



BOARD OF DIRECTORS
MEETING AGENDA
TUESDAY, JANUARY 12, 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.

- o Opening (5 minutes)
 - o Welcome/Announcements
 - o Mission/Vision
 - o Pledge of Allegiance
 - o Amend/Approve Agenda
 - o Consent Agenda (2 minutes) – Jason Sunahara
 - o Approve Minutes from the December 8, 2015 Board Meeting
 - o Open Comments (3 minutes/person) – Jason Sunahara
 - o Remarks will be limited to three minutes per person. Please see guidelines at end of agenda.
 - o Open comments submitted through the online form before noon on Tuesday, January 12, 2016, will be read at the meeting.
 - o Parent Teacher Organization (PTO) Report (written report submitted)
 - o Board Committee Reports (written reports submitted, as indicated) (20 minutes)
 - o Calendars/Budget Submission Deadlines (5 minutes) – Paige Brock
 - o Finance Committee (written report to be submitted)
 - o Fundraising Committee (written report submitted)
 - o Grant Committee (no update)
 - o Community Events Committee (CEC) (written report submitted) (5 minutes) – Becky Mullen
 - o Veterans Day
 - o School Accountability Committee (SAC) (written report submitted)
 - o Science, Technology, Engineering and Mathematics (STEM) Committee (written report submitted) (10 minutes) – Kimberly Smith
 - o Junior Achievement Coordination
-

BEN FRANKLIN ACADEMY

- Technology Committee (no update)
- Update regarding Financing (10 minutes) – Kent Barwind
 - Approve retention of BOK Financial Corporation as Trustee
 - Approve payment of private fee in the amount of \$25,410 to S&P
- Resolution to Amend Articles of Incorporation (10 minutes) – Paige Brock
 - Approve Resolution of the Board of Directors of Ben Franklin Academy
- Treasurer's Report (10 minutes) – Jason Sunahara
 - Review December Financials
 - The Finance Committee has reviewed and recommends approval of the December 2015 Financials.
 - Approve the December 2015 Financials.
- Principal's Report (45 minutes) – Bob Barber
 - Approve plan and expenditure to move middle school to a one to one ratio of students to ChromeBooks
 - Discussion and approval of proposed discount on student fees for staff
- Board Responsibilities (45 minutes)
 - Facility Oversight – Jason Sunahara/Bill Castor
 - Discussion and approval of plan to address roof concerns (20 minutes) – Jason Sunahara/Paige Brock
 - Discussion regarding update on architect meetings and costs (5 minutes) – Jason Sunahara
 - Discussion and approval of Owner's Representative for construction (20 minutes) – Bill Castor
- Discussion regarding Memorial Guidelines (10 minutes) – Paige Brock
- Board Meeting Schedule and Agenda (5 minutes) – Bill Castor
 - Discussion regarding Board meeting schedule and consideration of dates in October due to Fall Break and February due to Valentine's Day and Parent-Teacher Conferences.
 - Approve the holding of Ben Franklin Academy Board of Director's regular meetings on the second Tuesday of the month at 5:30 p.m. at BFA with the following exceptions: 1) there will be a Board retreat/working meeting scheduled in June and no regular June Board meeting will be held; 2) there will be no regular meeting of the Board in July; 3) the regular October meeting will be held October 18 due to Fall Break; and 4) the regular February meeting will be held on February 7 due to Valentine's Day and Parent-Teacher Conferences.
 - Approve posting of Ben Franklin Academy Board of Director's Meeting Agendas on the BFA website (www.bfacademy.org) 24 hours prior to a meeting.
- Board Succession Plan (10 minutes) – Kimberly Smith
- Second Reading of Policies (5 minutes) – Paige Brock
 - Board of Directors Election Policy – Second Reading and Vote
 - Approve Board of Directors Election Policy
- Policy Review (10 minutes) – Paige Brock
 - Financial Accounting and Reporting Policies and Procedures – First Reading and Vote
 - Approve Financial Accounting and Reporting Policies and Procedures
 - Uniform Policy – First Reading and Vote
 - Approve Uniform Policy
 - Asset Management Policy – First Reading and Vote
 - Approve Asset Management Policy

BEN FRANKLIN

ACADEMY

- o Teacher Compensation Policy – First Reading and Vote
 - Approve Teacher Compensation Policy
- o Assistance for Qualified Free and Reduced Lunch Recipients – First Reading and Vote
 - Approve Assistance for Qualified Free and Reduced Lunch Recipients
- o Building Security for Evening Meetings (5 minutes) – Becky Mullen
- o Summary (5 minutes) – Paige Brock
 - o Calendar:
 - January 12: Welcoming Committee Event
 - January 14: Ben Franklin’s Birthday Celebration
 - January 15: Teacher Work Day – No School
 - January 18: Martin Luther King Day – No School
 - January 19: Spirit Night at Chick Fil-A
 - January 21: Ben’s Brigade Meeting
 - January 20-22: Middle School Science Fair
 - January 23: Used Uniform Sale
 - January 27: New Student Registration
 - January 28: BFF Seminar
 - February 2: PTO Moms’ Night Out
 - February 3: Third Grade Musical
 - February 5: Principal Q&A
 - February 9 and 11: Parent-Teacher Conferences
 - February 12: No School
 - February 15: Presidents’ Day – No School
 - February 16: Board Meeting
 - February 19: Muffins with Moms
 - February 25-27: Charter School Conference
 - February 27: Father-Daughter Dance at Inverness Hotel
 - o Newsletter: STEM (Kimberly)
 - o Review Action Items
 - o Review Votes
 - o Review Future Board Agenda Items
 - o Principal Succession Plan
 - o Revised Principal Job Description
 - o Revised Principal Compensation Formula
 - o Attendance at Teacher /Staff Meeting/In-Service
 - o Board Training: Roberts Rules of Order; Board Modules (25, 26, 27)
 - o Dashboard
 - o Policy Review: Inventory Management Policy
 - o Board Responsibilities: Technology Plan/Oversight
 - o Standards/Guidelines for Committee Budgeting and Consultant Fees
 - 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.

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.

Date Modified: 1/11/2016