



BOARD OF DIRECTORS  
MEETING AGENDA  
TUESDAY, NOVEMBER 13, 2018

5:00 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 Minutes from the October 16, 2018 Board Meeting
    - Approve Minutes from the October 30, 2018 Special 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 Mountain Time on Tuesday, November 13, 2018 will be read at the meeting.
  - Convene into executive session pursuant to C.R.S. § 24-6-402(4)(f)(I) to discuss personnel matters – (30 Minutes).
  - Principal's Report (45 minutes) – Diana Simpson (Strategic Plan Goals #1-6)
    - Review alternatives and approve 2019-2020 Academic Calendar
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- Review and vote on approval of Revised Budget
- Parent Teacher Organization (PTO) Report (written report submitted) (Strategic Plan Goal #3) – Burgandy Hodge
- Community Events Committee (CEC) (written report submitted) – Ann Citrin
- 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; written report submitted) – Diana Simpson
  - Fundraising Committee (no written report submitted) – Steve Haas
  - Grant Committee (no written report submitted) – Steve Haas
  - School Accountability Committee (SAC) (written report submitted) – Courtney Jurbala
  - Science, Technology, Engineering and Mathematics (STEM) Committee (written report submitted) – Matt Keillor
  - Technology Committee (written report submitted) (10 minutes) – Matt Keillor
- Treasurer’s Report (25 minutes) – Steve Haas and Halsley Hoff (Strategic Plan Goals #2 and 6)
- Finance Committee Updates
  - Review October Financials
  - The Finance Committee has reviewed and recommends approval of the October 2018 Financial Reports.
    - Approve the October 2018 Financial Reports
- Board Succession Planning (10 Minutes) – Burgandy Hodge
  - Approve minor correction to Board Succession Policy
- Board Training (20 minutes) – Steve Haas
  - Module 09: Board Financial Oversight
  - Module 27: Capital Improvement
  - Module 28: Fund Development Resources
- Policy Review (Strategic Plan Goals #1-3 and 6) (10 minutes) – Courtney Jurbala
  - Review of Building key, Key Fobs and Access Card Policy
  - Review of Continuing Disclosure Policy and Procedure
  - Review of Parent Communication Policy
    - Legislative Update (5 minutes) – Steve Haas
- Board Responsibilities (5 Minutes) – Ann Citrin
- Board Calendar (5 minutes) – Ann Citrin
- Calendar:
 

November 19 – 23	Thanksgiving Week
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November 26-30	PTO Online Auction
November 29	SAC Meeting
November 30	Spirit Day
December 4	STEM Committee Meeting
December 7	7 <sup>th</sup> Grade Science Fair
December 8	Uniform Buy-Back Sale
December 15	Parent's Night Out

- Review Action Items
- Review Votes
- Summary/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: 11/11/2018