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BOARD OF DIRECTORS  
MEETING AGENDA  
TUESDAY, MARCH 14, 2017

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5:00 – 6:00 P.M. Board Candidate Forum/Candidate Q&A Session  
6:00 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.

- Opening (5 minutes)
    - Welcome/Announcements
    - Mission/Vision
    - Pledge of Allegiance
    - Amend/Approve Agenda
  - Consent Agenda (2 minutes) – Paige Brock
    - Approve the Minutes from the February 13, 2017 Board Meeting
    - Approve the Minutes from the February 28, 2017 Special 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 Tuesday, March 14, 2017, will be read at the meeting.
  - Ben Franklin Academy Naming Guidelines (Strategic Plan Goals #3 and 5)(25 minutes) – Becky Mullen
    - Discussion and Vote on Ben Franklin Academy Naming Guidelines
  - BFA PTO Request to Name the BFA Library in Honor of Shelly Dana (written proposal submitted prior to the Feb. 13 meeting) (15 minutes) – Paige Brock
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# BEN FRANKLIN

ACADEMY

- Discussion and Vote on BFA PTO request to name the BFA library in honor of Shelly Dana
- Principal's Report (Strategic Plan Goals #1-6) (60 minutes) – Bob Barber
  - Review and Vote on proposed Gym Names
  - 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
  - Review draft Unified Improvement Plan
  - Review Purchased Services Contract
  - Review draft BFA Budget for FY2017-2018
- Treasurer's Report (Strategic Plan Goals #2 and 6) (10 minutes) – Kent Barwind
  - Finance Committee Updates
    - Review and approve proposed revised Finance Committee Bylaws.
  - Review and Approve Board of Directors' Budget for FY2017-2018
  - Review and Ratify SEC Post-Issuance Compliance Services Pricing Agreement
  - Review February Financials
  - The Finance Committee has reviewed and recommends approval of the February 2017 Financials.
    - Approve the February 2017 Financials.
- Quarterly Review of Strategic Plan (Strategic Plan Goals #1-6) (10 minutes) – Paige Brock
- Discussion Regarding Traffic Concerns on Plaza (Strategic Plan Goal #5) (10 minutes) – Ann Citrin
- Parent Teacher Organization (PTO) Report (Strategic Plan Goal #3) (written report submitted) – Ann Citrin
- Board Committee Reports (Strategic Plan Goals #1-3 and 6) (25 minutes) (written reports submitted, as indicated)
  - Arts Committee (no written report at this time) (5 minutes) – Becky Mullen
    - Review and approve proposed budget for FY2016-2017
  - Community Events Committee (CEC) (written report submitted) – Becky Mullen
  - Curriculum Committee (meets in Fall, Winter and Spring; no written report at this time) – Paige Brock
  - 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 submitted) (5 minutes) – Matt Warder
    - Review and approve proposed revised budget for FY2017-2018
  - Succession Committee (no report at this time) – Bryan Molen
  - Technology Committee (revised proposed plan submitted) (15 minutes) – Matt Warder
    - Review and approve revised Technology Plan

# BEN FRANKLIN

ACADEMY

- Ben Franklin Academy Building Corporation Report (Strategic Plan Goals #5 and 6) (10 minutes) – Kent Barwind, Bill Castor and Bob Barber
- Board of Directors Election and Appointment (Strategic Plan Goals #1-6) (10 minutes) – Bill Castor/Becky Mullen
- Board Training (Strategic Goal #1) (25 minutes)
  - Ethics – Bryan Molen
  - Update from the Colorado Charter Schools Conference – Bill Castor
- Legislative Update (5 minutes) – Matt Warder
- Summary (5 minutes) – Paige Brock
  - Calendar:
    - March 13-17: Teacher/Staff Appreciation Week
    - March 15: Panda Express Spirit Night; New Gym Celebration
    - March 20-24: Spring Break
    - March 28: Middle School Orientation
    - March 30: Mom’s Night Out
    - March 31: Parents’ Night Out (DC Trip)
    - April 3-7: BFA Board Elections
    - April 4-20: PARCC testing
    - April 5: 4th Grade Musical: Music and Me
    - April 11-12: Elementary School Science Fair
    - April 11: Board Meeting; Announcement of Election Results and Appointment
    - April 12: New Family Orientation
    - April 21: Teacher In Service – Becky Mullen/Paige Brock
- Newsletter:
- 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
  - Distribute Principal Evaluation
  - Approve FY2017-2018 Budget
  - Staff Retention and Recruitment
  - Approve School Activity Calendar
  - Board Elections
  - Board Meeting Schedule
  - Approve Counsel of Record
  - Review results of Parent Satisfaction Survey
  - Review SAC Student Survey
  - Review proposed SAC Bylaw revisions (awaiting revisions to DAC Bylaws)
  - Strategic Planning Session
  - Policy Review: Volunteer and Visitor Policy
- 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.

# BEN FRANKLIN

ACADEMY

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.

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Date Modified: 3/13/2017