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BOARD OF DIRECTORS  
MEETING MINUTES  
TUESDAY, JANUARY 24, 2023

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, Betsy Brown, Erika Kranz

Zoom Attendees: Halsley Hoff, Sarah Boland, Rosie Bentley, Jonathan Dennis, Kevin, Sabia, SHawk, Colleen Bobbin, Janelle Nichols, Pineapple, Greg T, JJ, Kara Porter, David W, Judy Silva, Amanda Trenck, Alaina Tinney, Erin Crowe, Lisa Schenck, Kristin Clark-Bretch

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

- Opening (5 minutes) – Matt Keillor
  - Welcome/Announcements
  - Mission/Vision
  - Pledge of Allegiance
  - Amend/Approve Agenda
    - Matt motions to approve Agenda
    - Mette seconds the motion
    - The Agenda is unanimously approved

- Consent Agenda – Matt Keillor
  - Approve the Minutes from the December 2022 Board Meeting
    - Matt motions to approve Consent Agenda
    - Sarah seconds the motion
    - Consent Agenda is unanimously approved
  
- Good News from BFA (5 minutes) – Haley Maglieri
  - BFA received the John Irwin Award
  - Honor Roll Students were recognized and received certificates
    - 131 students received High Honors
    - 72 students received Honors
  - 4<sup>th</sup> and 5<sup>th</sup> grades had their musicals
  
- 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, January 24, 2022, will be read at the meeting.
    - Open comments were received from the public via online form
  
- Convene in executive session pursuant to C.R.S. § 24-6-402(4)(b) for a discussion with attorney to receive legal advice regarding OCR complaint. (a closed session – Diana Simpson invited) (30 minutes) – Matt Keillor
  - Matt motions to convene executive session
  - Mette seconds the motion
  - Matt convened the executive session at 5:39 pm
    - In attendance: Matt Keillor, Stephen Bentley, Mette Castor, Adam Lucero, Haley Maglieri, Sarah Nisbet, Keri Street, Diana Simpson, Barry Arrington
    - No votes were taken
  - Matt motions to adjourn executive session
  - Stephen seconds the motion
  - Matt adjourned the executive session at 6:31
  
- Matt reconvenes Board of Directors meeting at 6:43
  
- Principal’s Report (45 minutes) (Strategic Plan Goals #1-6) – Diana Simpson

**Financial Focus:**

- Treasurer’s Report (10 minutes) - Adam Lucero/Halsley Hoff (Strategic Goals #2 and #6)
  - Review December Financials
  - Finance Committee has reviewed and recommends approval of the November 2022 Financial Report
    - Adam motions to approve December 2022 Financial Report
    - Haley seconds the motion
    - December 2022 Financial Report unanimously approved
  
- 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)
  - Finance Committee (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
  - Science, Technology, Engineering and Mathematics (STEM) Committee (written report submitted) – Stephen Bentley
  - Curriculum Committee (no written report submitted) – Matt Keillor/Keri Street
  - Board Succession Committee (15 minutes) – Haley Maglieri
    - Timeline and document needs review
    - Review of Board strengths/needs evaluation
    - Review/Approve Board of Directors Succession Plan
  
- Alliance Update (10 minutes) – Sarah Nisbet (Strategic Plan Goals #1, #2, #6)
  
- Policy Review (10 minutes) – Sara Nisbet/Keri Street (Strategic Plan Goals #1-3 and #6)
  - Approve Parent Survey questions
  - Review and approve BFA policies in accordance with the Board/SAC schedule
  - Asset Management Policy
  - Board of Directors Election Policy
  - Uniform Policy and Uniform Standards for All Students Chart and Table
    - Discussion of Uniform Policy and Uniform Standards for All Students Chart and Table tabled
  
- Board Training (20 minutes) – Haley Maglieri
  - Module 11: Policy Development
  - Module 21: Grant Writing
  
- Board Responsibilities (5 minutes) – Matt Keillor (Strategic Plan Goals #1 and #4)
  - Next Board newsletter contributor – Matt Keillor

• Calendar:

Ben’s Brigade Meeting	January 26
Sweetheart Ball	January 28
SAC Meeting	February 2
CEC Meeting	February 7
PTO Meeting	February 8
Spirit Night at Fajita Pete’s	February 9

Muffins with Mom	February 10
Middle School Dance	February 11
Parent-Teacher Conferences	February 13-15
STEM Meeting, Finance Committee Meeting, DAC Winter Forum	February 16
No School – Comp Day	February 17
No School – Presidents’ Day	February 20
February Board Meeting	February 21
Ben’s Brigade Meeting	February 23

- Review Action Items
- Review Votes
- Adjourn
  - Matt motions to adjourn
  - Stephen seconds the motion
  - Matt adjourns the meeting at 9:18 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: 1/25/2023