



February 7, 2017

To whom it may concern,

Enclosed please find the Notice of the February 8, 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, February 8 at 6:00 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, February 8, 2017, 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 February 8, 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 Roll Call		Board Secretary		1 min
1.4 Edits to Agenda		Any Member		3-5 mins
1.5 Adopt Agenda	Vote			2 mins

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

3. 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.

Agenda Item	Action	Who	Materials/Documents for Review	Time
3.1 Approve minutes from January 23, 2017 meeting		Board Secretary	Board minutes from January 23, 2017 meeting	1 min

4. Reports

Agenda Item	Action	Who	Materials/Documents for Review	Time
4.1 School Report	None	Jessica Price	Update on Enrollment	6 min

5. Discussion

Agenda Item	Action	Who	Materials/Documents for Review	Time
5.1 Discussion of Strategic Plan Committee	None	Principal Miller-Forrest		5 mins
5.2 Discussion of Communication plan	None	Principal Miller-Forrest		5 mins
5.3 Discussion of Board Retreat for 2017	None	Jen Gibbons		5 mins
5.4 Discussion of League of Charter School Grant for Board members to attend Conference	None	Deleen		5 mins
5.5 Discussion of school start times	Vote	Principal Miller-Forrest		2 mins
5.6 Discussion of student fees policy	Vote	Principal Miller-Forrest		5 mins
5.7 Discussion of Board Member elections and term limits	None	Jen Gibbons		5 mins
5.8 Discussion of change in Kindergarten schedule	Vote	Principal Miller-Forrest		10 mins

5.9 Discussion of implementation of RevTrak for receiving payments online for tuition and student fees	Vote	Principal Miller-Forrest	Contract with RevTrak?	5 mins
5.10 Discussion of changes to Enrollment Policy	Vote	Tim or Jess	Enrollment policy changes	5 mins

6. Action Items

Agenda Item	Action	Who	Materials/Documents for Review	Time
6.1 Approval of Lease with Vineyard Church for 2017-2018 school year	Vote	Board	Copy of Lease Agreement	5 mins
6.2 Approval of contract with Clive for Website Service Agreement	Vote	Board	Website Service Agreement	2 mins
6.3 Approval of Student Fee Policy	Vote	Board	Student Fee Policy	2 mins
6.4 Approval of Adjustment to start and stop times for 2017-2018 school year	Vote	Board		2 mins
6.5 Approval of change in Kindergarten Schedule to allow full day Kindergarten available to all interested and half day to leave at noon	Vote	Board		2 mins
6.6 Approval of implementation of RevTrak for receiving payments for tuition and student fees	Vote	Board		2 mins

6.7 Approval of changes to Enrollment policy	Vote	Board		2 mins

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