

Scholé Academy Handbook



2015-2016

About Scholé Academy

Mission: To inspire and equip our students to discover their God-given calling that will change the world.

Who we are: A 36-week academic, homeschool co-op. We meet for 5, 6-week units, each followed by a respite week. Families have the option of attending 2 or 3 days per week.

Our Beliefs:

- We believe every child has a gift that can change the world.
- We believe in family time.
- We believe building strong character is the foundation of building strong academics.
- We believe in joyful, diligent pursuit of academic excellence.
- We believe in learning to know, to do and to be.
- We believe in the 5 D's of learning: do, discover, dialogue, dramatize and drill.

Curriculum:

Learning to Be

Every month students will be presented with a Character Trait to practice in our community of learners as well as the world around them. Community service projects will focus on showing God's love to our local community.

Learning to Do

Each day our children will have the opportunity to participate in hands-on, real life learning. Working collaboratively with their classmates students will solve real world problems and complete meaningful investigations in order acquire deeper knowledge of the world around them. These classes will primarily have a S.T.E.A.M. (Science, Technology, Engineering, Art and Mathematics) focus.

Learning to Know

Civilizations

Civilizations encompasses history, cultures and geography. Using Story of the World and our children will read, sing, cook, dance, write their way through history and geography. History and Geography will be taught in 4 year cycles.

Listening and Speaking

Through Socratic discussions and public speaking students will practice the essential skills of listening and speaking.

Writing

We will be using the best of Institute for Excellence in Writing and Classical Academic Press' Writing and Rhetoric to systematically guide children to write well, think clearly and express themselves eloquently and persuasively.

Handwriting and Keyboarding

Students will progress systematically through print, cursive and keyboarding.

Reading

The primary goal of our reading program is to instill a life long love of reading through beautifully written literature.

Math

Our Math time is structured into a “Math Power Hour”. Students will travel through three 20-minute rotations, Life of Fred, Independent work and games/hands-on activities. Parents should choose a math program that works well for their child for our Independent time. Additionally, our students will have abundant experience with using math in concrete ways such as building a business from scratch or measuring wood for a project.

Grammar and Vocabulary

Students will pursue a path that will give them a strong foundation in grammar, Latin/Greek roots and vocabulary. Additionally, students will serve as editors for their classmates as well as participate in dialectic discussions of grammar and usage.

Phonics and Spelling

After completing a phonics curriculum, each student will progress through all 7 levels of All About Spelling.

Spanish

Our lower elementary students will have the opportunity to experience Spanish with the award-winning Song School Spanish while our upper elementary students may begin Classical Academic Press’ Spanish for Children.

Art

Children will have the opportunity to create amazing works of art each week. Art will be integrated into Civilizations and STEAM

Schedule - Grades 1-6

3 Day Schedule - Grades 1-6			
	Thursday	Friday	Monday
8:15-8:30	Arrive at church	Arrive at church	Arrive at church
8:30-8:45	Launch and Goal Setting	Launch and Goal Setting	Launch and Goal Setting
8:45-9:45	Math Power Hour	Math Power Hour	Math Power Hour
9:45-11:15	Foundational Core Skills Foreign Language Groups Badges Excellence Goals Reading Handwriting Keyboarding Spelling	Foundational Core Skills Foreign Language Groups Badges Excellence Goals Reading Handwriting Keyboarding Spelling	Foreign Language Groups Badges Excellence Goals Reading Handwriting Keyboarding Writer's Workshop Groups Spelling
			Bible Study
11:15-12:00	Civilizations	Civilizations	Civilizations/PE
12:00-12:45	Lunch and Recess	Lunch and Recess	Lunch and Recess
12:45-1:30	UE Writer's Workshop LE Five in a Row	UE Writer's Workshop LE Five in a Row	Writer's Workshop Art
1:30-2:30	STEAM	STEAM	STEAM
2:30-2:45	Wrap-up and Clean-up with Parents	Wrap-up and Clean-up with Parents	Wrap-up and Clean-up with Parents
2:45	Students must be off church premises by 2:45		

UE - Upper Elementary

LE - Lower Elementary

2 Day Schedule 1-6

Outside Class Time Requirements - 3 Day

These times are not exact. Some children will be able to complete assignments quickly while others will need more time.

Math and Reading: Students will need to continue their math and reading on their own.

Civilizations: There will typically be a reading assignment and timeline assignment. 20-30 minutes.

Foreign Language: Vocabulary practice and finishing workbook, 20 minutes for 4th-6th. 10 minutes for 1st-3rd.

Handwriting or Typing: Students should practice handwriting daily, 10-15 minutes per day

Spelling: Students will need to practice their current list, 10-15 minutes per day.

Writer's Workshop and Grammar: 30 minutes to 1 hour.

Portfolio: Children will need to update their portfolio weekly. 15 minutes.

Outside Class Time Requirements - 2 Day

These times are not exact. Some children will be able to complete assignments quickly while others will need more time.

Math and Reading: Students will need to continue their math and reading at home. Varies greatly by age.

History and Geography: 30-45 minutes. Typically a reading assignment, timeline and geography practice.

Writer's Workshop/Grammar: 2-3 hours per week for 3rd-6th graders. 1 hour for 2nd and 3rd graders.

Foreign Language: 1 hour per week for 4th-6th. 20 minutes for 1st-3rd.

Handwriting: Students should practice handwriting daily, 10 minutes

Spelling: Students will need to practice their current list daily, 10 minutes.

STEAM: Depending on the current project, students may need to complete about an hour's worth of assignments at home.

Portfolio: Children will need to update their portfolio weekly. 15 minutes.

TENTATIVE BOOK LIST

This book list will be finalized by July 1st

Language Arts Grades 1-3	Language Arts Grades 4-6
Grammar and Usage will be gently introduced using a Montessori 6-9 program. First - Third Graders can also work on a Grammar Memory Work Badge during core skills.	<i>Writing and Rhetoric Book 3: Narrative II, Student Edition, Classical Academic Press ; 17.50 Rainbow Resource</i>
	Writing and Rhetoric 4: Cheria and Proverb Student Edition, Classical Academic Press; 17.50 Rainbow Resource
	<i>Winston Grammar, Level 1 Student Pack; 14.95 at Rainbow Resource</i>
Appropriate level of <i>All About Spelling Student Material Pack only</i>	Sonlight Grammar 5 Activity Sheets (5L152), Only Available at sonlight.com , 14.95
Handwriting without Tears, My Printing Book or Printing Power OR A Reason for Handwriting, Level, A, B, T or C (The first session of the year 1st and 2nd graders will be using Primary Arts of Language which Scholé will provide)	Appropriate level of <i>All About Spelling Student Material Pack only</i>
	A Reason For Handwriting C, D, E or F
Appropriate level of Keyboarding without Tears, available as a download at hwtears.com	Appropriate level of Keyboarding without Tears, available as a download at hwtears.com

Math 1-3	Math 4	Math 5 and 6	
Math Curriculum of your choice.	Math Curriculum of your choice	Math Curriculum of your choice.	
Life of Fred Apples	Life of Fred Edgewood	Life of Fred Fractions	1 copy per family
Life of Fred Butterflies	Life of Fred Farming	Life of Fred Decimals and Percents	1 copy per family
Life of Fred Cats	Life of Fred Goldfish	Life of Fred Pre Algebra with Physics	1 copy per family
Life of Fred Dogs	Life of Fred Honey		1 copy per family

Literature Books 1-3		Literature Books 4-6	
<i>A Cricket in Time's Square</i> by George Selden	<i>The Chocolate Touch</i> - Patrick Skene Catling	"The Black Stallion" by Walter Farley Book or Audio	"Snow Treasure" by Marie McSwigan Book or Audio
<i>Mr Popper's Penguins</i> - by Richard Atwater and Florence Atwater	<i>Kildee House</i> by Rutherford Montgomery	"Crispin: The Cross of Lead" by Avi Book or Audio	"I Am David" by Ann Holm Book or Audio
<i>Little Pear</i> by Eleanor Frances Lattimore	<i>Owls in the Family</i> - Farley Mowat	"A Long Walk To Water" by Linda Sue Park Book or Audio	"Mouse Guard: Fall 1152" by David Petersen Book only
<i>Here's a Penny</i> - Carolyn Haywood	<i>Emily's Fortune</i> by Phyllis Reynolds Naylor	"Jotham's Journey" by Arnold Ytreeide	Tales of the Kingdom" by David & Karen Mains Book or CD
<i>Jotham's Journey</i> by Arnold Ytreeide		"Turning 15 on the Road to Freedom" by Lowery Book only	"Swiss Family Robinson" by Johann David Wyss Book or Audio, version TBD
<p>These books are designed to be read alouds, since they are beyond the reading levels of many 1st - 3rd graders. All of these titles are readily available at your library and many have recordings. A Reading Schedule will be given at orientation and should be kept in the student's Portfolio.</p>		<p>Most of these books are readily available at the library and most books have audio recordings available. Students who are not at the reading level of these books may benefit from listening to recordings of the books to hear the beautiful and sophisticated language. Our goal is to make reading enjoyable and develop life-long readers. A Reading Schedule will be given at orientation and should be kept in the student's Portfolio. Students will enjoy a Socratic discussion, book club style, about the books every three weeks.</p>	

Civilizations - Grades 1-6		
Story of the World Volume 2 (or the audio version of Story of the World)	10.95 Rainbow Resource	1 copy per family
Story of the World is available at most libraries.		

Spanish Elective Grades 1-3	Spanish Elective 4-6
<i>Song School Spanish Book and CD</i> 19.95/ Rainbow Resource	<i>Spanish for Children Primer A</i> by Classical Academic Press; 19.95, Rainbow Resource OPTIONAL <i>Spanish for Children Primer A DVD</i> ; 56.95 Rainbow Resource

Kindergarten Program

Scholé's Academy's Kindergarten program runs from 12:30–2:30 on Thursdays and Fridays and is for the younger siblings of Scholé students. Kindergarteners will join our 1st graders for science, art, and a Five in a Row Unit Study each week.



Tuition

	2 Day, Grades 1-6	3 Day, Grades 1-6	Kindergarten
Days	Thursdays and Fridays	Thursday, Fridays and Mondays	Thursdays and Fridays
Times	8:30-2:30	8:30-2:30	12:30-2:30
Weekly Cost	40.00	55.00	24.00
Annual Cost	1,200.00	1,650.00	720.00
Monthly Tuition	120.00	165.00	72.00

Registration Fee: \$35 per student

To secure your child's place in Scholé Academy, you are required to pay a \$35.00 registration fee and a \$100.00 deposit. The deposit will be applied to your May tuition. Upon acceptance into Scholé Academy, these funds are nonrefundable.

Parent Volunteers:

Each family will need to volunteer 10 hours annually per child enrolled in our program. You may pay another family to complete your volunteer hours for you.

General Policies and Information

School/Home Communications:

Communication between the school and the home is vital in any healthy academic setting, but because we function in something of a team-teaching situation with the parents, it is especially important in the Scholé Academy model. Scholé Academy's administration and teachers will communicate regularly with parents by various means. We encourage parents and students to contact teachers to clarify assignments or expectations. Also, parents and students should attend all school meetings and training opportunities designed to inform the parents of important topics or events and help the parents learn how to be effective co-teachers. If there are questions or problems within a particular class, the parent or student should first talk with the teacher.. It is our desire to cultivate a positive and effective relationship with the parents to ensure the students' success.

Methods of Communication:

Google Docs: Each family will need access to Google Docs and join ScholePalatine's Google Groups page. This will be our primary means of communication.

Weekly Planning/Daily Goals Sheet: Students fill out their daily goals on their Weekly Planning Sheet each morning. There is also a place at the bottom of the sheet for parent/teacher communication.

At Home Assignment Sheets: A checklist of required weekly assignments will be emailed the first week of each session via ScholePalatine google groups. Before Monday, each teacher will send out a recap of what the students worked on in class each week as well as any reminders to parents

Email and phone: By way of email or telephone the teacher is able to explain an assignment more thoroughly to either the student or parent. This method is also used when a student has a question about their assignment on a home day. This can also be used for discussing problems which require parental involvement for resolution to occur.

Parent-Teacher Conferences: Parent/Teacher conferences, which may or may not include the student, should be used to resolve some misunderstanding or conflict which has occurred between the teacher and the student/family. It also can be used to raise awareness of a child's specific needs.

Grading: Students may turn in written assignments and tests for evaluation on Thursday morning. In some cases and Upper elementary student may be asked

to redo an assignment. These assignments should be placed in the assignment bin prior to 8:30. A teacher will review and provide feedback for the student. Parents of students in grades 4 and up may request that grades be given. Scholé Academy's position is that a student either knows the materials well enough to move on or they need to redo the assignment, however we will provide grades to Upper Elementary students upon the parent's request.

Parent's Role:

Parent Role: Co-Teacher- For parents of students in 1st – 4th grade:

Parents of students at this level are expected to take an active role with their children at home. Each week the Co-Teacher is given a detailed list of home assignments to complete with the child. The Co-Teacher should review and reinforce material that has been taught in school. For example, if a child is doing math and doesn't understand a concept, the Co-Teachers role would be to explain the concept using the references from the math book, making sure that the child understands it completely. The Co- Teacher's role especially applies to the elementary Language Arts and Math areas.

Parent Role: Private Tutor-For parents of students in 5th –6th:

Courses involving this role are made successful because each student has a private tutor, the parent, at home willing and ready to assist. Parents will receive instructions from the classroom teacher on a regular basis outlining homework assignments, instructions for follow-up study over covered material, and instructions for any preparation or review needed for the next class. Students should be progressively working toward developing disciplined study habits which can be achieved through positive parental encouragement and through the student's growing awareness of personal consequences. In order for classes at this level to be successful, the teacher relies upon the parents to make certain that their child stays current with the course material assigned and to communicate with the teacher if difficulties should arise.

Wellness Policy: Please respect the other students at Scholé Academy by not bringing a child to class who is exhibiting signs of possible illness such as fever, sore throat or vomiting.

No Nut Policy: Do not bring nuts or tree nuts into the facility.

Stewardship of the building: Please pick up after yourself and others as needed. Respect the staff and the property of the church by WALKING QUIETLY

in the halls at all times. DO NOT touch the sound equipment and do not go in the staff office rooms. Stay in the Scholé Academy areas of the church at all times.

Parent Volunteers: This co-op depends on each member's active participation to keep costs low. Each family will required service 10 service hours per child enrolled. You may opt out of service hours by paying another family \$10 per hour to cover your service hours for you. Parent Volunteer forms are included in registration.

Behavior Issues: We expect our children to act respectfully toward and follow their teacher's instructions. If a child is having difficulty showing respect toward their teacher or other student's in the co-op the child will be given a verbal warning, If the child is continues having trouble with self-control, the child will be taken to the director and the parents will be called. A meeting with the child, parent and teacher will be required before a child can return to class. Repeated behavioral issues will result in expulsion from Scholé Academy.

Weather Policy: In the event of severe weather, we will email/text parents by 7 am. Teachers will send out assignments that were supposed to be completed in class and will Skype lessons as necessary.

Dress Code: Our dress code is Scholé Academy T-shirts or a navy colored polo shirt and navy or khaki pants or skirts.

Student Code of Conduct

Parents need to review these rules with their children. Any child 9 years and older must review and sign.

- I will treat teachers, parents, other students and our host facility with respect at all times
- I agree to remain within the designated Scholé Academy boundaries of the church. I will not use areas of the church that Scholé Academy has not been invited to use.
- I will not run or talk loudly while walking to and from classes.
- I will come to class with completed assignments and ready to learn and participate in class.
- I understand lunch is only to be eaten in designated areas.
- I understand that I must clean up after myself (throw away trash, wipe down tables, check the floor and clean up spills.)
- Physical aggression /language should be appropriate for church activities
- I will uphold Scholé Academy dress code.

By signing below, I understand that failure to comply with these policies will jeopardize my privilege to participate in Scholé Academy.

Scholé Academy reserves the right to deny participation to any family or student.

Parent's Signature: _____ Date: _____

Student's Signature: _____ Date: _____

Student's Signature: _____ Date: _____

Student's Signature: _____ Date: _____

Parent Responsibilities and Expectations

- I understand that Scholé Academy is a co-operative organization and as such, all parents are responsible to enforce Scholé Academy's rules and expectations. _____
(Initial)
- I understand that my student needs to make every effort to complete assignments on time.
- Do not go beyond the designated Scholé Academy areas of the church except in case of an emergency. _____(initial)
- I be contacted if a disciplinary problems arises. Continued discipline issues may cause the child to be removed from class until the problem is adequately addressed. If the problem cannot be corrected satisfactorily, the child will be removed from class or suspended until the problem is corrected. _____(Initial)
- Do not send your child to class during the contagious stages of an illness, with a fever or diarrhea _____(Initial)
- Please make certain your child honors the dress code. Plain, red or navy polo shirt and blue or khaki pants or skirt. _____(Initial)
- Parent clothing on campus should be modest. _____(Initial)
- I will respect the members of the co-op, leaders, church staff and guests. _____(Initial)
- I understand registration fees and tuition are non refundable. _____(Initial)

By Signing below, I understand that failure to comply with these policies will jeopardize my child's privilege to participate in Scholé Academy.
Scholé Academy reserves the right to deny participation to any family or student.

Parent's Signature _____ **Date:** _____

Scholé Application for Admissions

Parent's Names (First and Last) _____

Address _____ City _____ Zip _____

Home Phone _____ Cell Phone _____

Email _____

Home Church _____

Scholé Academy's Statement of Faith: Scholé Academy is committed to the core values of **Salvation** based on God's provision through Jesus Christ as Lord and Savior. **Sanctification**, the process of growing in Christlike character through the transforming of one's heart and mind by studying God's scriptures and creation from a Biblical worldview. And finally **service**, the giving of one's life and gifts to others because He first gave His life for us.

Do you subscribe to Scholé's Statement of Faith? YES NO

Names and grades of students:

Tell us about your schooling experience and your educational philosophy.

Have you always homeschooled your children? YES No

If no, has your child ever been or are they currently expelled from either public or private school?

Tell us about your child(ren)'s schooling experience?

How long have you homeschooled?

Briefly describe your family's approach to homeschooling.

Anything else we should know about your schooling experience to better understand your family?

Do you understand that Scholé requires 10 family service hours per child enrolled? YES NO

2015-2016 Registration Checklist

Registration Timeline:

March 1, 2015 Registration Begins, students will be enrolled on a first come first served basis until Scholé Academy is full.

July 15, 2015 Registration Ends.

STEP 1:

Complete the Application for Admissions and email it to

STEP 2:

Family Interview - After receiving, the completed Application for Admissions, Melissa Wzorek will email you to schedule a family interview. Both parents DO NOT need to be present, but ALL children interested in attending Scholé Academy MUST be present. At the interview, you will receive a **Registration Packet** which contains important forms that must be filled out in order to reserve your spot in Scholé Academy.

STEP 3

Return your Registration Packet and your non-refundable **\$35.00 registration fee** as well as a **\$100.00 deposit**. (Make checks payable to Melissa Wzorek) The deposit will be credited to your child's May tuition. This is per child. This is required to hold your child's place in our program.

Return all forms to:

Now What?

Once your completed registration forms are received, and you will be notified immediately by email of your child(ren)'s acceptance into Scholé Academy. If Scholé Academy is full, your check will be returned to you. If an opening becomes available, you will be notified immediately.

Students who are accepted will receive a welcome packet in mid-July. This will contain finalized schedules, supply lists, teacher lists, volunteer schedule and required materials list. We will have an Orientation in early August.

