



BOARD OF DIRECTORS
MEETING AGENDA
MONDAY, FEBRUARY 13, 2017

5:30 P.M. Board Meeting
Jason Sanders Science Lab
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.

- Opening (5 minutes)
 - Welcome/Announcements
 - Mission/Vision
 - Pledge of Allegiance
 - Amend/Approve Agenda
 - Consent Agenda (2 minutes) – Becky Mullen
 - Approve revised Minutes from the December 13, 2016 Board Meeting
 - Approve the Minutes from the January 10, 2017 Board Meeting
 - 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 Monday, February 13, 2017, will be read at the meeting.
 - Presentation by the BFA PTO requesting naming of the library in honor of Shelly Dana (written proposal submitted) (30 minutes total: 10 minutes for presentation; 20 minutes for Board discussion) – Pam Betts (PTO President), Carrie Keen and Kimberly Kent (former PTO Presidents)
 - Discussion and vote on BFA PTO request to name the library in honor of Shelly Dana
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BEN FRANKLIN

ACADEMY

- Principal's Report (Strategic Plan Goals #1-6) (45 minutes) – Bob Barber
 - Review and approve proposed BFA Sports Logos
 - Review BFA Actions as Related to Parent and Student Survey Data
 - Review and approve proposed student fees for the 2017-2018 Academic Year
- Treasurer's Report (Strategic Plan Goals #2 and 6) (10 minutes) – Kent Barwind
 - Finance Committee Updates
 - Approve Auditor for FY2016-2017
 - Review January Financials
 - The Finance Committee has reviewed and recommends approval of the January 2017 Financials.
 - Approve the January 2017 Financials.
- Parent Teacher Organization (PTO) Report (Strategic Plan Goal #3) (written report and proposed 2017-2018 dates submitted)
- Board Committee Reports (Strategic Plan Goals #1-3 and 6) (30 minutes) (written reports submitted, as indicated)
 - Arts Committee (written report submitted) (5 minutes) – Becky Mullen
 - Review and approve proposed budget for FY2017-2018
 - Community Events Committee (CEC) (written report submitted) (5 minutes)– Becky Mullen
 - Review and approve proposed budget for FY2017-2018
 - Review and approve proposed events for FY2017-2018
 - Curriculum Committee (meets in Fall, Winter and Spring; no written report at this time)
 - 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 report at this time) – Bill Castor
 - School Accountability Committee (SAC) (written report submitted) (5 minutes) – Bryan Molen
 - Review and approve proposed budget for FY2017-2018
 - Science, Technology, Engineering and Mathematics (STEM) Committee (written report to be submitted) (5 minutes) – Matt Warder
 - Review and approve proposed budget for FY2017-2018
 - Review and approve proposed events for FY2017-2018
 - Succession Committee (written report submitted) (10 minutes) – Bryan Molen
 - Review and approve recruitment packet
 - Review and approve training calendar
 - Review and approve revised Succession Plan
 - Technology Committee (revised proposed plan to be submitted) – Matt Warder
 - Uniform Committee (written report submitted) (see Policy Review) – Paige Brock
- Ben Franklin Academy Building Corporation Report (Strategic Plan Goals #5 and 6) (15 minutes) – Kent Barwind, Bill Castor and Bob Barber
- Selection and Approval of Board Offices of President and Treasurer for FY2017-2018 (10 minutes) – Paige Brock
 - Appoint Board President for FY2017-2018

BEN FRANKLIN

ACADEMY

- Appoint Board Treasurer for FY2017-2018
- Board of Directors Election and Appointment (10 minutes) – Bill Castor/Becky Mullen
- Board Meeting Schedule and Agenda (5 minutes) – Bill Castor
 - Discussion and approval of amended schedule for Board of Directors’ Meeting for FY2017-2018 regarding Board meeting schedule.
- Discussion Regarding Traffic Concerns on Plaza (10 minutes) – Bill Castor
- Board Training (Strategic Goal #1) (10 minutes)
 - Synergy – Ann Citrin
- Legislative Update (5 minutes) – Matt Warder
- Policy Review (Strategic Plan Goals #1-3 and 6) (17 minutes) – Bryan Molen/Ann Citrin
 - Inventory Management Policy – First Reading and Vote (2 minutes)
 - Approve Inventory Management Policy
 - Uniform Policy – Second Reading and Vote (15 minutes) – Bryan Molen/Ann Citrin
 - Approve revised Uniform Policy and tables
- Convene in executive session pursuant to C.R.S. § 24-6-402(4)(f)(I) to discuss personnel matters (a closed session) (40 minutes) – Becky Mullen
- Summary (5 minutes) – Becky Mullen
 - Calendar:
 - February 13-24: Parent Satisfaction Survey
 - February 15 and 16: Parent-Teacher Conferences/Book Fair
 - February 17 and 20: No School/Presidents’ Day
 - February 23-24: 2017 Colorado Charter Schools Conference (Omni Interlocken Hotel)
 - February 24 and 25: Middle School Elective Aladdin Performance
 - March 4: Father-Daughter Event
 - March 8: Full Day Kindie Musical
 - March 13-17: Teacher/Staff Appreciation Week
 - March 14: BFA Board Meet the Candidates; Board Meeting
 - March 20-24: Spring Break
 - March 30: Mom’s Night Out
 - April 3-7: BFA Board Elections
 - April 21: Teacher In Service – Becky Mullen/Paige Brock
- Newsletter: Uniform Policy Updates – Matt Warder; Announcement of President – and Treasurer-Elect – Paige Brock
- Board Email: Elections – Bill Castor/Becky Mullen
- Review Action Items
- Review Votes
- Review Future Board Agenda Items
 - Standards/Guidelines for Committee Budgeting and Consultant Fees
 - Board Responsibilities
 - Review BFA Actions as Related to Parent and Student Survey Data
 - Discussion regarding class size
 - Approve amount to be allocated to teacher raises and evaluation procedure
 - Distribute Principal Evaluation
 - Strategic Plan Quarterly Review
 - FY2017-2018 Budget Review
 - Staff Retention and Recruitment
 - Approve School Activity Calendar

BEN FRANKLIN ACADEMY

- Board Elections
- Review Purchased Services Contract with DCSD
- Review UIP
- Review proposed SAC Bylaw revisions
- 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: 2/12/2017