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BOARD OF DIRECTORS  
MEETING MINUTES  
TUESDAY, APRIL 14, 2015

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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

In Attendance: Paige Brock, Becky Mullen, Jason Sunahara, Staci Ferguson, Matt Warder, Kent Barwind, and Amy Taylor

Other Notables: Diana Simpson, Middle School Assistant Principal; Barbara Spencer, K-5 Assistant Principal; Cheryl Murphy, 4th Grade Teacher and SAC Faculty Member; Kristen Goldberg, Preschool Director; Glenn Roper, SAC Chair; Bill Caster, Board Member Elect (via telephone)

K	102
1	103
2	103
3	130
4	102
5	101
6	102
7	81
8	53
TOTAL	877

- Convene: 5:34 p.m.
  - Opening (5 minutes) – Jason Sunahara
    - Welcome/Announcements
    - Mission/Vision
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- Pledge of Allegiance
- Amend/Approve Agenda
  - Jason Sunahara moves to approve the agenda.
    - Matt Warder seconds the motion
    - The motion is unanimously approved.
- Consent Agenda (2 minutes) – Paige Brock
  - Approve minutes from the March 10, 2015 Board Meeting
  - 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, April 14, 2015, will be read at the meeting.
  - No open comments were received electronically or in person
- Board of Directors Election Results (5 minutes) – Staci Ferguson
  - Announce and accept the results of the Parent Voting Group for Seat 1, Class A (three-year term).
  - Staci Ferguson moves to accept the results of the Parent Voting Group for Seat 1 Class A, with Bill Castor being elected to the seat.
    - Jason Sunahara seconds the motion.
    - The motion is unanimously approved.
  - Bill Castor term will start at the regular May meeting.

**Bill Castor ends his phone participation.**

- Board of Directors Appointments (15 minutes) – Staci Ferguson
  - Discussion regarding nominee(s)
    - Kent Barwind has been nominated and has accepted the nomination for Seat 2, Class A.
  - Appointment to fill Seat 2, Class A (three-year term)
    - Paige Brock moves to appoint Kent Barwind to Seat 2, Class A.
      - Becky Mullen seconds the motion
      - The motion is unanimously approved.
  - Discussion regarding process to appoint candidate to fill Seat 3, Class B (one-year term)
    - Board may nominate someone up until the May board meeting. All nominees are required to be available in person (preferred) or by phone for a Q&A session at the meeting.

- Board will not seek additional nominations for the seat as the nomination window recently ended for Seat 1, Class A and Seat 2, Class A. Anyone interested in being nominated will be directed to contact a current Board director.
- Board directors will send nominees to Staci Ferguson and she will compile a list to be distributed to the Board before the May meeting
- Parent-Teacher Organization (PTO) (written report submitted)
- Board Committee Reports (45 minutes, written reports submitted as indicated)
  - Fundraising Committee (written report submitted)
  - Grant Committee (no update)
  - Marketing Community Outreach (MCO) (written report submitted) (10 minutes) – Becky Mullen
    - Discussion regarding proposed bylaw revisions
  - School Accountability Committee (SAC) (written report submitted) (25 minutes) – Glenn Roper
    - Review of Parent Satisfaction Survey results and recommendations
    - Review Student Satisfaction Survey
  - Science, Technology, Engineering and Mathematics (STEM) (written report submitted)
  - Technology (written report submitted)
  - Finance (written report to be submitted) (10 minutes) – Kent Barwind
    - Discussion regarding potential financial advisors
- Treasurer’s Report (10 minutes) – Jason Sunahara
  - Review March 2015 financials
  - The Finance Committee has reviewed and recommends approval of the March 2015 financials.
  - Approve the March 2015 financials
    - Jason Sunahara moves to approve the March 2015 financials.
    - Staci Ferguson seconds the motion.
    - The motion is unanimously approved.
- Review of Directors and Officers and Other Insurance (10 minutes) – Jason Sunahara
  - We will price out the Directors and Officers Insurance at a higher coverage for our renewal in August based on total assets.
- Discussion regarding Revised Budget for FY2015-2016 and Board Resolution re: Budget Appropriation (10 minutes) – Paige Brock
  - Review and approve the Revised Budget for FY2015-2016
  - The Finance Committee has reviewed and recommends approval of the Revised Budget for FY2015-2016.
    - Paige Brock moves to approve the Revised Budget for FY2015-2016.

# BEN FRANKLIN ACADEMY

- Kent Barwind seconds the motion.
- The motion is unanimously approved.
- Approve the Ben Franklin Academy Board of Directors Resolution re: Budget Appropriation.
  - Paige Brock moves to approve the Ben Franklin Academy Board of Directors Resolution re: Budget Appropriation.
  - Amy Taylor seconds the motion.
  - The motion is unanimously approved.
- Principal's Report (35 minutes) – Diana Simpson (in for Bob Barber)
- Second Reading of Policies (5 minutes) – Paige Brock
  - Approve revised Grading Policy (to be effective in the 2015-2016 school year)
    - Paige Brock moves to approve the revised Grading Policy (to be effective in the 2015-2016 school year).
    - Jason Sunahara seconds the motion.
    - The motion is unanimously approved.
  - Approve revised Uniform Policy (to be effective immediately)
    - Jason Sunahara moves to approve the revised Uniform Policy (to be effective immediately).
    - Amy Taylor seconds the motion.
    - The motion is unanimously approved.
- Discussion regarding Volunteer Requirements and Participation (15 minutes) – Becky Mullen
- Committee Appreciation (10 minutes) – Becky Mullen
- Board Retreat (10 minutes) – Jason Sunahara
- Approve Legal Counsel for the FY2015-2016 (2 minutes) – Paige Brock
  - Paige Brock moves to approve Barry Arrington of the Arrington Law Firm as counsel for Ben Franklin Academy.
    - Jason Sunahara seconds the motion.
    - The motion is unanimously approved.
- Board Training (10 minutes)
  - Board Module Review (Modules 9-11) – Amy Taylor
- Legislative Update (10 minutes) – Matt Warder
- Discussion Regarding Board Responsibilities (30 minutes) – Paige Brock
- Summary (5 minutes)
  - Calendar:
    - April 14-15: Elementary Science Fair
    - April 18: Mother-Son Amazing Race

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April 20: MCO Parent Social at Old Blinking Light (date change from March 12)

April 22: Earth Day Celebration; Middle School Information Night

April 24: Teacher Work Day; No Classes

April 25: State DI Competition

May 1: National Space Day

May 3-8: Eighth Grade DC Trip

May 4-8: Teacher and Staff Appreciation Week

May 12: Board Meeting

May 27: Graduation

June 12: Board Retreat

- Newsletter/Facebook: First Week and Second Week of the Month Newsletter Items; Weekly Board post topics
- Review Action Items
- Review Votes – Staci Ferguson
- Review Future Board Agenda Items
  - Board Retreat Agenda
  - Strategic Planning Session (to be scheduled)
  - Principal Presentation (to be scheduled)
  - Discussion Regarding School Technology and e-Books
  - Committee Appreciation/Follow Up Multi-Committee Meeting (to be scheduled)
  - Board Training: Open Meetings, Sunshine Law and Executive Sessions, Conflict Resolution Policy
  - Traffic and Parking Procedures
  - Policy Review: Board of Directors Election Policy; Board Director Agreement; and Board Conflict Form; Volunteer and Visitor Policy
- Adjourn
  - Paige Brock moves to adjourn.
    - Staci Ferguson seconds the motion
    - The motion is unanimously approved.
- Adjourn 9:23 p.m.

All board meetings are open to the public and are conducted in compliance with Colorado Open Meeting Requirements.

The Ben Franklin Academy Board works for the students, parents and patrons of Ben Franklin Academy in promoting the vision and mission of the school. Community input that can help the Board meet the challenge of educating our children to our 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.

# BEN FRANKLIN ACADEMY

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.

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Date Modified: 4/13/2015  
Date Approved: 5/12/2015