



February 12, 2018

To whom it may concern,

Enclosed please find the Notice of the February 13, 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, February 13, 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

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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, February 13, 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 Tuesday, February 13, 2018

20050 E Smoky Hill Road

Centennial, CO 80015

1. 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		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. 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.

- 3.1 Succession Plan for School Administrator
- 3.2 Code of Conduct for Conflict of Interest Policy
- 3.3 Edits to Board Handbook
- 3.4 Minutes from January 9<sup>th</sup>, 2018 Board Meeting
- 3.5 Minutes from December 12<sup>th</sup>, 2017 Board Meeting
- 3.6 Minutes from January 20<sup>th</sup>, 2018 Study Session
- 3.7 Minutes from January 27<sup>th</sup>, 2018 Board League Training

4. Reports

<b>Agenda Item</b>	<b>Action</b>	<b>Who</b>	<b>Materials/Documents for Review</b>	<b>Time</b>
4.1 PTSO Update		PTSO representative		5 min
4.2 Financial Update		Bart Skidmore		5 min
4.3 Facilities Update		Jess Price		5 min
4.4 Fundraising Update		Jen Gibbons		5 min
4.5 Enrollment Update		Principal Miller-Forrest		5 min
4.7 School Wide Assessments and mid-year update		Principal Miller-Forrest		10 min

5. Discussion

<b>Agenda Item</b>	<b>Action</b>	<b>Who</b>	<b>Materials/Documents for Review</b>	<b>Time</b>
5.1 Discussion and approval of principal evaluation	Vote	Jen Gibbons/Peggy Downs		10 min
5.2 Discussion of Board Member Behavior regarding Executive Director		Board Members		10 min

5.3 Discussion and approval of change to Family Handbook regarding fees for late pickup		Principal Miller-Forrest		10 min
5.4 Discussion on after school Broadcasting class		Principal Miller-Forrest		5 min
5.5 Discussion on Kindergarten Tuition for Staff members		Principal Miller-Forrest		5 min
5.6 Discussion on upcoming Board elections		Jen Gibbons		5 min
5.7 Schedule Board retreat		Jen Gibbons		5 min

6. Action Items. No action items.

7. 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

8. Public Comments – limited to 3 minutes per person.

9. Action Items to be completed:

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10. Meeting Evaluation

11. Adjourn the meeting

