



BOARD OF DIRECTORS  
MEETING MINUTES  
TUESDAY, APRIL 20, 2021

**5:30 P.M. Board Meeting**

**THIS MEETING WILL BE ONLINE/DIAL-IN ONLY**

Join Zoom Meeting

<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: Matt Keillor, Courtney Jurbala, Sarah Nisbet, Adam Lucero, Jason Page, Karen Ramon

Other Attendees: Diana Simpson, Aric Gomez, Sarah Boland, Halsley Hoff, Haley Maglieri, Mathew Olson, Mette Castor, Alaina Tinney, Hanni McNellis, Woody Haynes, Michelle Bynum, Sara Hawkins, Hollie Turtle, Lisa Schenck, Amanda Trenck, Jeanne, Jenny, Sarah, Mollie Anderson, Kelley Paulson, Ryan Remus, Kristin McGeary, Amanda Deutsch, Greg Todd, Erin Crowe, Jason Fleming, Nick Matthies, Sheri Dethlefs, Denise Webster, Brad Staib, Nancy, Vicente, Devon Preeo, Greens, Steve, Celeste Johnson, Christine McMahon, Jen Jones,

**Matt calls the meeting to order at 5:30 pm**

- Opening (5 minutes)
  - Welcome/Announcements
  - Mission/Vision
  - Pledge of Allegiance
  - Amend/Approve Agenda
    - Matt moves to approve the Agenda



- Courtney seconds the motion
  - The Agenda is unanimously approved
  
- Consent Agenda (2 minutes) – Matt
  - Approve Minutes from March Board Meeting
  - Policies with no recommended changes:
    - Employee Dress Policy
    - Conflict Resolution Policy
    - Credit Card Processing Policy
      - Matt moves to approve the Consent Agenda
      - Courtney 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, April 20, 2021, will be read at the meeting.
    - No comments were received online or in-person
  
- Board of Directors Election Results (5 minutes) – Adam
  - Announce and vote on acceptance of the results of the School Voting Group for Seat 1, Class A (a three-year term).
    - The School Voting Group elected Mette Castor for Seat 1, Class A
    - Matt moves to accept the results of the School Voting Group for Seat 1, Class A and Mette Castor will occupy Seat 1, Class A for the next 3 year term
    - Adam seconds the motion
    - The motion to accept the results of the School Voting Group for Seat 1, Class A and confirm Mette Castor as its' occupant for the next 3 year term is unanimously approved
  
- Board of Directors Appointment (15 minutes) – Matt
  - The Board will appoint a new member for Seat 2, Class A (three-year term)
    - The Board of Directors conducted a vote through secret ballot
    - The majority vote from the Board was to appoint Haley Magleri for Seat 2, Class A
    - Matt moves appoint Haley Magleri for Seat 2, Class A
    - Jason seconds the motion
    - The motion to accept the results of the Board vote are accepted and Haley Magleri will occupy Seat 2, Class A for the upcoming 3 year term.
  
- Principal's Report (30 minutes) – Diana Simpson (Strategic Plan Goals #1-6)
  - Due to an increase in the instances of positive tests, Diana recommends keeping our current, more conservative, quarantine guidelines

- Next year will not be offering remote learning, we will be in person 5 days a week with co-horting and partner classrooms, planning on having middle school electives, will follow any masking mandates that are in place.
- Review of Parent Survey Results (30 Minutes) – Sarah
  - Woody Haynes of the SAC presented the findings of the most recent Parent Survey
- Student Survey Questions (5 Minutes) – Sarah
- Policy Review – (10 Minutes) – Sarah
- Uniform Policy**
  - Sarah moves to approve the proposed changes to the Uniform Policy
  - Courtney seconds the motion
  - The proposed changes to the Uniform Policy is unanimously approved
- Uniform Standards for All**
  - Sarah moves to approve the changes to the Uniform Standards for All spreadsheet
  - Courtney seconds the motion
  - The Uniform Standards for All spreadsheet is unanimously approved
- Charter School Alliance Membership – (2 Minutes) – Sarah
  - Vote on approval of Resolution re The Alliance
    - Sarah moves to approve the Resolution re The Alliance
    - Courtney seconds the motion
    - The Resolution re The Alliance is unanimously approved
      - Parent Teacher Organization (PTO) Report (written report submitted) – Courtney
- Board Committee Reports (written reports submitted, as indicated) (Strategic Plan Goals #1-3 and 6) – 45 Minutes:
  - Community Events Committee (CEC) (no written report submitted)
  - Curriculum Committee (meets in Fall, Winter and Spring; no written report submitted)
  - 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 (no written report submitted) (10 minutes) – Karen
  - Finance Committee – (written report submitted) Courtney and Halsley
- Treasurer’s Report (25 minutes) – Courtney (Strategic Plan Goals #2 and 6)
- Finance Committee Updates
  - Review March 2021 Financials

- The Finance Committee has reviewed and recommends approval of the March 2021 Financials.
- Vote on approval of the March 2021 Financials
  - Courtney moves to approve the March 2021 Financials
  - Jason seconds the motion
  - The March 2021 Financials are unanimously approved
- Vote on approval of Final Revised Budget for 2020/2021 total revenue of \$9,379,473 total expenses of \$9,290,509 with a net income of \$88,964
  - Courtney moves to approve the Final Revised Budget for 2020/2021
  - Karen seconds the motion
  - The Final Revised Budget for 2020/2021 is unanimously approved
- Vote on approval of Final Revised Budget for 2020/2021 Resolution
  - Matt moves to approve the Final Revised Budget for 2020/2021 Resolution
  - Courtney seconds the motion
  - The Final Revised Budget for 2020/2021 Resolution is unanimously approved
- Vote to Approve Proposed 2021/22 Budget total revenue of \$9,323,783 and total expenses of \$9,301,922 with a net income of \$21,861
  - Courtney moves to approve The Proposed 2021/22 Budget
  - Sarah seconds the motion
  - The Proposed 2021/22 Budget is unanimously approved
- Vote to Approve 2021/22 Budget Resolution
  - Matt moves to approve 2021/22 Budget Resolution
  - Courtney seconds the motion
  - The 2021/22 Budget Resolution is unanimously approved
- Board Training – Jason
  - Module 01: Board Self-Assessment
  - Module 18: Selecting, Reviewing and Supporting the Administrator
- Legislative Update (5 minutes) – Matt
- Strategic Plan Working Session (5 minutes) – Matt
  - Schedule Strategic Planning Session and attendees
    - Action items for SAC recommendations from Parent Survey
- Discuss Schedule for Board Working Meeting/Retreat (5 minutes) – Matt

→ In person preferred, Friday June 25th

- Board Responsibilities/Reminders (5 Minutes) – Bill/Matt
- Summary (5 minutes) – Bill/Matt
- Review Action Items
- Review Votes
- Review Future Board Agenda Items
  - New Board member participation in May
  - Principal Performance Review in May
- Board Training for May:
  - Module 06: Promoting the Vision and Mission
  - Module 17: Sunshine Law
- Adjourn
  - Matt moves to adjourn the meeting
  - Jason seconds the motion
  - The meeting is adjourned at 8:29 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: 4/28/2021