



---

BOARD OF DIRECTORS  
MEETING AGENDA  
TUESDAY, MAY 9, 2017

---

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.

**STRATEGIC GOALS**

1) improve educational experience on continual basis; 2) maintain financial stability; 3) increase parent satisfaction and demand for enrollment; 4) promote staff and professional development; 5) maintain and develop facility; and 6) renew Charter Contract by June 30, 2019.

- Opening (5 minutes) – Paige Brock
    - Welcome/Announcements
    - Mission/Vision
    - Pledge of Allegiance
    - Amend/Approve Agenda
  - Consent Agenda (2 minutes) – Paige Brock
    - Approve the Minutes from the April 11, 2017 Board Meeting
    - Approve the Minutes from the April 25, 2017 Special Board Meeting
    - Approve the Minutes from the May 4, 2017 Special Board Meeting
    - Review of Book Donation Policy
  - Open Comments (3 minutes/person) – Bill Castor
    - 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 9, 2017, will be read at the meeting.
  - BFA Principal Search (10 minutes) – Ann Citrin
    - Update on Status and Strategy Related to Principal Search
-

# BEN FRANKLIN ACADEMY

- Ben Franklin Academy Building Corporation Report (10 minutes) – Kent Barwind and Bill Castor
  - Review final STEAM Expansion Budget/Project
- Parent Teacher Organization (PTO) Report (written report submitted) (10 minutes) – Ann Citrin
  - Review 2017-2018 Events Calendar
  - Shelly Dana Library
- Board Committee Reports (written reports submitted, as indicated) (25 minutes)
  - Arts Committee (written report submitted) – Becky Mullen
  - Community Events Committee (CEC) (written report submitted) (5 minutes) – Becky Mullen
    - Approve CEC chairperson for 2017-2019
  - Curriculum Committee (meets in Fall, Winter and Spring; no report at this time) – Paige Brock
  - Facility Committee (see Ben Franklin Academy Building Corporation) (10 minutes) – Bill Castor
    - Review progress on artificial turf negotiations – Kent Barwind and Bill Castor
  - Finance Committee (written report to be submitted) (see Treasurer’s Report) (5 minutes) – Kent Barwind
    - Approve Committee Chair for FY2017-2018
  - Fundraising Committee (written report submitted)
  - Grant Committee (no report at this time)
  - School Accountability Committee (SAC) (written report to be submitted) – Bryan Molen
  - Science, Technology, Engineering and Mathematics (STEM) Committee (written report to be submitted) (5 minutes) – Matt Warder
    - Approve Committee Chair for FY2017-2019
  - Succession Committee (no report at this time) – Bryan Molen
  - Technology Committee (no report at this time) – Matt Warder
- Review Teacher Survey Results (20 minutes) – Kent Barwind
- Outgoing Committee Chairs and Board Director Appreciation (10 minutes) – Becky Mullen/Ann Citrin
- Treasurer’s Report (10 minutes) – Kent Barwind
  - The Finance Committee has reviewed and recommends approval of the resolution the re: Budget Appropriation for FY2017-2018.
    - Approve the Budget Appropriation Resolution for FY2017-2018
  - Review April 2017 Financials
  - The Finance Committee has reviewed and recommends approval of the April 2017 Financials.
    - Approve the April 2017 Financials
- Principal’s Report (30 minutes) – Bob Barber
- Strategic Plan (10 minutes) – Bryan Molen
  - Review Revised Strategic Plan
- Ben Franklin Academy Charter School Board Director Agreement and Board Director Certification Form – First Reading and Vote (5 minutes) – Paige Brock

# BEN FRANKLIN

ACADEMY

- Approve Ben Franklin Academy Charter School Board Director Agreement
- Approve Ben Franklin Academy Charter School Board Director Certification Form
- Legislative Update (5 minutes) – Matt Warder
- Board Training (15 minutes) – Ann Citrin
  - Open Meetings, Sunshine Law and Executive Sessions
- Board Working Meeting/Retreat (15 minutes) – Bill Castor/Paige Brock
  - Schedule Board Working Meeting/Retreat
  - Identify Agenda Items and Assignments
  - Assign Mentors to New Board Members
  - Assign Board Self-Evaluation Responsibility
- Legislative Update (10 minutes) – Matt Warder
- Summary (5 minutes) – Paige Brock
  - Calendar:
    - May 11: After-School Musical Choir Performance
    - May 13: DI Breakfast Fundraiser at Applebee's (7:30-9:30 a.m.); Wish Week Car Wash (11 a.m. – 2 p.m.)
    - May 17: Disneyland Choir Performance
    - May 18, 19, 22 and 24: Field Days
    - May 20: Used Uniform Sale (9-11 a.m.)
    - May 24: Kindergarten Year-End Performances
    - May 25: Eighth Grade Graduation, 6:30 p.m.
    - May 26: Last Day of School
    - June: Board Retreat/Working Meeting
    - August 16: First Day of School
  - Review Action Items: 8th Grade Thank Yous
  - Review Votes
  - Assign Newsletter Item
  - Review Future Board Agenda Items
    - Standards/Guidelines for Committee Budgeting and Consultant Fees
    - Identify Action Items for Parent Satisfaction, Student Satisfaction and Teacher Satisfaction Surveys
    - Approve Revised Strategic Plan
    - Board Training: Finances and Best Practices (sign Board Director Agreements/Conflict of Interest Forms)
    - Policy Review: Employee Dress Policy; Field Trip Policy; Non-Discrimination Policy; Student Discipline Policy
    - Board Evaluation
    - Committee Year-End Reports
    - Review and Approve Revised Board Calendar
    - Resolution re Officers and Directors
    - Review Student Satisfaction Survey results
    - Approve proposed Technology Plan
- 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.

# BEN FRANKLIN ACADEMY

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: 5/8/2017