



BOARD OF DIRECTORS
MEETING AGENDA
TUESDAY, NOVEMBER 10, 2015

5:30 P.M. Board Meeting
Ben Franklin Academy Library
Due to technical difficulties,

the Board meeting may not be available via telephone conference in November.

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.

- o Opening (5 minutes)
 - o Welcome/Announcements
 - o Mission/Vision
 - o Pledge of Allegiance
 - o Amend/Approve Agenda
 - o Consent Agenda (2 minutes) – Jason Sunahara
 - o Approve Minutes from the October 20, 2015 Board Meeting
 - o Open Comments (3 minutes/person) – Jason Sunahara
 - o Remarks will be limited to three minutes per person. Please see guidelines at end of agenda.
 - o Open comments submitted through the online form before noon on Tuesday, November 10, 2015, will be read at the meeting.
 - o Principal's Report (30 minutes) – Bob Barber
 - o Approve Preschool Tuition for 2016-2017
 - o Approve Full-Day Kindergarten Tuition for 2016-2017
 - o Review Proposed 2016-2017 Academic Calendar
 - o Parent Teacher Organization (PTO) Report (written report submitted)
 - o Board Committee Reports (written reports submitted, as indicated) (15 minutes)
 - o Finance Committee (written report to be submitted) (5 minutes) – Kent Barwind
 - o Review of proposed revised Committee Bylaws
 - o Approve revised Committee Bylaws
 - o Fundraising Committee (written report submitted)
 - o Grant Committee (no update)
 - o Community Events Committee (CEC) (written report submitted)
 - o School Accountability Committee (SAC) (written report submitted)
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BEN FRANKLIN

ACADEMY

- o Science, Technology, Engineering and Mathematics (STEM) Committee (written report submitted) (10 minutes) – Kimberly Smith
 - o “You Be the Chemist Challenge” Discussion
 - o Discussion and approval of the American Lung Association and Green Team “No Idling Campaign”
 - o Technology Committee (no written report submitted)
- o Update re Financing (10 minutes) – Kent Barwind
- o Ratify Engagement Letters/Fee Arrangements Relating to Financing (5 minutes) – Paige Brock
 - o Ratify notice to Benjamin Franklin Academy Project Development, LLC/HighMark Development
- o Treasurer’s Report (20 minutes) – Jason Sunahara
 - o Review October Financials
 - o The Finance Committee has reviewed and recommends approval of the October 2015 Financials.
 - Approve the October 2015 Financials.
 - o Review and accept the recommendations of the Auditor for FY2014-2015
 - o Review of 1st Quarter Financials
- o Board Resolution re: Budget Appropriation (5 minutes) – Kent Barwind
 - o Review and approve Ben Franklin Academy Board of Directors Resolution re: Budget Appropriation
- o Board Responsibilities (20 minutes)
 - o Technology Plan/Oversight (10 minutes) – Matt Warder
 - o Facility Oversight (20 minutes) – Jason Sunahara
 - Approve proposed costs for revised gym drawings
 - Review and discuss proposal from ECO Roof and Solar
- o Revised Principal Evaluation Form (10 minutes) – Matt Warder
 - o Approve continued use of 2014-2015 Principal Evaluation Form in 2015-2016
- o Board Training: Board Modules (15 minutes) – Kimberly Smith
- o Board Succession Plan (10 minutes) – Kimberly Smith
- o Discussion regarding Board of Directors Election Policy (10 minutes) – Paige Brock
- o First Reading of Policies (15 minutes) – Bill Castor/Paige Brock
 - o First Reading of revised Principal Succession Plan – Bill Castor
 - o First Reading of revised Parent Communication Policy – Paige Brock
- o Second Reading of Policies (10 minutes) – Paige Brock/Kimberly Smith
 - o Continuing Disclosure Policy and Procedures – Second Reading and Vote
 - Approve Continuing Disclosure Policy and Procedures
 - o Building Key and Access Policy – Second Reading and Vote
 - Approve Building Key and Access Policy
- o Policy Review (5 minutes) – Paige Brock
 - o Scheduling Policy – First Reading and Vote
 - Approve Scheduling Policy
- o Legislative Update (5 minutes) – Matt Warder
- o Convene in executive session pursuant to C.R.S. § 24-6-402(4)(f)(I) to discuss personnel matters (a closed session) (30 minutes) – Paige Brock
 - o Move to convene into executive session pursuant to C.R.S. § 24-6-402(4)(f)(I) to discuss personnel matters.
- o Summary (5 minutes) – Paige Brock
 - o Calendar:
 - November 10-13: 6th Grade Outdoor Ed

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- November 11: Veteran's Day Assembly; Operation Gratitude Collection; Middle School Elective Performance
- November 13: Pumpkin Chunkin; Principal's Q&A (rescheduled from November 6)
- November 14: BENefit Bash
- November 17: Prospective Parent Meeting
- November 18: PTO Meeting
- November 19: SAC Meeting
- November 23-27: Thanksgiving Break
- December 1: CEC Meeting; Fundraising Meeting
- December 2: 2016-2017 School Lottery; STEM Meeting
- December 4: Principal's Q&A
- December 7: Finance Meeting
- December 7-18: Hour of Code
- December 8: Board Meeting
- December 9: First Grade Musical
- December 10: Staff Appreciation Breakfast; After-School Choir and Band Performance
- December 11: Grades 3-8 Choir Caroling
- December 18: Winter Parties/Community Service
- o Newsletter: STEM (Kimberly)
- o Review Action Items
- o Review Votes
- o Review Future Board Agenda Items
 - o Projected 2016-2017 Enrollment
 - o 2016-2017 Academic Calendar
 - o Student Fees for 2016-2017
 - o Parents to be Notified of Open Enrollment
 - o Strategic Plan Quarterly Review
 - o Attendance at Teacher /Staff Meeting/In-Service
 - o Multi-Committee Meeting (to be scheduled)
 - o Board Training: Roberts Rules of Order
 - o Revised Principal Job Description
 - o Board of Directors Background Check Policy
 - o Dashboard
 - o Principal Compensation Formula
 - o Policy Review: Financial Accounting and Reporting Policies and Procedures, Mobile Electronic Device Usage (f/k/a Laptop and Tablet Usage) Policy and Uniform Policy
- o Adjourn

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.

BEN FRANKLIN ACADEMY

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: 11/9/2015