



BOARD OF DIRECTORS
MEETING AGENDA
TUESDAY, JANUARY 15, 2019

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.

Enrollment Update:

Grade	Enrolled	2019-2020 Projection
K	103	104
1	104	104
2	104	104
3	104	104
4	104	104
5	104	104
6	104	104
7	119	95
8	78	105
TOTAL	924	928

Waitlist: We are in the middle of Open Enrollment so our waitlist is In flux, as currently offers are being made, accepted and declined.

Preschool Class	Enrollment/16	Waitlist
MWF AM 3	13	0
TR AM 3	12	0
MWF AM 4	16	16
TR AM 4	16	12
MWF PM 4	8	0
TR PM 4	10	10

Board Directors Present: Ann Citrin, Steve Haas, Courtney Jurbala, Burgandy Hodge, Matt Keillor, Bill Castor (By Phone)

Others in Attendance: Diana Simpson (Principal), Aric Gomez (Elementary School Principal), Kristin Goldberg (Pre-School), Halsley Hoff (Business Manager), Michelle Bynum, Leigh Savoy, Shelley Steele and Sarah Nisbit.

Bill calls meeting to order at 5:34pm

- Opening (5 minutes)
 - Welcome/Announcements
 - Mission/Vision
 - Pledge of Allegiance
 - Amend/Approve Agenda
 - Burgundy moves to approve the agenda
 - Steve seconds the motion
 - The motion to approve the agenda is unanimously approved

- Consent Agenda (2 minutes) – Bill Castor
 - Approve Minutes from the December 18, 2018 Board Meeting
 - Review of the following policies:
 - Teacher Compensation Policy
 - Assistance for Free and Reduced Lunch Recipients
 - Asset Management Policy
 - Board of Director Election Policy
 - Uniform Policy (including Tables)
 - Steve moves to approve the consent agenda
 - Courtney seconds the motion
 - The motion to approve the consent agenda is unanimously approved

- 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, January 15, 2019, will be read at the meeting.
 - No comments submitted
 - No open comments at meeting

- Ratification of engagement of the Arrington Law Firm for representation of BFA in matters in connection with the renewal of BFA’s charter agreement with DCSD (Strategic Plan Goals 2 & 6) – 10 Minutes – Bill Castor
 - Bill moves to approve the ratification of the engagement of the Arrington Law Firm for representation of BFA in matters in connection with the renewal of BFA’s charter agreement with DCSD
 - Steve seconds the motion
 - The motion to approve the ratification of the engagement of the Arrington Law Firm for representation of BFA in matters in connection with the renewal of BFA’s charter agreement with DCSD is unanimously approved

- Parent Teacher Organization (PTO) Report (written report submitted) – Burgandy Hodge
- Discussion Regarding Potential Uniform Changes - Ann Citrin (10 Minutes)
 - Holly at EO; vendors are not making certain items; Gator is no longer manufacturing them, so there are other options
 - Khakis are not the same color- 3 pairs (including new option) are not the same color
 - All different brands, fabrics
 - Do we need a single vendor for shirts but not for khaki/blue pants since they don’t match anyway?.
 - New vendor for shirts; no changes needed for girls shirts
 - ADD TO THE AGENDA FOR A LATER TIME- to discuss the future of uniforms vs. dress code
- Board Committee Reports (written reports submitted, as indicated) (Strategic Plan Goals #1-3 and 6) – 45 Minutes:
 - Board Succession Committee (10 Minutes) – Burgandy
 - Timeline and document needs review
 - Review of Board strengths/needs evaluation
 - Community Events Committee (CEC) (no written report submitted) – Ann Citrin
 - Curriculum Committee (meets in Fall, Winter and Spring; no written report submitted) – Bill Castor
 - Fundraising Committee (no written report submitted) –
 - 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
- Finance Committee Report & Updates (25 Minutes – Steve Haas (Strategic Plan Goals #2 and 6)

- Review December 2018 Financials
- The Finance Committee has reviewed and recommends approval of the December 2018 Financials.
- Agenda item for MARCH MEETING- 30 MINUTES- Make Financial review proposal on BFA cash position and potential policy change.
 - Vote to approve the December 2018 Financials.
 - Steve moves to approve the December 2018 Financials
 - Matt seconds motion
 - The motion to approve the December 2018 Financials is unanimously approved
- Principal’s Report (30 minutes) – Diana Simpson (Strategic Plan Goals #1-6)
 - Diana is going to talk to Barry about the contract and filing appeal within 30 days. She will follow up with the Board and potentially have a special Board Meeting to discuss
- Discussion and vote on whether BFA should join the Douglas County Alliance of Charter Schools:
 - Bill moves to not join the Douglas County Alliance of Charter Schools until a clearer understanding of the organization can be presented on and voted at a future date
 - Ann seconds motion
 - A roll-call vote was taken
 - The motion to not join the Douglas County Alliance of Charter Schools until a clearer understanding of the organization can be presented on, and voted at a future date is unanimously approved
- Board Training (15 minutes) – Bill
 - Module 11: Policy Development
 - Module 21: Grant Writing
- Policy Review (Strategic Plan Goals #1-3 and 6) (10 minutes) – Courtney Jurbala
 - The SAC has no recommended changes to the policies scheduled for review this month. All policies scheduled for review are included in the Consent Agenda.
- Legislative Update (5 minutes) – Steve Haas
- Board Responsibilities/Reminders (5 Minutes) – Ann Citrin
- Summary (5 minutes) – Ann Citrin
- Calendar:

January 16	First Grade Musical & PTO Meeting
January 21	No School – MLK Day
January 24	SAC Meeting/Ben’s Brigade Meeting
January 25	Donuts with Dad
January 30	2 nd Grade Musical
February 5	STEM Committee Meeting
February 8	Parents Night Out
February 15	No School
February 18	No School – Presidents Day



February 19

Board Meeting

- Newsletter
 - Board Communication Assignment (Board Recruitment)
- Review Action Items
- Review Votes
- Board Training: Modules. Bryan Molen (30 and 5)
- Summary/Adjourn
 - Bill moves to adjourn the meeting at 7:42pm
 - Steve seconds motion
 - The motion is unanimously approved

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: 2/1/19