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BOARD OF DIRECTORS  
MEETING MINUTES  
TUESDAY, MARCH 21, 2023

5:00 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, Sarah Boland, Betsy Brown, Erika Kranz, Melody Matthews, Jeff Bullock

Online Attendees: Rosie Bentley, Jill Noble, Halsley Hoff, Erin Crowe, Jen Jones, Bullock, Rachelle Calahan, Kevin, Melody Matthews, Lexie, Greg T, Vince Molieri, Sarah Russell, Cari Jordan, Jannelle, Becky Archunde, Wendy Slaughter, Emily Franker, Judy Silva, Colleen Bobbin, Michelle Bynum, Michelle Z, Aric Gomez, Melissa Eframo, Trish Anderson, Kara Porter, Jenn Spykerman

**Matt calls the meeting to order at 5:17 pm**

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

- Matt moves the February Meeting & Special Board Meeting Minutes to April Meeting
  - Matt motions to approve the Agenda
  - Haley seconds the motion
  - The Agenda is unanimously approved
- Board Succession Committee (60 Minutes) – Haley Maglieri
  - Board Candidate Introductions and Forum
- Consent Agenda (2 Minutes) – Matt Keillor
- Good News from BFA – Keri Street
  - Girls Basketball: A Team 2<sup>nd</sup> Place; B Team – Champs!!
  - Boys Volleyball and Girls Soccer getting started
  - MS Charity Week was a huge success – Dodgeball for Dollars always fun
  - 5<sup>th</sup> Grade went to Ameritowne
  - 8<sup>th</sup> Grade Social Studies Fair
  - Kindergarten – Field Trip to the Children’s Museum
  - Mrs. Wilson’s class visited the Capitol and did the Pledge of Allegiance
  - 2<sup>nd</sup> Grade finished insect projects and poetry night
  - STEM Engineering Night was awesome
  - MS Little Mermaid Performance was amazing
- Matt adjourns for a break at 6:29 pm
- Matt reconvenes meeting at 6:45 pm
- 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.
  - Open comments submitted through the online form before noon Mountain Time on Tuesday, March 21, 2023, will be read at the meeting.

**Financial Focus:**

- Treasurer’s Report (10 Minutes) – Adam Lucero & Halsley Hoff (Strategic Plan Goals #2 and 6)
  - First Review Draft of 2023-2024 Budget (15 Minutes) Halsley Hoff/Diana Simpson
  - Review February Dashboard and February Financials
  - The Finance Committee has reviewed and recommends approval of the February 2023 Financial Report
    - Adam motions to approve the February 2023 Financial Report
    - Matt seconds the motion
    - February 2023 Financial Report unanimously approved
- Principal’s Report (45 Minutes) – Diana Simpson (Strategic Plan Goals #1-6)
- Presentation of Parent Survey Results (30 Minutes) – Betsy Brown (SAC)/Sarah Nisbet/Keri Street (Strategic Plan Goals #1,3,4)
- Student Survey Questions (10 Minutes) - Sarah Nisbet/Keri Street (Strategic Plan Goals #1,3,4)

- Parent Teacher Organization (PTO) Report (10 Minutes) – Haley Maglieri (written report submitted) (Strategic Plan Goal #3)
- Board Committee Reports (30 Minutes) (written reports submitted, as indicated) (Strategic Plan Goals #1-3 and 6)
  - Facility Committee (no written report submitted ) – Adam Lucero
  - Community Events Committee (CEC) (no written report submitted) – Mette Castor
  - School Accountability Committee (SAC) (written report submitted) – Sarah Nisbet/Keri Street
  - Science, Technology, Engineering and Mathematics (STEM) Committee (no written report submitted) – Stephen Bentley
  - Curriculum Committee (no written report submitted) – Keri Street/Matt Keillor
  - Uniform Update – Sarah Nisbet
  - Board Succession Committee (15 Minutes) – Haley Maglieri
- Matt adjourns for a break at 8:30 pm
- Matt reconvenes meeting at 8:35 pm
- Policy Review (Strategic Plan Goals #1-3 and 6) (15 Minutes) – Keri Street/Sarah Nisbet
  - Field Trip Policy
  - Non-Discrimination Policy
  - Student Discipline Policy
  - Employee Dress Policy
  - Book Donation Policy
  - Uniform Policy and Uniform Standards for All Students Chart and Table
    - Uniform Policy discussion tabled after online outburst from a disruptive parent
- Board Training (10 Minutes) – Keri Street
  - Module 07: Strategic Planning
  - Module 08: Special Education
- Board Responsibilities/Reminders (5 Minutes) – Matt Keillor
  - Activity Planning – Always use Michelle’s form for scheduling
  - Record Volunteer hours
- Summary (5 Minutes) – Matt Keillor
- Board Calendar (5 Minutes) – Matt Keillor

March 22	Twisted Sugar Spirit Day
March 23	Ben’s Brigade Meeting/STEM Committee Meeting/DAC Meeting
March 27-31	One Act of Kindness (OAK) Week
March 29	2 <sup>nd</sup> Grade Musical
March 30	3 <sup>rd</sup> Grade Musical

April 3-12	Testing Week
April 4	CEC Monthly Meeting
April 5	Class Photo Day/Formal Uniform Day/Disney Choir Parent Meeting/Full-day Kindie Musical
April 6	SAC Monthly Meeting/1 <sup>st</sup> Grade Musical
April 7	Rockies Spirit Day
April 12	Disneyland Choir Performance/PTO Meeting/Mom's Night Out
April 13	Finance Committee Meeting
April 14-17	Disneyland Choir Trip
April 14	2 <sup>nd</sup> Grade Ellis Island Performance and Celebration
April 18	BFA Board Meeting

- Review Action Items
- Review Votes
- Review Future Board Agenda Items
  - Back-up plan for Board Elections
  - Board Training: Modules 01 & 18 (Board Self-Assessment and Selecting, Reviewing and Supporting the Administration) – Adam Lucero
- Adjourn
  - Matt motions to adjourn the meeting
  - Stephen seconds the motion
  - Matt adjourns the meeting at 10:42 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: 04/11/2023