

**MINUTES**  
**of the Study Session of the**  
**BOARD OF DIRECTORS of Heritage Heights Academy**  
**November 29, 2016**

The Board of Directors of Heritage Heights Academy held a public meeting on November 29, 2016 at 6:00 p.m. at 19697 E Smoky Hill Road, Centennial, CO 80015.

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

The meeting was called to order by Board Chair Jennifer Gibbons at 6:20. Present were Board Members Jennifer Gibbons, Jessica Price, Deleen Stallings, Karen Lee-Toy and Kristen Ivory. Peggy Downs was not present.

Also present was Principal Natalia Miller-Forrest, as well as HHA Counsel Tim Farmer.

**2. No public comment**

**3. Discussion of upcoming calendar events**

The following calendar events were discussed with the discussion being led by Natalia Miller-Forrest.

December 1 - Kinder information night at neighboring preschools.

December 8 – Winterfest at 5:30 at the school. Auction baskets are being prepared by classrooms.

December 12 – CCSD Board meeting. Who can attend? Member Deleen volunteers to attend as well as Natalia Miller-Forrest and possibly Jen Gibbons.

January 15-31 – Open enrollment. Intent to enroll were passed out in class today. Lavon will take over office duties for enrollment.

January 10 – New parent information night

January 19 – Special Kindergarten information night. Tour of school and question and answer period.

January 25 – Parents night

Board Chair Jennifer Gibbons gave a brief overview of the new Fundraising Committee and the programs that were being pursued. Incentives will be offered for monetary donations. Also installment plans will be offered. A Spring Gala will be held in March

or April organized by parent Cory Whitehead. Tracy is in charge of corporate sponsors. Also, a donors choose on Amazon wish list will be available.

Member Stallings mentioned that Stacy Rader from 9 News has agreed to do an interview on HHA and wants to know what dates Natalia will be available. The board then discussed videos for Facebook.

#### **4. Set next Board Meeting date**

The Board discussed what dates would be available to schedule the next board meeting and the meeting was set for Monday, December 5<sup>th</sup> at 6:30 p.m.

Tim Farmer also requested available dates to set up a study session with CCSD. The board decided on January 12<sup>th</sup> or 17<sup>th</sup> at 6:00 p.m. Tim agreed to make a request to CCSD and get back to the Board on the final time.

#### **5. Discussion of Charter Contract with CCSD and Waivers**

Natalia Miller-Forrest led the discussion regarding the Charter Contract with CCSD and Waivers. The Board focused especially on the SPED and ELS portions of the contract. There are currently 9 SPED students on IEP. The Board and the Principal agree that they are confident with this part of the contract.

There is extensive review of the contract and waivers (about 30 minutes).

The board discusses coming up in April the need to have elections for board meetings. Two people will need to be elected, one of which must be a parent. The Bylaws require we appoint someone to the vacancy on the board.

Counsel, Tim Farmer requests that the Board be very diligent in keeping up with the deadline portions of the contract. Member Stallings agrees to put together a master list of deadlines.

There is a discussion on the list of documentation requested by the Edge Church. We are having problems getting information from Academica. We need copies of invoices, checks, and list of work done to the church.

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

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Approved by Secretary

