

Heritage Heights Academy
Board Meeting Agenda Monday May 21, 2018
20050 E Smoky Hill Road
Centennial, CO 80015

Welcome. Pledge of Allegiance, Vision and Mission were read.

Roll Call- Jason Clark, Lauritz Petersen, Jessica Price, Jen Gibbons, Jamie Kristofco all present. Nathan Weldon on his way. Peggy Downs calling in.

Thank outgoing board members Kristin Ivory and Karen Lee-Toy. Their service was much appreciated.

No edits to the agenda. Jamie made motion to adopt agenda Lauritz second. Unanimous.

No public comment at this time.

Motion to adopt consent agenda by Lauritz, Seconded by Jessica- Unanimous

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:

PTSO Update- students will get treat at recess, looking for new member on back to school night.

Finance- \$16,000 left in Daniels fund, deposit with Edge needs resolution- district is interested. Goal is to work something out by the 2nd. Legislative session ended as expected 6.8 % increase in PPR about \$50 increase per student.

Facilities- SHV church replied with what they feel the church is worth. There is a significant gap in price. We plan to have EFS look at other properties/ options.

Fundraising -Committee will decide on goal to raise funds, planning Fun Run for next year. \$7500 was raised from auction/ carnival.

Enrollment update- Nancy has been working hard. 312 students are enrolled. The goal is 319. Seven offers are out. There are several reasons why some have changed their minds. On waiting list we have 175 students. All grades have waitlist. In 1st grade we have 55 students.

Personnel/Hiring Report- Still hiring for some positions. Two aids have been hired. Still looking for 7th grade teacher and 3rd grade teacher. Posted on Indeed and with the league and advertised at job fairs. Idealist was brought up as a good option to try.

Volunteerism-HHA had a volunteer breakfast, handed out eagle volunteer pins- about 15 people attended.

School Wide Assessments- Star data results were discussed. Below are the growth - Growth #'s

	Reading	Math
2nd	+1.0	+1.1
3rd	+1.1	+1.0
4th	+1.2	+1.3
5th	+0.8	+1.5
6th	+1.2	+1.6

All in 2/3 or above percentile ranking. Overall the growth and end progress is very good.

Discussion of Parent Survey. 47 % response rate 71 responded. Almost an 8 for satisfied with HHA. We went over each question. Discussion on what adjustments can be made as a result of the survey. An update in the Communiqué to be written by Natalia of changes made based on feedback from the survey.

Staff Survey had 16 responses. Overall average was a 2.5 on a 4 pt. scale. Highest ranking was "I contribute to the school and community," and "I feel welcomed by office staff, office staff is helpful." Lowest ranking was "How likely to recommend HHA to someone interested in working at HHA," and

"Communication between principal and faculty is timely and effective," and "I feel motivated by principals leadership," and "principal recognizes excellence." A few safety concerns were brought up- several staff recommended blinds for lockdown. Principal shared plan to add a reading tutor. Board asked Jen to represent the board and discuss plans for improvement and help draft a letter to staff thanking them for the feedback and giving them some action items that we plan to change.

Discussion/ Vote:

Officers selection: Jen Gibbon and Jessica Price were interested in running for board president. An anonymous vote took place. By a vote of 4 to 3, Jen Gibbons was elected. Lauritz Petersen was selected for Vice President. Lauritz Petersen was selected as Treasurer. Jessica Price was selected as Secretary.

Short Discussion on what Committee Positions board members would like to fill-

Policies/Leadership - Jen, Lauritz

Community outreach/ marketing/enrollment - Jamie

Finance - Lauritz, Jen

Facilities - Nathan

SAC -Peggy, Jess

Fundraising/ Grants -Jason, Jen

Middle School Plans- Natalia provided a short summary of middle school plans.

The goal is to develop leaders. Math goal to complete Algebra by 8th grade. Middle school students will do a Capstone project. At this time we plan to have separate middle school character traits. Integrate into H.S. Possible shadow program for half day. Idea was brought up about a Mentor program. Technology to start in 7th grade to be taught by a specials teacher. Still have Art, Music, Latin and P.E. And will add one more elective next year. Deciding what to add for after school. Possibly a study hall. Want to start Student council, NJHS, honor roll, service projects. To be ready for AP/IB they need grit. Also plan to administer aspire test in 8th grade. Destination Imagination was brought up. Financial literacy was brought up. It was suggested to find documentation about language requirements to prepare students for High School. Action item to put together middle school handbook and update curriculum page to include upper grades.

Vote to add light blue polo shirts for middle school students only- Unanimous vote.
Short discussion on nail polish, but will keep as is.

Board Visit Day- Plan to do in October 1st, Monday. Schedule lunch with staff/ teachers possibly at back to school night.

Discussion on Volunteer Policy specifically paying fee instead of volunteer hours- \$10 an hour was proposed. Next meeting we will vote to adopt the policy with added language that was discussed- mainly to change to add the option of "buying" volunteer hours at \$10 per hour. Natalia will put together the wording for this change and will go on consent agenda for June meeting.

Discussion of ending the lottery system for enrollment that was required for CCSP Grant and changing to a waitlist. It was brought up that the lottery seems to provide more equity but if we do broad outreach that will ensure diversity. Still plan to do a big push for enrollment in January. Will add wording that the change will happen on July 1 and on. Jen will put together modification to Enrollment policy. Short discussion on adding children at birth or add only 2 years before they enter school.

Public Comments

One public comment about how board needs to really think through Enrollment and get edits done quickly because it affects the student handbook policies. Also, suggested less clubs demands on teachers. It was pointed out that many clubs were canceled and money had to be refunded because of lack of interest.

Executive Session- Jen motioned to go to executive session to discuss personnel matters. CRS 24-402(4) (f). Lauritz second it. at 9:20pm.

Exited at 10:25 Nathan motion to renew Natalia's contract with 3% raise and \$1500 Bonus.

Action Items.

- 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

Next board meeting will be June 12 at 6pm

- Adjourn the meeting