



BOARD OF DIRECTORS
MEETING MINUTES
TUESDAY, MARCH 11, 2014

5:45 P.M.
Ben Franklin Academy Library
Call-In Number (Listen Only): 1-626-677-3000
Participant Code: 5787788

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.

Attendance: Paige Brock, Becky Mullen, Jason Sunahara, Staci Ferguson, Matt Matherly, Matt Warder

Other Notables: Bob Barber, Principal; Brenda Sepan, Business Manager; Diana Simpson, Academic Director; Jason Cochrane, Academic Director; Kristen Goldberg, Preschool Director; Amy Taylor, SAC Vice Chair; Shelly Dana, PTO President; Kent Barwind, Finance Committee Vice Chair

- Opening (5 minutes) – Jason Sunahara
 - Welcome/Announcements
 - Mission/Vision
 - Pledge of Allegiance
 - Amend/Approve Agenda
 - Becky Mullen moves to amend the agenda to table to MCO appointment until April 8th Board meeting. We will keep the time allotment for discussion, but the actual appointment will take place next month.
 - Paige Brock moves to amend the agenda to table the approval of the auditor, under the Treasurer's report, to the April Board meeting.
 - Paige Brock moves to approve the amended agenda.
 - Matt Warder seconds the motion
 - The motion is unanimously approved.
 - Consent Agenda (2 minutes) – Jason Sunahara
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BEN FRANKLIN

ACADEMY

- Approve minutes from February 11, 2014 Board Meeting
- Approve revised Grading Policy
- Jason Sunahara moves to approve the Consent Agenda
 - Paige Brock seconds the motion.
 - The motion is unanimously approved.
- Open Comments (3 minutes/person) – Jason Sunahara
 - 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, March 11, 2014, will be read at the meeting.
 - No open comments were received.
- Board Elections Procedure/Process (10 minutes) – Staci Ferguson
 - Election will be held electronically March 31st – April 7th
 - Results will be announced at the April 8th Board meeting
- Discussion/Presentation Regarding Proposed Addition of Position of Elementary Science Specialist (10 minutes) – Katie Stolk
- Parent Teacher Organization (PTO) Report (written report submitted)
- Committee Reports (35 minutes)
 - Finance (written report to be submitted)
 - Fundraising Committee (written report submitted)
 - Grant (written report submitted)
 - Marketing Community Outreach (MCO) (written report submitted) (10 minutes – Becky Mullen)
 - Q&A of Chair Candidates
 - Approve MOC Chair for term ending June 30, 2016
 - Tabled until April 8, 2014 Board meeting.
 - School Accountability Committee (SAC) (written report submitted) (20 minutes) – Amy Taylor
 - Presentation and discussion of Parent Satisfaction Survey
 - Follow up discussion set for April Board meeting.
 - Science, Technology, Engineering and Mathematics (STEM) (written report submitted)
 - Technology (no update)
 - Uniform (policy recommendations submitted) (5 minutes) – Staci Ferguson
 - Approve revised Uniform Policy
 - Staci Ferguson moves to approve the revised Uniform Policy and tables for the 2014-2015 school year.
 - Matt Warder seconds the motion

BEN FRANKLIN ACADEMY

- Yeas – Paige Brock, Becky Mullen, Matt Matherly
- Nays – Jason Sunahara
- Matt Matherly moves to approve the middle school sports sweatshirts as part of the uniform for the remainder of the 2013-2014 school year.
- Staci Ferguson seconds the motion
- Yeas – Becky Mullen, Paige Brock, Matt Warder
- Nays – Jason Sunahara
- Discussion Regarding Draft FY2014-2015 Budget (30 minutes) – Bob Barber
 - Discussion Regarding Class Size.
 - Approve Total Sum to be Allocated to Teacher Raises
 - Paige Brock moves to approve the total sum to be allocated to teacher raises set forth in codes 100 and 200 in the Draft FY2014-2015 Budget.
 - Becky Mullen seconds the motion
 - The motion is unanimously approved
- Principal's Report (30 minutes) – Bob Barber
- Treasurer's Report (10 minutes) – Jason Sunahara
 - Review February 2014 Financials
 - The Finance Committee has reviewed and recommends approval of the February 2014 Financials.
 - Approve the February 2014 Financials
 - Jason Sunahara moves to approve the February 2014 Financials.
 - Paige Brock seconds the motion
 - The motion is unanimously approved
 - Approve Auditor for FY 2013-2014
 - Tabled until April 8, 2014 Board meeting.
- 2013-14 Principal Evaluation (10 minutes) – Matt Warder
 - Discussion regarding formula/basis for determining Principal raise for FY 2014-2015
 - Approve formula/basis for determining Principal raise for 2014-2015
 - Paige Brock moves to approve formula/basis for determining Principal raise and bonus for 2014-2015 per Matt Warder's amended scale.
 - Matt Warder seconds the motion
 - The motion is unanimously approved
- Facebook: Parent Forum (15 minutes) – Becky Mullen
 - Becky Mullen will talk to Barry Arington (legal counsel) about BFA and the Parent Forum Facebook page.
 - We will have a follow up discussion at the April 8, 2014 Board meeting.

BEN FRANKLIN ACADEMY

- Legislative Update (10 minutes) – Matt Warder
 - HB 14-92 has proposed funds for Charter schools increased from \$7 million up to \$25 million
 - HB 14-1202 Testing panel, a 15-member task force will deal with state mandated testing issue. There will be 2 Charter School representatives.
 - HB 14-1292 Districts need to be more transparent about how they treat Charter schools.
- Board Training: Charter School Conference Review (10 minutes) – Matt Matherly
- First Reading of revised Discipline Policy (5 minutes) – Paige Brock
- Policy Review (5 minutes) – Paige Brock
 - Review and approve revised Book Donation Policy
 - Paige Brock moves to approve the revised Book Donation Policy
 - Matt Matherly seconds the motion
 - The motion is unanimously approved
 - Review and approve revised Field Trip Policy
 - Paige Brock moves to approve the revised Field Trip Policy
 - Matt Warder seconds the motion
 - The motion is unanimously approved
- Summary (5 minutes) – Paige Brock
 - Calendar:
 - March 10-14: Staff Appreciation
 - March 15: Destination ImagiNation Regional Tournament
 - March 24-28: Spring Break
 - April 8: Board Meeting
 - April 15-17: Science Fair (elementary)
 - April 26: BENefit Bash
 - May 7, 8:30 a.m.: Strategic Planning Working Session
 - June 20: Board Retreat/Working Meeting
- Newsletter -
- Review Action Items
- Review Votes – Staci Ferguson
- Review Future Board Agenda Items
 - BFA Board of Directors' Election/Appointment
 - Board Classroom Visits
 - Approve Attorney of Record
 - Director Election Policy
 - Asset Management Policy

- Volunteer and Visitor Policy
- Principal Evaluation
- Approve SAC Student Survey Questions
- Discussion regarding increased utilization of the policy log
- Financing Presentations
- Adjourn
 - Paige Brock moves to adjourn
 - Matt Matherly seconds the motion
 - The motion is unanimously approved

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: 03/11/2014
Approved by the Board: 4/8/2014