



BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
MONDAY, APRIL 3, 2017

11:00 A.M. Board Meeting
Ben Franklin Academy Conference Room
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.

Current Enrollment:

Grade	Enrolled	Waitlist
K	103	70
1	104	90
2	104	58
3	104	226
4	104	94
5	130	148
6	93	144
7	69	3
8	73	0
TOTAL	884	833

BEN FRANKLIN ACADEMY

	M	T	W	TH	F
AM 3s	11		11		11
AM 3s		14		14	
AM 4s	16		16		16
All Day 4s	7		7		7
All Day 4s		9		9	
AM 4s		15		15	
PM 4s	15		15		15
PM 4s		12		12	
Daily Total	49	50	49	50	49

Attendees: Present in person were Paige Brock, Becky Mullen, Bill Castor, Ann Citrin and Bob Barber (Principal). Present via telephone were Kent Barwind, Bryan Molen and Matt Warder.

- Opening (5 minutes)
- Paige calls the meeting to order at 11:01am
 - Welcome/Announcements
 - Mission/Vision
 - Pledge of Allegiance
 - Amend/Approve Agenda
 - Paige moves to approve the agenda.
 - Ann seconds the motion.
 - The Agenda is unanimously approved.
- Open Comments (Strategic Plan Goal #3) (3 minutes/person)
 - Remarks will be limited to three minutes per person. Please see guidelines at end of agenda.
 - Open comments submitted through the online form before 8:00 a.m. on Monday, April 3, 2017, will be read at the meeting.
 - There were no comments received online or in person.
- Convene in executive session pursuant to C.R.S. § 24-6-402(4)(f)(I) to discuss personnel matters (a closed session) (60 minutes) – Paige Brock
 - Paige moves to convene in executive session pursuant to C.R.S. § 24-6-402(4)(f)(I) to discuss personnel matters (a closed session).
 - Becky seconds the motion.
 - Roll call was taken. The motion to convene in executive session pursuant to C.R.S. § 24-6-402(4)(f)(I) to discuss personnel matters was unanimously approved.
 - The Board convened into executive session pursuant to C.R.S. § 24-6-402(4)(f)(I) to discuss personnel matters (a closed session) at 11:04am.
 - Those present in-person were Paige Brock, Becky Mullen, Bill Castor, Ann Citrin and Bob Barber (Principal). Present via telephone were Kent Barwind, Bryan Molen and Matt Warder.
 - Ann moves to close the executive session.

BEN FRANKLIN ACADEMY

- Becky seconds the motion.
- The executive session pursuant to C.R.S. § 24-6-402(4)(f)(I) to discuss personnel matters is adjourned at 11:51am.
- No votes were taken during the executive session.
- Approve communications plan (5 minutes) – Paige Brock
 - The communication plan was discussed.
 - An email will be sent to the parent community today announcing the resignations of Bob Barber and Barbara Spencer (pending receipt of her approval), identifying that a job posting for the principal position will be posted today to accompany our AP posting.
 - Per the Principal Succession Plan, a search committee was appointed. The committee consists of the following people:
 - Becky Mullen
 - Ann Citrin
 - Bob Barber
 - Halsley Hoff
 - The search committee also may include outside assistance.
 - Ann will sit in on AP interviews to provide continuity.
 - Paige moves to approve the Communication Plan.
 - Bryan seconds the motion.
 - The Communication Plan is unanimously approved.
- Summary (5 minutes) – Paige Brock
 - Calendar:
 - 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
 - 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
 - FY2017-2018 Budget Review
 - Staff Retention and Recruitment
 - Approve School Activity Calendar
 - Board Elections
 - Review Purchased Services Contract with DCSD

- Review UIP
- Review proposed SAC Bylaw revisions

- Paige moves to adjourn.
- Ann seconds the motion.
- The meeting is adjourned at 11:57am.

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: 4/7/2017
Date Approved: 4/11/2017