



BOARD OF DIRECTORS
MEETING MINUTES
TUESDAY, DECEMBER 15, 2020

5:00 P.M. Board Meeting
Online/Zoom Meeting Only

<https://us02web.zoom.us/j/8803586978?pwd=ZU4vOVAYeTllLzVjZDdQcDkrNDlFQT09>
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, Denise Battista, Katie Duncan, Ryan Remus, Lisa Schenck, Michelle Bynam, Devon Preeo, Hollie Turtle, Sara Hawkins, Molly Velasco, Molly Anderson, Greg Todd, Betsy Brown, Alaina Tinney, Everly, Amanda Deutsch, Sarah Scott, Erin Crowe,

Bill calls the meeting to order at 5:02 pm

- Opening (5 minutes) – Bill Castor
 - Welcome/Announcements
 - Mission/Vision
 - Pledge of Allegiance
 - Amend/Approve Agenda
 - Agenda Amended to correct survey item to read “Vendor Survey”
 - Bill moves to approve the Amended Agenda
 - Courtney seconds the motion
 - The Amended Agenda is unanimously approved

- Consent Agenda (2 minutes) – Bill
 - Approve Minutes from the November 2020 Board Meeting
 - Teacher Compensation Policy
 - Assistance for Qualified Free and Reduced Lunch Recipients
 - Mobile Electronics Policy
 - Bill moves to approve the Consent Agenda
 - Sarah seconds the motion
 - The Consent Agenda is unanimously approved

- Open Comments (3 minutes/person) – Sarah (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, December 15, 2020 will be read at the meeting.
 - Open comment submitted: Denise Batista – Would like to know BFA’s stance on requiring students to get a Covid 19 vaccination in order to attend school in the coming years. Would also like to know if Douglas county requires this, can BFA make their own decision? (Summarized)
 - Still too early, have not heard of discussions. May be handled like current vaccines.

- Uniform Vendor Options for Consideration (30 Minutes) – Sarah and Guests (Strategic Goals 1 & 3)
 - Board approves consideration of additional vendor(s) to Uniform Policy
 - Feedback on EO from parents: high price, not ideal texture, sizing issues, material thin, insufficient store stock.
 - Pricing and texture top 2 concerns from 35 families informal survey
 - Of 3 vendors only Dennis Uniform has a store front. French Toast and Tommy Hilfiger are online only.
 - French Toast offers the best price, Tommy Hilfiger about the same, Dennis Uniform more expensive.
 - Recommendation is to consider French Toast and/or Tommy Hilfiger be added to the Uniform Policy.
 - Sarah B: having additional vendors with more fit options would be helpful.
 - Diana: Do not feel teachers will have an issue with similar looking apparel.
 - Matt: Open to competition, just wondering about lasting quality from another cheaper vendor.
 - Courtney: Definitely on Board with a second vendor, kid with allergies and skin is raw with current uniform options. Sizing and stock issues experiences personally.
 - Sarah: Open to one additional vendor, French Toast checks all the asks from small group parent feedback.
 - Jason: Open to another vendor with better sizing options. We can set online vendors to what we allow parents to order.

- Karen: Full support of this idea. Looking for skinny options for her kids. Possible staff discount at Tommy Hilfiger.
- Adam: Onboard with adding an additional vendor.
- Diana will put together a survey to ask teachers their opinion.
- Uniform committee will be created to give monthly updates to the Board on vendors and options. Look at feedback from the survey and work with SAC.
- Uniform Vendor Survey Review/Approval (15 minutes) – (Strategic Goals 1 & 3)
 - Vote on approval of SAC **Vendor Survey**
 - Vote not needed, Sarah N will tweak survey with Uniform Committee and will distribute to parent community early January and provide feedback at the January Board Meeting
- Principal’s Report (40 minutes) – Diana Simpson (Strategic Plan Goals #1-6)
 - Covid Task Force Update
 - New CDC quarantine recommendations have not been adopted by Tri-County health and may not apply to recommendations for schools
 - Adjusted school schedule due to increasing staff concerns.
 - Will have a Spirit week in January
- Parent Teacher Organization (PTO) Report (written report submitted) (Strategic Plan Goal #3) – Karen/Courtney
- Board Committee Reports (10 minutes) (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 (No written report submitted) – Adam
 - Grant Committee (no written report submitted) – Adam
 - School Accountability Committee (SAC) (written report submitted) – Sarah
 - Science, Technology, Engineering and Mathematics (STEM) Committee (written report submitted) – Jason
 - Technology Committee (written report submitted) (10 minutes) – Karen

Financial Focus:

- No finance committee meeting this month. Financial statements for Nov & Dec will be reviewed at the January Board meeting.
- Board Succession Planning Update (10 Minutes) – Adam
 - January agenda item to approve documents to send out to parent community and will review Board Profile Matrix, Election Policy, FAQ, Succession Plan, 30 mins

- Policy Review – All Policies moved to Consent Agenda (no proposed changes)
- Board Training (10 minutes) – Karen
 - Module 19 – Professional Development
 - Module 29 – Needs Assessment
- Legislative Update (5 minutes) – Matt
- Convene in executive session pursuant to C.R.S. § 24-6-402(4)(f)(I) to discuss personnel matters (a closed session – Diana Simpson invited) (30 minutes) – Bill
 - Bill moves to convene into executive session at 7:07 pm
 - Matt seconds the motion
 - The motion to convene is unanimously approved
 - Bill moves to end the executive session at 7:51 pm
 - Sarah seconds the motion
 - The motion to end to executive session is unanimously approved
 - No votes were taken during the Executive Session
- Board Responsibilities (5 Minutes) – Bill
 - Newsletter
- Board Calendar (5 minutes) – Bill

December 23 – January 3	Winter Break
January 19	January Board of Directors Meeting
- Review Action Items
 - Newsletter
- Review Votes
- Summary/Adjourn
 - Bill moves to adjourn
 - Adam seconds the motion
 - The meeting is adjourned at 8:00 pm

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: 1/10/2021