



BOARD OF DIRECTORS
MEETING MINUTES
TUESDAY, MAY 13, 2014

5:30 P.M.
Ben Franklin Academy Library
Call-In Number (Listen Only): 1-857-232-0159
Participant Code: 453590

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

In Attendance: Paige Brock, Becky Mullen, Jason Sunahara, Matt Warder, Kent Barwind, Staci Ferguson (came during the presentations)

Other Notables: Bob Barber, Principal; Brenda Sepan, Business Manager; Jason Cochrane, Academic Director; Diana Simpson, Academic Director; Julia Porterfield, MCO Chair; Andy Beggins, Finance Committee Chair; Amy Taylor, SAC Vice Chair; Genevieve Gibson, Middle School teacher

- Opening (5 minutes) – Jason Sunahara
 - Welcome/Announcements
 - Mission/Vision
 - Pledge of Allegiance
 - Amend/Approve Agenda
 - Jason Sunahara moves to approve the agenda.
 - Paige Brock seconds the motion
 - The motion is unanimously approved.
 - Consent Agenda (2 minutes) – Jason Sunahara
 - Approve minutes from April 8, 2014 Board Meeting
 - Jason Sunahara moves to approve the consent agenda.
 - Paige Brock seconds the motion
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→ The motion is unanimously approved.

- Open Comments (3 minutes/person) – Jason Sunahara
 - Remarks will be limited to three minutes per person. Please see guidelines at end of agenda.
 - Open Comments submitted through the online form before noon on Tuesday, May 13, 2014, will be read at the meeting.
 - There were no open comments, electronically or otherwise.
- Presentations Regarding Financing Options (75 minutes)
 - Presentation from HighMark Development Corp (25 minutes) – Jason Sanders (call in)
 - Presentation from Ziegler Investment Banking (25 minutes) – Will Fossel and John McLaughlin
 - Question and Answer Session with Board (25 minutes)
- Parent Teacher Organization (PTO) Report (written report submitted)
- Committee Reports (35 minutes)
 - Finance (written report submitted) (10 minutes) – Andy Beggins
 - Review Third Quarter Financials
 - Fundraising Committee (no update)
 - Grant (written report submitted)
 - Marketing Community Outreach (MCO) (written report submitted) (10 minutes) – Becky Mullen
 - Discussion of MCO chair nominee(s)
 - Approve 2014-2016 MCO Chair
 - Becky Mullen moves to approve Julia Porterfield as the MCO Chair.
 - Jason Sunahara seconds the motion
 - The motion is unanimously approved.
- School Accountability Committee (SAC) (written report submitted) (15 minutes) – Amy Taylor
 - Presentation and discussion of Student Satisfaction Survey
 - Overall the students are satisfied with BFA
 - The biggest elective suggestion was sports.
 - Science, Technology, Engineering and Mathematics (STEM) (written report submitted)
 - Technology (no update)
 - Uniform (no update)
- Board of Directors Election (10 minutes) – Staci Ferguson
 - Discussion regarding publication of election results.

- If someone requests the vote results, the Board Secretary will send them the final tally for transparency reasons.
- Discussion regarding election process.
 - Some items came up during the election that the Board needs to consider writing into our policy or making it a best practice. Ideas were discussed, more discussion at future Board meetings, including creation of a written procedure and revised policy.
- Discussion regarding Parent and Teacher/Staff Communication (10 minutes) – Paige Brock
- Principal’s Report (40 minutes) – Bob Barber
- Treasurer’s Report (15 minutes) – Jason Sunahara
 - Review April 2014 Financials
 - The Finance Committee has reviewed and recommends approval of the April 2014 Financials.
 - Approve the April 2014 Financials
 - Jason Sunahara moves to approve the April 2014 Financials.
 - Paige Brock seconds the motion
 - The motion is unanimously approved.
 - Discussion of D&O insurance renewal
- Board Training: Open Meetings, Sunshine Law and Executive Sessions (10 minutes) – Staci Ferguson
- Legislative Update (10 minutes) – Matt Warder
 - The legislative session just wrapped up and there were a lot of bills passed that will help charter schools. A summary will be circulated before the Board retreat in June.
- Policy Review (5 minutes) – Paige Brock
 - Review and approve revised Visitor and Volunteer Policy
 - Paige Brock moves to approve the Visitor and Volunteer Policy with the following edits: only 10 volunteer hours can be bought per family number and update the online location identifying volunteer opportunities.
 - Matt Warder seconds the motion.
 - The motion is unanimously approved.
- Retreat Agenda (15 minutes) – Paige Brock
- Summary (5 minutes) – Paige Brock
 - Calendar:
 - May 22: Middle School Graduation
 - May 23: Last Day of School
 - June 20: Board Retreat/Working Meeting

BEN FRANKLIN ACADEMY

July 8: BFF Park Playdate - Civic Green Park!
July 30: MCO Preschool Social
August 7: MCO Summer Social (Middle School)
August 9: Ben's Brigade Work Day
August 13: Meet and Greet
August 14: MCO Summer Social (3-5)/PTO Skate City
August 18: MCO Summer Social (K-2)
August 20: First Day of School/BooHoo/Yahoo
August 27: Back to School Night (K-4)
August 28: Back to School Night (5-8)

- Newsletter
- Review Action Items
- Review Votes – Staci Ferguson
- Review Future Board Agenda Items
 - Principal Evaluation
 - Board Self Evaluation
 - Facebook: Parent Forum Follow Up Discussion
 - Director Election Policy
 - Board Director Agreement and Board Conflict Form
 - New Board Member Orientation/Mentor Assigned
 - Review and Approval of Strategic Plan
 - Approve STEM Committee Chair
 - Approve Finance Committee Chair
 - Retreat
- Adjourn
 - Paige Brock moves to adjourn
 - Matt Warder seconds the motion
 - The motion is approved unanimously.

All Ben Franklin Academy (BFA) Board of Directors (Board) meetings are open to the public and are conducted in compliance with Colorado Open Meeting Requirements.

The BFA Board works for the students, parents and patrons of BFA in promoting the vision and mission of the school. Community input that can help the Board meet the challenge of educating children to BFA's 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.

Date Modified: 05/12/2014

Date Approved: 06/20/2014