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## ENROLLMENT 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 a tuition-free charter school with the exception of its preschool programs. BFA has developed the following enrollment policy in order to fairly fill oversubscribed classes.

### SECTION 2.

#### METHOD OF ENROLLMENT

BFA participates in the annual Douglas County School District (DCSD) online Open Enrollment (OE) process to fill K-8 openings. Parents interested in K-8 enrollment at BFA need to complete DCSD OE for their child to be eligible for openings. (Previous year's OE lists do not "Roll Forward").

#### NON-DISCRIMINATION POLICY

BFA will not discriminate against any student as per BFA's Non-Discrimination Policy. As such, the school will not enroll students based on ability (academic, language, physical, or otherwise), gender, race, or socioeconomic status.

#### OPEN ENROLLMENT PERIOD

The OE period is dictated by DCSD's timeline and BFA complies with this timeline. If circumstances drive a modification to this timeline, it will be approved by BFA's Principal or designated representative. If OE is completed during the First Round, priority for enrollment will be given in the following order to the following groups of students, prior to the Lottery:

1. Currently enrolled students being retained;
2. Siblings of currently enrolled K-8 students. Siblings that share the same birth date (i.e., twins or triplets) shall receive automatic enrollment;
3. Children in the household of Founding Families;
4. Children of full-time teachers; and
5. Preschool priority students identified through the Preschool Lottery described below.

### **PRESCHOOL PRIORITY**

Currently enrolled preschool students shall be given priority to fill no more than eighty percent (80%) of the open kindergarten spots in a given year, only if they have completed the OE process with DCSD during the First Round (“First Round”). The number of open kindergarten spots is the total of all kindergarten spots less those given priority based on the first four (4) priority categories listed above who completed OE during First Round. If the number of children from the preschool exceeds eighty percent (80%) of the open kindergarten slots, then a separate Preschool Lottery (“Preschool Lottery”) shall be held to fill eighty percent (80%) of the open kindergarten slots. The Preschool Lottery shall follow the procedures below.

Once OE for the First Round is complete, preschool students are given one (1) lottery “ticket” per year in attendance (if attended another year they have to have seventy-five (75%) attendance of the year). The Preschool Lottery is performed by the preschool director and the registrar. Preschool students are listed and given a random number based on a random number generator website. If the student was in attendance for more than one year their name will be listed to reflect the number of years (so two (2) years will result in their name being placed on the list twice). The selection begins with number one (1) and continues until all openings from the eighty percent (80%) are filled.

If a preschool student accepts kindergarten enrollment and subsequently leaves the preschool prior to the end of the academic year, the preschool student shall lose his/her spot and the school may then extend an Invitation to Enroll to another child to fill this spot.

If a preschool student who was open enrolled during First Round is not enrolled through the Preschool Lottery, the preschool student shall remain on the general, non-priority OE wait list.

### **OPEN ENROLLMENT ACCEPTANCE**

All invitations to attend BFA are handled by the OE tool for the First Round and via email from BFA’s registrar for the second round. Once accepting their invitation, parents are required to fill out and submit an OE packet to BFA.

### **VACANCIES**

When a vacancy is created prior to, during, or after the school year commences, the vacancy may or may not be filled, at the discretion of the Principal, in the event it is considered to be fiscally, logistically, or otherwise in conflict with the school’s ability to meet its mission and goals. If the school chooses to fill the vacancy, priority will be given as specified in the Priority Enrollment section of this document. An Invitation to Enroll will be extended to a child as described above. A student who fills a vacancy shall be deemed a currently enrolled student, and that student’s enrolment shall continue beyond the current academic year, in accordance with the school’s policies and procedures.

### **DCSD OPEN ENROLLMENT POLICY**

By providing the OE packet to the school, the child(ren) will forfeit their enrollment in their neighborhood school, as defined by DCSD open enrollment policies. Please see the DCSD website for details regarding its open enrollment policies.

# BEN FRANKLIN ACADEMY

## FOUNDING FAMILIES

A Founding Family includes children in the household of the following individuals (or families). No additional Founding Families will be approved.

|                               |                                    |  |
|-------------------------------|------------------------------------|--|
| Alexandra Harden              | Ali Sarouhan                       | Amiee Godbout                              |
| Amy Taylor                    | Andrea & Jessie Day                | Angela Lujan                               |
| Anita Raghunath (Raab Family) | Ann Citrin                         | Becky Mayka                                |
| Becky Mullen                  | Brooke Montz                       | Burgandy & Steve Hodge                     |
| Carrie & John Keen            | Casey & Ken White                  | Cheri & Steve Neill                        |
| Diane Day                     | Donna & Mitch Fillmore             | Dorothie (Dot) Huges Werth & Michael Werth |
| Erin & Bob Salehiamin         | Genevieve Gibson & James McDermott | Gretchen Testerman                         |
| Hannah Peterson               | Heather Holmes                     | Heather Salberg                            |
| Hristina Shoemaker            | Ingrid Burke                       | Jason Sanders                              |
| Jason Sunahara                | Jeannie DeFore                     | Jennifer Hicks                             |
| Jennifer Torres               | Jessica Gimbel                     | Jessica Nekouei                            |
| Judy Wolf                     | Joel Sevinsky                      | Juliette Shuler                            |
| Kari & Ike Beers              | Katherine Thomas                   | Katie & Tom Devlin                         |
| Kimberly & Doug Blum          | Krista Schmidt                     | Laura McGee                                |
| Lisa Dietz                    | Lisa DiLorenze                     | Lisa & Dave Fischer                        |
| Lori Lambert                  | Marla Bursch                       | Matt & Trish Matherly                      |
| Melanie Carney                | Melisa Liberman                    | Mette & Bill Castor                        |
| Michelle Bynum                | Missy Washeck                      | Nikolaos Gelatos                           |
| Paige Brock                   | Rebecca Jovanvich                  | Rochelle Evans                             |
| Roger & Lori Nagel            | Roam & Abhijit Sur                 | Sabina Boekman                             |
| Sara Taylor                   | Sasha Woodard                      | Sebrina Ivey                               |
| Shelly Dana                   | Shenley Clark                      | Spence Black                               |
| Stacey Kimberly               | Staci Ferguson                     | Stephanie Wight                            |
| Steve Derdowski               | Susanne Smith                      | Susie McCoy                                |
| Tony & Lacy Williams          | Ward Cerny                         | Zach & Jen Gautier                         |

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