



BOARD OF DIRECTORS
MEETING MINUTES
TUESDAY, MAY 12, 2015

5:30 P.M. Board Meeting
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, Bill Castor, Matt Warder, Kent Barwind, and Amy Taylor

Other Notables: Bob Barber, Principal; Diana Simpson, Middle School Assistant Principal; Kimberly Smith, Board Director Nominee; Walter Berger, Board Director Nominee; Middle School Students from BFA Biz Elective; Jennifer Torres, MCO Chair nominee; Julie Roper, MCO Vice Chair Nominee (by telephone); Lindsey McElroy, parent

K	102
1	103
2	103
3	130
4	102
5	101
6	102
7	79
8	53
TOTAL	875

- Convene: 5:36 p.m.
 - Opening (5 minutes) – Jason Sunahara
 - Welcome/Announcements
 - Mission/Vision
 - Pledge of Allegiance
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- Amend/Approve Agenda
 - Paige Brock moves to approve the agenda.
 - Jason Sunahara seconds the motion.
 - The motion is unanimously approved.
- Consent Agenda (2 minutes) – Paige Brock
 - Approve minutes from the April 14, 2015 Board Meeting
 - Approve revised Ben Franklin Academy Charter School Board Director Certification Form
 - Approve revised Ben Franklin Academy Charter School Board Director Agreement
 - Jason Sunahara moves to approve the consent agenda.
 - Kent Barwind seconds the motion.
 - 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 12, 2015, will be read at the meeting.
 - No open comments were received electronically or in person.
- Board of Directors Appointment to Fill Seat 3, Class B (one-year term) (25 minutes) – Paige Brock
 - Question and Answer session with nominees
 - Discussion regarding nominees
 - Appointment to fill Seat 3, Class B (one-year term)
 - Jason Sunahara moves to appoint Kimberly Smith to Seat3, Class B.
 - Amy Taylor seconds the motion.
 - The motion is unanimously approved by roll call vote.
- BFA Student Presentation (20 minutes) – BFA Biz, Middle School Business Elective Students
- Request for Policy Exception to Enrollment Policy/Request for Waiver of Class Sizes (25 minutes) – Bob Barber/Kent Barwind and Parent
 - Discussion and vote on Request for Policy Exception to Enrollment Policy/Request for Waiver of Class Sizes
 - Kent Barwind moves to table the issue until the May 19 Special Meeting.
 - Bill Castor seconds the motion.
 - The motion is unanimously approved.
- Parent-Teacher Organization (PTO) (written report submitted)

- Board Committee Reports (25 minutes, written reports submitted as indicated)
 - Fundraising Committee (written report submitted)
 - Grant Committee (written report submitted)
 - Marketing and Community Outreach (MCO) (written report submitted) (15 minutes) – Becky Mullen
 - Appointment of Chair for the 2015-2017 Academic Year
 - Jason Sunahara moves to appoint Jennifer Torres as the MCO Committee Chair for the 2015-2017 Academic Years.
 - Matt Warder seconds the motion.
 - The motion is unanimously approved.
 - Appointment of Vice Chair for the 2015-2017 Academic Year
 - Paige Brock moves to appoint Julie Roper as the MCO Committee Vice Chair for the 2015-2017 Academic Years.
 - Jason Sunahara seconds the motion.
 - The motion is unanimously approved.
 - Paige Brock moves to amend her previous motion to appoint Julie Roper as the MCO Committee Vice Chair for a one-year term to promote committee continuity for the 2015-2016 Academic Year.
 - Matt Warder seconds the motion.
 - The motion is unanimously approved.
 - First Reading of proposed revised Bylaws
 - School Accountability Committee (SAC) (written report submitted)
 - Science, Technology, Engineering and Mathematics (STEM) (written report submitted)
 - Technology (written report submitted)
 - Finance (written report to be submitted) (10 minutes) – Kent Barwind
 - Discussion regarding potential financial advisors
- Treasurer’s Report (10 minutes) – Jason Sunahara
 - Review of Third Quarter Financials
 - The Finance Committee has reviewed and recommends approval of Third Quarter Financials.
 - Approve the Third Quarter Financials
 - Jason Sunahara moves to approve the Third Quarter Financials.
 - Paige Brock seconds the motion.
 - The motion is unanimously approved.
 - Review April 2015 financials
 - The Finance Committee has reviewed and recommends approval of the April 2015 financials.

- Approve the April 2015 financials
 - Jason Sunahara moves to approve the April 2015 financials.
 - Amy Taylor seconds the motion.
 - The motion is unanimously approved.
- Cyber Liability Insurance (10 minutes) – Jason Sunahara
 - Policy would be effective in August 2015.
 - Research on Colorado League of Charter Schools best practices recommendation to be conducted.
- Principal’s Report (45 minutes) –Bob Barber
- Character Programming – Rachel’s Challenge (10 minutes) – Becky Mullen/Bob Barber
 - Approve addition of Rachel’s Challenge for 2015-2016 Academic Year
 - The cost of this program for the academic year will be \$6,500.
 - Becky Mullen moves to approve the addition of Rachel’s Challenge to the school curriculum for the 2015-2016 Academic Year.
 - Paige Brock seconds the motion.
 - The motion is unanimously approved.
- First Reading of proposed revisions to the Visitor and Volunteer Policy (effective 2015-2016 Academic Year) (5 minutes) – Paige Brock
- Board Retreat Agenda (15 minutes) – Paige Brock
- Board Training (20 minutes)
 - Board Module Review (modules 12-14: Board Relationships, Pitfalls to Avoid, and Charter School Waivers) (10 minutes) – Kent Barwind
 - Open Meetings, Sunshine Law and Executive Sessions (10 minutes) – Paige Brock
- Legislative Update (10 minutes) – Matt Warder
- Summary (5 minutes)
 - Calendar:
 - May 13: Middle School Elective Choir Concert
 - May 16: Preschool End of Year Social; Board Dinner
 - May 19: Special Board Meeting
 - May 20-22, 26: Field Days
 - May 27: Eighth Grade Graduation
 - May 28: Last Day of School
 - June 12: Board Retreat
- Newsletter/Facebook: First Week and Second Week of the Month Newsletter Items; Weekly Board post topics
- Review Action Items

- Review Votes
- Review Future Board Agenda Items
 - Strategic Planning (to be continued at Board Retreat)
 - Discussion Regarding School Technology and e-Books
 - Multi-Committee Meeting (to be scheduled)
 - Board Training: Finances, Robert's Rules of Order
 - Board Director Responsibilities
 - Sign Board Director Agreements/Conflict of Interest Forms
 - Policy Review: Book Donation Policy, Student Discipline Policy, Employee Dress Policy, Field Trip Policy, Non-Discrimination Policy, Board of Directors Conflict of Interest Policy, and Records Retention Policy
- Adjourn
 - Paige Brock moves to adjourn.
 - Matt Warder seconds the motion.
 - The motion is unanimously approved.
- Adjourn:9:54 p.m.

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.

Date Modified: 5/13/2015
Date Approved: 6/12/2015