	<b>Who</b>	<b>Materials/Documents for Review</b>	<b>Time</b>
5.1 Establish Board Officers Pres, VP, Treasurer, Sec	Vote	Jen Gibbons		5 min
5.2 Assign Committee Positions	Discuss	Jen Gibbons		5 min
Policies/Leadership -				
Community outreach/ marketing/enrollment -				
Finance -				
Facilities -				
SAC -				
Fundraising -				

5.3 Discussion on Middle School plans		Principal Miller-Forrest		10 min
5.4 Dress Code change to add light blue for Middle school only	Vote	Principal Miller-Forrest		5 min
5.5 Discussion on Board visit day and Board/parent visit	Schedule	Jen Gibbons		5 min
5.6 Discussion on Volunteer Policy specifically paying fee instead of volunteer hours	Vote	Principal Miller-Forrest		5 min
5.7 Discussion of edits to Enrollment Policy- going to Waitlist	Vote	Principal Miller-Forrest		5 min
5.8 Executive Session to discuss Principal evalutaion	Vote	Jen Gibbons		15 min

- Action Items.

- Next Steps

<b>Agenda Item</b>	<b>Action</b>	<b>Who</b>	<b>Materials/Documents for Review</b>	<b>Time</b>
7.1 Scheduling next board meeting		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:

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- Meeting Evaluation

- Adjourn the meeting

**IMPORTANT UPCOMING DATES:**

Last Day of School – May 24th

June BOD Meeting- June 12th 6pm

Back to School Night –Aug 9th

First (Full) Day of School –Aug 13th