



BOARD OF DIRECTORS ELECTION/APPOINTMENT FREQUENTLY ASKED QUESTIONS

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.

Nominees for the Board	The Ben Franklin Academy (BFA) community is seeking leaders who are passionate about and committed to BFA’s mission and vision to serve on the BFA Board of Directors (Board). Only one person per family may serve on the Board at any one time. Neither Directors, nor family members of Directors, may be employees or independent contractors of BFA, or serve as officers or voting members of the BFA Parent Teacher Organization.
Qualifications	No specific qualifications are required to serve on the Board. It is the goal of the Board to have individuals with diverse qualifications who support the vision, mission, and long-term strategic plan of BFA.
Purpose and Function of the Board	The ability of any charter school to carry out its mission and vision depends on the strength of its organizational foundation. A critical element of this foundation is the charter school Board. In addition to fulfilling legal requirements, every charter school needs a Board composed of individuals who not only support the school’s mission, but also sincerely believe in and seek to promote it. An important function of the Board is to advocate for BFA and its educational philosophy. This involves promoting the mission, vision, and goals of BFA within both the BFA community and the community at large.
Nomination Deadline	March 2, 2026 at 11:59 p.m.
Q&A Forum	Candidates for all open Board seats must attend a question and answer session with the current Board on Tuesday, March 24, 2026, at 5:00 p.m. This session is open to the BFA community.
Election	The BFA community will elect two Directors. Board elections will take place electronically from Wednesday, April 1, 2026 through Wednesday, April 15, 2026, at 11:59 p.m.
Appointment	After the Spring 2026 election, the Board will appoint one (1) Director. Any qualified individual is eligible to be appointed by the Board. The Board may nominate candidates for the



Board of Directors

	Board-appointed seat up until the Board vote held on Tuesday, April 21, 2025 , during the regularly scheduled Board meeting.
Results	Results of the election will be announced and the appointment by the Board will be made on Tuesday, April 21, 2026 , at the regularly scheduled Board meeting.
Governing Board Duties and Activities	<ul style="list-style-type: none"> • Know and participate in approving all BFA policies, which guide the organization, its governance, and its work. • Be familiar with the organization’s priorities and initiatives, including its public policy activities. • Use the mission and vision of BFA to guide decisions and policies. • Ensure BFA’s long-term success through financial and educational oversight. • Actively monitor BFA’s income and expenses, and review and approve the annual budget. • Utilize established sub-committees to further the strategic goals, mission and vision of BFA. • Receive monthly reports from the Principal and conduct the annual performance review of the Principal. • Conduct operations in compliance with all applicable laws, including, but not limited to, Sunshine and Open Meetings laws. • Respect, listen to, and treat courteously all individuals involved with the organization.
Term	Directors serve a three (3) year term, and may serve up to two (2) consecutive terms.
Time Commitment	<ul style="list-style-type: none"> • On average, Board Directors invest approximately 10 to 15 hours per month in BFA governance and oversight duties, including preparing for and attending Board and committee meetings. • Monthly Meetings: The Board meets monthly, one night a month for approximately 2-3 hours. A special session may be scheduled and noticed if needed to address specific needs. New Directors will attend the regular May 2026 meeting, but are non-voting at that meeting. The Board typically does not meet in June. • Principal Presentation: All Directors attend a presentation by the Principal in May. Outgoing Directors will attend and complete the Principal Annual Performance Review. New Directors will attend and participate in the meeting, but will not complete the evaluation. • Annual Board Working Meeting: All Directors attend and participate in a local full-day working/strategy meeting, which is typically held in July. • Committees: Directors actively serve on at least one (1) standing committee. Directors attend their committee meetings regularly, attending at least two-thirds of the scheduled committee meetings. • Staff Appreciation Breakfast: All Directors host and attend a staff appreciation breakfast in December.
Attendance at Meetings	Board Directors are expected to attend at least 90% of the Board meetings each year.
Compensation	None
Board Style / Culture	A collaborative Board that works together and embraces the structure and culture of BFA.
Financial Commitment/Fundraising	Directors must support BFA as appropriate and agree to participate in the school’s fundraising activities. Directors are encouraged to make a personally significant financial contribution to BFA each year in an amount determined by the Director.



Board of Directors

<p>Board Composition</p>	<ul style="list-style-type: none"> • The Board is comprised of seven (7) seats, serving staggered three-year terms. Four (4) of the seats are elected by the BFA community and three (3) of the seats are Board-appointed in accordance with the Board of Directors Election Policy. • There are four (4) Board officers: President, Vice President, Secretary and Treasurer. The Board appoints the officers annually for a one year term. The other directors serve as At-Large Directors. All Directors have equal voting rights.
<p>Relationship to the Principal and School Staff</p>	<p>Only the Principal reports to and is reviewed by the Board. School staff members do not report to the Board.</p>
<p>Public Entity/Legal Responsibilities</p>	<ul style="list-style-type: none"> • BFA is a public school chartered by the Douglas County School District pursuant to Colorado Revised Statutes (C.R.S.) §22-30.5-101-409, et seq., as amended. • As representatives of a public entity, Directors are fiduciaries by law. • Directors owe the duties of care, obedience, and loyalty to BFA. • Directors serve as trustees, and it is their responsibility to ensure that the organization meets both legal and ethical standards for nonprofit, tax-exempt organizations.
<p>Sunshine Laws</p>	<p>As a public entity, BFA and its Board are governed by Sunshine Laws, which are laws requiring certain proceedings of government agencies to be open or available to the public. Board meetings are timely noticed and open to the public, except for Executive Sessions.</p>
<p>Quorum</p>	<p>Simple Majority</p>
<p>Board Agreement</p>	<p>Board Directors will be required to review and sign a Board Agreement summarizing general duties and obligations.</p>
<p>Conflict of Interest Form</p>	<p>Board Directors will be required to review and sign a Conflict of Interest Form.</p>
<p>BFA Foundation</p>	<p>The Ben Franklin Academy Foundation is a separate legal entity from the school that exists solely to advance the mission and vision of BFA by raising and allocating funds, and managing property for the benefit of the school and its students. Currently, the BFA Board Directors also serve as Directors of the Ben Franklin Academy Foundation.</p>
<p>BFA Building Corporation</p>	<p>The Ben Franklin Academy Building Corporation is a separate legal entity from the school that is authorized to make certain capital improvements to the school.</p>
<p>Board Documents</p>	<p>Official Board Documents can be found at: http://www.bfacademy.org/board-documents/ BFA Policies can be found at: http://www.bfacademy.org/handbook-and-policies/</p>

Updated and Approved 2/9/2026