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BOARD OF DIRECTORS MEETING MINUTES  
TUESDAY, AUGUST 13, 2013

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5:30 P.M.  
Ben Franklin Academy

Attendance: Paige Brock, Jason Sunahara, Staci Ferguson, Matt Matherly, Becky Mullen.  
Ward Cerny (late)

Other Notables: Bob Barber – Principal, Diana Simpson – Academic Director, Jason Cochrane – Academic Director. Kristen Goldbery – Preschool Director. Julia Poerterfiel – MCO Chair, Andy Beggings, Finance Committee Chair

- Opening (5 minutes) – Jason Sunahara
    - Welcome/Announcements
    - Mission/Vision
    - Pledge of Allegiance
    - Amend/Approve Agenda
      - Paige moves to amend the consent agenda to add ratification of the Bylaws previously approved on 6-25-2013.
        - Becky Mullen seconds the motion
        - The motion is unanimously approved.
  - Consent Agenda (5 minutes) – Jason Sunahara
    - Approve minutes from June 25, 2013 Board Retreat/Working Meeting
    - Approve Credit Card Processing Policy
    - Ratify the Bylaws previously approved on 6-25-2013
      - Staci Ferguson moves to approve the consent agenda.
        - Paige Brock seconds the motion.
        - The motion is unanimously approved.
  - Parent/Student Presentation Regarding Allowable Length for Boys Hair (5 minutes) - Mike Morrison
    - Would like the board to consider altering the school's Dress Code to allow boys to have long hair.
  - Open Comments (3 minutes/person) – Jason Sunahara
    - Remarks will be limited to three minutes per person. Please see guidelines at end of agenda.
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# BEN FRANKLIN ACADEMY

- Selection of Board President/Officers (25 minutes) - Paige Brock
  - Board to select officer(s)
  - Preident:
    - Becky nominates Paige Brock as Preident
      - Matt Matherly seconds the motion
    - Ward Cerny nominates Becky Mullen
      - Becky Mullen declines
    - Ward Cerny makes a motion to select Paige Brock as President of the Board of Directors for Ben Franklin Academy.
      - Yeas – Jason Sunahara, Ward Cerny, Matt Matherly, Becky Mullen, Staci Ferhuson
      - Recused – Paige Brock
  - Vice President:
    - Jason Suanahra nominates Matt Matherly
      - Staci Ferguson seconds the motion
    - Ward Cerny nominates Becky Mullen
      - Jason Sunahara seconds the motion.
    - Ward makes a motion to pose a vote between Matt Matherly and Becky Mullen for Vice President of the Board of Directors of Ben Franklin Academy.
      - Paige Brock seconds the motion
      - Matt Matherly – Jason Suanhara, Staci Ferguson
      - Becky Mullen – Paige Brock, Ward Cerny, and Matt Matherly
      - Recused – Becky Mullen
  - The officers of Ben Franklin Academy:
    - President – Paige Brock
    - Vice President – Becky Mullen
    - Tresurer – Jason Sunahara
    - Secretary – Staci Ferguson
- Board Vacancy (25 minutes) - Paige Brock
  - Board to identify process for filling vacancy for Seat 7, Class C (previously held by Jason Sanders)
  - Propsed Timeline:

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ACADEMY

- Make the nomination form available online before Aug 20th. Accept nomination through midnight September 3rd.
- Pull the forms from the webpage and email nominations to see if they would accept the nomination. Post those who have accepted the next day.
- Board packets will be distributed Thursday night
- Board will nominate a person to the seat at the September 10th board meeting.
- If there is no nomination online, the board will nominate someone at the board meeting.
- The board will also accept only nominations via the nomination form online.
- Report on Buyout/Finance Options (15 minutes) - Andy Beggins
- Committee Reports (45 minutes total)
  - Finance (5 minutes)
  - Fundraising Committee (5 minutes)
  - Grant (5 minutes)
  - Marketing Community Outreach (MCO) (10 minutes)
  - Parent Teacher Organization (PTO) (10 minutes)
  - School Accountability Committee (SAC) (no update)
  - Science, Technology, Engineering and Mathematics (STEM) (5 minutes)
    - Want to change the way STEM committee is set up.
    - Expo is coming up Sept 26th.
  - Technology (5 minutes)
    - New lab is almost complete in the library
    - Bought 28 iMAC's
- Principal's Report (30 minutes) – Bob Barber
  - Starting the renewal process for our charter.
  - Reviewed the TCAP results
- Treasurer's Report (5 minutes) - Jason Sunahara
  - The Finance Committee has reviewed and recommends approval of the June 2013 financials.
  - Review June and July 2013 financials
  - Approve the June 2013 financials
    - Jason Sunahara moves to approve the June 2013 financials

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- Paige Brock seconds the motion
- The motion is unanimously approved.
- Dates on Director Election Process (10 mins) – Becky Mullen
  - We will end voting the Sunday before the board meeting when results will be announced.
  - We will be updating the Board of Directors Election policy to reflect our Charter. Mainly the election results will be announced in the April board meeting.
- Schedule of Board of Directors Meetings (5 minutes) - Staci Ferguson
  - Approve second Tuesday of the month at 5:30 at Ben Franklin Academy as the continued regular meeting time of the Board, with the exception of the June retreat/meeting to be scheduled at a later time and that no regular meeting will be held in July
    - Staci Ferguson makes a motion to approve second Tuesday of the month at 5:30 at Ben Franklin Academy as the continued regular meeting time of the Board, with the exception of the June retreat/meeting to be scheduled at a later time and that no regular meeting will be held in July.
    - Becky Mullen seconds the motion
    - The motion is unanimously approved.
  - Approve the continued posting of Board meeting agendas and minutes on the Ben Franklin Academy webpage (bfacademy.org)
    - Staci makes a motion to approve the continued posting of Board meeting agendas and minutes on the Ben Franklin Academy webpage (bfacademy.org)
    - Paige Brock seconds the motion.
    - The motion is unanimously approved.
- Charter Contract Renewal Process (5 minutes) - Bob Barber
  - Discussed the timetable in the Principal Report.
- First Reading of revised Student Attendance Policy (5 minutes) - Paige Brock
- Summary (10 minutes)
  - Calendar:
    - August 15-16: Registration/Meet and Greet
    - August 21: First Day of School
    - August 28: Back to School Night (K-4)
    - August 29: Back to School Night (5-8)

September 1: Intent to Renew Contract due to DCSD (previously submitted)

September 10: Board of Directors Meeting

- Newsletter
- Review Action Items
- Review Votes - Staci Ferguson
- Review Future Board Agenda Items
  - 2013-14 Principal Evaluation Standards
  - Plan in Case of Leadership/Administration Change
  - Board Evaluation Discussion
  - Charter Contract Renewal
  - Board Calendar
- Adjourn
  - Paige Brock moves to adjourn the meeting.
  - Matt Matherly seconds the motion.

All board meetings are open to the public and are conducted in compliance with Colorado Open Meeting Requirements.

The Ben Franklin Academy Board works for the students, parents and patrons of Ben Franklin Academy in promoting the vision and mission of the school. Community input that can help the Board meet the challenge of educating our children to our high standards is always welcome. Thus, the Board welcomes comments from members of the public during the public comment time set aside on the agenda on any topic.

The Board may choose to respond to public comments during this open forum but is not required to do so. The Board will only take action on items listed on the agenda. For other matters, the Board will receive comments only, and may, at its discretion, refer the matter or calendar the issue for future discussion.

This is our opportunity to hear from students, parents and patrons for deliberation and discussion.

### **MISSION**

The mission of Ben Franklin Academy is to develop young adults with character like America's founding Renaissance man, Benjamin Franklin: well-read, scientifically curious, and civically engaged.

### **VISION**

Our students will excel academically through a challenging, sequenced curriculum that emphasizes math, science, and literacy. We will be a data driven institution, focusing on individual students. Our students, teachers, parents, staff, and leaders will be held

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accountable for the success of our school. Finally, we recognize that an education is incomplete without fostering the arts, sports, nature, and character.

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Date Modified: 8/12/13