



**BOARD OF DIRECTORS  
MEETING MINUTES  
TUESDAY, FEBRUARY 16, 2021**

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

<https://us02web.zoom.us/j/8803586978?pwd=ZU4vOVAYeTlILzVjZDdQcDkrNDlFQT09>

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, Sarah Nisbet, Adam Lucero, Karen Ramon, Jason Page

Other Attendees: Diana Simpson, Aric Gomez, Sarah Boland, Halsley Hoff, Alison Rausch, Jenny Brady, Lisa Travis Fischer, Matthew Olson, Devon Preeo, Sarah Hawkins, Marta Cicero, Hollie Turtle, Lisa Schenck, Michelle Bynum, Jenny Matthies, Emily Tenhundfeld, Kristin McGeary, Erin Crowe, Ryan Remus, Rachael Hamburger, Amanda Trenck, D Webster, Carrie Keen, Jamie Riese, Amie Johnson, Greg Todd, Becky Archunde, Krista Parks, Colleen Turner, Janelle Nichols, Curtis A, sdethlefs, Rachelle Calahan, Isaac, Celeste Johnson, Jaimee, Will J, Niketa Saboo, Alaina Tinney

**Bill calls the meeting to order at 5:31 pm**

- Opening (5 minutes)
    - Welcome/Announcements
    - Mission/Vision
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- Pledge of Allegiance
- Amend/Approve Agenda
  - Bill moves to approve the Amended Agenda
  - Adam seconds the motion
  - The Amended Agenda is unanimously approved
  
- Board Election Townhall Session (Adam - 30 Minutes)
  
- Consent Agenda (0.3 minutes) – Bill Castor
  - Minutes from the January Board Meeting
  - Volunteer & Visitor Policy
  - Book Donation Policy
    - Bill moves to approve the Consent Agenda
    - Jason seconds the motion
    - The Consent Agenda is unanimously approved
  
- Charter School Alliance Membership Discussion – Sarah and guest – (15 Minutes)
  
- 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, February 16, 2021, will be read at the meeting.
    - Open comment submitted: Jenny Brady – I wanted to write in to respond to the continuation hybrid/Wednesday homeschool model. I went back and reviewed the boards' minutes from the beginning of the school year. Everyone supported going back to in person school full time. Did I read this correctly? What has changed? Additionally, I would love to see a survey question to the BFA community: "Do you want to go back full time for the remainder of the school year?" Just a simple yes or no. And would appreciate data (n value, not only percentages.) Additionally, I am concerned that this will continue into the fall (outside of state mandates.) Can you speak to this? What if teachers say they don't want to go back full time? How will this be addressed?
  
- Principal's Report (20 minutes) – Diana Simpson (Strategic Plan Goals #1-6)
  - Covid Update: No K-8 classes quarantined at this time.
  - Shortened Quarantine: Students can test on day 8 of day 14 quarantine, can return with negative test after 10 days. Works for individual cases, does not make sense for an entire elementary classroom. Can offer the shortened quarantine time for 6-8.
  
- Parent Teacher Organization (PTO) Report (written report submitted) – Karen
  
- Vote regarding potential to add additional vendor alternatives to the Uniform Policy
  - Sarah moves to approve Tommy Hilfiger as an additional uniform vendor
  - Karen seconds the motion
  - Tommy Hilfiger is unanimously approved as an additional uniform vendor

- Sarah moves to approve French Toast as an additional uniform vendor
- Jason seconds the motion
- French Toast is unanimously approved as an additional uniform vendor
- Board Committee Reports (written reports submitted, as indicated) (Strategic Plan Goals #1-3 and 6) – 45 Minutes:
  - Board Succession Committee – Adam
    - Review of status of nominations and next steps
  - Community Events Committee (CEC) (no written report submitted)
  - Curriculum Committee (meets in Fall, Winter and Spring; written report submitted) – Bill Castor/Diana
  - 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 (no written report submitted) – Jason
  - Technology Committee (no written report submitted) – Karen

**Financial Focus:**

- Finance Committee Update
  - Review January 2021 Financials
  - The Finance Committee has reviewed and recommends approval of the January 2021 Financials.
    - Vote on approval of the January 2021 Financials.
      - Bill moves to approve the January 2021 Financials
      - Sarah seconds the motion
      - The January 2021 Financials are unanimously approved
- Treasurer’s Report (20 minutes) – Courtney/Halsley Hoff (Strategic Plan Goals #2 and 6)
- Board Training (10 minutes) – Bill
  - Module 05: Holding Productive Meetings
  - Module 30: Additional Best Practices
- Policy Review (Strategic Plan Goals #1-3 and 6) (15 minutes) – Sarah
  - Inventory Management Policy
- Legislative Update (5 minutes) – Matt
- Board Responsibilities/Reminders (5 Minutes) – Bill Castor
- Summary (5 minutes) – Bill Castor

- **Calendar:**

March 15 - 19	Spring Break
March 23	March Board Meeting (Interview Board Candidates)
  
- Review Action Items
- Review Votes
- Review Future Board Agenda Items
  - Board Training: Modules 7 & 8 (Strategic Planning and Special Education Issues for Charter Schools)
- Adjourn
  - Bill moves to adjourn
  - Adam seconds the motion
  - The meeting is adjourned at 8:28pm

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: 3/20/2021