



BOARD OF DIRECTORS  
MEETING AGENDA  
TUESDAY, OCTOBER 25, 2022

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.

- Opening (5 minutes) – Matt Keillor
    - Welcome/Announcements
    - Mission/Vision
    - Pledge of Allegiance
    - Amend/Approve Agenda
  - Consent Agenda (2 minutes) – Matt Keillor
    - Approve Minutes from the September Board Meeting
    - Approve the following policies with no recommended changes:
      - Document Retention Policy
      - Enrollment Policy
      - Building Key, Key Fob and Access Card Policy
      - Scheduling Policy
  - Good News from BFA – Stephen Bentley
  - Open Comments (3 minutes/person) – Mette Castor (Strategic Plan Goal #3)
    - Remarks will be limited to three minutes per person. Please see guidelines at end of agenda.
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→ Open comments submitted through the online form before noon on Tuesday, October 25, 2022, will be read at the meeting.

- Middle School Dress Code Policy Presentation (20 minutes) - Sarah Boland (Strategic Plan Goals #2 and 6)
- Principal's Report (45 minutes) – Diana Simpson (Strategic Plan Goals #1-6)

**Financial Focus:**

- Treasurer's Report will be moved to the November board meeting – Adam Lucero and Halsley Hoff (Strategic Plan Goals #2 and 6)
- Finance Committee Updates
  - September and October 2022 Financial Reports will be moved to the November Board Meeting.
- **Vote to Accept the 2022/23 BFA Audit – Matt Keillor**
- Parent Teacher Organization (PTO) Report – Haley Maglieri (written report submitted) (Strategic Plan Goal #3)
- Board Committee Reports (10 minutes) (written reports submitted, as indicated) (Strategic Plan Goals #1-3 and 6) – 30 Minutes
  - Finance Committee – (no written report submitted) - Adam Lucero
  - Facility Committee (no written report to be submitted) – Adam Lucero
  - Community Events Committee (CEC) (written report submitted) – Mette Castor
  - School Accountability Committee (SAC) (written report submitted) – Sarah Nisbet, Keri Street
    - Approve SAC Bylaws
  - Science, Technology, Engineering and Mathematics (STEM) Committee (written report submitted) – Stephen Bentley
  - Curriculum Committee (no written report submitted) Keri Street/Matt Keillor
- **Review and approve the 2023-2024 Academic Calendar (Strategic Plan Goal #1)**
- Review and discuss the FAMLi (Family and Medical Leave Insurance Program) Matt Keillor (Strategic Plans Goal #2 and #4)
- Board Succession Planning (10 Minutes) – Haley Maglieri (Strategic Plan Goals #1-#6)
- Policy Review - (10 minutes) Sarah Nisbet/Keri Street (Strategic Plan Goals #1-3 and 6)
 

No changes recommended, moved to Consent Agenda:

  - Enrollment Policy
  - Document Retention Policy
  - Building Key, Key Fob and Access Card Policy
  - Scheduling Policy
- Parent Survey Question Review (10 minutes) - Sarah Nisbet/Keri Street
  - Questions 19 - 27
- Board Training (20 minutes) – Keri Street
  - Module 22: Communication

- Module 24: Effective Committees
- Module 26: Parental Involvement

- Board Responsibilities (5 minutes) – Matt Keillor (Strategic Plan Goal #1 and #4)
  - Next Board newsletter contributor (Haley Maglieri)
  - Schedule Board classroom visits
- Summary (5 minutes) – Matt Keillor
- November Board Training – Adam Lucero
  - Module 09: Board Financial Oversight
  - Module 27: Capital Improvement
  - Module 28: Fund Development Resources

- Calendar:
 

October 25-28	6th Grade Outdoor Education
October 26	CEC Blood Drive
October 27	DAC Meeting, Ben’s Brigade
October 31	No School - Professional Development Day
November 1	CEC Monthly Meeting
November 1-4	Spirit Week
November 3	SAC Monthly Meeting
November 8	Skate City Spirit Night
November 9	PTO Meeting
November 11	Veterans Day Celebration
November 15	November Board Meeting
November 16	End of 1st Trimester
November 17	Dress of Choice Day
November 21-25	Thanksgiving Break

- Review Action Items
- Review Votes
- Adjourn

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: 10/24/22