

Handbook of Policies and Activities

Praise Christian School

A Ministry of Praise Family Church

Empowering Parents to Raise Godly Leaders



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www.praisechristianschool.com

PRAISE CHRISTIAN SCHOOL BEGINNINGS

Praise Christian School had beginnings in 1997 as the “home school division” of a campus church school. In 2005, after having out-grown the facilities with this school, the home school division was re-established as a separate church school - Praise Christian School - to serve home schooling families only. Praise Christian School is now a *ministry of Praise Family Church*.

Praise Christian School is dedicated to providing a full service, private, Christian home school program at an affordable cost to students of Mobile County and nearby Mississippi counties. We are committed to encouraging parent-teachers in developing discerning leaders by integrating a Biblical world and life view through home school and group activities.

MISSION STATEMENT

To Empower

Home-educating Families

To Raise Godly Leaders

BASIC PHILOSOPHY

“The fear of the Lord is the beginning of knowledge...” Proverbs 1:7

We believe that the choice to home school is a highly individualized decision that is between God and His people. Praise Christian School is committed to helping parents, as teachers, in building a strong Biblical, spiritual, moral, ethical, and academic foundation in students.

Praise Christian School provides opportunities for learners to make Biblical principles a personal part of their lives through practical opportunities to serve the Lord by serving others.

EDUCATIONAL PHILOSOPHY

Praise Christian School believes that the Lord Jesus Christ is to be preeminent in all of life, including education. This simple but comprehensive principle should underlie every aspect of our academic study, each activity, and all of our school life. We support, encourage, and serve parents in their choice and God given right to direct the education and training of their children, to the Glory of God.

Praise Christian School realizes that children mature at different levels and should be encouraged to work at their own pace as they progress toward annual goals set by their parents. Praise Christian School endeavors to support the home schooling family's efforts in discovering and developing the unique talents and giftings of each child through a specialized and individualized educational experience. A partnership between Praise Christian School leaders and families, the school families and other like-minded families is encouraged to assist in meeting the varying needs of parents and students, including parents of children with disabilities or illnesses.

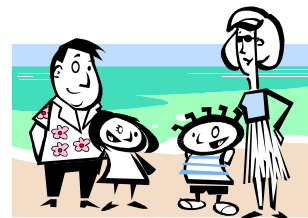
Children are precious gifts from God with inherent abilities and dreams that need to be nurtured and motivated within their home school. Each child deserves a tailored education because a "one size fits all" curriculum serves only a limited number of students. Homeschooling has significant benefits and advantages for the learners, the teachers, and the community. It is important to choose teaching tools that are best suited to the individual child coupled with the teaching styles of the instructor.

Parents, under God, have ultimate authority and control over their child and his/her education. A wonderful, practical, and legal option is through a K-12 home school program. Through our Mega Monday program, BEST Robotics competition, project based activities, and other such programs, PCS seeks to integrate challenging and rewarding activities for parents and students.

SUMMARY OF PRAISE CHRISTIAN SCHOOL

A Multi-faceted Church School with Accountability for Home-Educating Families

- The school exists to provide assistance and support to Christian families who desire to educate their child (ren) through home instruction. With fundamental Christian values evident in all our activities, we encourage families of similar beliefs and philosophy to join us.
- Interested families must attend a pre-orientation meeting with the school administrator to determine if schooling together would be in the best interest of all involved.
- Potential students are administered an entrance test via computer programs and other traditional methods to determine their level of instruction.
- Praise Christian School does not turn away children with special learning needs, but does require an objective assessment of the children. It is our desire to work closely with the families to meet the needs of all children. These screening tools provide an objective overview of the child's skills in reading and math.
- Families submit student academic records for verification at least once per semester.
- New Praise Christian School families are required to submit records for review first, second, and fourth quarters, except in unique situations.
- Families with documented special needs children must submit records more often.
- Our regular parent-teacher meetings are a refreshing time of fellowship.
- Praise Christian School offers many academic and extra-curricular activities. These include campus group activities, computer testing, fieldtrips, co-op classes, graduation ceremonies, and more. Some of these activities require an additional fee.



In summary, Praise Christian School is a "full service" church school for home-educated students. Praise Christian School offers a *means of accountability*. As a network, we offer *encouragement* and *training* for both the parent-teacher and the student. With academic expectations geared to the abilities of the individual child and strong traditional family values, our families endeavor to *raise Godly citizens* and leaders who will impact society in a positive manner.

We welcome families of similar beliefs and ideals!

STATEMENT OF FAITH

We believe:

1. ... the Holy Bible is the inspired Word of God and our standard for faith and practice. (II Tim 3: 16-17; II Peter 1:20-21)
2. ... the Bible is the key to true education and provides foundational principles for all true knowledge. [The Praise Christian School's purpose is that our students "may be encouraged in heart and united in love, so that they may have the full riches of complete understanding, in order that they may know the mystery of God, namely Christ, in whom are hidden all the treasures of wisdom and knowledge." (Col.2:2-3)]
3. ... in the one triune God revealed in the Bible: God the Father; God the Son, Jesus Christ; and God, the Holy Spirit. (Gen. 1:1; Matt 28:19; Luke 1:30-33, John 17:5; Col. 1:15-23, Phil 2:5-11)
4. ... man's salvation is through renouncing self-determination, taking responsibility for his disobedience, turning from his sin, seeking forgiveness from God, and receiving Jesus as Savior and Lord. (Acts 2:38; Rom. 10:9-10; Eph. 2:8-9)
5. ... in the present ministry of the Holy Spirit by whose indwelling, the Christian is enabled to live a godly life. (John 15:26; Acts 2:38-39)
6. ...the very nature and purpose of God is revealed in Jesus who came and established the Church as His Body. (I Co. 12: 22-27; Eph. 1:22, 23; 2:19-22; Col. 1: 18, 24)
7. ...Jesus Christ will return to earth in a visible way. His purpose will be to manifest His government over all things both in heaven and in earth. (I Cor. 15: 1-58; I Thess. 4:15-18)
8. ...in a final judgment at the end of the age. The righteous and the wicked shall stand before Him and be judged. (Matt 25: 31-46; II Thess. 1:8, 9)



**PRAISE CHRISTIAN SCHOOL
PROVIDES
SUCH ACTIVITIES AND SERVICES AS. . .**

A Means of Accountability
Computer Lab
Co-op Classes
Curriculum Decision-Making Assistance
Diplomas
Field Trips
Graduation Ceremonies
Group Activities
Home School Legal Defense Group Discount Rate
Initial Placement Test
Labs (i.e., Physical Science, Chemistry, Biology, Photography, etc.)
Maintenance of Permanent Record Files
"Mega Mondays"
On-Going Evaluation through Computer Testing in Math and Reading
Orientation Clinic for New Families
Parent-Teacher Support and Encouragement
Parent-Teacher Training Sessions and Workshops
Record Requesting
Resource Library
Standardized Achievement Testing
Transcripts
Yearbook

Note:

Some of the activities are fee based. These activities are subject to change from year to year depending upon the support and participation of the parents and students.



SCHOOL ENROLLMENT PROCEDURE

TO ENROLL:

1. Meet with Praise Christian School Administrator for **application approval**.
2. Pay **registration fee** of \$75.00 per family. This is non-refundable and includes placement test fee for one student. (Student 1st grade and up are given a placement test in math and reading. For each additional student, the screening fee is \$25.00 per student.)
3. Provide previous testing, grades, achievement test scores prior to placement testing.
4. Provide the school with a copy of a **birth certificate, immunization certificate** or a letter stating reasons for not immunizing children, and **copy of official court custody order (if applicable)** for each child.
5. Complete **all registration forms** including the **Church School Enrollment Form**. Alabama State law requires the Church School Enrollment form; Praise Christian School submits these to the local public school board. This form signifies that your child is compliant with the compulsory attendance law. An *Attendance form* is provided for you to document the student's daily attendance. State law requires both forms for each child age 7 to 16 years of age.
6. Join **Home School Legal Defense Association (HSLDA)**.
7. Pay ***tuition** per the fees chart. There is a **\$25.00 late fee** for delinquent accounts. Late payments may make it necessary to release the family from the school roster.
*Meet with the bookkeeper to discuss payment options.
8. Attend annual **Orientation meeting** held in August.

FOLLOWING ENROLLMENT:

Before you start your homeschooling journey, check out this extremely helpful website:
<http://www.oklahomahomeschool.com/sitemap.html>

1. Maintain **records of attendance**, reporting days present and days absent. At the regular records review, this form is required for documentation. *Suggested number of days in the school term – 175.*
2. Instruct child(ren) with an **organized course of study** in the **basic courses of academic stud**. Use curriculum chosen by the family including, but not limited to:
 - Arithmetic (Mathematics)**
 - Bible**
 - English Language Arts: Grammar, Handwriting, Literature/Reading, Spelling**
 - Foreign Language**
 - Geography**
 - Health**
 - Physical Education**
 - Science**
 - Social Studies (Alabama History, European, United States, World)**
3. Maintain a **journal of instruction** (lesson plan book) to be reviewed at scheduled "Record Check-in".
4. Be faithful to the Lord and to your children. Enjoy home-education, but remember the great responsibility inherent to this liberty. Exercise patience and thankfulness and give God the Glory

RE-ENROLLMENT INSTRUCTIONS

Re-enrollment is required each school year. Each April the enrolled family should schedule a meeting with the Office Manager to complete and sign the *registration forms* for each enrolled student. A *Tuition Agreement form* must be signed at that time.

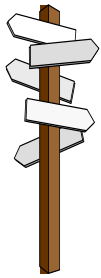
To receive the discounted "returning family registration fee", the re-enrollment must occur before April 30. This involves updating the family information and submitting the Tuition Agreement form.

After April 30, fees increase. If not enrolled by Orientation, a withdrawal notice is sent to Mobile County Public Schools System.

STUDENT TRANSFERS FROM PRAISE CHRISTIAN SCHOOL

Should you decide to transfer from Praise Christian School, you are required to contact the school's office manager by mail or phone to inform us of your plans. When transferring, please be prepared to provide your child's records for review and closing.

Other Guidelines and Available Activities



ANSWERING MACHINE!

Many of our home school families choose to use an answering machine to limit the number of interruptions during their school hours.

ART

Periodically, group lessons are offered for a nominal fee.

AT RISK ENROLLMENT

Sometimes there are *extenuating circumstances that classify a family with "AT RISK ENROLLMENT". In these cases, *full payment is due at the time of enrollment*

1. Delinquent in past payments.
2. Education process in question.
3. Returning student to Praise Christian School from other programs, public school, etc.
4. Enrollment in Spring. (This is a rare occurrence)

ATTENDANCE

See State Law for more detail.

All students must have an up-to-date record of attendance maintained by the responsible parent and turned in at least once each semester. All school records must be concluded by the end of May and filed with the Praise Christian School office.

Some of our families school four days all year round; others maintain the public school schedule; each is within the State Law to set flexible teaching schedules. Praise Christian School strongly *recommends a minimum of 175 days*. Some of the store bought courses of study have a prescribed number of days.

Maintaining attendance records is in keeping with the Alabama compulsory school law. As these records are legal documents, parents should retain a copy for their files at home. Duplicate records are kept in the Praise Christian School office.



Note: Compulsory school age in the state of Alabama is for children "between the ages of 7 and 16".

BIBLE

The basis of Praise Christian School is the belief that the BIBLE is the *infallible Word of God* and that the knowledge of the Bible will provide the spiritual, moral, and ethical basis for all learning. Each enrolled family is required to sign the "Statement of Faith."

WWW.BOOKADVENTURE.ORG

WWW.bookadventure.org is a FREE on-line reading motivation program for children in grades K-8. Children create their own book lists from over 6,000 recommended titles, take multiple-choice quizzes on the books they have read offline, and earn points and prizes for their literary successes.

BookAdventure was created by the Sylvan Learning Foundation and is sponsored by Sylvan Learning, Inc. Older students who need extra assistance in reading comprehension may benefit from this program.

CHECK-INS

See Grades, Grade Point Averages, Progress Reports, Report Cards, Semester Check-ins, etc.



The *student academic progress reports* recorded on the Semester Check-in Report form are required by January 31 and May 31. Parents should think of the progress review as a time for objectively evaluating their student's educational progress. The progress review should evaluate whether or not you, the teacher, have met your objectives as documented in your study plan. The review becomes a record of your child's educational progress. You should complete these reviews clearly and neatly with the idea that these records could be formally required if your child should change schools in the future. Both parents should participate in completing the progress review.

After completing your progress review, the parent-teacher must bring a copy to his/her team leader for the family/student files. Parents should keep copies of the Semester Check-in Report for future use.



Fees for Late Record Check-ins

Families will be assessed a \$35 late fee for Semester Check-in Reports not turned in by the end of the month due. Failure to turn in the progress report and late fee within the following month will result in your un-enrollment from the program.

CHURCH SCHOOL ENROLLMENT FORM

All students of legal school age in Alabama (7 – 16 years old) must have this form filed with the local public school officials. It is the responsibility of the parents to do so; however, as a service to our families, Praise Christian School sends the forms en masse to the office of Mobile County Public School System. A copy is maintained in the Praise Christian School office, and parents should keep a duplicate at home. This form satisfies the compulsory school attendance law.



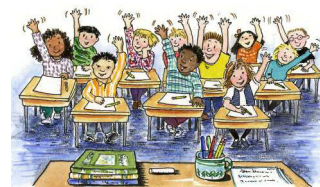
COMPUTER LAB

The home school families may use the school computer lab for developing computer skills. Check the office for available times. A parent or an adult must accompany the student. The school maintains safety filters on these computers.

CO-OP CLASSES

Co-op classes for home-educated students are offered on campus. Registration is twice a year – fall and spring. Students should dress appropriately for classroom learning. Please check with the Praise School office for more detailed information.

There is a separate fee for these classes.



CURRICULUM

Please see *Curriculum Suggestions in the Appendix*.

<http://www.oklahomahomeschool.com/pdf%20documents/CurrPlanner1.pdf>

Review the Alabama Department of Education (<http://www.alsde.edu/html/home.asp>) for suggested guidelines. In addition to the basic course of study, Praise Christian School requires courses in Bible.



Curriculum Choice: Each family is responsible to select and order its own curriculum. The Praise Christian School administrator is available to offer guidance in choosing curriculum that will meet the needs of the family. It is recommended that you check with friends who are home schooling to hear first-hand experiences concerning a specific curriculum.

To determine which course of study is best for your child, study philosophies of several different programs. In addition, go to the websites and study other curricular activities. Several of our families will avail themselves to offer guidance.

CURRICULUM RESALE

Praise Christian School hosts an annual curriculum resale each spring. This may take several different forms – on-line, on campus, etc. Praise Christian School families may participate in this sale without fee.

DIPLOMA/TRANSCRIPTS

Please see *Appendix for more detail*.



Praise Christian School offers a high school diploma to qualifying graduates. Course credits are accumulated for the diploma. There are several levels of diploma as outlined by and adapted from the *Alabama Department of Education*. Praise Christian School includes provision for families with special needs children who desire to award their child a high school diploma.

Tailor your child's education to his/her goals and objectives in life. Please refer to the APPENDIX guidelines for documenting one-half and full credits. Use the Praise Christian School Transcript form to record these credits.

The transcript information is especially important if your child desires to enter college or the military, as either will request such a record. The official permanent record maintained in the office of Praise Christian School records, documents each credit or one-half credit of study, and records the grade received for that subject. These are based on an average of test scores administered through your curriculum and/or based on the parent assessment of the child's overall performance.

High School students who transfer to Praise Christian School from other schools must submit a transcript from the previous school and be enrolled with Praise Christian School for at least two years prior to graduation. A record request is provided for this purpose at the time of enrollment.

Please note: Our diploma is not state accredited. State Accreditation requires teacher certification and state sanctioned curriculum. Lack of accreditation has not hindered the acceptance of Praise Christian School records and transcripts for higher education.

DISMISSAL/HINDRANCES OF ENROLLMENT

We trust that any negative or delinquent situation would be resolved without putting the student's enrollment in jeopardy. However, the following situations could *delay or curtail enrollment*.

1. Lack of pre-enrollment meeting with school administrator.
2. Lack of Student Entrance Test.
3. Incomplete Praise Christian School Family File (See FORMS.)
4. Delinquent fees.
5. Lack of scheduled records check-in.
6. Failure to attend at least one workshop per semester.

If PRAISE CHRISTIAN SCHOOL is unable to contact the family due to no forwarding address or telephone number change, the family will be dismissed. The appropriate public school system will be notified of the student's withdrawal or dismissal

DRIVER'S LICENSE and INSURANCE DISCOUNTS

Please see the APPENDIX.

E-MAIL



We have found e-mail to be a great way to contact each other and the administrator. An update on the home school activities is emailed weekly and recorded on the www.praisechristianschool.com website.

FAMILY PICNICS

Twice a year we enjoy a family potluck picnic.

September: "Get-To-Know-Each-Other" activity-filled picnic.

May: "Celebrate Summer" activity-filled picnic.



FIELD TRIPS

See *Uniforms*. This is a family affair. All family members may attend and pay the appropriate fees.

GUIDELINES:

- Sign-up deadlines are in place to insure that the minimums, set by the host site, are met.
- Full refund or credit to your account for cancellations PRIOR to the deadline.
- No refunds or credits once the deadline has passed. Refunds are a bookkeeping nightmare!
- Sign up is for specific persons and is non-transferable.
- Families are to report no later than the published arrival time and meet at the designated area. This is usually 15 minutes BEFORE the actual time to enter.
- Roll Call is taken at the designated arrival time. Early arrival is welcome!
- Arrivals after the fieldtrip has begun may be subject to additional fees or denial of entrance to the activity.

The following locations are suggested for particular courses in the secondary program:

ENGLISH: Shakespeare Festival , Montgomery, AL; To Kill a Mocking Bird, Monroeville, AL

SCIENCE: Dauphin Island Sea Lab, Marine Research - Ocean Springs, McWane Ctr. - Birmingham
Mobile Exploreum (depending on exhibit), Naval Air Station - Pensacola, Red Mountain
Museum, Stennis Space Center - Bay St. Louis, Mississippi, New Orleans Aquarium,
Weeks Bay Reserve, etc.

SOCIAL STUDIES: Fort Morgan/Museum, Battleship Park, Mobile City Museum, State Capitol

"10 Commandments for Praise Christian School Fieldtrips"

- There is one *official coordinator* for the Praise Christian School fieldtrips.
- *Individual families* should not call the fieldtrip site as a representative of the school. This causes much confusion. The coordinator is the only Praise Christian School spokesperson for PCS fieldtrips.
- *Deadlines* are in place to insure minimums set by the host site.
- A full *refund or credit* to your account is available for cancellations prior to the deadline. No refunds or credits will be made once the deadline has passed. Refunds are a bookkeeping nightmare!
- On *official fieldtrips*, students are required to wear the school T-shirt. This is for the safety of our children.
- For *family outings*, individual families are not officially representing Praise Christian School and are free to set their own guidelines.
- *Small groups* desiring to do something separate from Praise Christian School official fieldtrips are not representing the school and should not sign up as representatives of the school. They may, as always, go as representatives of their church or some other organization.
- *Fieldtrips guidelines* are for the benefit of all the Praise Christian School families. Every effort is made to be fair and equitable to all families.

FINANCES

Payments are due at time of registration or by prior arrangement at the beginning of each semester. Payments after August 10 and January 10 will be assessed a late fee.

See Signed and Current Tuition Statement.



FORMS

The following forms must be in your family file maintained at Praise Christian School. A copy of these should be kept at home.



- Alabama Immunization Form (or provide a statement explaining why immunizations are not given.)
- Birth Certificate (copy)
- Child's Social security number or certified alternative
- Church School Enrollment
- Consent for Treatment for Minors
- Custody Court Order, if applicable
- Curriculum List
- Entrance Test form with attached previous school records (report cards, standardized tests, etc.)
- Field trip Permission
- Guidelines for Tuition Payment, signed
- Home School Legal Defense Association membership
- Internet Policy/Web Page permission
- Parent-Teacher Application
- Praise Christian School registration
- Statement of Tuition, signed

GRADES

See Grade Point Average, Grading Based on a 4.0 Scale, Report Cards in the Appendix.

Parent-Teachers should conduct frequent and ongoing evaluation. Careful consideration should be given to all work. Success or failure on one test or one assigned task (e.g., a book report or notebook) should not be a sufficient basis for passing or failing the course. Grades should reflect overall academic performance.

Ideas for Student Grading/Assessment: *The following are examples of student assessments, which are used to measure attainment of specific course objectives:*

1. Artwork
2. Checklists and criteria which measure performance or mastery
3. Daily grades
4. Demonstrations
5. Displays
6. Essays
7. Group projects
8. Homework
9. Journals
10. Lab participation
11. Logs
12. Musical presentations
13. Oral Presentations
14. Performance tests, such as vocation-related tasks
15. Portfolios
16. Quizzes
17. Reports
18. Research or special projects
19. Teacher-made and commercially prepared tests/quizzes
20. Textbook exams
21. Written work

GRADUATION

See detailed information in Appendix.



This is a special time for families and friends to recognize the student's advancement to a new level of learning.

K5 -1st graders participate in a promotion ceremony at the end of the academic year in conjunction with the Mega Monday Showcase.

12th grade graduation is a formal program recognizing high school achievement and completion of the high school goals and credits.

HELP WITH HOME SCHOOL PREPARATION

Please see the guidelines provided by Christian Home Education Fellowship of Alabama (CHEF). www.chefofalabama.org. Several veteran families are available to assist with schooling needs. The administrator is available for assistance, also.

HOME SCHOOL LEGAL DEFENSE ASSOCIATION



Membership in HOME SCHOOL LEGAL DEFENSE ASSOCIATION (HSLDA) is *required* by Praise Christian School. Each family must have a current HSLDA membership card in the family file. HSLDA may be reached at 1-540-338-5600 or application forms are available in the Praise Christian School office. This organization provides legal protection for you and your family. They have attorneys that will assist you with legal problems with home schooling. HSLDA also provides up-to-date home schooling information.

Praise Christian School HSLDA group discount number is 299757

ID BADGE

When on campus, parents must wear their assigned ID badge. Contact the school office, if you do not have one. Replacements are \$5.00.

Visitors to the Mega Monday activities may pick up a badge from the Receptionist in the church foyer when they sign in.

JOURNAL OR LESSON PLAN BOOK

See Lesson Plans in Appendix.

Each family is to document the teaching and learning taking place. Whether in a regular notebook or an elaborate teacher's lesson plan book is the parent's choice. There are many plan books designed specifically for the home schooling family. These are often available at home school book fairs.

- Purpose:
1. Help you adjust your pace in order to meet your overall objectives for the school year.
 2. May be a source of information for the required progress reports. (Discussed under Semester Check-ins reports.)

LIABILITY

Praise Christian School requires each family to sign a waiver form for participating in field trips and on-campus activities. The family insurance is responsible in the event of any accident or injuries at school events.

Praise Family Church, Praise Christian School, and its Administrators, Pastors, Advisory Board Members, Agents, and Employers will in no way assume responsibility financially or otherwise for legal action that may be taken against any family associated, enrolled, or otherwise admitted to Praise Christian School. It will be at the discretion of the Advisory Board to limit activities due to liability.



LIBRARY

The Praise Christian School resource library is in continuous growth. Check out <http://www.librarything.com/catalog.php?view=PraiseChristian>. Please check the library schedule for available times.

LOST & FOUND

LOST & FOUND items are kept in the schoolhouse. These items will be retained for a reasonable length of time and then disposed of as seen fit by the school administration.

MEDICATION

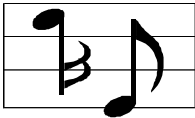
If a student brings MEDICATION to school, whether prescription or non-prescription, it should be brought to the school office. The medicine should be in its original bottle or package, labeled clearly with the child's name. Written instructions from the parent should accompany the medication so that it may be dispensed properly. No medication should be kept or taken by the student at school without adult supervision. Exception: glucose tablets for diabetics.

MEGA MONDAY

M Each Monday from 12:00 –3:00, Praise Christian School students may participate in the Mega Monday activities on-campus. Parent-teacher volunteers from our program teach these classes.

M Please check with the school administrator for more information. There is an additional fee for the Mega Monday program.

MUSIC



There are several choices.

1. Mega Mondays – 30-60 minutes each Thursday
2. Private piano or other instrument lessons
3. Church or Community – Community Activities, Singing Children of Mobile

NEW FAMILIES

Prospective students are administered an entrance test. Previous schoolwork and testing coupled with this testing will assist parents in determining the achievement level of the student. One or more of the following test instrument will be utilized:

Brigance Inventory of Basic Skills, PASS, Renaissance Star Math/Reading, Saxon Placement Test

"ONLINE PREDATORS KNOW WHAT THEY'RE DOING. DO YOU?"

Research shows 1 in 5 kids online is sexually solicited.

- ▶ Know the sites your children use:
 - www.myspace.com
 - www.facebook.com
 - www.livejournal.com
 - www.greatestjournal.com
 - www.friendster.com
- ▶ Discuss the potential threats associated with these sites.
- ▶ Periodically, check your children's profile, blog, and photos.
- ▶ Periodically, inquire about the social connections that have developed.
- ▶ Encourage proper use of the resource and even participate in it.

Parental Cheat Sheet – Available in the Appendix



ORIENTATION

Required

This is an **important** meeting held in August each year! Workshops and field trips are planned during this time. In addition, a thorough overview of the school year and activities is presented.

PHYSICAL EDUCATION

PE documentation is required for grades 1-8, with one credit required for grades 9-12. Praise Christian School provides support by offering P.E. during Mega Mondays. This includes skills for specific sports, President's Fitness, and large muscle activities. *However, this alone is not considered an adequate P.E. program.* The K5 - 8th grade student should have a structured PE program daily. There are many programs available with the city parks community activities, YMCA, etc



PROGRESS REPORTS and RECORDS REVIEW

See *Semester Check-ins*, *APPENDIX A*, and *Report Cards*.



The family academic records are reviewed twice a year by January 31 and May 31. Both parents should participate in *completing* the progress review, but only one parent needs to be present for presenting the paperwork to the team leader. Records submitted after these dates will result in a late fee. At the end of each school year, information from these records is used to update the

Student Permanent Records that are maintained in the Praise Christian School office.

The purpose of *progress reports* is to:

1. objectively evaluate your child's educational progress.
2. maintain an on-going record of your child's educational progress.



These items are required for the Semester Check-ins:

- o Attendance form
- o Report Card with Grades recorded on a Praise Christian School Report Card:
 - Grades K – 4th recorded in alphabet grades
 - Grades 5 and up recorded in numerical grades
- o Parent lesson plan book or journal
- o STARMath diagnostic assessment - Grades 1 up (Math sample for a child who is unable to complete the computerized STAR assessment.)
- o STARReading diagnostic assessment - Grades 1 up or Reading sample (*McCall-Harby or McCall-Crabbs may be used for a child who is unable to complete the computerized STAR assessment.*)
- o Written sample of student's creative writing work – all grade levels

NOTE:

1. Families with special needs children are reviewed each quarter.
2. Student Permanent Records are updated at the end of each school year in May.
3. If Praise Christian School is unable to contact the family due to address or telephone number changes, the family will be uninvolved.

Records Documentation

All records must be up-to-date. Praise Christian School provides record keeping, maintenance of records, and transcripts while the family remains in good standing. Failure to maintain proper attendance records and progress reports, meet turn-in deadlines, or keep tuition payments current will result in un-enrollment from Praise Christian School. Your student file maintained *at home* should contain:

1. Study plan
2. School journal
3. Progress reviews
4. Completed curriculum for at least three years
5. Other records showing training, volunteering accomplishments, awards, etc.

Fees for Late record check-ins: \$35.00 for each deadline missed (January 31 and May 31)

REPORT CARDS (Progress Reports)

See "*Progress Reports*" above and *APPENDIX A* for more information. Praise Christian School provides a generic report card for each student. The enrolled parent-teacher is responsible for assessing the student in the core subjects and physical education. Enrichment classes may be added to the educational





program as desired. A copy of the state guidelines for graduation is available upon request from the Alabama Department of Education or Praise Christian School

K5-4th grades: A, B, C, etc.

Grade 5 and up: numerical grades

Note: Mobile County Public School System requested numerical grades for grades 5 and up.

RENAISSANCE PROGRAM - STARReading and STARMath

Each semester, the computerized assessment programs, STARReading and STARMath, are required for all children grades 2 and up. Children grades 1 and up may use the program, also.



- identify your child's reading and math skills (**assessment**)
- discover any "holes" in your child's reading and math learning (**assessment**)
- help you plan what your child needs to cover each year (**scheduling, lesson-planning, scope and sequence**)
- keep track of what your child's progress each year (**recordkeeping**)

RESOURCE LIBRARY



The Praise Christian School library is in continual growth. There are teaching resources, magazines, some curricula, and other useful items for the home-schooling family. We welcome donations. Please check the library schedule for available times.

SCHOOL PICTURES

Our families are invited to have school pictures taken on campus. These are scheduled through the school office. Dates and times are published in Praise Christian School regular updates. These pictures are used for the Praise Christian School yearbook created by our high school students.



SEMESTER CHECK-INS (PROGRESS REPORTS)

See Progress Reports, Records Documentation, Report Cards, and Renaissance Program.

SHOWCASE MEGA MONDAY

In May, items and activities from the Mega Monday program are "showcased" in a special program. These include such classes as sewing, lapidary arts, singing, sign language, scrapbooking, etc.

STANDARDIZED ACHIEVEMENT TESTING

Often parents are concerned about how their children are performing academically and a standardized test can help provide some insight. We **require** students to take a standardized test in **grades 3, 5, and 8**. Praise Christian School offers group testing on campus in April.

For at home testing, parents might choose to use:

For Grades 3 to 6: Personalized Achievement Summary System (PASS)
1-360-835-8708

For Grades 7 to 12: California Achievement Test (CAT) 1-847-259-4444
IOWA Basic skills Test

ACT or Scholastic Aptitude Test (SAT) Check with local college:

NOTE:

1. The PASS and CAT may be administered at home by the parent for grades other than 3, 5, and 8.
2. If your child is going to college, the College ACT or SAT tests are necessary and are administered through local colleges or high schools. Alabama colleges typically require the ACT.
3. If CAT is used to fulfill the graduation requirement, it must be administered by a third party to ensure the integrity of the test session.

STATE LAW

See appendix.

The second and preferred way is known as the "Church School Law" (Ala. Code §16-28-3). Under this statute, students between the ages of 7 and 16 are exempt from the state's compulsory school attendance law if they are enrolled in schools operated by a church or association of churches.

http://www.chefofalabama.org/ala_law.htm



SUPPORT GROUPS - Local and State

CHEF – Christian Home Education Fellowship of Alabama www.CHEFofAlabama.org .

The annual conference is held each Birmingham.

SAHE – Southwest Alabama Home Educators monthly e-mail newsletter

TRANSCRIPTS



See APPENDIX B for complete detail.

There are no fees for transcripts as long as the student is enrolled in Praise Christian School. Please request transcripts for college admissions while still enrolled in Praise Christian School.

UNIFORMS

For Praise Christian School classroom participation and field trips, uniforms are required. The T-shirts are purchased through the school office.

Uniform When Participating On Campus

Boys and Girls – Praise Christian School T-shirt and navy pants/belt or jeans

Shoes - black or navy or tennis shoes – non-scuffing

Socks - use good taste

P.E.

Praise Christian School T-shirt and navy shorts

Grades 6 and up must change out of shorts after P.E.

Field Trips

Praise Christian School T-shirt/jeans or navy pants or skirt/belt

Clothing should be appropriate for the fieldtrip.



WORK PERMIT FOR TEENS

For more information, see the APPENDIX B.

Youth under the age of 19 must obtain a work permit when employed by a business. Minors under the age of 14 cannot be issued permits, with the exception of 12 and 13 year olds in newspaper delivery. Sporadic part time work may not require a permit. Working part time at home may not require a permit. Call 334-242-3460 concerning Alabama's child labor laws. All employers in Alabama must keep on file a work permit for each employee under 18 years of age.

Praise Christian School has been certified for granting State permits.



WORKSHOPS

Praise Christian School offers fellowship-workshop meetings October through April. These gatherings are informative, fun-filled, and time-for-fellowship meetings. This is the time to bring questions and show-n-tell; interact with fellow home educators; and spend an enjoyable evening out. There is *no December or May meeting*.

_____ Attendance at Parent-Workshop Meetings:

These workshops are three-fold in purpose:

1. *Informational* - Updates and clarification for on-going and new Praise Christian School activities.
 - This is the place to receive the most up-to-date, accurate information.
 - This is your time to give input into PCS planning.
2. *Learning/Training Sessions* – Guest speakers with fresh new ideas. A variety of subjects are presented throughout the year to enrich and replenish your resources.
3. *Fellowship* – Time to share with, and glean from, fellow-homeschooling parents. Fellowship time seems to be the most requested focus for our meetings.

_____ “Is this meeting really necessary for me to come to?”

ALL meetings are important. Each meeting is essential for clear communication of PCS activities, local workshops, and statewide conferences.

Member families are to attend at least one meeting per semester. We have found that the families are more successful in home schooling when they stay in close touch with other families of like interests. Occasionally, a family will isolate itself and begin to have difficulties and eventually give up the homeschooling process. Our families enjoy group fellowship and are willing to encourage each other over the humps and hurdles.

Sometimes you might glean only one little nugget, but that little treasure could be just what you needed. On the other hand, you might be the one to offer something that will boost another family over a hump or hurdle.

YEARBOOK

See detailed description of this activity in the Appendix.

The ultimate goal is to produce a quality yearbook. Students who are part of the organization gain journalistic training, skills in photography, sales techniques, and organization.

High School credit may be earned, if the necessary requirements are met.