



BOARD OF DIRECTORS
MEETING MINUTES
TUESDAY, DECEMBER 13, 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.

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.

Current Enrollment:

Grade	Enrolled	Waitlist
K	104	141
1	104	64
2	104	44
3	104	248
4	130	98
5	103	149
6	93	136
7	68	16
8	73	6
TOTAL	883	902

BEN FRANKLIN ACADEMY

	M	T	W	TH	F
AM 3s	9		9		9
AM 3s		14		14	
AM 4s	16		16		16
All Day 4s	7		7		7
All Day 4s		10		10	
AM 4s		16		16	
PM 4s	16		16		16
PM 4s		12		12	
Daily Total	48	52	48	52	48

Attendees: Paige Brock, Becky Mullen, Bill Castor (Via Telephone), Kent Barwind, Matt Warder, Bob Barber (Principal), Diana Simpson (5-8 Assistant Principal)

- Opening (5 minutes)
 - Paige calls the meeting to order at 5:35 pm.
 - Welcome/Announcements
 - Mission/Vision
 - Pledge of Allegiance
 - Amend/Approve Agenda
 - Paige moves to approve the agenda.
 - Matt seconds the motion.
 - The Agenda is unanimously approved.
- Consent Agenda (2 minutes) – Paige Brock
 - Approve Minutes from the November 15, 2016 Board Meeting
 - Paige moves to approve the Consent Agenda.
 - Kent seconds the motion.
 - The Agenda is unanimously approved.
- Open Comments (Strategic Plan Goal #3) (3 minutes/person) – Becky Mullen
 - 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, December 13, 2016, will be read at the meeting.
 - There were no comments in-person, and due to technical difficulties, any comments received electronically will be addressed at the January Board Meeting.
- Principal's Report (Strategic Plan Goals #1-6) (45 minutes) – Bob Barber
 - Review and approve proposed BFA Sports Logos
 - Tabled until the January Board Meeting.
 - Approve Academic Calendar for 2017-2018
 - Paige moves to approve Calendar Option B.
 - Kent seconds the motion.
 - Calendar Option B is unanimously approved as the school calendar for the 2017-2018 school year.

- Review and approve SPED Tier Option
 - Tabled until the January Board Meeting.
- Treasurer's Report (Strategic Plan Goals #2 and 6) (25 minutes) – Kent Barwind
 - Finance Committee Updates
 - Discussion and approval of Disclaimer Statement for Website
 - Kent moves to approve putting a disclaimer on the financial transparency webpage.
 - Matt seconds the motion.
 - The motion to put a disclaimer on the financial transparency webpage is unanimously approved.

 - Review and approve payments to Principal Bob Barber
 - Kent moves to ratify payment of an appreciation bonus to Bob Barber.
 - Paige seconds the motion.
 - Kent moves to approve the Masters Degree Stipend payments to Bob Barber.
 - Paige seconds the motion.
 - The motion to ratify the appreciation bonus and the motion to approve payment of the Masters Degree Stipend to Bob Barber are unanimously approved.
 - Note: Both classes of payments are included in the previously approved budget.

 - Review November Financials
 - The Finance Committee has reviewed and recommends approval of the November 2016 Financials.
 - Approve the November 2016 Financials
 - Kent moves to approve the November 2016 Financials.
 - Matt seconds the motion.
 - The motion to approve the November 2016 Financials is unanimously approved.
- Strategic Plan Quarterly Review (Strategic Plan Goals #1-6) (10 minutes) – Becky Mullen
- Parent Teacher Organization (PTO) Report (Strategic Plan Goal #3) (written report submitted)
- Board Committee Reports (Strategic Plan Goals #1-3 and 6) (15 minutes) (written reports submitted, as indicated)
 - Arts Committee (written report submitted) – Becky Mullen
 - Community Events Committee (CEC) (written report submitted) (5 minutes) – Becky Mullen
 - Multi-Committee Meeting
 - Curriculum Committee (meets in Fall, Winter and Spring; no update at this time) – Paige Brock
 - Facility Committee (see Ben Franklin Academy Building Corporation) – Bill Castor
 - Finance Committee (written report to be submitted) (see Treasurer's Report) – Kent Barwind
 - Fundraising Committee (written report submitted) – Paige Brock
 - Grant Committee (no written report submitted) – Bill Castor

BEN FRANKLIN

ACADEMY

- School Accountability Committee (SAC) (written report submitted) (5 minutes) – Bryan Molen/Paige Brock
 - Review Board-Specific Questions in Satisfaction Survey
 - The Board recommends removal of the names of the Principal and Assistant Principals from the Parent Satisfaction Survey. The Board also recommends revisions to the Board-specific questions (42 and 43) and including the new BFA app as a form of communication (45).
- Science, Technology, Engineering and Mathematics (STEM) Committee (written report submitted) – Matt Warder
- Succession Committee (written report submitted) (5 minutes) – Paige Brock/Bryan Molen
 - Review Timeline
- Technology Committee (revised proposed plan to be submitted) – Matt Warder
 - Tabled until the January Board Meeting.
- Ben Franklin Academy Building Corporation Report (Strategic Plan Goals #5 and 6) (15 minutes) – Kent Barwind, Bill Castor and Bob Barber
- Staff Appreciation (Strategic Goal #4) (10 minutes) – Becky Mullen
- Board Training (Strategic Goal #1) (15 minutes) – Paige Brock
 - Dealing with Challenging Personalities
- Legislative Update (5 minutes) – Matt Warder
- Policy Review (Strategic Plan Goals #1-3 and 6) (10 minutes) – Kent Barwind/Paige Brock
 - Review of Continuing Disclosure Policy – First Reading and Vote
 - Approve revised Continuing Disclosure Policy
 - Kent moves to approve the Continuing Disclosure Policy with the minor edits identified during meeting.
 - Matt seconds the motion.
 - The Continuing Disclosure Policy is unanimously approved with the minor edits identified during the meeting.
 - Review of Mobile Electronic Device Usage Policy – First Reading and Vote
 - Approve revised Mobile Electronic Device Usage Policy
 - Paige moves to approve the Mobile Electronic Device Usage Policy.
 - Becky seconds the motion.
 - The motion to approve the Mobile Electronic Device Usage Policy is unanimously approved.
 - Review of Scheduling Policy - First Reading and Vote
 - Approve revised Scheduling Policy
 - Paige moves to approve the Scheduling Policy.
 - Becky seconds the motion.
 - The motion to approve the Scheduling Policy is unanimously approved.
- Board Calendar (5 minutes) – Paige Brock
- Summary (5 minutes) – Paige Brock
 - Calendar:
 - December 5-16: Hour of Code
 - December 15: Geography Bee
 - December 16: Holiday Parties; Parents Night Out (DC); Jr Choir Caroling
 - December 19-January 2: Winter Break

BEN FRANKLIN ACADEMY

- January 3: Teacher Work Day/No Classes
- January 10: Board Meeting
- January 11: 5th Grade Musical: Off Their Rocker
- January 16: MLK Day/ No School
- January 17: Ben Franklin's Birthday
- January 18: 1st Grade Musical: The Day the Crayons Quit
- NEW January 19: Town Hall Meetings (8:30-10:00 a.m. and 7:30-9:00 p.m.)
- NEW January 28: Winterfest
- o Newsletter: Character Programming – Paige Brock
- o Review Action Items
- o Review Votes
- o Review Future Board Agenda Items
 - Standards/Guidelines for Committee Budgeting and Consultant Fees
 - Board Responsibilities
 - Review SAC Parent Satisfaction Survey Questions^[1]_{SEP}
 - Review BFA Actions as Related to Parent and Student Survey Data
 - Policy Review: Asset Management Policy; Assistance for Qualified Free and Reduced Lunch Recipients; Board of Directors Election Policy; Teacher Compensation Policy; Uniform Policy
 - Staff Retention and Recruitment
 - Schedule Board of Director's Meetings^[1]_{SEP} and posting location for Board Meeting Agendas and Schedule^[1]_{SEP}
 - Presentation regarding middle school honors classes
 - Review School Activity Calendar
 - Curriculum Committee Update
 - Review proposed SAC Bylaw revisions
 - Review and approve Technology Plan
- o Adjourn
- o Paige moves to adjourn the meeting.
- o Matt seconds the motion.
- o The meeting is adjourned at 8:44pm.

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: 1/7/2017