



BOARD OF DIRECTORS
REVISED MEETING AGENDA
TUESDAY, FEBRUARY 16, 2016

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.

- 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 January 12, 2016 Board Meeting
 - o Approve the Minutes from the January 28, 2016 Special 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, February 16, 2016, will be read at the meeting.
 - 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 submitted)
 - o Fundraising Committee (written report submitted)
 - o Grant Committee (no update)
 - o Community Events Committee (CEC) (written report submitted) (5 minutes) – Julie Roper and Christina Akin
 - o Review and approve proposed budget for FY2016-2017
 - o School Accountability Committee (SAC) (written report submitted) (5 minutes) – Bill Castor
 - o Review and approve proposed budget for FY2016-2017
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BEN FRANKLIN

ACADEMY

- o Science, Technology, Engineering and Mathematics (STEM) Committee (written report submitted) (5 minutes) – Paige Brock
 - o Review and approve proposed budget for FY2016-2017
 - o Technology Committee (written report to be submitted)
- o Update regarding Financing (10 minutes) – Kent Barwind
 - o Ratify execution/authorization of Standard & Poor’s Engagement Letter
 - o Ratify the execution/authorization of the Amended and Restated Agreement for Early Exercise of Purchase Option
- o Treasurer’s Report (10 minutes) – Jason Sunahara
 - o Discuss and approve Board budget for 2016-2017
 - o Review 2nd Quarter Financials
 - o Approve Auditor for FY2015-2016
 - o Review January Financials
 - o The Finance Committee has reviewed and recommends approval of the January 2016 Financials.
 - Approve the January 2016 Financials.
- o Principal’s Report (45 minutes) – Bob Barber
- o Board of Directors Election and Appointment (10 minutes) – Bill Castor
- o Board Responsibilities (45 minutes)
 - o Technology – Matt Warder (10 minutes)
 - o Facility Oversight
 - o Update on Construction Plans – Bill Castor (30 minutes)
 - Approve Revised Budget for Construction
 - o Update in Roof Maintenance Plan – Jason Sunahara (5 minutes)
- o Board Training (Modules 25, 26 and 27) (10 minutes) – Bill Castor
- o Board Succession Plan (5 minutes) – Paige Brock
 - o Follow up regarding Town Hall Meeting
 - o Approve Ben Franklin Academy Board of Directors Succession Plan
- o Selection and Approval of Board Offices of President and Treasurer for FY2016-2017 (10 minutes) – Paige Brock
 - o Approve Board President for FY2016-2017
 - o Approve Board Treasurer for FY2016-2017
- o Revised Principal Compensation Formula (10 minutes) – Matt Warder
 - o Discussion re Revised Principal Compensation Formula
 - Approve Revised Principal Compensation Formula
- o Revised Principal Job Description (10 minutes) – Matt Warder
 - o Approve the revised principal job description
- o Principal Succession Plan (10 minutes) – Bill Castor
 - o Approve the revised Principal Succession Plan
- o First Reading of Policies (5 minutes) – Kent Barwind
 - o Asset Management Policy – First Reading and Vote
 - Approve Asset Management Policy
- o Policy Review (5 minutes) – Paige Brock
 - o Inventory Management Policy – First Reading and Vote
 - Approve Inventory Management 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:
 - February 19: Morsels with Moms
 - February 25-27: Charter School Conference
 - February 26: Into the Woods Musical Performance; End of Second Trimester
 - February 27: Father-Daughter Dance at Inverness Hotel
 - March 4: Principal Q&A
 - March 8: Board Meeting
 - March 21-25: Spring Break
 - o Newsletter: Elections (Bill)
 - o Review Action Items
 - o Review Votes
 - o Review Future Board Agenda Items
 - o Review and approve revised SAC Bylaws
 - o Attendance at Teacher /Staff Meeting/In-Service
 - o Board Training: Roberts Rules of Order
 - o Dashboard
 - o Policy Review: Grading Policy
 - o Board Responsibilities:
 - o Standards/Guidelines for Committee Budgeting and Consultant Fees
 - o Discussion regarding class size
 - o Approve amount to be allocated to teacher raises and teacher evaluation procedure
 - o Distribute Principal Evaluation to Board Members
 - o Board Elections
 - o Schedule Meet the Board Candidates
 - o Strategic Plan Quarterly Review
 - o Review First Draft of Next Year’s Budget
 - o Update re Teacher/Staff Reviews
 - 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.

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: 2/15/2016