



BOARD OF DIRECTORS
MEETING AGENDA
TUESDAY, AUGUST 9, 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.

- o Opening (5 minutes)
 - o Welcome/Announcements
 - o Mission/Vision
 - o Pledge of Allegiance
 - o Amend/Approve Agenda
 - o Consent Agenda (2 minutes) – Paige Brock
 - o Approve Minutes from the June 13, 2016 Board Retreat/Working Meeting
 - o Open Comments (3 minutes/person) – Becky Mullen (Strategic Plan Goal #3)
 - 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, August 9, 2016, will be read at the meeting.
 - o Parent Teacher Organization (PTO) Report (written report submitted) (Strategic Plan Goal #3) – Ann Citrin
 - o Board Committee Reports (10 minutes) (written reports submitted, as indicated) (Strategic Plan Goals #1-3 and 6)
 - o Arts Committee (written report submitted) – Becky Mullen
 - o Community Events Committee (CEC) (written report submitted) – Becky Mullen
 - o Curriculum Committee (meets in Fall, Winter and Spring; written report submitted) – Paige Brock
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BEN FRANKLIN

ACADEMY

- o Facility Committee (see Ben Franklin Academy Building Corporation) – Bill Castor
- o Finance Committee End-of-the-Year and August Reports (written reports to be submitted) (see Treasurer’s Report) – Kent Barwind and Halsley Hoff
- o Fundraising Committee (written report submitted) – Paige Brock
- o Grant Committee (written report to be submitted) – Bill Castor
- o School Accountability Committee (SAC) (no written report this month; first meeting August 25) – Bryan Molen
- o Science, Technology, Engineering and Mathematics (STEM) Committee (written report submitted) – Matt Warder
- o Technology Committee (proposed plan submitted) (10 minutes) – Matt Warder
 - Review and approve Technology Plan
- o Ben Franklin Academy Building Corporation Report (20 minutes) – Kent Barwind and Bill Castor (Strategic Plan Goals #5 and 6)
- o Treasurer’s Report (25 minutes) – Kent Barwind and Halsley Hoff (Strategic Plan Goals #2 and 6)
 - o Finance Committee Updates
 - o Review May, June, and July Financials
 - o The Finance Committee has reviewed and recommends approval of the May, June, and July 2016 Financials.
 - Approve the May 2016 Financials.
 - Approve the June 2016 Financials.
 - Approve the July 2016 Financials.
 - o Review 2015-2016 Financials/Budget to Actual
 - o Review 4th Quarter/Year-End Financials
 - o Update on Audit Status
 - o Review/Renewal of Insurance
- o Principal’s Report (45 minutes) – Bob Barber (Strategic Plan Goals #1-6)
- o Board Training (30 minutes) – Ann Citrin and Administration
 - o Update Board Binders
 - o Conflict Resolution Policy – Ann Citrin
 - o Curriculum Review – Administration
- o Legislative Update (5 minutes) – Matt Warder
- o Policy Review (10 minutes) – Bryan Molen/Paige Brock (Strategic Plan Goals #1-3 and 6)
 - o Conflict Resolution Policy - First Reading and Vote
 - Approve revised Conflict Resolution Policy
 - o Credit Card Processing Policy - First Reading and Vote
 - Approve revised Credit Card Processing Policy
 - o Facility Use Policy - First Reading and Vote
 - Approve revised Facility Use Policy
 - o Grading Policy - First Reading and Vote
 - Approve revised Grading Policy
 - o Homework Policy - First Reading and Vote
 - Approve revised Homework Policy
 - o Meta Policy - First Reading and Vote
 - Approve revised Meta Policy
 - o Traffic and Parking Management Policy - First Reading and Vote
 - Approve revised Traffic and Parking Management Policy
- o Second Reading of Policies (2 minutes) – Paige Brock (Strategic Plan Goals #1-3 and 6)

BEN FRANKLIN ACADEMY

- o Field Trip Policy - Second Reading and Vote
- o Mobile Electronic Device Usage Policy – Second Reading and Vote
- o Board Responsibilities (15 minutes) – Paige Brock
- o Board Calendar (5 minutes) – Paige Brock
- o Summary (5 minutes) – Paige Brock
 - o Calendar:
 - August 10-11: Returning Family Registration
 - August 12: New Family Registration
 - August 15: Teacher Meet and Greets; Back to School Family Picnic
 - August 17: First Day of School & Boo-Hoo/Yahoo
 - August 22-28: Sponsorship/Parking Auction
 - August 24: Back to School Night (K-4)
 - August 25: Back to School Night (5-8)
 - September 5: No School
 - September 12-16: Spirit Week
 - September 13: Board Meeting
 - September 26-28: 7th Grade Outdoor Education
 - o Newsletter
 - o Review Action Items
 - o Review Votes
 - o Review Future Board Agenda Items
 - o Multi-Committee Meeting (to be scheduled)
 - o Board Training: Understanding and Analyzing Data Assessment
 - o Standards/Guidelines for Committee Budgeting and Consultant Fees
 - o Board Responsibilities:
 - o 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: 8/8/2016