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BOARD OF DIRECTORS  
MEETING AGENDA  
TUESDAY, APRIL 12, 2016

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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 March 8, 2016 Board Meeting
    - o Approve Minutes from the March 17, 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, April 12, 2016, will be read at the meeting.
  - o Board of Directors Election Results (5 minutes) – Bill Castor
    - o Announce and accept the results of the Parent Voting Group for Seat 3, Class B (three-year term).
  - o Board of Directors Appointments (15 minutes) – Bill Castor
    - o Discussion regarding nominee(s)
    - o Appointment to fill Seat 4, Class B (three-year term)
  - o Parent Request for Exception/Variance from Uniform Policy (15 minutes)
  - o Parent Teacher Organization (PTO) Report (written report submitted)
  - o Board Committee Reports (written reports submitted, as indicated) (25 minutes)
    - o Finance Committee (written report to be submitted)
    - o Fundraising Committee (written report submitted)
    - o Grant Committee (written report submitted)
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ACADEMY

- o Community Events Committee (CEC) (written report submitted) (5 minutes) – Becky Mullen
  - o Review and approve proposed revision to bylaws
- o School Accountability Committee (SAC) (written report to be submitted) (20 minutes) – Bill Castor/Sarah Nisbet
  - o Review and discussion of Parent Satisfaction Survey results and recommendations
  - o Review and approve proposed Student Satisfaction Survey
  - o Approve purchase of appetizers for SAC Parent Meeting.
- o Science, Technology, Engineering and Mathematics (STEM) Committee (written report submitted)
  - o Technology Committee (written report to be submitted)
- o Discussion regarding Cursive Curriculum (15 minutes) – Bob Barber/Paige Brock
- o Ben Franklin Academy Building Corporation Report (20 minutes) – Kent Barwind and Bill Castor
- o Treasurer’s Report (10 minutes) – Jason Sunahara
  - o Review March Financials
  - o The Finance Committee has reviewed and recommends approval of the March 2016 Financials.
    - Approve the March 2016 Financials.
- o Principal’s Report (45 minutes) – Bob Barber
  - o Review revised proposed Budget for FY2016-2017
- o Discussion regarding Revised Budget for FY2016-2017 and Board Resolution re: Budget Appropriation (5 minutes) – Kent Barwind
  - o The Finance Committee has reviewed and recommends approval of the Revised Budget for FY2016-2017 and the Resolution re: Budget Appropriation.
    - Approve the revised proposed Budget for FY2016-2017
  - o Review and approve the Ben Franklin Academy Board of Directors Resolution re: Budget Appropriation
    - Approve the Ben Franklin Academy Board of Directors Resolution re: Budget Appropriation
- o Principal Evaluation Process (5 minutes) – Paige Brock
  - o Discussion regarding revised process
  - o Schedule Special Meeting for Evaluation
- o Approve Legal Counsel for the FY2016-2017 (2 minutes) – Paige Brock
- o Strategic Plan Work Session (2 minutes) – Becky Mullen
  - o Scheule Strategic Planning Session and attendees
- o Board Responsibilities (10 minutes)
  - o Technology Oversight – Matt Warder
- o Board Training (Roberts Rules of Order) (10 minutes) – Jason Sunahara
- o Board Working Meeting/Retreat (5 minutes) – Paige Brock
- o Committee Chair Appreciation (5 minutes) – Becky Mullen
- o Policy Review (5 minutes) – Paige Brock
  - o Book Donation Policy – First Reading and Vote
    - Approve Book Donation Policy
  - o Volunteer and Visitor Policy – First Reading
- o Legislative Update (5 minutes) – Matt Warder
- o Convenene into Executive Session pursuant to C.R.S. §§ 24-6-402(4)(b), (e), and (f)(I) to discuss legal matters and advice, positions that may be relative to matters that may be subject to negotiations, and personnel matters. (a closed session) (35 minutes) – Paige

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ACADEMY

## Brock

- o Move to convene into Executive Session pursuant to C.R.S. §§ 24-6-402(4)(b), (e) and (f)(I) to discuss legal matters and advice, positions that may be relative to matters that may be subject to negotiations, and personnel matters.
- o Summary (5 minutes) – Paige Brock
  - o Calendar:
    - April 12-13: Elementary Science Fair
    - April 16: Mother-Son Event
    - April 20: Building Presentation
    - April 22: Teacher Work Day – No School
    - April 27: 5<sup>th</sup> Grade Musical
    - April 28: Dads' Night Out
    - April 30: Board Dinner
    - May 2-6: Teacher/Staff Appreciation
    - May 5: Band Concert
    - May 6: National Space Day; Principal Q&A
    - May 10: Board Meeting
    - May 12: After-School Musical
    - May 26: Eighth Grade Graduation
  - o Newsletter: Election Results; Parent Satisfaction Survey
  - o Review Action Items
  - o Review Votes
  - o Review Future Board Agenda Items
    - o Review and approve Technology Plan
    - o Goals for Science Fair/Adjusted Schedule for Science Fair
    - o Attendance at Teacher /Staff Meeting/In-Service
    - o Board Training: SEC Reporting; League of Charter Schools Conference Review
    - o Dashboard
    - o Policy Review: Board Director Agreement and Board Conflict Form; Student Discipline Policy; Employee Dress Policy; Field Trip Policy; and Non-Discrimination Policy
    - o Standards/Guidelines for Committee Budgeting and Consultant Fees
    - o Review Third Quarter Financials
    - o Finance and STEM Chair appointments
    - o Board Retreat
- 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.

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ACADEMY

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

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Date Modified: 4/11/2016