



BOARD OF DIRECTORS
MEETING AGENDA
TUESDAY, AUGUST 15, 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)
 - Welcome/Announcements
 - Mission/Vision
 - Pledge of Allegiance
 - Amend/Approve Agenda
 - Consent Agenda (2 minutes) – Bill Castor
 - Approve Minutes from the June 2, 2017 Board Retreat/Working Meeting
 - Open Comments (3 minutes/person) – Bryan Molen (Strategic Plan Goal #3)
 - 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, August 15, 2017, will be read at the meeting.
 - Parent Teacher Organization (PTO) Report (written report submitted) (Strategic Plan Goal #3) – Burgandy Hodge
 - Community Events Committee (CEC) (written report submitted) – Ann Citrin
 - Discuss One Act of Kindness (OAK) initiatives (5 minutes)
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- Board Committee Reports (10 minutes) (written reports submitted, as indicated) (Strategic Plan Goals #1-3 and 6)
 - Arts Committee (written report submitted) – Bryan Molen
 - Curriculum Committee (meets in Fall, Winter and Spring; no written report submitted) – Bill Castor
 - Facility Committee (see Ben Franklin Academy Building Corporation) – Bill Castor
 - Fundraising Committee (written report submitted) – Kent Barwind
 - Grant Committee (written report to be submitted) – Steve Haas
 - School Accountability Committee (SAC) (no written report this month; first meeting August 25) – Steve Haas
 - Science, Technology, Engineering and Mathematics (STEM) Committee (written report submitted) – Matt Keillor
 - Technology Committee (written report submitted) (10 minutes) – Matt Keillor
 - Finance Committee End-of-the-Year and August Reports (written reports to be submitted) (see Treasurer’s Report) – Kent Barwind and Halsley Hoff

- Board Self-Evaluation and Goal Setting (10 Minutes) – Burgandy Hodge
 - Follow-up from June meeting focused on Board goal-setting

- Treasurer’s Report (25 minutes) – Kent Barwind and Halsley Hoff (Strategic Plan Goals #2 and 6)

- Finance Committee Updates
 - Review May, June, and July Financials
 - The Finance Committee has reviewed and recommends approval of the May, June, and July 2017 Financials.
 - Approve the May 2017 Financials.
 - Approve the June 2017 Financials.
 - Approve the July 2017 Financials.

- Review 2016-2017 Financials/Budget to Actual
 - Review 4th Quarter/Year-End Financials

- Review/Renewal of Insurance – Bryan Molen

- Principal’s Report (45 minutes) – Diana Simpson (Strategic Plan Goals #1-6)

- Board Training (30 minutes) – Steve Haas
 - Module 20: Renewal and Accreditation
 - Module 23: Charter Schools Act
 - Module 14: Charter School Waivers

- Update Board Binders – Bill Castor/Bryan Molen

- Review and approve Code of Ethics – Bryan Molen

- Discussion of tenets of a policy to govern requests for Supplemental Funding for BFA Extra-Curricular Programs – Bill Castor/Matt Keillor

- Curriculum Review – Administration

- Legislative Update (5 minutes) – Steve Haas
- Review and Approve Principal Goals for 2017-2018 – Ann Citrin
- Review and Approve Principal Evaluation Matrices for 2017-2018 – Ann Citrin
- Approximately 8:30: Guest: Jason Sunahara to speak to Board regarding funding for DI.
- Discuss Follow-up Actions From Stakeholder Surveys (Parent, Teacher and Student) – Bill Castor
- Approve Current BFA Policies:
 - Conflict Resolution Policy
 - Credit Card Processing Policy
 - Facility Use Policy
 - Approve Facility Use Policy
 - Grading Policy
 - Approve Grading Policy
 - Homework Policy
 - Approve Homework Policy
 - Meta Policy
 - Approve revised Meta Policy
 - Approve Traffic and Parking Management Policy
 - Field Trip Policy
 - Mobile Electronic Device Usage Policy
- Board Responsibilities (15 minutes) – Bill Castor
- Board Calendar (5 minutes) – Bill Castor
- Summary (5 minutes) – Bill Castor
- Calendar:
 - August 16: First Day of School & Boo-Hoo/Yahoo
 - August 23: Arts Committee
 - August 24: Ben’s Brigade
 - August 30: Back to School Night (K-4)
 - August 31: Back to School Night (5-8)
 - September 4: No School (Labor Day)
 - September 11-15: Spirit Week
 - September 19: Board Meeting
- Newsletter
- Review Action Items
- Review Votes
- Review Future Board Agenda Items
 - Multi-Committee Meeting (to be scheduled)
 - Board Training: Module 15 & 16 (Data Driven Decisions and Accountability and Program Assessment)
- Board Responsibilities:
 - Policy Review: Board of Directors Conflict of Interest Policy; Student Attendance Policy; Continuing Disclosure 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.

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: 8/13/2017