

DCSD Waiver Request Template for Charter Schools

Use the template below to list the *non-automatic waiver(s)* from policy and rule and the related replacement plans that the charter school is requesting.

Contact Information
School Name: Ben Franklin Academy
School Address (mailing): 2270 Plaza Drive Highlands Ranch, Co 80129
Charter School Waiver Contact Name: Diana Simpson
Charter School Waiver Contact's Phone Number: 720-937-3409
Charter School Waiver Contact's Email: dsimpson@bfacademy.org

Non-Automatic Waivers: Policy Description and Rationale and Replacement Plan
<p>Policy Citation and Title: DB Annual Budget 08.20.19 DB R Annual Budget (SBB Model) Regulation 08.20.19 DFA Cash Management and Investment Policy 03.05.19 DFA-R Cash Management and Investment Regulation 03.05.19</p>
<p>Rationale: BFA is responsible for its own fiscal management and budgeting, based on similar policies, with minor variants. DCSD has assurance of financial oversight in our annual budget.</p>
<p>Replacement Plan: The policies are governed by the BFA Board Financial Accounting and Reporting Policies and Procedures. Financial Accounting and Reporting Policies and Procedures</p>
<p>Financial Impact: BFA anticipates that the requested waivers will have no financial impact upon the Douglas County School District. BFA must operate within its own budget and the cost of employing staff and maintenance of its own physical plant which has been included in the budget, but therefore prefers local control with respect to these district policies in following its own policy.</p>

How the Impact of the Waivers Will be Evaluated: Per Colorado State Statute, BFA will complete an annual audit which is reported to the Douglas County School District.

Expected Outcome: As a result of these waivers, BFA will be expected to maintain its own policies in respect to these district policies as it has done so previously.

Non-Automatic Waivers: Policy Description and Rationale and Replacement Plan

Policy Citation and Title

[DJ District Purchasing 08.20.19](#)

[DJ-R Purchasing Procedures 01.23.06](#)

[DJA Purchasing Authority 09.04.19](#)

[DJC Petty Cash 01.23.06](#)

[DJE Bidding Procedures 09.04.19](#)

[DJG-DJGA Vendor Relations, Sales Calls and Demonstrations 01.23.06](#)

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Replacement Plan: The policies are governed by the BFA Board Financial Accounting and Reporting Policies and Procedures.

[Financial Accounting and Reporting Policies and Procedures](#)

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Non-Automatic Waivers: Policy Description and Rationale and Replacement Plan

Policy Citation and Title

[DK Payment Procedures 01.18.05](#)

[DKA Payroll Procedures-Schedules 12.13.94](#)

[DKC Employee Expense Authorization 08.28.16](#)

[DKC-R-1 Employee Expense Reimbursement Mileage Tolls and Parking 08.28.16](#)

[DKC-R-2 Employee Expense Reimbursement Travel Without Students 08.28.16](#)

[DKC-R-3 Employee Expense Reimbursement Travel With Students 08.28.16](#)

Rationale: BFA does not purchase DCSD Business services and thereby retains all responsibilities for payments.

Replacement Plan: The policies are governed by the BFA Board Financial Accounting and Reporting Policies and Procedures. They are also described to employees in the Staff Handbook (Section 5: Compensation and Sections 6.17, 6.18, 6.19).

[Financial Accounting and Reporting Policies and Procedures](#)
[Staff Handbook](#)

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How the Impact of the Waivers Will be Evaluated: The BFA Board of Directors evaluates the school's performance against policies on an annual basis.

Expected Outcome: As a result of these waivers, BFA will be expected to maintain its own policies in respect to these district policies as it has done so previously.

Non-Automatic Waivers: Policy Description and Rationale and Replacement Plan

Policy Citation and Title

[DN School Properties Disposal Procedure 09.03.19](#)

[DN-R Property Disposal Procedure Regulation 07.15.14](#)

Rationale: BFA is responsible for its own fiscal management and budgeting, which would include managing of physical assets, based on similar policies.

Replacement Plan: BFA has an Asset Management Policy that outlines our property disposal procedures.

[Asset Management Policy](#)

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Non-Automatic Waivers: Policy Description and Rationale and Replacement Plan

Policy Citation and Title

[FEG Construction Contracts Bidding and Awards - General Contractors 03.10.16](#)

[FEH Supervision of Construction 08.19.03](#)

[FEH-R-1 Building and Site Modifications 12.07.17](#)

Rationale: BFA reserves the right to determine construction needs, oversight, bidding/contracting, that best serve its community. BFA uses competitive bidding

procedures similar to DCSD (as referenced in these policies), but uses different (and lower) thresholds for more formal bidding as stated in its policies.

Replacement Plan: The policies are governed by the BFA Board Financial Accounting and Reporting Policies and Procedures.

[Financial Accounting and Reporting Policies and Procedures](#)

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Policy Citation and Title

[JICA Student Dress 09.15.20](#)

Rationale: BFA students are expected to follow our dress code, which includes student uniforms.

Replacement Plan: BFA expectations for student dress are outlined in our Uniform Policy.

[Uniform Policy](#)

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Policy Citation and Title

[KE Public Complaints 05.2012](#)

[KEC Public Complaints About Learning Resources 05.2012](#)

[KEC-E Citizens Request for Reconsideration of Learning Resources](#)

[KEC-R Public Complaints About Learning Resources 05.12](#)

Rationale: BFA does not fundamentally disagree with any of these DCSD policies, including their language and intent, however since BFA maintains control of its own curriculum and learning resources, the BFA Board has established its own policies around public complaints.

Replacement Plan: BFA has both a Parent Communication Policy as well as a Conflict Resolution Policy.

[Parent Communication Policy](#)

[Conflict Resolution Policy](#)

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