



BOARD OF DIRECTORS
MEETING MINUTES
TUESDAY, OCTOBER 26, 2021

5:30 PM - Middle School Commons - Ben Franklin Academy

Join Zoom Meeting

<https://us02web.zoom.us/j/88528410614?pwd=ejUwNFVPeFVlK0hBQ09Fd3poVk9aUT09>

Meeting ID: 885 2841 0614

Passcode: 9tEDvA

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, Sarah Nisbet, Mette Castor, Adam Lucero, Haley Maglieri, Jason Page, Karen Ramon

Other Attendees: Michelle Bynum, Halsley Hoff, Conianne White, 20+ attendees on Zoom

Matt calls the meeting to order at 5:30pm

- Opening (5 minutes) – Matt Keillor
 - Welcome/Announcements
 - Mission/Vision
 - Pledge of Allegiance
 - Amend/Approve Agenda
 - Matt motions to approve amendments to Agenda
 - Karen seconds the motion
 - Matt motions to approve the amended Agenda
 - Karen seconds the motion

- The amended Agenda is unanimously approved
- Consent Agenda (2 minutes) – Matt Keillor
 - Approve the Minutes from the September Board Meeting
 - Document Retention Policy
 - Enrollment Policy
 - Matt motions to approve Consent Agenda
 - Haley seconds the motion
 - Consent Agenda is unanimously approved
- Good News from BFA – Haley Maglieri
 - Boys’ soccer and Girls’ volleyball had very successful seasons
 - Middle school basketball and cheer have started
 - Goodies with Grandparents very successful
 - 5th Grade getting ready for Ameritowne – elections this week
 - 6th Grade left for Outdoor Education today
 - Book Fair was a success
- Open Comments (3 minutes/person) – Mette Castor (Strategic Plan Goal #3)
 - Remarks will be limited to three minutes per person. Please see the guidelines at end of agenda.
 - Open comments submitted through the online form before noon on Tuesday, October 26, 2021, will be read at the meeting.
 - Connie White provided in-person open comment
 - No others submitted by deadline or in person
- Principal’s Report (45 minutes) – Diana Simpson (Strategic Plan Goals #1-6)
 - COVID Update – 1 staff and 1 student out with COVID
 - Written report submitted
- Review and approve the 2022-2023 Academic Calendar (Strategic Plan Goal #1)
 - Matt motions to approve Calendar B
 - Sarah seconds the motion
 - Calendar B for 2022-2023 Academic Year is unanimously approved
- Board Committee Reports (10 minutes) (written reports submitted, as indicated) (Strategic Plan Goals #1-3 and 6) – 30 minutes
 - Facility Committee (no written report to be submitted – Jason Page
 - Community Events Committee (CEC) (written report submitted) – Sarah Nisbet
 - School Accountability Committee (SAC) (written report submitted) – Mette Castor
 - Science, Technology, Engineering and Mathematics (STEM) Committee (no written report submitted) – Jason Page
 - Curriculum Committee (no written report submitted) – Karen Ramon/Matt Keillor
 - Finance Committee (written report submitted) – Adam Lucero

Financial Focus:

- Treasurer’s Report (25 minutes) – Adam Lucero and Halsley Hoff (Strategic Plan Goals #2 and 6)
- Finance Committee Updates
 - Review September Financials
 - The Finance Committee has reviewed and recommends approval of the September 2021 Financial Reports
- Vote to approve the September 2021 Financial Reports
 - Adam motions to approve September Financial Reports
 - Karen seconds the motion
 - September Financial Reports unanimously approved
- Vote to Accept the 2020/21 BFA Audit
 - Adam motions to accept 2020/21 Audit
 - Sarah seconds the motion
 - 2020/21 BFA Audit is unanimously accepted
- Matt motions to take a five-minute break
 - Jason seconds the motion
 - Five-minute break taken at 6:59
 - Matt reconvenes the meeting at 7:05
- Board Succession Planning (10 minutes) – Haley Maglieri
- Board Training (20 minutes) – Adam Lucero
 - Module 22: Communication
 - Module 24: Effective Committees
 - Module 26: Parental Involvement
- Board Responsibilities (15 minutes) – Matt Keillor (Strategic Plan Goal #1 and #4)
 - Next Board newsletter contributor
 - Matt
 - Schedule Board classroom visits
 - Diana will send out emails
- November Board Training: Mette Castor
 - Module 09: Board Financial Oversight
 - Module 27: Capital Improvement
 - Module 28: Fund Development Resources
- Summary (5 minutes) – Matt Keillor
- Calendar:

October 26-29:	6 th Grade Outdoor Education
October 28:	SAC Meeting
November 1:	No School – Professional Development Day
November 4:	Ben’s Brigade Dads’ Night Out

November 7: CEC Meeting
November 10: PTO Meeting
November 11: Veterans Day/Finance Committee Meeting
November 16: November Board Meeting
November 19: Dress of Choice Day

- Review Action Items

- Review Votes
- Adjourn
 - Matt motions to adjourn
 - Haley seconds the motion
 - Matt adjourns the meeting at 7:43pm

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: 10/26/2020