



BOARD OF DIRECTORS  
MEETING MINUTES  
TUESDAY, MARCH 24, 2020

**CONFERENCE CALL ONLY**

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, 2024.

Attendees: Bill Castor, Matt Keillor, Courtney Jurbala, Bryan Molan, Diana Simpson, Steve Haas, Sarah Nisbet; Halsley Hoff; Burgandy Hodge; Haley Maglieri; Michelle Byrum; Celeste Johnson; Aric Gomez; Mollie Anderson

Grade	Enrolled	2019-2020 Projection
K Full Day	48	48
K ½ Day	46	56
Total K	94 (10 kids short= 5 kids)	104
1	101	104
2	102	104
3	104	104
4	104	104
5	104	104
6	104	104
7	104	95
8	115	105
TOTAL	<b>932</b>	<b>928</b>

MWF AM 3s	16/16
TTH AM 3s	16/16
MWF AM 4s	16/16 (7 stay all day)
TTH AM 4s	16/16 (8 stay all day)
MWF PM 4s	6/16
TTH PM 4s	14/16

**Bill calls the meeting to order at 5:33 pm**

- Opening (5 minutes)
  - Welcome/Announcements
  - Mission/Vision
  - Pledge of Allegiance
  - Amend/Approve Agenda
    - No STEM committee meeting minutes
    - Sarah moves to add uniform review to Policy Review Section
    - Bill seconds the motion
    - The motion to add a uniform review is unanimously approved
    - Bill moves to amend the agenda
    - Burgandy seconds the motion
    - The motion to approve the amended agenda is unanimously approved
  
- Consent Agenda (1.5 minutes) – Bill Castor
  - Approve Minutes from the February Board Meeting
  - Policies w/no recommended changes:
    - Field Trip Policy
    - Student Discipline Policy
      - Bill moves to approve the consent agenda
      - Matt seconds the motion
      - The motion to approve the consent agenda is unanimously approved
  
- Open Comments (3 minutes/person) – Courtney Jurbala (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, March 24, 2020, will be read at the meeting.
  - One comment submitted by Rachel Molieri “Colorado recently became the fifth state to ban natural hair discrimination. Within this ban they specify "hair texture, hair type, and/or protective hair styles". "Fake braids, hair extensions or beads" are currently not allowed based on our Does code policy for girls. Fake braids and extensions are sometimes used as protective hair styles. Does BFA plan to address this hair section of the dress code policy?”
    - Will review with SAC next available opportunity
  
- Parent Teacher Organization (PTO) Report (written report submitted) – Burgandy Hodge
  
- Principal’s Report (30 minutes) – Diana Simpson (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 – Sarah
    - Identify and vote to approve Board President and Treasurer for the 2020-2021 school year
      - Appoint Board President for FY2020-2021
        - Sarah nominates Bill Castor as Board President
        - Bryan seconds motion
        - The motion to approve Bill Castor as the Board President was unanimously approved
      - Appoint Board Treasurer for FY2019-2020
        - Bill nominates Courtney Jurbala
        - Burgandy seconds motion
        - The motion to approve Courtney Jurbala as the Board Treasurer was unanimously approved
  - Community Events Committee (CEC) (no written report submitted)
  - 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 (no written report submitted) – Matt Keillor
  - Technology Committee (written report submitted) – Matt Keillor

**Financial Focus:**

- Finance Committee Updates (30 minutes) – Steve Haas
  - Review February Dashboard and February 2020 Financials
    - The Finance Committee has reviewed and recommends approval of the February 2020 financials.
    - Vote on approval of the February 2020 Financials.
      - Steve moves to approve the February 2020 Financials
      - Matt seconds the motion
      - The motion to approve the February 2020 Financials is unanimously approved
- Treasurer’s Report (15 minutes) – Steve Haas and Halsley Hoff (Strategic Plan Goals #2 and 6)
- First Review of Draft 2020 – 2021 Budget (20 Minutes) – Steve/Halsley/Diana
- Board Training (10 minutes) – Steve
  - Module 07: Strategic Planning
  - Module 08: Special Education

- Policy Review (Strategic Plan Goals #1-3 and 6) (15 minutes) – Courtney Jurbala
  - Non-discrimination Policy
    - Bill moves to approve the changes to the Non-discrimination Policy to be in line with the Douglas County School District
    - Courtney seconds the motion
    - The motion to approve the changes to the Non-discrimination Policy to be in line with the Douglas County School District is unanimously approved
- Legislative Update (5 minutes) – Steve Haas
- Board Responsibilities/Reminders (5 Minutes) – Bill Castor
  - Activity Planning – Always use Michelle’s Form for Scheduling
  - Rescheduling of Board Candidate Forum
  - Record Volunteer Hours
- Summary (5 minutes) – Bill Castor

**Calendar:**

TBD

- Review Action Items
- Review Votes
- Review Future Board Agenda Items
  - Back-up plan for Board Elections
  - Board Training
- Adjourn

Bill adjourns the meeting at 8:01

Bryan seconds the motion

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: 3/22/2020