

**Minutes**  
**of the BOARD OF DIRECTORS meeting of**  
**Heritage Heights Academy**  
**February 13, 2018**

The Board of Directors of Heritage Heights Academy held a public meeting on February 13, 2018, at 6:00 p.m. at 20050 E. Smoky Hill Road, Centennial, CO 80015.

**1. Call to order and roll call.**

- 1.1 The meeting was called to order by Board Chair Jennifer Gibbons at 6:00 p.m. Present were Board Members Jennifer Gibbons, Karen Lee-Toy, Peggy Downs, Kristen Ivory, Nathan Wheldon, Lauritz Petersen and Jessica Price. Principal Miller-Forrest was present as well as Bart Skidmore. Tim Farmer was absent.
- 1.2 The Pledge of Allegiance was recited.
- 1.3 The Vision and Mission Statements were recited Board Chair Jen Gibbons.
- 1.4 Roll Call was conducted by Board Secretary, Kristen Ivory.
- 1.5 Edits to the Agenda.  
Discussion item 5.2 was moved to 5.8. 5.1 was moved to 5.7  
Add 4.8. Approval of pursuing Red Tail Hawk property.  
Add 5.9 discussion of staff surveys.

Kristen Ivory motioned to approve edits to the agenda. Seconded by Lauritz.  
Voting unanimous.

**2. Public Comment.**

There was no public comment.

**3. Consent Agenda.**

Consent items 3.3 (Edits to Board Handbook) and 3.2 (Code of Conduct for Conflict of interest policy) were removed from consent agenda. Motion made by Lauritz to adopt the consent agenda. Second Jess. Peggy refrained from voting.

**4. Reports**

- 4.1 PTSO Update. Glow dance, February 23<sup>rd</sup>. 6-7:30. Discussion on who can help selling tickets. \$207 was earned from used uniform sales. \$377 from King Soopers cards. Teacher grant program currently has \$3200. The PTSO is providing lunch for the teachers for Valentines Day.

4.2 Financial Update. Bart Skidmore presented. The Finance Committee met on February 12<sup>th</sup>. The finances are in great shape. The budget this year looks solid. Next month there will be a budget resolution. There will be a few staffing additions. There is a proposed increase for staff . There will be 40 days of operating cash at the end of the year. Bart will be meeting with the District shortly. The FY19 budget is due on March 15<sup>th</sup>. Mill Levy according to statute plan should be together at the end of this fiscal year. Will not impact 18-19 but will have an impact on 19-20.

4.3 Facilities update. Have been working on the lease for next year. There will be a small increase in rent. Only adding one classroom and some closet space. Natalia has been working on negotiations with SHV. Will meet at the beginning of March to discuss options.

CCSD has reached out to see if there is still interest in the Red Tail Hawk park site. Jen makes a motion to keep communication open between the District regarding the Red Tail Hawk site and interest by HHA.

4.4 Fundraising update. The annual giving fund is not going too well. Fun run earned \$22,000. Spring auction is begin planned. Working on food drive to donate food to the SHV food bank.

4.5 Enrollment update. Principal Miller-Forrest presented. Around 95 students need to be recruited. Enrolled 60 in two days. The tours are very full.

4.6 School Wide assessment and mid-year update. Natalia presented the STAR testing data review. Lauritz provided an in-depth review of the reports. A copy of the spreadsheet is attached to the minutes. All students are ending at least half to one full year ahead of grade based on the nationwide grade equivalent. Star results will go home to parents. Teachers have been working so hard and have done an awesome job. We are moving to CMAS test and should be able to get those scores before the end of the year.

5.1 Discussion and approval of change to family handbook regarding fees for late pickup. There was a discussion about charging parent fees for leaving their kids with no supervision when the office is closed. Usually it is the same students who are being left. Natalia has discussed policy language with Tim and samples have been provided to the board. The policy will be finalized and provided to the Board for approval on the consent agenda.

5.2 Discussion on after school broadcasting class. There is a Company who provides an after-school broadcasting class for interested students. The cost is \$180 for enrollment. Tim has reviewed the contract. Natalia will advertise as we do all after school classes. Peggy makes a motion for Board approval on allowing the broadcasting class to come to our school. Lauritz seconded the motion and the voting was unanimous.

5.3 Discussion on Kindergarten tuition for staff. This item was discussed in Finance Committee. It was decided that this would be considered a benefit for teachers and if you give an extra benefit to some it become preferential treatment so that Committee decided not to approve it. Because we are a public school we can't give the perception that we are giving some staff preferential treatment. Bart did mention the idea that we can elect to have a cafeteria plan for employees and tuition can be paid out of that.

5.4 Discussion on upcoming board elections. The deadline for applications is April 16<sup>th</sup>. Short discussion on how to encourage people to run for the board.

5.5 Board retreat scheduled for May 4 & 5<sup>th</sup>. Board staff party will be on May 4<sup>th</sup>.

5.6 Discussion on the Principal Evaluation

A motion was made by Jen Gibbons to move into executive session pursuant to CRS 24-6-402(4)(f) to discuss personnel matters relating to Natalia's evaluation. Peggy seconded the motion. Lauritz voted yes, Kristen voted yes, Karen voted yes, Jess voted yes, Nathan voted yes.

5.7 Discussion of Board Member Behavior regarding Executive Director. Short discussion on Board Members allowing Natalia to run the school without interference. Natalia needs to feel like she is trusted. It is not appropriate for a board member to solicit a staff member.

## **6. Action Items**

Action items were voted on previously.

The meeting was adjourned at 7:50 p.m.

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Secretary approval



# STAR RESULTS

STAR Testing Data

Growth Math

Summary - Enterprise Test

### MATH for AUG/SEPT 2017 to JAN 15, 2018

| # School Days~ | 68         | PRETEST      |                  |                 |                     | POSTTEST     |                  |                 |                     | CHANGE       |                  |                 |                     |
|----------------|------------|--------------|------------------|-----------------|---------------------|--------------|------------------|-----------------|---------------------|--------------|------------------|-----------------|---------------------|
| GRADE          | # Students | Scaled Score | Grade Equivalent | Percentile Rank | Normal Curve Equiv. | Scaled Score | Grade Equivalent | Percentile Rank | Normal Curve Equiv. | Scaled Score | Grade Equivalent | Percentile Rank | Normal Curve Equiv. |
| 2              | 39         | 453          | 2.5              | 65              | 58.3                | 520          | 3.2              | 77              | 65.3                | 67           | 0.7              | 12              | 7.0                 |
| 3              | 23         | 540          | 3.4              | 68              | 59.6                | 597          | 3.9              | 70              | 61.3                | 47           | 0.5              | 2               | 1.7                 |
| 4              | 21         | 610          | 4.2              | 63              | 56.8                | 688          | 5.0              | 71              | 61.9                | 58           | 0.8              | 8               | 5.1                 |
| 5              | 18         | 725          | 6.0              | 78              | 65.9                | 755          | 6.7              | 78              | 66.5                | 30           | 0.7              | 0               | 0.6                 |
| 6              | 24         | 753          | 6.7              | 63              | 56.9                | 786          | 7.7              | 68              | 59.6                | 33           | 1.0              | 5               | 2.7                 |
| Weighted Ave.  |            |              |                  | 66.7            | 59.1                |              |                  | 73.1            | 63.1                |              |                  |                 |                     |

| PREDICTED GRADE EQUIV. PER PERCENT RATE GROWTH |      |      |      | PREDICTED GRADE EQUIV. DIFFERENCE |      |      |      |
|--|------|------|------|-----------------------------------|------|------|------|
| 150  |      |      |      | 150                               |      |      |      |
| 50   | 75   | 100  | 125  | 50                                | 75   | 100  | 125  |
| 3.62   | 3.83 | 4.04 | 4.26 | 1.12                              | 1.33 | 1.54 | 1.76 |
| 4.20   | 4.35 | 4.50 | 4.65 | 0.80                              | 0.95 | 1.10 | 1.25 |
| 5.48   | 5.72 | 5.96 | 6.21 | 1.28                              | 1.52 | 1.76 | 2.01 |
| 7.12   | 7.33 | 7.54 | 7.76 | 1.12                              | 1.33 | 1.54 | 1.76 |
| 8.30   | 8.60 | 8.91 | 9.21 | 1.60                              | 1.90 | 2.21 | 2.51 |

### MATH for AUG/SEP 2016 to MAY 2017

| # School Days~ | 154        | PRETEST      |                  |                 |                     | POSTTEST     |                  |                 |                     | CHANGE       |                  |                 |                     |
|----------------|------------|--------------|------------------|-----------------|---------------------|--------------|------------------|-----------------|---------------------|--------------|------------------|-----------------|---------------------|
| GRADE          | # Students | Scaled Score | Grade Equivalent | Percentile Rank | Normal Curve Equiv. | Scaled Score | Grade Equivalent | Percentile Rank | Normal Curve Equiv. | Scaled Score | Grade Equivalent | Percentile Rank | Normal Curve Equiv. |
| 2              | 24         | 442          | 2.3              | 63              | 56.8                | 543          | 3.3              | 68              | 59.7                | 101          | 1.0              | 5               | 2.9                 |
| 3              | 22         | 529          | 3.1              | 64              | 57.7                | 607          | 4.1              | 59              | 54.6                | 78           | 1.0              | -5              | -3.1                |
| 4              | 22         | 644          | 4.6              | 75              | 63.9                | 703          | 5.6              | 71              | 61.8                | 59           | 1.0              | -4              | -2.1                |
| 5              | 20         | 684          | 5.2              | 65              | 58.1                | 716          | 5.8              | 54              | 52.0                | 32           | 0.6              | -11             | -6.1                |
| Weighted Ave.  |            |              |                  | 66.7            | 59.1                |              |                  | 63.3            | 57.2                |              |                  |                 |                     |

