



BOARD OF DIRECTORS  
MEETING AGENDA  
TUESDAY, APRIL 16, 2019

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)
    - Welcome/Announcements
    - Mission/Vision
    - Pledge of Allegiance
    - Amend/Approve Agenda
  - Convene into executive session pursuant to C.R.S. § 24-6-402(4)(f)(I) to discuss personnel matters – (30 Minutes).
  - Consent Agenda (2 minutes) – Bill Castor
    - Approve Minutes from the March Board Meeting
  - Open Comments (3 minutes/person) – Bill Castor (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, April 16, 2019, will be read at the meeting.
  - Board of Directors Election Results (5 minutes) – Burgandy
-

- Announce and vote on acceptance of the results of the Parent Voting Group for Seat 3, Class B (three-year term).
- Board of Directors Appointment (15 minutes) – Bill Castor
  - The Board will appoint a new member for Seat 4, Class B (three-year term)
- Review of Parent Survey Results (45 Minutes) – Cindy Brawley
- Policy Review – (5 Minutes) - Courtney
  - Volunteer and Visitor Policy
- Parent Teacher Organization (PTO) Report (written report submitted) – Burgandy Hodge
- Board Committee Reports (written reports submitted, as indicated) (Strategic Plan Goals #1-3 and 6) – 45 Minutes:
  - Community Events Committee (CEC) (written report submitted) – Ann Citrin
  - Curriculum Committee (meets in Fall, Winter and Spring; written report submitted)
  - Fundraising Committee (no written report submitted) – Steve Haas
  - Grant Committee (no written report submitted) – Steve Haas
  - School Accountability Committee (SAC) (written report submitted) – Courtney
    - Selection/Transition of Chair
  - Science, Technology, Engineering and Mathematics (STEM) Committee (written report submitted) – Matt Keillor
  - Technology Committee (written report submitted) (10 minutes) – Matt Keillor
  - Finance Committee – (written report submitted) Steve Haas and Halsley Hoff
- Treasurer’s Report (25 minutes) – Steve Haas and Halsley Hoff (Strategic Plan Goals #2 and 6)
- Finance Committee Updates
  - Review March 2019 Financials
  - The Finance Committee has reviewed and recommends approval of the March 2019 Financials.
    - Vote on approval of the March 2019 Financials.
    - Vote to approve transfer of Reserve Fund to Colorado Trust fund
  - Review and vote on approval of proposed 2019/2020 Budget
- Approve Auditor of Record for 2019/2020 – Steve Haas
- Principal’s Report (30 minutes) – Diana Simpson (Strategic Plan Goals #1-6)
- Charter Contract Renewal (5 Minutes) – Bill Castor (Strategic Plan Goals #3 & 6)
- Board Training – Bryan Molen
  - Module 01: Board Self-Assessment
  - Module 18: Selecting, Reviewing and Supporting the Administrator

- Legislative Update (5 minutes) – Steve Haas
- Strategic Plan Working Session (5 minutes) – Bill Castor
  - Schedule Strategic Planning Session and attendees
- Schedule Board Working Meeting/Retreat (5 minutes) – Bill Castor
- Board Responsibilities/Reminders (5 Minutes) – Bill Castor
  - Identify Board representatives for the April 19th teacher planning day
- Committee Chair Recognition (5 Minutes) – Bill Castor
- Summary (5 minutes) – Bill Castor
- **Calendar:**

April 17	PTO Meeting
April 19	Teacher planning day – No School
April 25	OAK Parties/Ben’s Brigade Meeting/SAC Committee
April 27 <sup>th</sup>	Spring Social/Board & Staff Dinner
May 3	Spirit Day
May 6 – 10	Teacher & Staff Appreciation
May 7	STEM Committee
May 9 & 10	Field Days
May 21	Board Meeting
- Review Action Items
- Review Votes
- Review Future Board Agenda Items
  - Staff survey
  - Principal Performance Review
- Board Training for May:
  - Module 06: Promoting the Vision and Mission
  - Module 17: Sunshine Law
- 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: 4/14/2019