



BOARD OF DIRECTORS
MEETING MINUTES
TUESDAY, JANUARY 19, 2021

5:30 P.M. Board Meeting
Online Meeting Only – Zoom Meeting Info:

<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, Katie Duncan, Krista Parks, Shauna Kramer, Lisa Schenck, Devon Preep, Alaina Tinney, Sara Hawkins, Greg Todd, Ryan Remus, Betsy Brown, Jacqui Condon, Becky Archunde, Jeanne, Jen Lewicki, Janelle Nichols, Lori Beggins, Molly Velasco, Greens

Bill calls the meeting to order at 5:30 pm

- Opening (5 minutes)
 - Welcome/Announcements
 - Mission/Vision
 - Pledge of Allegiance
 - Amend/Approve Agenda
 - 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 December 2020 Board Meeting
- Approval of the following policy with no proposed changes;
 - Asset Management Policy
 - Bill moves to approve the Consent Agenda
 - Jason 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, January 19, 2021, will be read at the meeting.
 - Open comment submitted: Lori Beggins – Hello, any updates on the librarian’s health? Anything we could do for her as a community? Many thanks and keep up the great work!
 - Deb is at home and recovering. Staff is doing a meal train for her. Cards would be appreciated. Her granddaughter could deliver cards. Feel free to reach out to Diana Simpson or take items to the front office.
- Principal’s Report (30 minutes) – Diana Simpson (Strategic Plan Goals #1-6)
 - Covid Update
 - No classes currently under quarantine.
 - Families will decide on remote learning by Feb 5th for the third trimester. If we have remote learners still looking at continuing remote Wednesday.
 - Carpool went well today; current system is outdated. Really need to look into the app again.
 - Teachers hoping to get vaccinated starting around March 1st. Also participating in a proto-type home testing system. Colorado one of few states participating. State will cover the first months cost.
 - May be overbudget for subs this year. Possible to break even using other money to cover these costs using ESSER funds.
 - iReady Mid-Year Data showed a positive shift. Students required to do iReady minutes last spring and continued this year.
- Parent Teacher Organization (PTO) Report (written report submitted) – Karen/Courtney
 - Voted on shirts for Boosterthon. Vintage style shirt that kids will want to wear again.
 - Passed out cookies for Ben Franklin’s Birthday.
- Discussion/Survey Feedback Regarding Potential for Uniform Vendor Alternatives - Sarah (10 Minutes)
 - Sarah Boland put out a survey to the staff. Teachers aren’t worried about the number of vendors. Supportive of 1, 2, or any number of additional vendors. 1 teacher unsupportive. 5/45 worried about color

matching/pattern/overall consistency. 15/45 worried about overall consistency. 26/45 no issue with overall pattern/consistency. Issues with uniforms did not have to do with vendors ie: no belt, sock color, non BFA sweatshirts in class, etc. Top 3 concerns of teachers: 1. Convenience for families 2. Comfort for students 3. Similar enough to not cause distraction.

➤ Uniform committee shared the results of the uniform survey of the parent community. In order of importance: price, quality, texture, in person retail option, online only. 59% want 2 additional vendors, 12% would like one additional vendor. 68.5% said having the number of vendors selected in the previous question was very important or somewhat important.

- Board Committee Reports (written reports submitted, as indicated) (Strategic Plan Goals #1-3 and 6) – 45 Minutes:
 - Board Succession Committee (15 Minutes) – Adam
 - Timeline and document needs review
 - Board of Directors Election Policy: update dates of terms ending, update Parent Voting Group to Student Voting Group
 - Board of Directors Succession Plan: updated members seats and roles
 - FAQ: updated dates
 - Review of Board strengths/needs evaluation
 - Looking for Law, Strategic or Long-Range Planning, Charter School Law/Regulations, Investments, Fundraising/Capitol Campaign
 - Community Events Committee (CEC) (no written report submitted) –
 - Curriculum Committee (meets in Fall, Winter and Spring; no written report submitted) – Bill Castor
 - Fundraising Committee (written report submitted) – Adam
 - Grant Committee (no written report submitted) – Adam
 - School Accountability Committee (SAC) (written report submitted) – Sarah/Adam
 - Review/approve parent survey questions
 - Survey is good to move forward with some additional questions being added
 - Science, Technology, Engineering and Mathematics (STEM) Committee (written report submitted) – Jason Page
 - Planning an outdoor STEAM Expo, week-long event focusing on different grade levels to tailor to age.
 - Live stream keynote speaker possible NASA astronaut or Steve Spangler
 - Technology Committee (written report submitted) (10 minutes) – Karen

- 48 mac books have arrived for teachers
- Student Chromebook repairs have slowed down
- Treasurer’s Report - Courtney
- Finance Committee Report & Updates (25 Minutes) – Courtney (Strategic Plan Goals #2 and 6)
 - Review November and December 2020 Financials
 - The Finance Committee has reviewed and recommends approval of the November and December 2020 Financials.
 - Vote to approve the November and December 2020 Financials.
 - Courtney moves to approve the November 2020 Financials
 - Adam seconds the motion
 - The November 2020 Financials are unanimously approved
 - Courtney moves to approve the December 2020 Financials
 - Karen seconds the motion
 - The December 2020 Financials are unanimously approved
- Board Training (15 minutes) – Matt
 - Module 11: Policy Development
 - Module 21: Grant Writing
- Policy Review (Strategic Plan Goals #1-3 and 6) (10 minutes) – Sarah
 - Chromebook Policy for Elementary School Students
 - Chromebook Handbook will be included in registration and be linked in Mobile Electronic Policy. Current Chromebook Handbook for 6-8 will adjust for grades 3-8.
- Legislative Update (5 minutes) – Matt
- Board Responsibilities/Reminders (5 Minutes) – Bill
 - February Board Training

February 12	Teacher Comp. Day
February 15	No School – Presidents Day
February 16	Board Meeting
- Newsletter Support
- Review Action Items
- Review Votes
- Adjourn
 - Bill moves to adjourn
 - Courtney seconds the motion
 - The meeting is adjourned at 8:18 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: 2/4/21