



BOARD OF DIRECTORS
MEETING MINUTES
TUESDAY, NOVEMBER 17, 2020

5:30 P.M. Board Meeting - ONLINE MEETING ONLY
Join Zoom Meeting

<https://us02web.zoom.us/j/8803586978?pwd=ZU4vOVAYeTIILzVjZDdQcDkrNDlFQT09>

Meeting ID: 880 358 6978
Passcode: 2455

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, the arts, 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 social emotional development, character, sports, and nature.

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.

Board Attendees: Bill Castor, Matt Keillor, Courtney Jurbala, Sarah Nisbet, Adam Lucero, Karen Ramon, Jason Page

Other Attendees: Diana Simpson, Aric Gomez, Sarah Boland, Halsley Hoff, Bob Lee, Katie Duncan, Lori Hafner, Michelle Bynam, Alaina Tinney, Erin Crowe, Celeste Johnson, Jen Lewicki, Denise Batista, Ryan Slabaugh, Janet Harlow, Sara Hawkins, Amanda Trenck, Mollie Anderson, Betsy Brown, Ryan Remus, Amy Mackey, Katie Murphy, Emerald Holden, Deutsh, D Webster, Greg Todd, Dawn Floyd, Heather Salberg, Diana Youssef, Everly, Leigh Savoy, S Dethlefs, Annette, James Lidstone, Brad S, Lisa, Ariel Hackerott, Molly Velasco, Stephen Johnson, Judy Silva, Col, Romero, Lisa Schenck, Carrie Keen, Theresa North, Jen Jones, Divya Chopra, Hollie, Greens

Bill Calls the meeting to order at 5:34 pm

- Opening (5 minutes) – Bill Castor
 - Welcome/Announcements
 - Mission/Vision
 - Pledge of Allegiance
 - Amend/Approve Agenda

- 2020/21 Revised Budget
- Written report from Fundraising Committee
- No written report from STEM Committee
- No written report from Technology
- Bill moves to approve the Agenda
- Sarah seconds the motion
- The Agenda is unanimously approved

- Consent Agenda (2 minutes) – Bill Castor
 - Approve Minutes from the October 2020 Board Meeting
 - Policies with no Recommended Changes:
 - Review of Building key, Key Fobs and Access Card Policy
 - Review of Continuing Disclosure Policy and Procedure
 - Review of Parent Communication Policy
 - Review of Scheduling Policy
 - Bill moves to approve the Consent Agenda
 - Adam seconds the motion
 - The Consent Agenda is unanimously approved

- Open Comments (3 minutes/person) – Sarah Nisbet (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 17, 2020 will be read at the meeting.
 - Open comment submitted: Judith Silva – Son started at BFA this year and is thriving with remote learning. Needs remote learning to continue for her and her husbands’ underlying conditions. Willing to do anything to help this continue and would hate to look for a new school that will continue to offer remote learning. (Summarized)
 - Open comment submitted: Jenna Slabaugh – Shocked to hear that BFA is thinking about not continuing remote learning with cases rising. Would hate to switch schools but we would be forced to if remote learning is no longer offered. (Summarized)
 - Open comment submitted: Jenny Matthies – Expresses her support for continuing to offer remote learning for the remainder of the school year. Thankful this has been an option and with the rising cases they don’t feel comfortable sending their daughter back to school anytime soon. (Summarized)
 - Open comment submitted: Jennifer Lewicki – Teacher at BFA. Writes to express her concern that no teachers were on the task force. Diana shared that the survey collected teachers’ opinions, but Jennifer would like teachers to be a part of the discussion and would like to see the task force with a teacher representative from K-2, 3-5, and 6-8. Concerned that many teachers may feel like they don’t have a voice during this very stressful time. (Summarized)

- Covid Task Force Update – (45 Minutes) – Diana Simpson/Matt Keillor
 - Recommends continuing remote learning as an option at least through the 2nd Trimester and continuing with remote Wednesdays.

- Board in unanimous support of continuing remote learning through the 2nd trimester and continuing remote Wednesdays.
- Recommends not following DCSD in moving to full remote learning.
- Recommends staying in person until county or state moves to stay at home (purple) then we would move to full remote.
- Following Tri-County Health for a full school shut down.
- Could shut down for operational reasons.
- Principal's Report (30 minutes) – Diana Simpson (Strategic Plan Goals #1-6)
 - Review and vote on approval of 2020/21 Revised Budget
 - Bill moves to approve the 2020/21 Revised Budget
 - Courtney seconds the motion
 - The 2020/21 Revised Budget is unanimously approved with total revenue of \$9,188,062, total expenses of \$9,143,964, and a net income of \$44,098
 - Vote on approval of new pre-school rates
 - Bill moves to approve the new pre-school rates
 - Sarah seconds the motion
 - The new pre-school rates are unanimously approved
 - Vote on 2021-22 Academic Calendar
 - Bill moves to approve Option A 2021-22 Academic Calendar
 - Karen seconds the motion
 - Option A 2021-22 Academic Calendar is unanimously approved
- Parent Teacher Organization (PTO) Report (written report submitted) (Strategic Plan Goal #3) – Karen/Courtney
- Board Committee Reports (written reports submitted, as indicated) (Strategic Plan Goals #1-3 and 6) – 30 Minutes
 - Community Events Committee (CEC) (No written report submitted) - Bill
 - Curriculum Committee (meets in Fall, Winter and Spring; no written report submitted) – Diana Simpson
 - Fundraising Committee (written report submitted) – Adam
 - Grant Committee (no written report submitted) - Matt
 - School Accountability Committee (SAC) (written report submitted) – Sarah Nisbet
 - Set aside time in December Board meeting for a Uniform Vendor Presentation by SAC members
 - Science, Technology, Engineering and Mathematics (STEM) Committee (no written report submitted, notes) – Jason
 - Technology Committee (no written report submitted) (10 minutes) – Karen Ramon

FINANCIAL FOCUS

- Treasurer’s Report (25 minutes) – Courtney Jurbala 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 2020 Financial Reports.
 - Vote on approval of the October 2020 Financial Reports
 - Courtney moves to approve the October 2020 Financial Reports
 - Matt seconds the motion
 - The October 2020 Financial Reports are unanimously approved
- Board Succession Planning (10 Minutes) – Adam
 - 1st meeting last week, Newsletter coming in December about two Board positions.
- Board Training (15 minutes) – Courtney
 - Module 09: Board Financial Oversight
 - Module 27: Capital Improvement
 - Module 28: Fund Development Resources
- Policy Review (Strategic Plan Goals #1-3 and 6) (20 minutes) – Sarah Nisbet
 - All policies scheduled for review this month were approved as part of the Consent Agenda.
- Legislative Update (5 minutes) – Matt Keillor
- Board Responsibilities (5 Minutes) – Bill Castor
 - Staff Breakfast (or alternative plan) Scheduling – Matt
- Board Calendar (5 minutes)

November 18	CEC Meeting
November 19	SAC Meeting
November 23 – 27	Thanksgiving Break
November 30 – Dec 6	PTO Online Auction & SCRIP Holiday Collection
December 8	STEM Committee Meeting
December 10	Finance Committee Meeting
December 15	BFA Spirit Night (Mici’s) & December Board Meeting
- Review Action Items
- Review Votes
- Summary/Adjourn
 - Bill moves to adjourn
 - Courtney seconds the motion
 - The meeting is adjourned at 8:01pm

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: 11/23/2020