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## SAC MEETING MINUTES

OCTOBER 20, 2016

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Ben Franklin Academy  
4:10 pm - 5:10 pm

Attended by: Sarah Nisbet, Mette Castor, Bryan Molen, Cindy Brawley, Beth Marchisio, Kathy Chase, and Susan Fuji

### **I. WELCOME**

- Introductions and Open Comments

### **II. APPROVE SEPTEMBER MEETING MINUTES**

Approved Mette motioned, Beth 2nd

### **III. TASKS –**

#### **A. REVIEW PARENT SURVEY QUESTIONS**

- Sub committee date to meet outside of regular meeting  
Mette, Cindy, and Sarah to meet Nov 9<sup>th</sup> @ 4pm
- Open comments from parents about the survey

#### **B. REVIEW BY-LAWS back from the BOARD**

Tabled till January, DAC is revising the By-laws

#### **C. POLICY REVIEW: Discuss Calendar**

- Building Key, Key Fobs and Access Card Policy
  - Pg. 1 Section 2. Bullet 4...change A key to All key
  - Bullet 6....(Board to BOD) be consisted across all documents
- Continuing Disclosure Policy and Procedures
  - No comments or suggestions

- Financial Accounting and Reporting Policies and Procedures

Pg. 6 \*Safekeeping Funds all the between of teacher in “In such rare cases where teachers are collecting cash payments directly it is the responsibility of (the) teacher to make whatever...”

Pg. 6 2) Add if Family will be notified that provided tuition is not received and (if) no arrangements are made...

Same on 2) for full day Kindergarten, add (if)

? Review is that standard if no changes are made?

- Parent Communication Policy

No Comments

- Scheduling Policy

Review date?

#### **D. COMMITTEE PICTURE**

#### **IV. OPEN MEETING**

All School Accountability Committee (“SAC”) meetings are open to the public and are conducted in compliance with Colorado Open Meeting Requirements.

The Ben Franklin Academy SAC works for the students, parents and patrons of Ben Franklin Academy in promoting the mission and vision of the school. Community input that is helpful to meeting the challenge of educating our children is always welcome. Thus, the SAC welcomes comments from members of the public during the public comment time set aside on the agenda on any topic. This is our opportunity to hear from students, parents and patrons for deliberation and discussion.

During open comments please limit your remarks to two minutes. Groups with similar viewpoints are encouraged to select one spokesperson to address the SAC.

The SAC may choose to respond to public comments during this open forum but is not required to do so. The SAC will only take action on items listed on the agenda. For other matters, the SAC will receive comments only, and may, at its discretion, refer the matter or calendar the issue for future discussion.

#### **V. BEN FRANKLIN ACADEMY**

**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.