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BOARD OF DIRECTORS  
MEETING MINUTES  
TUESDAY, NOVEMBER 15, 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

## **SECTION 1. BEN FRANKLIN ACADEMY**

### **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 a 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; 6) renew Charter Contract by June 30, 2024.

Board Attendees: Matt Keillor, Stephen Bentley, Mette Castor, Adam Lucero, Haley Maglieri, Sarah Nisbet, Keri Street

Other Attendees: Diana Simpson, Halsley Hoff, Michelle Bynum, Tracy Majors, Gayle Wilson, Al Kranz, Betsy Brown, Patty Kritz, Jenn Spykerman, Craig Erickson, Kristin McGeary, Brandi Bradley, Rebecca Ackerman, Livi Calahan, Coni White, Erika Kranz, Travis Majors

Zoom Attendees: Heidi, Skylar, Sarah, Denise Battista, Kerri Eastley, Alaina Tinney, Kara Porter, Kelly Kinley, Warren Astler, Cyndi Perry, pineapple, Janelle, rosiebentley, Col's 13, Melissa Eframo, JJ, Judy Silva, Christi Jenkins, Niketa Saboo, Nickie Holder, Nikki Ligrani, Preeo, Erin Crowe, Cynthia, Lisa T

**Matt calls the meeting to order at 5:32 pm**

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

- Sarah seconds the motion
- The Agenda is unanimously approved
  
- Consent Agenda – Matt Keillor
  - Approve the Minutes from the November Board Meeting
  - Approve the following policies with no recommended changes:
    - Continuing Disclosure Policy and Procedure
      - Matt motions to approve Consent Agenda
      - Mette seconds the motion
      - Consent Agenda is unanimously approved
  
- Good News from BFA (5 minutes) – Mette Castor
  - 6<sup>th</sup> grade is at Outdoor Ed
  - Board members completed classroom visits
  - Middle School students have completed electives registration
  - Trunk or Treat was a huge hit
  - Veterans Day celebration was attended by over 100 veterans and their families
  - Middle school students (along with Mr. Astler) have formed a Technology Student Association chapter at BFA
  - Kindergarten is learning to building addition equations and finishing learning their letters
  - Boys basketball has faced some adversity and has demonstrated quality sportsmanship and character
  - Our A team boys basketball coach is a former BFA student. Coach Cyrus has been assistant coaching with Mr. Macias the past few years and is head coaching this year
  
- Open Comments (3 minutes/person) – Mette Castor
  - 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, Tuesday, September 20, 2022, will be read at the meeting.
    - In-person open comments were received from: Jenn Spykerman, Craig Erickson, Kristin McGeary, Brandi Bradley, Rebecca Ackerman, Livi Calahan, Coni White, Erika Kranz, Travis Majors
    - Open comments were received from the public via online form

**Financial Focus:**

- Treasurer’s Report (10 minutes) Adam Lucero/Halsley Hoff (Strategic Goals #2 and #6)
  - Vote to approve the CSIP LGIP Resolution
    - Adam motions to approve the CSIP LGIP Resolution
    - Matt seconds the motion
    - CSIP LGIP Resolution is unanimously approved
  
- Finance Committee Update (10 minutes)
  - Review 2022-2023 Revised Budget – Draft
  - Review September and October Financials
  - The Finance Committee has reviewed and recommends the approval of the September and October Financial Reports
    - Vote to approve the September Financial Reports
    - Vote to approve the October Financial Reports

- Adam motions to approve the September and October Financial Reports
  - Stephen seconds the motion
  - The September and October Financial Reports are unanimously approved
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- Principal’s Report (45 minutes) (Strategic Plan Goals #1-6) – Diana Simpson
  - Board Committee Reports (10 minutes) (written reports submitted, as indicated) (Strategic Plan Goals #1-3 and #6)
    - Finance Committee (written report submitted) – Adam Lucero
    - Facility Committee (no written report submitted) – Adam Lucero
    - Community Events Committee (CEC) (written report submitted) – Mette Castor
    - School Accountability Committee (SAC) (written report submitted) – Sarah Nisbet/Keri Street
    - Science, Technology, Engineering and Mathematics (STEM) Committee (written report submitted) – Stephen Bentley
    - Curriculum Committee (no written report submitted) – Matt Keillor/Keri Street
  - Parent Teacher Organization (PTO) Report – Haley Maglieri (written report submitted) (Strategic Plan Goal #3)
  - Board Succession Planning (10 minutes) – Haley Maglieri (Strategic Plan Goals #1-6)
  - Policy Review (20 minutes) – Sara Nisbet (Strategic Plan Goals #1-3 and #6)
    - Review and approve BFA policies in accordance with the Board/SAC schedule:
    - Parent Communication Policy – no changes
  - Parent Survey Question Review (10 minutes) – Sara Nisbet/Keri Street
    - General Feedback Questions 28-38
  - Board Training (15 minutes) – Adam Lucero
    - Module 09: Board Financial Oversight
    - Module 27: Capital Improvement
    - Module 28: Fund Development Resources
  - Board Responsibilities (5 minutes) – Matt Keillor (Strategic Plan Goals #1 and #4)
    - Next Board newsletter contributor – Sarah Nisbet
  - December Board Training: Mette Castor
    - Module 19: Professional Development
    - Module 29: School Improvement Plans and Needs Assessment
  - Calendar:
 

End of Trimester	November 16
STEM Meeting, DAC Meeting	November 17
Thanksgiving Break	November 21-25
Raise Right Collection Begin	November 28
SAC Meeting	December 1

Spirit Day	December 2
CEC Monthly Meeting	December 6
4 <sup>th</sup> Grade Musical	December 7
5 <sup>th</sup> Grade Musical	December 8
PTO Meeting	December 14
STEM Meeting, Disney and After School	December 15
Choir Concert	
Staff Breakfast	December 16
BFA Board Meeting	December 20

- Review Action Items
- Review Votes
- Adjourn
  - Matt motions to adjourn
  - Sarah seconds the motion
  - Matt adjourns the meeting at 9:22 pm

All Ben Franklin Academy (BFA) Board of Directors (Board) meetings are open to the public and are conducted in compliance with Colorado Open Meetings 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: 12/19/2022