

MINUTES
of the BOARD OF DIRECTORS meeting of
Heritage Heights Academy
March 24, 2017

The Board of Directors of Heritage Heights Academy held a public meeting on March 24, 2017 at 4:30 p.m. at 19697 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 4:30 p.m. Present were Board Members Jennifer Gibbons, Kristen Ivory, Jessica Price, Devi Kalla, Deleen Stallings and Karen Lee-Toy. Peggy Downs was on conference call.

Also present was Principal Natalia Miller-Forrest.

1.2 Pledge of Allegiance was recited

1.3 Roll call was conducted by Kristen Ivory

2. Public Comment.

There was no public comment

3. Edits to Agenda.

No edits to the agenda.

4. Consent Agenda.

The Consent Agenda was voted on and approved.

5. Discussion.

- 5.1** 2017-2018 Budget Discussion. The discussion was led by Board Treasurer Karen Lee-Toy regarding the Budget. The finance committee met on March 20, 2017. There is currently a \$73,000 deficit. For next year Principal Miller-Forrest would like to add Health Tech and \$1,000 for lunch services. Bart Skidmore prepared an appropriating Resolution (2017-2018 Fund Expenditure Budget) to be approved by the Board. The board reviewed and the Resolution was signed by the Board Chair.

A 3% teacher wage increase was included as well the addition of teacher aides. The budget will be public record on the website.

- 5.2 Karen Lee-Toy led the discussion regarding fixed legal fees to be paid to HHA legal counsel Tim Farmer. It was recommended by the finance committee that the legal fees be fixed at \$1500 per month starting with April 2017 and then being changed to \$1000 per month in August. Karen will submit a proposal to Tim and request an engagement letter.
- 5.3 Facilities update. Jessica Price presented a facilities update regarding issues with the Vineyard church lease. The state, city and fire marshal have inspected the building. There is still a question about changing occupancy to an "E" certificate. There is a situation with some of the doors. Five sliding doors may have to be replaced because of fire code. They are all required exits. We have to keep intruders out but panic doors have to be available for fire exit.

There is one area that is causing a big problem. It is the dead end hallway by the food bank area. We need to get an expert to inspect and help solve this issue or we will have to pull out of the lease. This is a big concern as we only have until April 1st to pull out of the lease. There was a discussion on different options to fix the door problem, but nothing was decided on. Jessica Price will follow up on this issue and make a recommendation to the board.

6. Action Items.

A motion was made by Board Chair Jennifer Gibbons to approve the 2017/2018 Budget. The motion was seconded by Deleen Stallings and the voting was unanimous in favor.

A motion was made by Board Chair Jennifer Gibbons to approve the flat fee legal services agreement with the firm of Brad A. Miller. Deleen Stallings seconded the motion and the voting was unanimous in favor.

The meeting is adjourned at 5:35 p.m.

Approved by Secretary