



BOARD OF DIRECTORS  
MEETING AGENDA  
TUESDAY, SEPTEMBER 19, 2017

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.

- Opening (5 minutes)
    - Welcome/Announcements
    - Mission/Vision
    - Pledge of Allegiance
    - Amend/Approve Agenda
  - Consent Agenda (2 minutes) – Bill Castor
    - Approve Minutes from the August 15, 2017 Board Meeting
  - Open Comments (3 minutes/person) – Bryan Molen (Strategic Plan Goal #3)
    - 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, September 19, 2017, will be read at the meeting.
  - Middle School T-Shirt Proposal (10 Minutes) – Mrs. Crespo
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- Parent Teacher Organization (PTO) Report (written report submitted) (Strategic Plan Goal #3) – Burgandy Hodge
- Community Events Committee (CEC) (written report submitted) – Ann Citrin
  - Discuss One Act of Kindness (OAK) initiatives – follow up from August (5 minutes)
- Board Committee Reports (10 minutes) (written reports submitted, as indicated) (Strategic Plan Goals #1-3 and 6)
  - Arts Committee (no written report submitted – first meeting 8/23) – Bryan Molen
  - Curriculum Committee (meets in Fall, Winter and Spring; no written report submitted) – Bill Castor
  - Fundraising Committee (written report submitted) – Kent Barwind
  - Grant Committee (no written report submitted) – Steve Haas
  - School Accountability Committee (SAC) (written report submitted) – Steve Haas
    - Discuss adjustments to facility use and rental fees (follow up from August)
  - Science, Technology, Engineering and Mathematics (STEM) Committee (written report submitted) – Matt Keillor
  - Technology Committee (written report submitted) (10 minutes) – Matt Keillor
  - Finance Committee End-of-the-Year and August Reports (written reports to be submitted) (see Treasurer’s Report) – Kent Barwind and Halsley Hoff
- Principal’s Report (45 minutes) – Diana Simpson (Strategic Plan Goals #1-6)
- Board Succession Planning (10 Minutes) – Bryan Molen
- Board Evaluation Follow-up (10 Minutes) – Burgandy Hodge
- Board Training (30 minutes) – Matt Keillor
  - Module 15: Data Driven Decisions
  - Module 16: Accountability and Program Assessment
- Strategic Plan Quarterly Review (Strategic Plan Goals #1-6) (10 minutes) – Bill Castor
- Treasurer’s Report (25 minutes) – Kent Barwind and Halsley Hoff (Strategic Plan Goals #2 and 6)
- Finance Committee Updates
  - Review August 2017 Financials
  - The Finance Committee has reviewed and recommends approval of the August 2017 Financials.
    - Approve the August 2017 Financials.
- Review 2016-2017 Financials/Budget to Actual
  - Review 4th Quarter/Year-End Financials

- Policy Review (Strategic Plan Goals #1-3 and 6) (10 minutes) – Steve Haas
  - Board of Directors Conflict of Interest Policy – First Reading and Vote
    - Approve revised Board of Directors Conflict of Interest Policy
  - Student Attendance Policy – First Reading and Vote
    - Approve revised Student Attendance Policy
  - Traffic and Parking Management Policy - First Reading and Vote
    - Approve revised Traffic and Parking Management Policy
  
- Follow-up Actions from Stakeholder Surveys (Parent, Teacher and Student)
  
- Discussion of tenets of a policy to govern requests for Supplemental Funding for BFA Extra-Curricular Programs – Kent Barwind
  
- Legislative Update (5 minutes) – Steve Haas
  
- Review and Approve Principal Goals for 2017-2018 – Ann Citrin
  
- Review and Approve Principal Evaluation Matrices for 2017-2018 – Ann Citrin
  
- Board Responsibilities (5 minutes) – Bill Castor
  
- Board Calendar (5 minutes) – Bill Castor
  
- Summary (5 minutes) – Bill Castor
  
- Calendar:
  - September 20: BFA Spirit Night – Cold Stone Creamery
  - August 23: Arts Committee
  - September 21: PTO Meeting
  - September 22: No School – Professional Development Day
  - September 28: Ben’s Brigade Meeting (Target Starbucks)
  - September 29: Steam Expo.
  - October 9-13: Fall Break
  - October 17: Board Meeting
  - October 19: DCSD Board Candidate Forum (Thunder Gym)
  
- Newsletter
- Review Action Items
- Review Votes
- Review Future Board Agenda Items
  - Multi-Committee Meeting (to be scheduled)
  - Board Training: Module 22, 24 & 26 (Community Engagement Focus)
- 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.

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Date Modified: 9/17/2017