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BOARD OF DIRECTORS  
WORKING SESSION MINUTES  
TUESDAY, JULY 25, 2023

8:30 AM – 3:30 PM

Kiewit Conference Room: 10055 Trainstation Circle, Lone Tree, CO 80124  
*Due to the length of the working session, it was not broadcast via Zoom.*

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

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

Other Attendees: Diana Simpson

**Haley calls the working session/meeting to order at 8:30 AM**

- **Opening – Haley Maglieri**
  - Welcome/Announcements/Intros
  - Mission/Vision
  - Pledge of Allegiance
  - Amend/Approve Agenda
    - Haley motions to approve the Agenda
    - Adam seconds the motion
    - Agenda is unanimously approved
  
- **Consent Agenda – Haley Maglieri**
  - Minutes of the May Board meeting
    - Haley motions to approve the Consent Agenda
    - Mette seconds the motion
    - The Consent Agenda is unanimously approved

- **Open Comments – Mette Castor**
  - Remarks are limited to three minutes per person. See guidelines below.
  - Open comments received before noon on Monday, July 24, 2023 were read at the meeting.
    - Three open comments were received/read
- **Selection and Approval of Board Committee Assignments for SY23-24 – Adam Lucero**
  - Haley – Curriculum Committee/Oversight, Marketing Liaison
  - Adam – Facilities Committee, Board Succession, DCSD Alliance Liaison
  - Sarah – Finance Committee, Charter Renewal Liaison
  - Mette – Community Events Committee
  - Stephen – STEM Committee, DCSD Long-Range Planning Committee Liaison
  - Keri – PTO, Curriculum Committee, Succession Committee
  - Melody – School Accountability Committee, Uniform Liaison
- **Review and Approve Board Calendar**
- **Board Self-Evaluation/Goal Setting – Haley Maglieri and Adam Lucero**
  - Board self-evaluation results
  - Discussion: Responsibilities and goal setting
  - Identify action items from parent, staff, and student surveys
- **Review/Approve Strategic Plan – Haley Maglieri**
  - 1) Improve educational experience with positive school culture and a focus on enhancement of Middle School Electives
  - 2) Maintain financial stability and transparency with a focus on facility management and improvement
  - 3) Increase parent satisfaction and engagement and demand for enrollment
  - 4) Retain and recruit high quality staff
  - 5) Accountability of all stakeholders for the success of BFA
  - 6) High functioning Board and quality governance
  - 7) Renew Charter Contract by June 30, 2024
- **Policy Review Schedule/Discussion**
- **BFA Board Resolution re: Officers and Directors**
- **Sign Board Agreements/Oath – Haley Maglieri**
- **Introduction: Rick Zaccaria – Middle School Assistant Principal**
- **Lunch**
- **Principal Update – Diana Simpson**
- **PTO EOY Report – Haley Maglieri**
  - Written report submitted

- **Committee EOY Reports**
  - Facilities (written report)
  - CEC – Mette Castor
  - SAC – Keri Street and Sarah Nisbet
  - STEM – Stephen Bentley
  - Curriculum
  - Finance – Adam Lucero (written report)
- **Board Meeting Efficiencies for 2023-2024 – Haley Maglieri**
  - Principal Simpson will have office hours for Board member questions/discussions on Fridays
  - Board members will review documents, policies, etc. prior to monthly meetings
- **Uniform Rebate – French Toast – Sarah Nisbet**
- **Board Training**
  - 30 modules/30 tests
  - Certificate of Completion due to Principal Simpson by August 10<sup>th</sup>
- **BFA Foundation Meeting – Sarah Nisbet**
- **Board Communications – Haley Maglieri**
  - Monthly communication following Board Meeting
- **Board Attendance at BFA Trainings/Events – Diana Simpson and Haley Maglieri**
- **Board BOLTS – Haley Maglieri**
  - Google Doc for parents and staff
  - Communication to families
  - Certificate
  - Recognition
- **Important Dates**
  - DCSD Online Express Check-In (by July 31<sup>st</sup>)
  - First Day of School (August 16<sup>th</sup>)
  - August Board Meeting (August 22<sup>nd</sup>)
  - Back to School Night (August 29<sup>th</sup> and 30<sup>th</sup>)
- **Review Action Items**
  - Submission of Director Oaths
  - Module certificate to Principal Simpson by August 10<sup>th</sup>
- **Adjourn**
  - Haley motions to adjourn the meeting
  - Sarah seconds the motion
  - Haley adjourns the meeting at 2:58 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: 08/22/2023