



BOARD OF DIRECTORS  
MEETING AGENDA  
TUESDAY, AUGUST 21, 2018

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) – Ann Citrin
    - Approve Minutes from the June 25, 2018 Board Retreat/Working 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, August 21, 2018, will be read at the meeting.
  - Parent Teacher Organization (PTO) Report (no written report submitted) (Strategic Plan Goal #3) – Burgandy Hodge
  - Community Events Committee (CEC) (written report submitted) – Ann Citrin
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- Board Committee Reports (10 minutes) (written reports submitted, as indicated) (Strategic Plan Goals #1-3 and 6) – 30 Minutes
  - Curriculum Committee (meets in Fall, Winter and Spring; no written report submitted) – Bill Castor
  - Fundraising Committee (written report submitted) – Steve Haas
  - Grant Committee (no written report submitted) – Steve Haas
  - School Accountability Committee (SAC) (no written report this month; first meeting later this month) – Courtney
  - 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) – Steve Haas and Halsley Hoff
  
- Treasurer’s Report (25 minutes) – Steve Haas and Halsley Hoff (Strategic Plan Goals #2 and 6)
  
- Principal’s Report (45 minutes) – Diana Simpson (Strategic Plan Goals #1-6)
  - CEC/School Marquee events
  
- Board Training (30 minutes) – Courtney
  - Module 20: Renewal and Accreditation
  - Module 23: Charter Schools Act
  - Module 14: Charter School Waivers
  
- Charter Contract Renewal Draft Review & Comment - Ann
  
- Finance Committee Updates
  - Review May, June, and July Financials
  - The Finance Committee has reviewed and recommends approval of the May, June, and July 2018 Financials.
    - Approve the May 2018 Financials.
    - Approve the June 2018 Financials.
    - Approve the July 2018 Financials.
  
- Review 2017-2018 Financials/Budget to Actual - Steve
  - Review 4th Quarter/Year-End Financials
  
- Review/Renewal of Insurance – Bryan Molen
  
- Review and approve Code of Ethics – Bryan Molen
  
- Legislative Update (5 minutes) – Steve Haas
  
- Review and Approve Principal Goals for 2017-2018 – Ann Citrin
  
- Review and Approve Principal Evaluation Matrices for 2018 - 2019 – Ann Citrin
  
- Discuss Follow-up Actions from Stakeholder Surveys (Parent, Teacher and Student) – Ann

- Approve Current BFA Policies:
  - Conflict Resolution Policy
  - Credit Card Processing Policy
  - Facility Use Policy
  - Approve Facility Use Policy
  - Grading Policy
  - Approve Grading Policy
  - Homework Policy
  - Approve Homework Policy
  - Meta Policy
  - Approve revised Meta Policy
  - Approve Traffic and Parking Management Policy
  - Field Trip Policy
  - Mobile Electronic Device Usage Policy
  
- Board Responsibilities (15 minutes) – Ann
  - September 21 In-Service (Ann & Burgandy)
  
- Board Calendar (5 minutes) – Ann
  
- Summary (5 minutes) – Ann
  
- Calendar:
  - August 22: PTO Meeting
  - August 23: SAC Meeting
  - August 28: Spirit Night – Bahama Buck’s
  - August 29: Back to School Night (K-4)
  - August 30: Back to School Night (5-8)
  - September 3: No School (Labor Day)
  - September 4: STEM Committee Meeting
  - September 11: Board Meeting
  
- Newsletter
  
- Review Action Items
  
- Review Votes
  
- 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: 8/16/2017