



BOARD OF DIRECTORS
MEETING AGENDA
TUESDAY, MAY 15, 2018

5:30 P.M. Board Meeting
Ben Franklin Academy – Dana 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) – Ann Citrin
 - Welcome/Announcements
 - Mission/Vision
 - Pledge of Allegiance
 - Amend/Approve Agenda
 - Consent Agenda (2 minutes) – Ann Citrin
 - Approve the Minutes from the April 17, 2018 Board Meeting
 - Approve the Minutes from the April 20, 2018 Special Board Meeting
 - Review of Book Donation Policy
 - Open Comments (3 minutes/person) – Bryan Molen
 - 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, May 15, 2018, will be read at the meeting.
 - Charter Contract Renewal (5 Minutes) – Ann Citrin (Strategic Plan Goals #3 & 6)
 - Update from Contract Renewal Committee
 - Discussion and first reading of Board Decision Making Process
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- Discussion re: 5 year plan: new bubble class? Changes to facility? Amendments to charter?
- Parent Teacher Organization (PTO) Report (written report submitted) (10 minutes) – Burgandy Hodge
 - Review 2018-2019 Events Calendar
- Board Committee Reports (written reports submitted, as indicated) (25 minutes)
 - Community Events Committee (CEC) (written report submitted) (5 minutes) – Ann Citrin
 - CEC chairperson will not change for 2018 - 2019 (2nd year of a 2 year term)
 - Curriculum Committee (written report submitted)
 - Finance Committee (written report to be submitted) (see Treasurer’s Report) (5 minutes) – Kent Barwind
 - Approve Committee Chair for FY2018-2019
 - Fundraising Committee (no written report submitted)
 - Grant Committee (no report at this time)
 - School Accountability Committee (SAC) (written report to be submitted) – Steve
 - Review revised SAC Bylaws
 - Science, Technology, Engineering and Mathematics (STEM) Committee (written report to be submitted) (25 minutes) – Matt
 - State of STEM
 - Approve Committee Chair for FY2018-2019
 - Technology Committee (report submitted) – Matt
- Review Principal Succession Plan (10 Minutes) - Ann
- Review Board of Directors Succession Plan (10 Minutes) - Ann
- Treasurer’s Report (10 minutes) – Kent Barwind
 - The Finance Committee has reviewed and recommends approval of the resolution the re: Budget Appropriation for FY2018-2019.
 - Approve the Budget Appropriation Resolution for FY2018-2019
 - Review April 2018 Financials
 - The Finance Committee has reviewed and recommends approval of the April 2018 Financials.
 - Approve the April 2018 Financials
- Principal’s Report (30 minutes) – Diana
- Review and Vote on Revised Adopted Budget for 2018-19
- Strategic Plan (10 minutes) – Bryan Molen
 - Review Revised Strategic Plan
- Policy review – Book Donation Policy
- Ben Franklin Academy Charter School Board Director Agreement and Board Director

- Certification Form – First Reading and Vote (5 minutes) – Ann Citrin
 - Approve Ben Franklin Academy Charter School Board Director Agreement
 - Approve Ben Franklin Academy Charter School Board Director Certification Form
- Approve Independent Attorney-of-record – Ann Citrin
- Legislative Update (5 minutes) – Steve
- Board Training (8 minutes) – Kent
 - Module 06: Promoting the Vision and Mission
 - Module 17: Sunshine Law
- Board Working Meeting/Retreat (15 minutes) – Bill Castor/Ann Citrin
 - Identify Agenda Items and Assignments
 - Assign Board Self-Evaluation Responsibility
- Convene into executive session pursuant to C.R.S. § 24-6-402(4)(f)(I) to discuss personnel matters – (45 Minutes).
- Summary (5 minutes) – Bill Castor
 - Calendar:
 - May 19: Board/Staff Dinner
 - May 25: Eighth Grade Graduation, 6:30 p.m.
 - May 26: Last Day of School
 - June 25: Board Retreat/Working Meeting
 - August 16: First Day of School
 - Review Action Items: 8th Grade Graduation Thank You Notes
 - Review Votes
 - Assign Newsletter Item
 - Review Future Board Agenda Items
 - Standards/Guidelines for Committee Budgeting and Consultant Fees
 - Identify Action Items for Parent Satisfaction, Student Satisfaction and Teacher Satisfaction Surveys
 - Approve Revised Strategic Plan
 - Board Training: Finances and Best Practices (sign Board Director Agreements/Conflict of Interest Forms)
 - Policy Review: Employee Dress Policy; Field Trip Policy; Non-Discrimination Policy; Student Discipline Policy
 - Board Evaluation
 - Committee Year-End Reports
 - Review and Approve Revised Board Calendar
 - Resolution re Officers and Directors
 - Review Student Satisfaction Survey results
 - Approve proposed Technology Plan
- 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: 5/11/2018