



---

BOARD MEETING MINUTES  
WEDNESDAY FEBRUARY 15, 2012

---

6:30 – 10:00 PM  
Ben Franklin Academy

Attendance: Jason Sanders, Paige Brock, Jason Sunahara, Staci Ferguson, Becky Mullen, Matt Matherly, Ward Cerny

- Opening (5 Minutes) – Jason Sunahara
    - Welcome/Announcements
    - Pledge of Allegiance
    - Read Mission and Vision
    - Amend/Approve Agenda
      - Paige Brock moves to approve the agenda
        - Becky Mullen seconds the motion
        - Unanimous approval
  - Convene in executive session (a closed session) (20 minutes)
    - Motion to resolve into executive session according to C.R.S. 24-6-402 (4) (f) to discuss personnel matters.
      - Jason Sunahara moves to go into executive session
        - Paige seconds the motion
        - Yeas – Jason Sanders, Matt Matherly, Ward Cerny, Paige Brock, Jason Sunahara, Becky Mullen, Staci Ferguson
      - The employment issue was tabled until the June retreat.
      - Jason Sunahara moves to reconvene in open session
        - Paige seconds the motion
        - Yeas - Jason Sanders, Matt Matherly, Ward Cerny, Paige Brock, Jason Sunahara, Becky Mullen, Staci Ferguson
  - Consent agenda (5 minutes) – Jason Sunahara
    - Approve minutes from January 10, 2012, board meeting
      - Jason Sanders moves to approve the consent agenda with minor changes.
        - Paige Brock seconds the motion
        - Unanimous approval
-

# BEN FRANKLIN

ACADEMY

- Comments from Jay Richard regarding the 2012-2013 calendar (5 minutes)
    - Is concerned about the 2012-2013 calendar. There is no daycare available (HRCA will not offer day care). Jungle Quest was a bad experience for his family. These off days are putting families in a bind and costing money. He would like the board to either reconsider the calendar or offer low cost day care.
    - Bob will look into BASE on days we are off.
  - Open Comments (3 Minutes/Person) – Jason Sunahara
    - Remarks will be limited to three minutes per person
    - See notes below on open comments
    - Lori Beggins – How is the no cell phone zone going in carpool? Is willing to hold a sign and tell parents to turn off their phones.
  - PR Report (30 minutes) – Jason Sunahara/Solie Swan
    - Helping to brand the school
    - Brand positioning statement
    - Looked at other charter school websites
    - Our Website:
      - Need to have more images
      - Need a paragraph on the front page about the school
      - Have tags for the pictures (Ben Franklin Academy 6<sup>th</sup> graders.....)
      - Work on content, have videos
      - URL has preschool in it instead of programs.
      - Add words to promote ourselves
      - Community needs to be displayed
      - Links; facebook pages, ride arrangers
  - Principal's Report (20 Minutes) – Bob Barber
    - Review proposed 2012-2013 budget
      - 2% decrease in PPR for next year
      - 3% raise for teachers
  - Committee Reports (5 minutes each)
    - PAC
      - 5 logged complaints and 4 were about the 2012-2013 calendar
      - Father/Daughter Dance – 150 families attended, great feedback
    - SAC
      - Parent Questionnaire's went out (have a report ready for the April meeting)
-

# BEN FRANKLIN

ACADEMY

- PTO
    - Shuttle busses were well received!
    - Spring Carnival moved to end of the year or field day
    - Used uniform sale will be at the end of the year
    - Silent Auction is going great, \$45/person
  - STEM
    - Planning for the fair. Non competitive (Middle School will be competitive). Week of April 9-13. K will be class wide projects (9<sup>th</sup> in the library). 1<sup>st</sup> and 2<sup>nd</sup> will be small groups (10<sup>th</sup> in the library). 3<sup>rd</sup> – 6<sup>th</sup> will be individual (11<sup>th</sup> – 13<sup>th</sup> in the gym).
    - There will be guidelines that teachers will get at teacher in-service.
  - GRANT
    - 3 grants are in process (written)
    - IEEE has funded a \$300 scholarship
    - Ratify approval of the NSA grant proposal
      - Has an area of STEM, submitted the living labs project (greenhouse and microscopes)
      - Paige Brock moves to have the board ratify the submission of the NSA grant proposal for the living labs project.
        - Jason Sunahara seconds the motion.
        - Unanimous approval
  - Finance
    - Finance committee is coming up with investment strategy.
    - Ward Cerny moves to approve the approve the financials for January 2012
      - Jason Sunahara seconds the motion
      - Unanimous approval
  - Preschool issues related to federal funding and preschool priority (10 minutes) – Paige Brock
    - CDE does not place limitations on preschool priority after the grant is fully funded.
    - Fall of 2013 we could start to offer priority.
    - Jason Sanders makes a motion to modify the enrollment policy to allow for a preschool lottery that will follow after the 4 priorities listed in our enrollment policy that will be used to fill 50% of the available spots for preschool students prior to the general lottery.
-

# BEN FRANKLIN ACADEMY

– Becky Mullen seconds the motion

– Yeas – 6      Nays – 1 Ward Cerny

- Middle school curriculum discussion (15 minutes) – Jason Sanders
  - Bob Barber’s plan is to move Jason Cochrane to the MS academic director
  - There was a discussion regarding whether to make the middle school iPad only, After further discussion, it would be best to have a mix of traditional and iPad media.

Paige Brock left

- Policies
    - Second reading of the revised Grading Policy
      - Jason Sunahara moves to approve the grading Policy with the minor changes to the table.
        - Ward Cerny seconds the motion
        - Unanimous approval
    - Second reading of the revised Inventory Management Policy
      - Jason Sunahara moves to approve the Inventory Management Policy
        - Matt Matherly seconds the motion
        - Unanimous approval
  - Board Election Plans (15 minutes) – Staci Ferguson
    - Will need to create a Voting Parent Group email list. Will email all the info ASAP
    - Voting will be done via online
  - Strategic Plan (10 minutes) – Matt Matherly
  - Parking report (10 minutes) – Matt Matherly
    - People are not following the rules.
  - Revised Highmark Contract (5 minutes) – Jason Sanders
    - Can’t have a long lease, so they shortened the lease and then extended it by 5 years. The wording is changed a bit.
    - Submit to our attorney to have him review it.
    - Table until next month’s meeting
  - Treasurer’s Report on Finances (5 Minutes) – Jason Sunahara
    - Not much different from Ward’s report.
    - There is question about how to file our taxes.
  - Logo discussion (10 minutes) – Jason Sanders
  - Addition Update (5 minutes) – Matt Matherly
-

# BEN FRANKLIN ACADEMY

- It is an addition, not an expansion.
  - Do not know if we need to go through the county again. If we do, we will need parent support.
  - Playground and parking are in the budget.
  - Website (10 minutes) – Becky Mullen
    - Backing up our site completely
  - Team Building (20 Minutes) – Becky Mullen
  - Summary
    - Newsletter -
    - Review Action Items
    - Review Votes
    - Review Future Board Agenda Items
      - March – Complete election nomination process and prepare for election
      - May – Announce results of board elections
      - May – New board member training
      - June – Board Retreat
  - Jason Sunahara moves to adjourn.
    - Staci Ferguson seconds the motion
-