

	Ben Franklin School Accountability Committee September 1, 2026 4:30		
	Location Ben Franklin Academy Conference Room Zoom Link: https://us06web.zoom.us/j/81611290556?pwd=HiRjHtTsQ6cpBhoJisqbhKWfDEAZMt.1 Meeting ID: 816 1129 0556 Passcode: 8ipEYG		
2026-27 SAC Priorities By-laws	AGENDA		
	Time	Topic	Facilitator
Advise on Improvement Plans Support Principal in preparing the Unified Improvement Plan (UIP) and applicable Performance/Turnaround Plans. Quarterly Review Topics Assess leadership and infrastructure impact on plan implementation. Discuss safe school policies (excluding sensitive details). Gather and address community concerns. Present annual educational performance data. Public Engagement Host meetings and hearings for Priority Improvement/Turnaround Plans as needed. Promote parent engagement and support district policies. Community Feedback & Reporting Provide input to Principal and District Accountability Committee (DAC). Fulfill additional duties per Board and Superintendent directives.	4:30	Meeting Logistics (5 minutes) - Welcome/Roll Call/Confirm Quorum (Majority of Existing Members) - Approval of previous minutes (April 2026)	SAC Representative
	4:35	Discussion of Open Positions (5-10 minutes) - SAC Chair - Voting Member - Vice Chair - Voting Member - Recorder - Voting Member - DAC Liaison - Voting Member - Additional Voting Member - Additional Voting Member - Survey Communication Lead - Survey Update Lead - Survey Analytics Lead	SAC Representatives
	4:40	Voting of Positions (5-10 minutes)	SAC Representatives
	4:45	Principal Updates (5-10 minutes)	Diana Simpson
	4:50	Board Updates (5-10 minutes)	Erin Wiley
	4:55	Business Items (20-30 minutes) - Review question updates by Board - Review timeline of Fall Survey - Review needs and timelines of Survey Leads responsibilities	Meeting participants
	5:25	Open comments and Wrap-up	Meeting Participants
	5:30	Adjournment	SAC Representative

SAC Meeting Norms

- Start and end on time.
- Actively listen and seek to understand.
- Come prepared and informed.
- Cultivate dynamic and respectful discussions with wide participation in order to reach consensus.
- Make all reasonable efforts to include staff membership in any decision-making processes.

Communication

For information contact SAC at: sac@bfacademy.org

Agendas, minutes, handouts can be found at [School Accountability Committee](#)

SAC Meeting Dates

09/01/2026 - Meeting	01/05/2027 – Virtual only
10/06/2026 - Hybrid format	02/02/2027 – Virtual only
11/03/2026 - Hybrid format	03/02/2027 – Hybrid format
12/01/2026 –Hybrid format	04/06/2027 – Hybrid format

SAC Purpose

The purpose of the SAC is to provide accountability in an advisory capacity by informing, encouraging and providing opportunities for parent and community stakeholders to be involved in the planning and evaluation of the school's instructional program and quality improvement processes. The SAC makes recommendations concerning the school's budget, performance/improvement plan, and meets at least quarterly to discuss implementation of the school's plan and other progress pertinent to the school's accreditation contract with the Board of Education. Final decision-making authority rests with the Principal or other person or group receiving the recommendation from the SAC (e.g., the Superintendent, District Accountability Committee ("DAC"), Board of Education, or BFA Board).

SAC Membership

Name	Term	Appointment Voting
Diana Simpson		Principal
		Teacher
		Parent or legal guardian
		Parent or legal guardian
		Parent or legal guardian
		PTS adult
		Community Member