**Important Websites/Links (Please note that links can be accessed directly from BFA website** [www.bfacademy.org](http://www.bfacademy.org)**)**

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| **What** | **Why** | **Website** |
| **BFA Website** | For general information about the school, including calendar | [www.bfacademy.org](http://www.bfacademy.org) |
| **Teacher Websites** | To access newsletters and up-to-date homework assignments | [Preschool: http://www.bfacademy.org/preschool-olson-website/](http://bfacademy.org/attendance-and-information) Elementary: http://www.bfacademy.org/elementary-school/ Middle School: http://www.bfacademy.org/middle-school/ |
| **Middle School Web Page** | To access middle school specific information | <http://bfacademy.org/middleschool> |
| **Gradelink** | To check student grades and missing assignments | [www.gradelink.com](http://www.gradelink.com) |
| **Attendance** | To report a student absence | [attendance@bfacademy.org](mailto:attendance@bfacademy.org) |
| **Lunch** | To view DSCD lunch menu  To pay for lunches | <http://dcsdnutritionservices.org/lunch-menus>  <https://www.myschoolbucks.com/ver2/login/getmain?requestAction=home> |
| **Parent-Student Handbook** | To find information about BFA | http://www.bfacademy.org/handbook-and-policies/ |
| **HelpCounter** | To indicate volunteer interests, sign up for lunch and/or carpool, and to log volunteer hours | [www.helpcounter.net](http://www.helpcounter.net) |
| **Sign-Up Genius** | To sign-up for classroom volunteer opportunities | <http://www.signupgenius.com> (Please use the links emailed by your students’ teachers and room parents.) |
| **Make A Payment/Revtrak** | To make payments for field trips, electives, tuition, student fees, BASE, middle school sports, etc. | https://bfacademy.revtrak.net/ |
| **PTO Store** | To order Spirit Wear, event tickets, yearbooks and donations | <http://www.bfacademystore.org> Spirit Wear will be sold until October 31, and again in the spring. |
| **BFA’s Facebook Page** | To follow school happenings | <https://www.facebook.com/benfranklinacademy> |
| **School Directory** | Stay tuned for more information. | Updates to the App occur in late September/early October when the roster is set. |

**Clothing Day Categories (see Uniform Policy and tables at** [www.bfacademy.org/policies](http://www.bfacademy.org/policies))

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| **Uniform Days** | Every day except as noted below  Uniforms to be purchased from Educational Outfitters |
| **Formal Uniform Days** | Embroidered, Navy Polo shirts with the BFA Logo and Tan Bottoms (Uniform Policy, §6)   * First day of school * First Wednesday of each month * Field Trip Days |
| **Spirit Days** | On Designated Days Only (Uniform Policy, §3 & 5)   * Approved BFA shirts may replace uniform shirts * Spirit wear is available through the PTO store (<http://www.bfacademystore.org>) * Boy Scouts and Girl Scouts Organizational uniforms may be worn * All other uniform items must remain the same |
| **Dress of Choice Days** | On Designated Days Only – May not apply to entire student body (Uniform Policy, §§2 & 4)   * Generally, once a month and on special occasions (reward for AR Goals) * There are no Dress of Choice Days in August |
| **Athletic Team/BFA-Sponsored Team, Club, or Elective Designated Days** | On Designated Days Only – Applies to applicable groups with approved attire (Uniform Policy, §3)   * Examples: Team Jerseys on Game Days, Team/Club T-Shirts on Competition Day, Elective Shirts * Must Be Authorized by Principal |
| **BFA Special Events/Traditions** | * Broncos Spirit Day — Friday before the first home game. (students may wear their Broncos jersey/shirts and must otherwise follow uniform guidelines) * Cancer Awareness Day — October TBA (students may wear pink accessories (in their hair, bracelets, shoe laces and socks — no hair dye) with their regular uniform) * For example, Third Grade Colonial Day and Second Grade Ellis Island Fair (Teachers will communicate proper attire for such events via email) |
| **Professional Attire** | On Designated Days Only – Applies to applicable groups (Uniform Policy, §3)   * Boys Basketball – Button up shirt with tie * Examples: Regional Science Fair, Career Expo |

**Volunteer Categories (see Volunteer & Visitor Policy at (**<http://www.bfacademy.org/handbook-and-policies/>) **and at (**http://www.bfacademy.org/volunteer/) **for non-grade-level specific opportunities)**

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| **Classroom**  *Scheduled through teacher or room parent Signup Genius (Please use the links emailed by your students’ teachers and room parents.)* | Teacher Specific Needs  Parties (Halloween, Winter, Valentines, End of Year) |
| **Activity**  *Scheduled through teacher Signup Genius (Please use the links emailed by your students’ teachers and room parents.)* | Art  Music – Musicals and Choir/Band  Science Lab  Reading  Field Days  Mile Run |
| **Carpool**  *Scheduled through* [*www.helpcounterweb.com*](http://www.helpcounterweb.com) | Morning Volunteer Time: 7:35 a.m. - 8:15 a.m.  Afternoon Volunteer Time: 3:00 p.m. - 4:00 p.m. |
| **Walker**  *Form must be on file: http://www.bfacademy.org/important-forms-2/* | Dismissed at 3:45 p.m.  Email [traffic@bfacademy.org](mailto:traffic@bfacademy.org) with changes. |
| **Lunch**  *Scheduled through* [*www.helpcounterweb.com*](http://www.helpcounterweb.com) | Volunteer Time: 11:00 a.m. - 1:00 p.m. |
| **Field Trips**  *Scheduled through teacher or room parent* | Fees for Volunteers/Chaperones may apply and can be purchased through BFA Store (https://bfacademy.revtrak.net/) |
| **Arts Committee** | See Arts Committee webpage (<http://www.bfacademy.org/arts-committee/>)   * Works closely with STEM to offer exceptional learning opportunities in Science, Technology, Engineering, Arts and Math. * Extends opportunities for our students to gain awareness and expertise in a wide variety of visual and performing arts. |
| **STEM (Science, Technology, Engineering and Mathematics) Activities**  *Scheduled through STEM Signup Genius* | See STEM Committee webpage (http://www.bfacademy.org/stem-committee/)   * Destination Imagination * Middle School Science Fair * Elementary Science Fair * STEM Expo |
| **Parent Teacher Organization (PTO)**  *Scheduled through PTO Signup Genius* | See PTO webpage (http://www.bfacademy.org/parent-teacher-organization/)   * Mother-Son Event * Father-Daughter Event * Harvest Festival * BENefit Bash/Fun Run * Teacher and Staff Appreciation |
| **Community Events Committee (CEC)**  *Scheduled through CEC Signup Genius* | See CEC webpage (http://www.bfacademy.org/community-events-committee/)   * Daybreak with Dads * Muffins with Mom * Goodies with Grandparents * Veterans’ Day * Holiday Community Outreach |
| **Grant Committee** | See Grant Committee webpage (<http://bfacademy.org/grant-writing-committee>) |
| **Finance Committee** | See Finance Committee webpage (http://www.bfacademy.org/financial-transparency-2/) |
| **School Accountability Committee (SAC)** | See SAC Committee webpage (http://www.bfacademy.org/1907-2/) |
| **Ben’s Brigade**  *Scheduled through Ben’s Brigade Signup Genius* | School Maintenance/Work Days, Special Events, etc. ([bensbrigade@bfacademy.org](mailto:bensbrigade@bfacademy.org)) |
| **At-Home Opportunities** | Baking Committee (for more information, please email [pto@bfacademy.org](mailto:pto@bfacademy.org))  Teacher Requests  Miscellaneous |
| **Middle School Sports** | Please talk to coaches about volunteer transportation opportunities. |

**Calendar Categories (The below is not an all-inclusive list but intended to illustrate types of events on the calendar.)**

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| **School Events**  *All parents expected to attend.* | New Parent/Student Orientation  Back to School Night  Registration Day Activities |
| **Teacher Events**  *ALL are scheduled through teacher Signup Genius.* | Parent Teacher Conferences *(All elementary parents expected to attend in Fall; middle school are by invitation in the Spring)*  Back-to-School Assessments |
| **Classroom Activities**  *Parents may volunteer scheduled through teacher or room parent Signup Genius.* | Seasonal Parties (Halloween, Winter, Valentine, End of Year)  Field Trips  Events (pi Day, Fruit Toss) |
| **Grade Events**  *Parents may observe at designated times.* | Musical Events (grade level performances)  Science Fairs  Pre-Kindergarten Graduation  2nd Grade – Ellis Island  3rd Grade – Colonial Days  4th Grade – Revolutionary War Reenactment (This event occurs every other year.)  5th Grade – Civil War Reenactment (This event occurs every other year.)/Ameritowne  8th Grade – Graduation |
| **Activity Events**  *Parents are encouraged to support their students.* | Choir  Band  Spelling Bee  Geography Bee  Destination Imagination  Field Days  Talent Shows  Book Fairs (during parent-teacher conferences; end of school year) |
| **Middle School Overnight Trips**  *Parents may volunteer to attend and should speak with teacher for more details.* | 6th Grade – Outdoor Camp  7th Grade – Keystone Science Camp  8th Grade – Washington, D.C. Trip |
| **Awards**  *Held after the end of first and second trimesters. Parents are notified in advance of Character Awards.* | Honors Recognition (4th grade and higher)  BFA Character Awards |
| **Topic Events**  *Parents may observe at designated times.* | Veterans Day  STEM Expo  Science Fair |
| **School Spirit Events**  *Held outside of school hours. Parents (or grandparents) are encouraged to attend as appropriate.* | Family Night (reward for volunteers)  Back to School Family Picnic  Boo-Hoo/Yahoo (kindergarten parents only)  Mother-Son Event  Father-Daughter Event  Daybreak with Dads  Muffins with Mom  Goodies with Grandparents  Harvest Festival  Middle School Socials  Parent Social/Moms’ Night Out |
| **Sports – Middle School** | **Fall:** Cross Country; Boys Soccer; and Girls Volleyball  **Winter:** Boys and Girls Basketball  **Spring:** Girls Soccer |
| **Fundraisers** | Monthly Restaurant Nights  BENefit Bash - Auction Event (biannual)/Fun Run (biannual)  Bake Sales  Box Tops, King Soopers/Safeway cards and Amazon Smile |
| **Appreciation** | Teacher Birthday Gift  Teacher Holiday Gift  Teacher End of Year Gift  Staff Appreciation Week |
| **Testing** | STAR Reading NWEA  CMAS PARCC |

