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## **META POLICY**

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### **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.

#### **PURPOSE**

Ben Franklin Academy (BFA) is committed to operating in an open, streamlined manner.

### **SECTION 2. POLICY MAKING RESPONSIBILITY**

The BFA Board of Directors (Board) shall be solely responsible for adopting, repealing, or amending policies for BFA. Action by the Board shall be accomplished as set forth in the Bylaws.

Proposals for adopting, repealing, or amending policies for BFA may be made in writing by any member of the Board or by any parent submitted through the method(s) prescribed in the Parent Communication Policy.

### **SECTION 3. POLICY MAKING PROCEDURE**

Except in cases of emergencies, the Board shall follow the following procedure in adopting, repealing, or amending policies for BFA:

#### **FIRST READING**

The proposed policy shall be submitted for a first reading and discussion at a regular or special meeting of the Board called for that purpose. The proposed policy shall be contained in the Board packet distributed prior to the meeting.

#### **SECOND READING**

If there are no amendments to the proposed policy made on the first reading as set forth in the paragraph above, the proposed policy will be placed on the consent agenda for final vote at the next ensuing regular or special meeting of the Board called for that purpose.

If an amendment is made to a proposed policy at the first reading, the proposed policy will be placed on the agenda for second reading, discussion, and final vote at the next ensuing regular or special meeting of the Board called for that purpose.

No amendment of the proposed policy first introduced at the second reading shall be adopted at the second reading unless the amendment receives approval by a two-thirds (2/3) vote of the directors present at the

meeting. However, if the proposed policy remains in the same form that it was approved in the first reading, it shall be adopted if it receives approval by a simple majority of the directors present at the meeting.

If the proposed policy is adopted upon second reading or as part of the consent agenda, it shall become a policy of BFA, and the policy shall be posted accordingly.

#### **SECTION 4. EMERGENCIES**

Upon a two-thirds (2/3) vote of the directors present at a regular or special meeting called for that purpose, an emergency may be declared. If an emergency is declared, a policy may be adopted on first reading.

#### **SECTION 5. POLICY REVISIONS**

When considering the revision or repeal of an existing BFA policy, such proposal shall be presented at a Board meeting for a first reading, discussion, and final vote, unless a second reading is requested by a majority vote of the Board. If applicable, a proposed policy change should reference the policy provision it will be amending. In such a case, and to the extent feasible, the policy history should reflect the date of each revision. An electronic red-lined copy, or other summary of the changes made, of the prior version of any amended policy will be kept until the next amendment, if any, is approved by the Board.

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Reviewed and approved by the Board: 6/22/2021

Reviewed by the Board: 8/23/2022