



IMPORTANT WEBSITES/LINKS (Please note that links can be accessed directly from BFA website www.bfacademy.org)

What	Why	Website
BFA Website	For general information about the school, including calendar	www.bfacademy.org (Principal Newsletters: http://bfacademy.org/desk-bob-barber)
Teacher Websites	To access newsletters and up-to-date homework assignments	http://bfacademy.org/attendance-and-information
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
Attendance	To report a student absence	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
BFA App	To instantly access calendars, menus, attendance reporting, and notifications. Available on IOS/Android devices.	https://launchkit.io/websites/0CmnJgA-558/
Parent-Student Handbook	To find information about BFA	http://www.bfacademy.org/policies
HelpCounter	To indicate volunteer interests, sign up for lunch and/or carpool, and to log volunteer hours	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/tek9.asp
PTO Store	To order Spirit Wear, event tickets, yearbooks and donations	http://www.bfacademystore.org
BFA's Facebook Page	To follow school happenings	https://www.facebook.com/benfranklinacademy
My Rooster Room App	To access the school directory (available in October)	Connect to the directory through http://bfacademy.org/fundraising or download the free My Rooster Room App on your smart phone or tablet

CLOTHING DAY CATEGORIES (see Uniform Policy and tables at www.bfacademy.org/policies)

Uniform Days	Every day except as noted below Uniforms to be purchased from Educational Outfitters
Formal Uniform Days	Embroidered, Logoed Blue Tops and Tan Bottoms (Uniform Policy, §6) <ul style="list-style-type: none"> • 1st day of school • 1st Wednesday of each month • Field Trip Days
Spirit Days	On Designated Days Only (Uniform Policy, §§3 & 5) <ul style="list-style-type: none"> • 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) <ul style="list-style-type: none"> • 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) <ul style="list-style-type: none"> • Examples: Team Jerseys on Game Days, Team/Club T-Shirts on Competition Day, Elective Shirts • Must Be Authorized by Principal
BFA Special Events/Traditions	<ul style="list-style-type: none"> • 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) <ul style="list-style-type: none"> • Boys Basketball – Button up shirt with tie • Examples: Regional Science Fair, Career Expo



VOLUNTEER CATEGORIES (see **Volunteer & Visitor Policy** at www.bfacademy.org/policies and at <http://bfacademy.org/many-ways-help-out-bfa-weekmonth> for non-grade-level specific opportunities)

Classroom <i>Scheduled through teacher or room parent Signup Genius (Please use the links emailed by your students' teachers and room parents.)</i>	Teacher Specific Needs Parties (Halloween, Winter, Valentines, End of Year)
Activity <i>Scheduled through teacher Signup Genius (Please use the links emailed by your students' teachers and room parents.)</i>	Art Music – Musicals and Choir/Band Science Lab Reading Field Days Mile Run
Carpool <i>Scheduled through Signup Genius</i>	Morning Volunteer Time: 7:30 a.m. - 8:15 a.m. Afternoon Volunteer Time: 3:00 p.m. - 4:00 p.m.
Lunch <i>Scheduled through www.helpcounterweb.com</i>	Volunteer Time: 10:50 a.m. – 12:45 p.m.
Field Trips <i>Scheduled through teacher or room parent</i>	Fees for Volunteers/Chaperones may apply and can be purchased through BFA Store (https://bfacademy.revtrak.net/tek9.asp)
STEM (Science, Technology, Engineering and Mathematics) Activities <i>Scheduled through STEM Signup Genius</i>	See STEM Committee webpage (http://bfacademy.org/stem) <ul style="list-style-type: none"> • Destination Imagination • Middle School Science Fair • Elementary Science Fair • STEM Expo
Parent Teacher Organization (PTO) <i>Scheduled through PTO Signup Genius</i>	See PTO webpage (http://bfacademy.org/fundraising) <ul style="list-style-type: none"> • Mother-Son Event • Father-Daughter Event • Harvest Festival • BENefit Bash/Fun Run • Teacher and Staff Appreciation
Community Events Committee (CEC) <i>Scheduled through CEC Signup Genius</i>	See CEC webpage (http://www.bfacademy.org/Community%20Events%20Committee) <ul style="list-style-type: none"> • 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)
School Accountability Committee (SAC)	See SAC Committee webpage (http://bfacademy.org/sac-school-accountability-committee)
Arts Committee	Please email elizabethbillups@gmail.com to learn more about how you can help support the Arts at BFA
Ben's Brigade <i>Scheduled through Ben's Brigade Signup Genius</i>	School Maintenance/Work Days, Special Events, etc. (bensbrigade@bfacademy.org)
At-Home Opportunities	Baking Committee (for more information, please email 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.)

School Events <i>All parents expected to attend.</i>	New Parent/Student Orientation Back to School Night Registration Day Activities
Teacher Events <i>ALL are scheduled through teacher Signup Genius.</i>	Parent Teacher Conferences (<i>All elementary parents expected to attend in Fall; middle school are by invitation in the Spring</i>) Back-to-School Assessments
Classroom Activities <i>Parents may volunteer scheduled through teacher or room parent Signup Genius.</i>	Seasonal Parties (Halloween, Winter, Valentine, End of Year) Field Trips Events (pi Day, Pumpkin Chunkin)
Grade Events <i>Parents may observe at designated times.</i>	Musical Events (grade level performances) Science Fairs Pre-Kindergarten Graduation 2 nd Grade – Ellis Island 3 rd Grade – Colonial Days 4 th Grade – Revolutionary War Reenactment (This event occurs every other year.) 5 th Grade – Civil War Reenactment (This event occurs every other year.)/Ameritowne 8 th Grade – Graduation
Activity Events <i>Parents are encouraged to support their students.</i>	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 <i>Parents may volunteer to attend and should speak with teacher for more details.</i>	6 th Grade – Outdoor Camp 7 th Grade – Keystone Science Camp 8 th Grade – Washington, D.C. Trip
Awards <i>Held after the end of first and second trimesters. Parents are notified in advance of Character Awards.</i>	Honors Recognition (4th grade and higher) BFA Character Awards
Topic Events <i>Parents may observe at designated times.</i>	Veterans Day STEM Expo Science Fair
School Spirit Events <i>Held outside of school hours. Parents (or grandparents) are encouraged to attend as appropriate.</i>	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, Target Red Card and Amazon Smile
Appreciation	Teacher Birthday Gift Teacher Holiday Gift Teacher End of Year Gift Staff Appreciation Week
Testing	STAR Reading CMAS NWEA PARCC