



BOARD OF DIRECTORS
MEETING MINUTES
TUESDAY, MAY 16, 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, Melody Matthews, Sarah Nisbet, Keri Street

Other Attendees: Diana Simpson, Betsy Brown,

Online Attendees: Michelle Bynum, Janelle Nichols, Halsley Hoff, Serena Bruzgo, Melinda Brown, Becky Archunde, Knoth, Cari Jordan, Cyndi Perry, Diana Youssef

Matt calls the meeting to order at 5:35 pm

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

- Consent Agenda (2 Minutes) – Matt Keillor
 - Approve Minutes from May 9th Special Board Meeting
 - Matt motions to approve Consent Agenda
 - Adam seconds the motion
 - Consent Agenda unanimously approved

- 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, May 16, 2023, will be read at the meeting.
 - Open comments were received from the public

- Good News from BFA – Stephen Bentley
 - BFA Alum Derek Roper is a National Merit Scholar
 - 38 8th Graders went to Washington D.C.
 - The science fairs and STEAM Expo were huge successes
 - Teacher Appreciation Week was fantastic
 - Cave Simulator happening this week

- Outgoing Board Member Recognition (5 Minutes) – Sarah Nisbet

- Board Succession Committee
 - Vote to select incoming Board President and Treasurer – Matt Keillor
 - Haley Maglieri – President
 - Adam Lucero – Vice President

Financial Focus:

- Treasurer’s Report (10 Minutes) – Adam Lucero & Halsley Hoff (Strategic Plan Goals #2 and 6)
 - Approval of Finance Committee Chair and Vice Chair
 - Chair: Lance Klassen
 - Vice Chair: Brendon Cussio
 - Secretary: Kyle Schlenker

 - The Finance Committee has reviewed and recommends approval of the April 2023 Financial Report

 - Vote to approve the April 2023 Financial Report
 - Adam motions to approve the April 2023 Financial Report
 - Sarah seconds the motion
 - The April 2023 Financial Report is unanimously approved

 - Vote to approve the Final Revised 2022-2023 Budget
 - Final Revised Total Revenue: \$10,496,948
 - Final Revised Total Expenses: \$10,448,821
 - Adam motions to approve the Final Revised 2022-2023 Budget
 - Matt seconds the motion
 - Final Revised 2022-2023 Budget is unanimously approved

- Vote to approve the Final Revised 2022-2023 Budget Resolution
 - Adam motions to approve the Final Revised 2022-2023 Budget Resolution
 - Matt seconds the motion
 - Final Revised 2022-2023 Budget Resolution unanimously approved

- Review and vote on 2023-2024 Adopted Budget
 - Total Revenue: \$11,162,882
 - Total Expenses: \$11,122,904
 - Adam motions to approve the 2023-2024 Adopted Budget
 - Sarah seconds the motion
 - 2023-2024 Adopted Budget is unanimously approved

- Vote to approve the 2023-2024 Adopted Budget Resolution
 - Adam motions to approve the 2023-2024 Adopted Budget Resolution
 - Stephen Bentley seconds the motion
 - 2023-2024 Adopted Budget Resolution is unanimously approved

- Parent Teacher Organization (PTO) Report (10 Minutes) – Haley Maglieri (written report submitted) (Strategic Plan Goal #3)

- Board Committee Reports (20 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

- Strategic Plan (10 Minutes) – Haley Maglieri
 - Review Strategic Plan

- Ben Franklin Academy Charter School Board Director Agreement and Board Director Certification Form – First Review (5 Minutes) – Matt Keillor
 - Review Ben Franklin Academy Charter School Board Director Agreement
 - Review Ben Franklin Academy Charter School Board Director Certification Form

- Approve Independent Attorney-of-record – Matt Keillor
 - Vote regarding the appointment of Counsel of Record for 2023-2024
 - Matt motions to approve Attorney of record
 - Haley seconds the motion
 - Attorney of record unanimously approved

- Convene into executive session pursuant to C.R.S. § 24-6-402(4)(f)(I) to discuss personnel matters (a closed session) (60 minutes) – Matt Keillor

- Matt motions to convene executive session
- Adam seconds the motion
- Matt convenes executive session at 8:30 pm
 - In attendance: Matt Keillor, Stephen Bentley, Mette Castor, Adam Lucero, Haley Maglieri, Melody Matthews, Sarah Nisbet, Keri Street, Diana Simpson
 - No votes were taken
- Matt motions to adjourn executive session
- Mette seconds the motion
- Matt adjourns executive session at 10:02 pm

- Principal Evaluation and Compensation
 - Vote to approve Principal bonus for 2022-2023
 - Matt motions to approve Principal bonus for 2022-2023
 - Keri seconds the motion
 - Principal bonus for 2022-2023 is unanimously approved
 - Vote to approve Principal contract for 2023-2024
 - Matt motions to approve Principal contract for 2023-2024
 - Haley seconds the motion
 - Principal contract for 2023-2024 is unanimously approved

- Board Training (10 Minutes) – Mette Castor
 - Module 06: Promoting the Vision and Mission
 - Module 17: Sunshine Law

- Board Working Meeting/Retreat (10 Minutes) – (TBD 2023-2024 President)
 - Identify Agenda Items and Assignments
 - Assign Board Self-Evaluation Responsibility

- Summary (5 Minutes) – Matt Keillor

Calendar:

May 18	Cave Simulator, STEM Committee Meeting
May 22	Field Day – K, 1, 4, 5 th grade
May 23	Field Day – 2, 3 rd grade, 8 th grade dinner
May 24	Preschool Graduation
May 25	8 th Grade Graduation, AR Dress of Choice day
May 26	Last day of school
May 29	Memorial Day
May 30	Teacher Work Day
June 15	Finance Committee Meeting, DAC Meeting
July 25	BFA Board Retreat/Working Meeting
August 9	First Day of 2023-2024 School Year

- Review Action Items: 8th Grade Graduation Thank You Notes
- Review Votes
- Assign Newsletter Item
- Review Future Board Agenda Items
 - Approve Revised Strategic Plan
 - Sign Board Director Agreements/Board Certification Forms
 - Board Evaluation
 - Committee Year-End Reports
 - 2023-2024 Board Calendar
 - Resolution re: Officers and Directors
 - New Board Member mentors
 - Parent Survey Follow-up plans
- Adjourn
 - Matt motions to adjourn the meeting
 - Stephen seconds the motion
 - Matt adjourns the meeting at 11:16 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.

Date Modified: 07/24/2023