



BOARD OF DIRECTORS
MEETING MINUTES
TUESDAY, FEBRUARY 19, 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:

- The enrollment charts

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: Bill Castor, Bryan Molen, Steve Haas, Courtney Jurbala, Matt Keillor

Others in Attendance: Aric Gomez (Elementary School Principal), Kristin Goldberg (Pre-School), Halsley Hoff (Business Manager), Sarah Hope (PTO)

Bill calls meeting to order at 5:35pm

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

- Consent Agenda (1.5 minutes) – Bill Castor
 - Approve Minutes from the January Board Meeting
 - The Book Donation Policy has been moved to the consent agenda
 - Bryan moves to approve the consent agenda
 - Steve 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, February 19, 2019, will be read at the meeting.
 - No comments submitted

- Parent Teacher Organization (PTO) Report (written report submitted) – Burgandy Hodge
- Principal’s Report 30 minutes) – Aric Gomez (Strategic Plan Goals #1-6)
- Board Committee Reports (written reports submitted, as indicated) (Strategic Plan Goals #1-3 and 6) – 45 Minutes:
 - Board Succession Committee – Burgandy Hodge/Bill Castor
 - Timeline and document needs review

- Review of status of nominations and next steps
- Community Events Committee (CEC) (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) – 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) – Matt Keillor
- Finance Committee – (written report submitted) Steve Haas and Halsley Hoff
- Finance Committee Updates
 - Review January 2019 Financials
 - The Finance Committee has reviewed and recommends approval of the January 2019 Financials.
 - Vote to approve the January 2019 Financials.
 - Steve moves to approve the January 2019 Financials
 - Bryan seconds motion
 - The motion to approve the January 2019 Financials is unanimously approved
- Treasurer’s Report (20 minutes) – Steve Haas and Halsley Hoff (Strategic Plan Goals #2 and 6)
- Charter Contract Renewal (10 minutes) – Bill Castor
 - Update on Status of Renewal
- Board Training (10 minutes) – Bryan Molen
 - Module 05: Holding Productive Meetings
 - Module 30: Additional Best Practices
- Policy Review (Strategic Plan Goals #1-3 and 6) (20 minutes) – Courtney Jurbala
 - Inventory Management Policy
 - Send back to the SAC for consideration of removing “5th grade chrome books” from the Portable Devices section
 - Will review in the March Board meeting
 - Volunteer and Visitor Policy
 - Bryan moves to approve the changes to the Volunteer and Visitor Policy
 - Courtney seconds motion
 - The motion to approve the changes to the Volunteer and Visitor Policy is unanimously approved
 - Book Donation Policy
 - Moved to Consent Agenda—no changes
- Legislative Update (5 minutes) – Steve Haas

- Board Responsibilities/Reminders (5 Minutes) – Bill Castor
- Summary (5 minutes) – Bill Castor
- **Calendar:**

March 18 – 22	Spring Break
February 28	SAC Meeting
March 12	Board Candidate Forum/Next Board meeting
- Review Action Items
- Review Votes
- Review Future Board Agenda Items
 - Board Training: Modules
 - Ann will do the training
- Adjourn
 - Bill moves to adjourn the meeting at 7:32pm
 - Matt 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: 2/19/2019