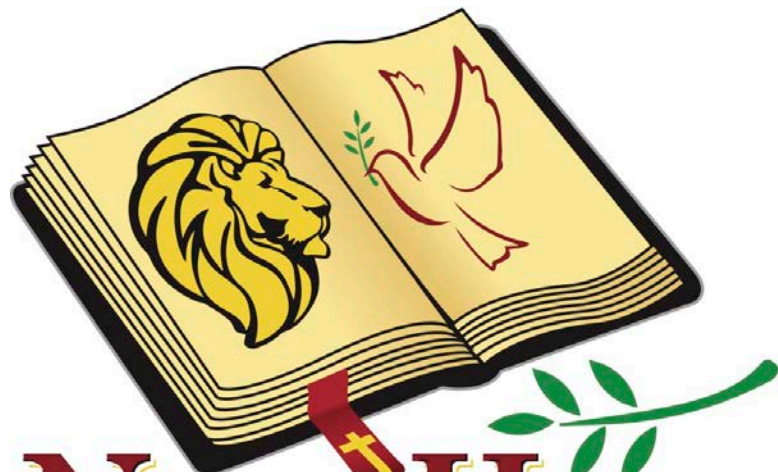


TEACHER & PARENT MANUAL 2017-2018



**New Hope
Academy**



Dear Teachers and Parents,

Welcome back to a new and exciting school year. I hope that you had a wonderful summer vacation. This year will be full of new learning experiences and discoveries. Whether this is your first year with us or if you have been part of our family in the past, we are humbled that you have chosen New Hope Academy to be YOUR educational home. We take seriously our responsibility to provide you with the proper framework to ensure the spiritual and academic success of your child(ren) through professional educational advisement,

official accreditation, and precise record keeping.

At New Hope Academy, we value clear communication. Your handbook should answer any questions you might have about the policies and procedures of New Hope Academy. We commit to keeping you up-to-date with any school events and items of interest throughout the year. If you have any specific questions or concerns, please contact us by email, text or phone. Your feedback helps us to better meet your individual needs.

We understand that "life happens" outside of academics. If you are unable to meet deadlines that are outlined in the Academic Calendar, then it is your responsibility to submit a request for extension in writing by email or text. We need to know that you are aware of the deadline and when you will be able to comply with the deadline.

You have chosen a higher road to train up your child in the ways of the Lord. I pray that you will seek to impart Godly wisdom to your child as you live out your life dedicated to Him. "Faith is caught, not taught." In other words, faith is something that involves more than just transferring information. Our children are observing what we do and say. They will imitate and conform to what they see us doing. What a great responsibility we have to live a life fueled by a vibrant relationship with Jesus Christ!

May God richly bless your family!

Bernadette Clark, BSN, RNC

Administrator

2017-2018 Academic Calendar

| | |
|-----------------------|---|
| August 10, Thursday | Orientation – Mandatory – 7:00 pm <i>(Bring Curriculum List for Approval)</i> |
| August 14, Monday | First Semester Begins - IRSC DE Registration Deadline |
| August 23, Wednesday | IRSC Classes Begin |
| September 1, Thursday | Approved Curriculum List Due NHA Tuition Payment Due (Annual) |
| September 4 Monday | HOLIDAY – Labor Day |
| October 16 | |
| October 31, Tuesday | First day to register for IRSC Spring 2017 |
| November 9, Thursday | National Honor Society Induction |
| November 10, Friday | HOLIDAY - Veteran's Day |
| November 23 & 24 | HOLIDAY - Thanksgiving |
| December 15, Friday | End of 1st Semester |
| January 2, Tuesday | Second Semester Begins |
| January 4, Thursday | IRSC Dual Enrollment Registration Deadline |
| January 12, Friday | GRADES DUE - 1st Semester (Late fees will be billed) |
| January 15, Monday | HOLIDAY - Martin Luther King, Jr. Day |
| March 12-16 | IRSC Spring Break |
| March 30, Friday | First day to register for IRSC Summer and Fall 2017 |
| May 3-4, Thurs & Fri | NHA Standardized Testing - 1:00 - 5:00 pm, The Attic |
| May 8, Tuesday | IRSC Dual Enrollment Registration Deadline Summer I |
| May 10, Thursday | High School Seniors - Final Grades Due |
| May 24, Thursday | High School Graduation, Rehearsal, Sanctuary - 7:00 pm |
| May 26, Saturday | High School Graduation, Sanctuary - 1:00 pm |
| May 31, Thursday | End of 2 nd Semester |
| June 15, Thursday | GRADES DUE - 2nd Semester (Late fees will be billed) |
| June 22, Friday | Academic Advisement Grades 8-12 for Returning Students Mandatory |
| July 1 - 31 | Office Closed for Summer Break |
| August 3, Friday | Academic Advisement Grades 8-12 for Returning Students Mandatory |
| August 9, Thursday | Orientation - Mandatory - 7:00 pm, The Attic |

ADMINISTRATIVE DIRECTORY

All questions should first be directed to an advisor unless they pertain to a specific category. Emailing, when at all possible, is the best way to contact us. Be sure to read all the printed information before calling. Be considerate of the day or time when you place your calls. For referrals and applications go to the website:

www.newhopeacademyfl.com

School email: newhopeacademyps@gmail.com

Office Phone: 772-261-3502

President/Administrator:

Bernadette Clark, RNC, BSN: 772-261-3502

Email: newhopeacademyps@gmail.com

Vice President:

TBA

Acting Secretary:

Susanna Clark: 772-204-1533

Treasurer:

Nancy Harmon: 772-418-1441

Email: njharmon143@gmail.com

Office Manager:

Nancy Harmon: 772-418-1441

Email: njharmon143@gmail.com

Academic Administrator:

Michelle Brooks, BA, MEd: 772-240-1045

Email: michelle.brooks1965@gmail.com

Dual Enrollment Advisor:

Bernadette Clark, RNC, BSN: 772-475-0968 (c)

Email: newhopeacademyps@gmail.com

Florida Bright Futures:

Michelle Brooks, BA, MEd: 772-240-1045

Email: michelle.brooks1965@gmail.com

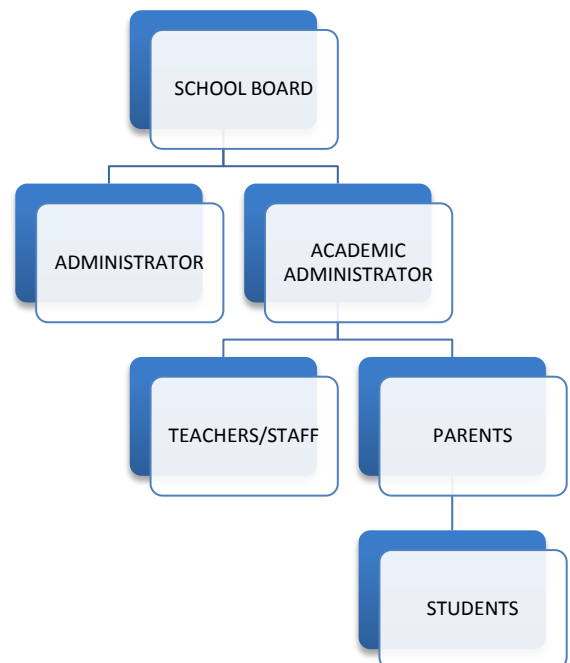
Marketing:

Tiffany Everett: 561-396-7225

Email : godschild4good@yahoo.com

Board Members: Bernadette Clark, Michelle Brooks, Susanna Clark, Tiffany Everett, Jeslyn Snider, Timothy Williams

NHA FLOW CHART



TUITION/FEES 2017-2018

Tuition listed below is based on currently approved amounts. Tuition does not include Fees listed below.

STUDENT NAME _____

_____ Tuition Amount To Be Billed: \$ _____

NEW STUDENTS

_____ Elementary - K-5th grade: \$350/year

_____ Middle School - 6th -8th grade: \$450/year

_____ High School - 9th - 12th grade: \$550/year

Siblings receive a \$25.00 discount towards appropriate tuition

STUDENTS ON CURRENT ROSTER Grandfathered in at 2016-17 rate

*Tuition for one low monthly fee!
This must be approved ahead of
time!*

- *Elementary: \$41*
- *Middle School: \$51*
- *High School: \$61*

**For 10 months, includes technology fee*

FEE LIST

***All prices are subject to change**

_____ **Academic Advisement:** \$100 new student – **Mandatory (applied to tuition)**
\$50 re-enrollment **(applied to tuition)**

_____ **Technology Fee:** \$60 per year, per student – **Mandatory**

_____ **Testing Fees:** \$60 **(Checks or Cash need to be paid to Mrs. Michelle Brooks, this CAN NOT be paid online)**
_____ \$75 Individualized Testing completed after initial test date

_____ **Bright Futures Advising Fee (for grades 11-12):** \$75 one time
(Checks or Cash need to be paid to Mrs. Michelle Brooks, this CAN NOT be paid online)

_____ **Report Card Late Fee (per family):** \$25

Late Report cards will incur a **\$25 late fee** to be paid to the school. If a report is still not received after the 24th of the month, an additional **\$25 late fee** will be imposed. The \$25 late fee will accrue each additional 2 weeks that the report is late.

_____ **Reenrollment from a temporary un-enrollment:** \$100

(If records are more than 30 days past due, student will be un-enrolled until records and late fees are received.) **Student will be report as Truant.**

_____ **High School Graduation Fees*:** \$150 (includes program, speaker, graduation regalia)

Participation in the graduation ceremony is **MANDATORY** for all New Hope Academy graduates.

*Graduation fees are estimates and are subject to change.

_____ **Evaluation Fee:** \$100 per high school year for verification of transcript from non-accredited schools

_____ **Transcripts:** Free, allow up to 2 weeks, OR

\$25 - Expedited Transcript, allow 5 business day

Name

Date

School Witness

Date

INTRODUCTION

New Hope Academy (NHA) is fully accredited by FCCPSA, which has partnered with SACS/CASI/AdvancEd. This accreditation will allow your student to attend any university or college in the country. NHA is also registered with the State of Florida under Statute 617. As such, we are **not** affected by the state's home education program requiring registration with the public school superintendent. As a 617 school, we may accept students from any county in the state of Florida.

*Families may not enroll with New Hope Academy **and** register with the public school system.*

New Hope Academy (NHA) realizes that as an educational organization we have obligations to our enrolled families.

New Hope Academy will:

1. Provide an interactive website (under reconstruction);
2. Provide the NHA Manual containing rules, important dates, and anticipated financial obligations;
3. Provide an opportunity for standardized testing and evaluation of results with Teacher-Parent;
4. Provide online recordkeeping for Teachers;
5. Maintain student transcripts and records;
6. Provide, accept, and evaluate applications for NHA Honor Society for qualifying high school students;
7. Oversight of dual enrollment registration and evaluate the student's ability to succeed;
8. Guidance with FLVS course registration;
9. Assist in obtaining scholarship opportunities;
10. Communicate with teachers and students all expectations, using the contact information the parent provides. Please update contact changes as they occur;
11. One-on-one academic and curriculum assistance and counseling to enrolled families as needed.
12. Provide Semester and Year End Report Cards.
13. Provide a Mandatory Graduation Ceremony for all graduating Seniors where they will receive a High School Diploma.

*Your child is a student of New Hope Academy.
Do NOT use the term "home-schooled"
when discussing the educational status of your child.*

Your child is a student of New Hope Academy. Do NOT use the term “home-schooled” when discussing the educational status of your child. This is especially important when registering them for any type of program or official (work, educational) position. When your seniors apply to colleges, be sure to denote the private school status because a reference to “home-schooling” may result in additional scrutiny of their coursework and possibly added entrance requirements.

Please understand the following requirements:

Teachers must:

1. Research options for educational methods and curriculum.
2. Educate themselves thoroughly regarding the education of their child(ren). This can be accomplished through workshops and conferences.
3. Have a thorough understanding of the NHA Manual.
4. Maintain diligence in the supervision of students at any school functions.
5. Maintain consistent communication with NHA.
6. Submit all required documentation by the due dates, including financial obligations.
7. Check the NHA website routinely for all current news.
8. If your student needs special care or monitoring during testing and/or other school activity, **the parent** must provide oversight. NHA **does not** provide this service.

STATEMENT OF FAITH

We believe that the Bible is the inspired and infallible Word of God. The Bible is without error in whole and in part. “All scripture is useful for teaching, rebuking, correcting, and training in righteousness.” 2 Timothy 3:16

We also believe in the Trinity (the Father, the Son, and the Holy Spirit), and that Jesus Christ was God come in human flesh, being fully God and fully man, except without sin. John 1:1, Philippians 2:6-8, 1 John 3:5

Sin has separated all people from God. That relationship is restored by God’s grace through faith in Jesus Christ. God in His mercy saves us by Jesus Christ’s atoning sacrifice and resurrection. Romans 3:23, Romans 6:23, Ephesians 2:8-9

Salvation is offered as a free gift to the sinner. This gift must be individually responded to in faith, not trusting in any personal works whatsoever, but in the sacrificial death of Jesus Christ alone. Jesus Christ’s death paid the penalty for our sin. Romans 6:23, Acts 16:30-31, Titus 3:5, 1 Corinthians 15:3, Romans 5:6-8

We must personally receive Jesus Christ as Savior and Lord: “But as many as received Him, to them He gave the right to become children of God, even to those who believed in His name.” John 1:12, Revelation 3:20

Christians should seek to be Christ-like disciples who accept the grace of God to live by means of Divine Love toward God and others. This Divine Love is poured out into our hearts by the Holy Spirit and empowers us to conform in attitude and actions to the will of God.

Romans 5:5, Philippians 2:12-13

We believe Christians should produce good works as a result of salvation and seek to please God out of love for Him by obeying His commands and renouncing unholy live-styles and conduct. John 14:15

We believe all Christians should seek to grow in grace – the ability to do the will of God.

Matthew 7:21, 2 Peter 3:18

VISION

New Hope Academy’s vision is to educate students in an academic and Christ-like manner in order for them to become productive citizens of society, lifelong learners, and followers of Christ.

MISSION

New Hope Academy’s mission is to inspire learning, strengthen families, instill Godly character, embrace the Christian World View, and create a heritage – all for the glory of God.

“For I know the plans I have for you,” declares the Lord, “plans to prosper you and not to harm you, plans to give you hope and a future.” Jeremiah 29:11 (NIV)

EDUCATIONAL PHILOSOPHY

New Hope Academy believes that all children should be afforded the opportunity to acquire an education. We also recognize that children have various learning capacities and learn by using different learning styles. We believe that all children can learn and should be given the opportunity to be educated to the best of their ability.

ENROLLMENT POLICY

1. Attend **mandatory** Orientation
2. Submit Family, including signed copy of Faith, Vision and Mission Statement, and Student Application (for each enrolled student)
3. Acceptance to NHA is probationary for the first enrolled semester. During this time, you will be expected to meet reporting and financial obligations in a timely manner.
4. Upon notification of acceptance, complete all requirements below:
 - *Entrance exam with NHA for new students (see Fee Schedule)
 - Re-Enrollment for returning students
 - Birth Certificate (copy)*
 - Immunization Form*
 - School Entry Health Exam (1st time enrollment in Florida school)*
 - Other health screening or health information pertinent to enrollment*
 - Transcript from previous schools, which includes previous & current standardized test scores and/or certified teacher evaluations (elementary only)
 - Annual standardized test scores (8th grade & higher)
 - Attendance Records
 - Current Report Card or Progress Report
 - Curriculum List
 - Release of Liability Contract
 - Library User's Contract
 - Five Year Plan (8th grade & higher)
 - Tuition
 - Verification of Academic Advisement (8th grade & higher)

*In order to comply with Florida state law, New Hope Academy needs to have on file for each enrolled student the following documents: a copy of the student's birth certificate; an HRS Immunization Form 680, showing up-to-date immunization records or a form for exemption that can be obtained from the health department; and students entering 7th grade (or bypassing 7th into 8th) are required to have an updated HRS 680 Form showing they have received all required boosters. We must have a Physician's Physical Form or Physician's Exemption Form for each student when the student enrolls. **Your enrollment will not be valid if this requirement is not met.**

SPORTS POLICY

New Hope Academy does not offer sports. The 2011 Florida Legislature approved a measure which allows students enrolled in a private school to play sports with the public school they are zoned to attend or at a private school. An EL-12 form has three sections. One section each must be completed by the parents, private school (NHA), and the school that provides the sport before the student can even attend practice. A copy of the form can be downloaded from our website.



TEACHER (PARENT)/STUDENT VOLUNTEER HOURS

We need You! Parents are expected to invest 5 hours of volunteer service with NHA during the school year. This is a great opportunity to engage in the ministry of the school and to set an example for your students of serving others. NHA has several student/family events during the year: orientation, Honor Society Induction, Care Net 5K/Walk, testing, fundraisers, and graduation. Ask for opportunities in which you can engage. **Bright Futures and College Prep students are required to complete a minimum 100 volunteer hours during their high school years. Standard Diploma students are required to complete a minimum of 75 volunteer hours during high school.**

ATTENDANCE REQUIREMENTS

Attendance reporting is required for **all enrolled** New Hope Academy students. Teachers must keep attendance records for each student being taught and complete attendance in **MySchoolWorx** student account.

As a private school, we must comply with the Florida Compulsory Attendance Law, which states the following:

Attendance at a nonpublic school satisfies the compulsory school attendance law if the child maintains regular attendance during the school term of either 180 actual school days or a minimum of 170 actual school days and the hourly equivalent of 180 actual school days, (i.e. K, 540 net instructional hours; Grades 1-3, 720 net instructional hours, and Grades 4-12, 900 net instructional hours). Fla. Admin. Code Ann. R 6A-1.09512

Be reasonable in deciding what constitutes a school day; make the decision with honesty and integrity.

For **high school credit**, the following statutes can be followed:

The 2014 Florida Statute



1003.436 Definition of credit –

(1)(a) For the purposes of requirements for high school graduation, one full credit means a minimum of 135 hours of bona fide instruction in a designated course of study that contains student performance standards. One full credit means a minimum of 120 hours of bona fide instruction in a designated course of study that contains student performance standards for purposes of meeting high school graduation requirements in a district school that has been authorized to implement block scheduling by the district school board. The State Board of Education shall determine the number of postsecondary credit hours earned through dual enrollment pursuant to s. 1007.271 that satisfy the requirements of a district's inter-institutional articulation agreement according to s. 1007.235 and that equal one full credit of the equivalent high school course identified pursuant to s. 1007.271(6).

CURRICULA

Teachers are free to select the curriculum from the approved list on the following page that they feel will best meet the needs of their students. Your curriculum must be appropriate for the grade level declared.

Not all publishers present material in the same manner, nor do they cover concepts in the same order. Some courses, like high school biology, are clearly defined, while fourth grade history varies from "World Geography" in one publisher, with others covering "Civics" or "Florida History," and still others are doing "Early American History," and maybe even "The War Years," or "World History from Creation to the Roman Empire."

Many courses advertised heavily in the homeschool marketplace are not complete courses and are, in reality, a supplement designed for students who need extra help. These should be used as supplements, and **never** treated as a complete course.

Publishers

The list below is not an exhaustive list of publishers, just those that have been reviewed and approved for our students. If you wish to use another curriculum that is not listed below, you **must receive** Administrative approval.

Many courses advertised heavily in the homeschool marketplace are not complete courses and are ... a supplement designed for students who need extra help

| | | |
|----------------------------|------------------------------|-----------------------------|
| A Reason for Science | Christian Light Publications | Florida Virtual School |
| A Reason for Spelling | Common Sense Press | GeoMatters |
| A World of Adventure | CTC Math (Grades 1-6 | Global Curriculum |
| A.C.E. | Complete curriculum; | Good Books Curriculum |
| A Beka Book | Grades 7-12 | Gourmet Learning |
| AbleNet | supplement only) | Handwriting without Tears |
| Accelerated Reader | Christian Kids Explore | Harmony fine Arts |
| All About Reading/Spelling | Science from Bright | Heart of Dakota |
| Alpha Omega | Ideas Press | Home Art Studio |
| (Lifepacs/Switched on | Classical Conversations | Homeschool in the Woods |
| Schoolhouse) | Down Syndrome | Homeschool Programming |
| Analytic Grammar | Education USA | (Computer Programming |
| Answers in jGenesis | Drive Thru History | Course) |
| Apologia | Duffy's Educational | Horizons from Alpha |
| Atelier Art Curriculum | Resources | Omega |
| BEarth Institute | Easy Grammar | Illuminations from Bright |
| BJU Press | Edmark Reading Program | Ideas Pres |
| Bookshart | Edmentum | Institute for Excellence in |
| Brave Writer | eVirual Academy | Writing |
| Catholic Heritage | Educational Solutions | Key Curriculum Press |
| Chalk Dust | Worldwide | (Not all their titles are |
| Christian Liberty Press | Fascinating Science | approved.) |

| | | |
|---|---|---|
| <p>Kiwi Crate Konos Unit Studies Landmark Freedom Baptist Curriculum Learn to Learn Core Set & Curriculum Learning Language Arts Through Literature Life of Fred LIFEPACs from Alpha Omega Mango Language Masterbooks Math Mammouth Math U See Middlebury Interactive Languages Mike's Inspiration Station Monarch (Alpha Omega) Moving Beyond the Page My Father's World Mystery of History National Association for Child Development NOEO Science Panda Express Pandia Press PCI Reading Curriculum</p> | <p>Purposeful Design Rainbow Resource Center Reading Kingdom Right Start Math Rod and Staff Rosetta Stone Saxon Math School of Tomorrow (ACE) Science4us See the Light Sequential Spelling Seton Home Shiloh Math Shirley English Simply Charlotte Mason Simply Classical Curriculum by Memoria Press Sing, Spell, Read, Write Smart Tutor Educational Programs So Happy to Learn Sonlight Song School Spanish (Classical Academic Press) Special Reads (Reading Curriculum) Story of the World</p> | <p>Supercharged Science Switched on Schoolhouse Tapestry of Grace Teaching Textbooks The 101 Series The knowledge Exchange Thinkwell Math TimberDoodle Time 4 Learning Tinker Crate - Kiwi Crate Total Language Plus Touch Math TruthQuest Uncle Sam and You Veritas Press Verticy Learning - Calvert Verticy Curriculum Videotext Interactive Visualize World Geography (VWG) Weaver Curriculum from Alpha Omega Wordly Wise Vocabulary Wordy Worm Curriculum Writing Tales Young Scholar's Guide to Composers</p> |
|---|---|---|

STUDENT-DIRECTED STUDY IDEAS

Here are several suggestions for student directed activities/studies which can be documented and/or credited if it meets the criteria for high school credit hours (see p. 11).

ART

Painting
Drawing
Cartooning
Ceramics
Crafts
Needlework
Photography
Art History

BUSINESS EDUCATION

Business math
Typing
Accounting
Office procedures
Business management
Computer application
Computer science
Computer programming
Work experience
Entrepreneurship
Business ownership
Employment skills
Marketing

HOME ECONOMICS

Child care
Family living
Nutrition
Food preparation
Personal clothing
Clothing construction
Family finance
Home maintenance

INDUSTRIAL EDUCATION

Auto mechanics
Auto paint and body
Woodworking
Drafting
Electronics
Carpentry
Plumbing
Electrical
Painting

MUSIC

Piano
Guitar
Violin
Keyboard
Vocal

Chorus

Instrumental music
Music appreciation
Music history
Accompaniment

PHYSICAL EDUCATION

Aerobics
Swimming
Walking/Running
Sports
Dance
Gymnastics
Tennis
Weight training
Martial arts

OTHER

Bible
Leadership skills
Driver's education
Research
Notetaking skills
Life management
Teacher assisting
Gardening
Health

High School Curriculum

| Approved High School Curriculum | | | | | |
|---------------------------------|----|------------------|----|---|----|
| English | | Math | | Science | |
| A Beka | CP | A Beka | CP | A Beka | CP |
| ACE | | ACE | | ACE | |
| Alpha Omega | | Alpha Omega | | Alpha Omega | |
| Bob Jones | CP | Bob Jones | CP | Apologia | CP |
| ENC 1101/1102 | CP | College MAT 1033 | CP | | |
| LLATL | CP | College MAC1105 | CP | Bob Jones | CP |
| FLVS | | FLVS | | College Courses | CP |
| FLVS Honors | CP | FLVS Honors | CP | | |
| FLVS AP | CP | FLVS AP | CP | | |
| Notgrass | CP | Saxon | CP | | |
| Social Studies | | Foreign Language | | Electives | |
| A Beka | CP | Alpha Omega | | ACE | |
| ACE | | FLVS and Honors | CP | Alpha Omega | |
| Alpha Omega | | Master ASL | | College Courses | |
| Bob Jones | CP | Power Glide | CP | Parent Directed courses that meet the framework | |
| College Courses | CP | Rosetta Stone | CP | | |
| Notgrass | CP | | | | |

*CP – College Prep, weighted 0.5 on the overall grading scale

Curriculum List

The list of the curriculum must be submitted at the beginning of each school year. This form must be at the school by **AUGUST 31st**. Teacher must list the books with course name, publisher, and anticipated number of credits to be taken by the student that year including the method of grading each subject (see grading below). In addition, you must list any IRSC classes



and/or online high school courses the student will be taking. List IRSC dual enrollment classes by IRSC course codes. Textbook titles for these classes need not be listed. **If the curriculum changes, send revisions to NHA.** The titles of **required** high school courses must match course description as indicated by the FL Department of Education Course Code Directory (online). If a required high school course does not meet the course description by the FL-DOE, it cannot be considered for Bright Futures Scholarship.

REPORT CARD REQUIREMENTS

Report cards required for all enrolled students. The standards listed below are **not optional**; they are **required!** The teacher will enter all student grades electronically into the student's **MySchoolWorx** account. Grades from FLVS and IRSC will be entered by NHA. NHA has access to FLVS course grades; a copy of grades from IRSC must be submitted to NHA by the teacher. Report cards are automatically generated by New Hope Academy. Parents must sign the report cards electronically through the parent feature of their **MySchoolWorx** account.

- Grading for students in grades **K through 2nd** may use the following letter grades:
- **E – Exceptional, A – Average, S – Satisfactory, N – Need Improvement** or use the chart below.
- **Grades 3-12th** must submit a letter grade using the chart below:

| | | |
|---|----------|---------------|
| A | 90-100 | Excellent |
| B | 80-89 | Above Average |
| C | 70-79 | Average |
| D | 60-69 | Below Average |
| F | 59-Below | Fail |
| I | --- | Incomplete |

- NHA will input classes into your child's online **MySchoolWorx** account based on your curriculum list.

- Each semester is as follows:

1st Semester – August 14th – December 15th (Grading Period 1). All grades must be entered and ready for report card generation **no later than** January 12th.

2nd Semester – January 2nd – May 31st (Grading Period 2). All grades must be entered and ready for report card generation **no later than** June 15th.

- **Incomplete subjects** must be marked as “I” when completing a report card.
- Late Report cards will incur a **\$25 late fee** to be paid to the school. If a report is still not received by 2 weeks after due date, an additional **\$25 late fee** will be imposed. The \$25 late fee will accrue each additional 2 weeks that the report is late.

Grading Process/Transfer of Credits

Only grades are “C” or higher in core subjects for both enrolled students and students’ credits transferred from previous schools are accepted.

There are many ways to figure grades, i.e., various combinations of evaluating quizzes, projects, tests, “homework,” etc. If you need advice on this, contact an advisor or an experienced fellow teacher. New Hope Academy requires the teacher to indicate the method of achieving grades. For example, in a given course you **may** place 25% on daily work, 50% on quizzes, and 25% on tests and finals. In another course it may be 60% on quizzes, 20% on tests, and 20% on written reports/papers. **Remember:** Grades are based on academic performance.

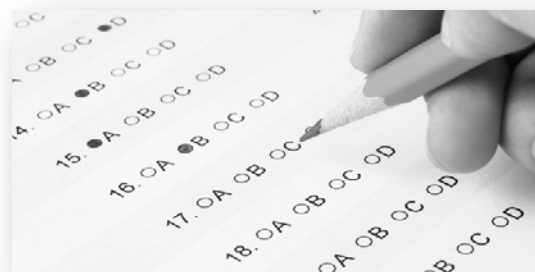
ANNUAL ACADEMIC PROGRESS

Testing

K-12th Grade Students

Students in K through 2 grades must submit evaluations administered by state certified teachers OR standardized test scores administered by NHA. Students in grades 3 through 10 must submit standardized test scores that will be administered by NHA. Provisions will be made for students with documented learning disabilities who cannot pass standardized testing. Also, their test scores will be reviewed with this in mind. It is the parent-teacher’s responsibility to provide accommodations for students with behavioral and learning disabilities during testing.

The registration form will be available to families in April. Each student taking the test must register and pay a testing fee.



High School Students

*College Board School
Code for New Hope
Academy is 102377*

Beginning in 9th grade, students are encouraged to take the PSAT/NMSQT. High school students must submit standardized tests scores either administered by NHA or from the SAT, ACT or PERT. All testing must be in the Spring semester. **The College Board School Code number**

for New Hope Academy is 102377. Students must use this number when registering for either the SAT Program or the ACT Assessment.

The Academic Administrator will review all high school student test scores.

All students must achieve minimum test scores on the SAT, ACT, or PERT tests to graduate and receive a High School diploma from New Hope Academy. Please see requirements under *Minimum Standards by Diploma Type* and Diploma Requirements on Pages 21-22. Any student unable to achieve minimum test scores by their senior year will receive a High School "Certificate of Completion," (not a diploma) from New Hope Academy. If a passing score is achieved in 11th grade, a student will not need to be tested in 12th grade.

***Waivers for Students with Disabilities.** Students with disabilities who entered grade 9 in 2014-15 and succeeding years are required to work toward a standard high school diploma and are expected to participate in standardized assessments. (Students with disabilities who entered grade 9 in 2013-14 or earlier and are working toward a standard high school diploma are also expected to participate in standardized assessments." Legislation, however, provides for a waiver of standardized assessment graduation requirements for students with disabilities whose abilities cannot be accurately measured by the assessments. Pursuant to s.1008.22(3)(c)2., F.S., "A student with a disability, as defined in s. 1007.02(2), for whom the individual education plan (IEP) team determines that the statewide, standardized assessments under this section cannot accurately measure the student's abilities, taking into consideration all allowable accommodations, shall have assessment results reviewed by Academic Committee for the purpose of receiving a course grade and a standard high school diploma.

TRANSCRIPTS

New Hope Academy maintains a permanent cumulative folder for each enrolled student.

If your student is in **K – 12th grade**, teachers submit grades electronically. However, teachers do not participate in filling out the permanent file transcript. Final transcripts are made available as needed upon request.

TEACHER-PARENT WORKSHOPS

New Hope Academy will be offering Parent Workshops to bring topics of educational and career interest to our families and students. Be on the lookout for announcements of events.

PREPARING FOR HIGH SCHOOL: 8TH – 12TH GRADES

Academic Advisement - Five Year Plan (5YP)

The High School 5YP is intended to initiate a thought process concerning the means and methods for accomplishing the high school career. The High School 5YP is a **five-year overview** of your student's high school career beginning in the 8th grade, mapping out how you plan to accomplish your student's high school requirements. You **must** meet with an advisor annually to complete and/or revise the 5YP. This plan may be changed as the need arises. A 5YP **must** be on file in the student's academic file submitted at the beginning of the high school career and is mandatory. The 5YP form is found on the NHA website.

If you are sure of all of the courses your student will be taking during the high school years, fill out the 5YP and bring it to the High School Academic Advisement for New and Returning Students session. If you have questions about the requirements or how to accomplish them, meet with New Hope Academy's Advisor prior to beginning high school classes. This form will be kept in your student's file and can be updated at any time. **Remember** that the courses you list on the form can be changed with Advisor approval--your student may find new interests or take different classes during the four years.

The 5YP Form has all of the required subjects listed plus spaces for general electives, which should be filled with academic subjects as well as sports, fine arts, and elective classes. See the Academics of High School in this Manual for a complete list of the diplomas and their requirements as offered by New Hope Academy.

When completing the 5YP, consider the following areas regarding your student:

- Strengths and weaknesses
- Future plans – college bound?
- Dual enrollment opportunities
- IRSC AA or AS degree interest

Complete each section of the 5YP and identify in which grade your student will take each class. The 5YP identifies the necessary courses for a 24 credit plan, required for a diploma from New Hope Academy.

When considering and planning your student's future, try to give them as many open doors as possible. A student may say they will never go to college but may surprise you with a change of goals. If they can handle a college prep course of study, we recommend they do so. This course of study gives them the most opportunities for the future.

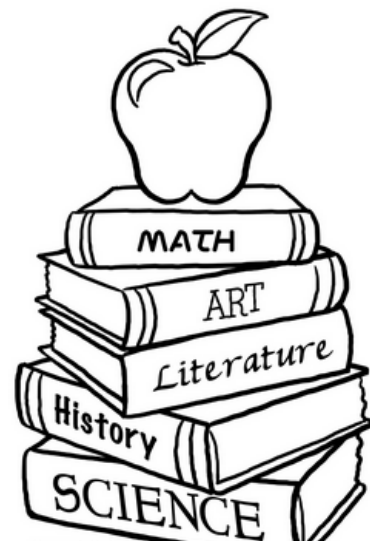


High School Credits Before 9th Grade

HS credit for academic core curriculum courses such as English, Math, Science, Social Studies and Foreign Language.

New Hope Academy allows students to earn high school credits before entering the 9th grade. All texts used for these courses **MUST** be high school level. If your student is not doing well in a particular subject such as Math or Reading, **do not** start them in a high school level course. Be honest about your student's abilities; **do not push them**. Any student wishing to receive credit for high school course work must first contact an advisor for advisement at the beginning of the academic year.

1. All students wishing to take HS credit must have an interview with an advisor and teacher for considerations of what courses the student may take as high school credit and to review the HS 5YP.
2. Those students and courses will **NOT** be labeled as gifted or advanced placement or any other term used to imply a specific instructional course.
3. Students may only seek to take HS credit for academic core curriculum courses such as **English, Math, Science, Social Studies and Foreign Language. No electives will be accepted.**
4. The student must have achieved a passing score on the previous end of the year standardized test in any subject they desire to take for HS credit.
5. All students who are allowed to take courses for HS credit must adhere to the High School requirements. These may include, but are not limited to, providing teacher's manual, lesson plans, and student work samples for a review to verify that high school level work was completed.



SAMPLING OF APPROVED COURSES

A fourth English credit is required for 12th grade, but there are a variety of courses that may meet that graduation requirement depending on the Diploma Option you have chose for a student. For a College Prep student, they may opt to take English 4 Honors, AP Literature and Composition, or Dual Enroll ENC 1101 or ENC 1102 if these options are available to your students.

| English | Math | Science |
|----------------------------|------------------------------|--|
| 1001310 English I | 1200300 Basic Math Skills | 2000310 Biology I |
| 1001320 English I Hon | 1200310 Algebra I | 2000320 Biology I Hon |
| 1001340 English II | 1200320 Algebra I Hon | 2000330 Biology II |
| 1001350 English II Hon | 1200330 Algebra 2 | 2000340 AP Biology |
| 1001370 English III | 1200340 Algebra 2 Hon | 2000350 Anatomy & Physiology |
| 1001380 English III Hon | 1200370 Algebra I1 | 2000360 Anatomy & Phys. Hon |
| 1001400 English IV | 1200380 Algebra 1B | 2001310 Earth Space Science |
| 1001410 English IV Hon | 1200410 Math-College Success | 2001320 Earth Space Science Hon |
| 1005300 World Literature | 1200500 Adv. Alg w/ Fin. App | 2001350 Astron./Solar/Galactic |
| 1020850 World Lit Hon | 1200700 Math College Read. | 2001340 Environmental Science |
| 1005310 American Lit | 1206310 Geometry | 2001380 AP Environ. Science |
| 1020810 American Lit Hon | 1206320 Geometry Hon | 2002400 Integrated Science I |
| 1005320 British Literature | 1206330 Analytic Geom. Hon | 2002410 Integr Science I Hon |
| 1020820 British Lit Honors | 1205370 Consumer Math | 2003900 Limnology (Study of Inland Waters) |
| 1005340 Classical Lit | 1205540 Business Math | 2003310 Physical Science |
| 1020830 Classical Lit Hon | 1210300 Prob/Stat w App Hon | 2003320 Physical Science Hon |
| 1020860 Great Books Hon | 1210320 AP Statistics | 2003340 Chemistry I |
| 1008320 Reading Honors | 1211300 Trigonometry Hon | 2003350 Chemistry I Hon |
| 1001420 AP Lang & Comp | 1202340 Pre-Calculus Hon | 2003360 Chemistry II |
| 1001430 AP Lit & Comp | 1202300 Calculus | 2003370 AP Chemistry |
| College DE ENC1101 | 1202310 AP Calculus AB | 2003380 Physics I |
| College DE ENC1102 | 1202320 AP Calculus BC | 2003380 Physics I Hon |

Sampling of Approved Courses Selections Continued

| Social Studies | Performing Fine Arts* | Electives |
|---------------------------|--------------------------------|----------------------------------|
| 2100310 U.S. History | 0102300 Ceramics/Pottery I | 1900300 Driver's Ed |
| 2100320 U.S. History Hon | 0104340 Drawing I | 2105310 World Religions |
| 2100330 AP U.S. History | 0104370 Painting I | 2105340 Philosophy |
| 2102310 Economics | 0108310 Creative Photography I | 2107300 Psychology |
| 2102320 Economics Hon | 0300300 World Dance | 2108300 Sociology |
| 2102335 Econ w Fin Lit | 0300310 Dance Techniques I | 2400300 Leadership Skills |
| 2102360 AP Microecon | 0300340 Ballet I | 1700370 Critical Thinking |
| 2102370 AP Macroecon | 0400300 Intro to Drama | 1700380 Career Research |
| 2106310 U.S. Government | 0400310 Theater I | Reserve Officers' Training Corps |
| 2106320 U.S. Govt Hon | 0400370 Acting I | 2103300 World Culture Geog |
| 2109310 World History | 0400620 Theater Improv | 2103400 Human Geography |
| 2109320 World Hist Hon | 0400700 Musical theater I | 2109410 Jewish History |
| | 0400660 Film Production | 2104330 Voluntary School/Serv |
| Practical Art | 1302300 Bank I | |
| 0200300 Intro Computer | 1302360 Orchestra I | World Languages |
| 0200310 Computer Apps I | 1302420 Instrumental Tech I | 0708340 Spanish I |
| 0201300 Programming I | 1301320 Guitar I | 0708350 Spanish II |
| 1006300 Journalism I | 1301360 Keyboard I | 0706300 Latin I |
| 1100300 Television Prod | 1302355 Marching Band | 0706310 Latin II |
| 1100340 Multi Media Prod | 1303300 Chorus I | 0702320 German I |
| 1100360 Intro Radio Broad | 1303400 Vocal Techniques I | 0702330 German II |
| 0108370 Digital Art Img I | 1303440 Vocal Ensemble I | 0701320 French I |
| 0104335 Drawing I | 1505500 Volleyball I | 0701330 French II |

*2015-2016 COURSE CODE DIRECTORY - FLORIDA DEPARTMENT OF EDUCATION

ACADEMICS OF HIGH SCHOOL

What Constitutes a High School Credit?

All textbooks must be on a high school or higher level (as determined by the publisher). The following means may be used to earn high school credit. If curriculum is not a traditional one (i.e. A Beka, Bob Jones, etc.) please check with an advisor.

- High School textbook (as determined by the publisher) taught thoroughly by parent-supervisor or tutor.
- Hourly requirements met for .5 credit or full credit.
 - 67.5 hours = .5 credit** (.5 credit = 3.75 hours per week for 18 weeks)
 - 135 hours = 1 credit** (3.75 hours per week for 36 weeks (in sports, 2 seasons per year = 1 credit))
- Unit studies commensurate with high school level learning.
- Classes at IRSC - in most cases, a one-semester college course equals ½ high school credit. However, there is a list of classes on the FLDOE website indicating some English, Math, Science w/lab, and 4-hour Foreign Language classes that are worth 1 credit of high school work. Visit www.fl DOE.org and search for Dual Enrollment Course. Look for “Dual Enrollment Course Equivalency List.”
- Classes approved through New Hope Academy, i.e., certain labs, and classes taught by individuals or groups recognized by New Hope Academy. Approval must be given.
- Correspondence/Video courses.
- Florida Virtual School (FLVS) courses.
- Certain high-level CD ROM computer courses.

If you have questions about any curriculum or program, please call the Academic Administrator.

Credits Needed for High School Class Designation

- Freshman 0-6 credits Must include English I and Algebra I
- Sophomore 7-12 credits Must include English II, Algebra II or Geometry
- Junior 13-18 credits
- Senior 19-24 credits

Recommendations for Accomplishing Difficult High School Subjects

- Math - Tutor, Teacher-led Co-op, IRSC’s Academic Support Center (ASC), Chalkdust video, A Beka video, VideoText
- Science labs - Tutor, co-op, IRSC’s ASC lab
- Foreign language – Tutor (consider missionaries), Co-op, IRSC’s ASC lab, Bob Jones HomeSat or DVD Homeschool Course
- A Beka Video
- FLVS
- IRSC High School Online
- This list is not all inclusive

Graduation Track

The student's Graduation Track must be **declared no later than September 10** of the third year of high school. It may be specified in writing on the New Hope Academy Curriculum List, by email or letter to an advisor.

Participation in the graduation ceremony is **mandatory** for all New Hope Academy graduates.

Minimum Standards by Diploma Type

The following are specific minimum guidelines and diploma types required for the issuance of high school diplomas for the 2015-2016 academic school year and after. Complete details of required credits, GPA and test levels are listed below.

NOTE: These are the Minimum Standards.

Diploma Types

College Prep Diploma: This certifies that the student is "college-ready in all academic areas." GPA 3.0 or higher

Standard Diploma: This student has met or exceeded all of the standards of a Florida public school diploma. GPA 2.0 or higher.

Vocational Diploma: This is for a student that is academically ready to pursue a vocational career and/or training, but will not have completed Algebra I, Chemistry, or other higher-level course material. Lower level high school credits can be counted. (English Skills I or Explorations in Math, for example.) Preparations for specialized Career/Vocational programs with IRSC may begin in 10th grade with a GPA 2.0 or higher.

Certificate of Completion: Does not designate high school graduation, it is not a diploma. Designed for any student who is unable to meet graduation requirements, but who has met attendance requirements.

General Guidelines That Apply To All Diploma Types:

Twenty-Four Credits Required for all students.

One Credit On-line (not including Drivers Education) is required for all high school graduates.

Additional Requirements for the Bright Futures Scholarship (including Foreign Language Community Service Hours and specific ACT/SAT scores) are not directly related to academic standing or college readiness and will differ from the published minimum standards listed here.

Students seeking high school graduation from New Hope Academy may choose one of the following diplomas on the following page, **each requiring 24 credits***:

MINIMUM STANDARDS BY DIPLOMA TYPE

| College Prep Diploma | |
|---|---------------------|
| Course | Credits |
| English 2 with substantial writing | 4 |
| Math At or above the Algebra I level to include Algebra I & Geometry | 4 |
| Science 2 w/ substantial lab to include Biology | 3 |
| Social Studies World History US History US Government *Economics with Financial Literacy | 3 |
| World Language 2 credits in the same language includes grammar | 2 |
| Health | .5 |
| Personal Fitness/PE | .5 |
| Fine Art (PFA) .5 may be Practical Art | 1 |
| Bible | 2-4 |
| Electives | 1-4 |
| Technology/ online course required | At least one course |
| Community Service recommended | 100 hrs Min. |
| Total Credits | 24 |
| SAT | 970 |
| ACT Reading | 20 |
| GPA On a 4.0 scale | 3.0 |

| Standard Diploma | |
|---|---------------------|
| Course | Credits |
| English 2 with substantial writing | 4 |
| Math At or above the Algebra I level to include Algebra I & Geometry | 4 |
| Science 2 w/ lab to include Biology | 3 |
| Social Studies World History US History US Government *Economics with Financial Literacy | 3 |
| Fine Art (PFA) .5 may be Practical Art | 1 |
| Health | .5 |
| Personal Fitness/PE | .5 |
| Bible | 2 |
| Electives | 4-7 |
| Technology/online course Required | At least one course |
| Community Service recommended | 75 hrs |
| TOTAL Credits | 24 |
| PERT Math | 97 |
| SAT minimum | 860 |
| ACT Reading | 19 |
| GPA On a 4.0 scale | 2.0 |

| Vocational Diploma | |
|--|-------------------------------------|
| Course | Credits |
| English | 4 |
| Math | 3 |
| Science 2 w/ lab to include Biology | 3 |
| Social Studies World History US History US Government *Economics with Financial Literacy | 3 |
| Bible | 2 |
| Vocational Training | 6-9 |
| Electives | 3.0 |
| TOTAL Credits | 24 |
| Any nationally normed test, a Grade Equivalent Score of 8.9 or above in core courses of Reading, English, and Math | |
| TABE Test | Lang 560 Math 557 Reading 570 |
| GPA On a 4.0 scale | 2.0 |
| <p>✓ <i>The diploma options shown reflect the minimum graduation standards for New Hope Academy.</i></p> | |

DUAL ENROLLMENT

What is dual enrollment?

Dual Enrollment (DE) is a program whereby students enrolled in high school, who are capable of performing college level academic tasks, and have a minimum un-weighted GPA of 3.0 per subject (PS) with New Hope Academy, are able to enroll in college classes, earning both high school and college credit. Parent-teachers considering dual enrollment for their child(ren) must be certain that the student is **ready for this step** - not only academically, but also emotionally and spiritually.

Advantages:

- Earn college credits, basically for “free.”
- Get a head start on your college degree
- Looks great on HS transcript
- College courses are weighted and raise your GPA
- Receive experience with college level work
- Receive experience with the college environment and community
- State-of-the-art equipment: computers and labs

Disadvantages:

- Private school students must pay for their own books
- Students will encounter philosophical/moral differences from the teachings of Christianity
- There are no exceptions for the fact that dual enrolled students are younger and perhaps less academically diverse or experienced
- The workload is fast paced and can be overwhelming

CAUTION

- If you go beyond the Drop/Add date, you are in the class & your final grade **WILL** count
- If you fail (D or F) a course, you receive NO HS credit and NO college credit and the attempt goes on your HS transcript
- If you fail (D or F) a dual enrollment course, you must repeat the course during the next school session in which you are enrolled. Not earning HS credit due to a failed (D or F) DE course, **could keep you from graduating High School.**
- You would have to re-take the course at BOTH high school and college
- Earning a “D” in a dual enrollment course will not count as credit for core course requirements. You will either retake the course to improve your grade or use the course as an elective. If you choose to use the course as an elective, please note that this will lower your GPA.

Dual enrollment courses are available through Indian River State College as well as Florida Atlantic University (FAU) and Hobe Sound Bible College. At FAU and Hobe Sound Bible College, tuition is charged at the regular college rate. For more information, contact the colleges directly.

Dual enrollment students must have minimum un-weighted GPA of 3.0 (PS) with New Hope Academy in order to apply for dual enrollment. In addition, students must *maintain* a minimum un-weighted GPA of 2.5 (PS) with New Hope Academy while *participating* in dual enrollment. Earning a 2.0 – 2.49 GPA will result in a one-semester probation during which time the student may participate in DE for one more semester, however, he/she must raise his/her GPA to 2.5 (PS) with New Hope Academy. If a 2.5 GPA (PS) is not achieved during that probationary period, the student will be on probation from dual enrollment for a minimum period of one (Fall or Spring) semester until the GPA is brought up to the required minimum. Please contact the Advisor for details.

INDIAN RIVER STATE COLLEGE

In addition, IRSC requires students participating in dual enrollment to maintain a minimum IRSC GPA of 2.0. If a 2.0 GPA is not maintained, the student will have a one semester probation. After the probationary period has passed, the student may dual enroll but must improve their IRSC GPA significantly, as determined by New Hope Academy's advisor, by the end of their first semester back after their probationary period. Their IRSC GPA must be a minimum of 2.0 within 2 semesters of their probation or they will again be placed on probation.

Dual Enrollment Procedures for IRSC

1. Notify New Hope Academy's Dual Enrollment (DE) Advisor that your student would like to participate in Dual Enrollment. The DE Advisor must calculate your student's GPA to verify that he/she meets the academic requirements to participate in dual enrollment. **Do not** wait until the last minute to contact a DE Advisor – it can take up to 2 weeks to process this request.
2. Once approved, complete the IRSC Application form online at www.irsc.edu as a "dual enrollment student."
3. The student must pay \$10.00 to take the Postsecondary Education Readiness Test (PERT). He/she may take the PERT after completing the application form online. An IRSC student ID (given during the application process) is required to take the PERT.
4. The PERT results will be generated and provided to you immediately following the test. The results will show the courses that the student has "scored into." Depending on the results, the student is ready to register for a course.
5. The PERT test may be taken an unlimited number of times every 7 days. There is a fee for each sub-test taken after the initial attempt. No referral is needed from NHA.
6. Obtain an **Application for Admission Dual Enrollment/Early Admissions Agreement and Registration Form** from NHA and complete it with desired classes. DE students who have previously taken classes at IRSC may register online. If you need assistance with course selection, to identify what courses will satisfy which HS requirements, and whether .5 or 1 credit will be received etc., contact the Advisor.
7. Bring the Course Registration form to the **Dual Enrollment Advisor** for signature and go back to IRSC to register for classes. You must complete a course registration form for each semester that the student participates in dual enrollment.

8. Once registered with IRSC, submit a copy of the Course Registration form (gold copy) to New Hope Academy.
9. You **MUST** provide New Hope Academy with a printed copy of the final grades from the IRSC website or from IRSC Records Office. These grades also must be submitted on the New Hope Academy Report Card to recognize the credit earned.

IMPORTANT:

- **Notify Dual Enrollment Advisor at least 2 weeks** before registration begins to give enough time for GPA calculations. DE Advisor and Academic Administrator are authorized by NHA to sign Course Registration Forms.
- **Do not** wait until the last minute to get involved in Dual Enrollment. For the fall semester, begin the procedures in late spring/early summer; for the spring semester, begin in mid-fall.

Refer to the IRSC website at www.irsc.edu to identify which courses are offered for dual enrollment, the High School Requirement that is satisfied, and the High School credit allowed for each course listed. No other procedure is required by IRSC, although some IRSC employees require more and wish to act as counselor. Please use New Hope Academy's DE Advisor to advise you since your student is enrolled in a **private school** and is not an independent homeschooler. **DO NOT say that your student is HOMESCHOOLED!** If someone from IRSC asks, be sure you tell them your child is a **student at New Hope Academy**. If you say you are an independent homeschooler you may have more requirements placed on you by IRSC.

Important information about books for IRSC dual enrollment: Students enrolled in private schools do not get free books. However, you can use the New Hope Academy website to inquire about used books from other families, Craigs List, Amazon.com and other online college textbook rental companies, and the NHA lending library.

Academic Support Center (ASC)

The Academic Support Centers (ASCs) provide extensive free resources and tutorial instruction to assist students in meeting the demands of their academic courses. Services are available at the Main, Mueller, Chastain, St. Lucie West, and Dixon Hendry campuses.

All ASC locations provide academic assistance in English, reading, English for Academic Purposes, math, science, and health science. Additionally, diagnostic/prescriptive programs are available which are based on specific assessments.

Other services that are designed to enhance a student's learning experience include the ASCs' Academic Workshop Series, the Writing Center, and computer labs.

ONLINE HIGH SCHOOL COURSES

Online high school credit can be earned at Florida Virtual School. One online course is required for graduation. It shows the student can work independently, technically, and shows maturity.



Florida Virtual School Online High School Courses

Procedures for enrolling in FLVS Online High School Courses:

1. Go online to www.flvs.net and look for registration information and important dates. Parent-teachers are responsible to track these for their student.
2. Read and follow the registration instructions on their website. We are a **private school—do not** register your student as a homeschooler.
3. After you finish the enrollment procedure online for FLVS, a New Hope Academy advisor (refer to High School Personnel Directory) will need to enter the New Hope Academy approval for the course. **The New Hope Academy School Code is 2732.**

FAILING A COURSE

The “FL Forgiveness Rule” states that for required courses, the student may replace a “D” or “F” grade by repeating the same or taking a comparable course to see whether or not a higher grade average may be obtained. For an elective course, the old grade may be replaced by the grade of the same course or any elective filling that requirement. Replacement grades may not be taken for grades of “C” or higher. There are different policies in place in administering Florida forgiveness in the high school level and college level.

For grade forgiveness **with FLVS**, a student may retake a course in which an F or a D is received. However, *both* grades will remain on the transcript, but the better of the two grades will be calculated in the student’s GPA.

At IRSC, if a student fails (D or F) a dual enrollment course, he/she must repeat the course during the next school session in which he/she is enrolled. A student may repeat a college credit course in which a grade of D, F, I, U or W was earned for grade forgiveness for a total of three attempts per course. At IRSC, “Grade forgiveness means that the student’s grade point average will be calculated based upon the final grade earned in the course provided it is not a W. If a student repeats a course resulting in a withdrawal, then the grade earned in the previous attempt will be used in the GPA calculation (IRSC 2007-2008 Catalog, p. 41).” That means if the student received a D the first time, and then re-takes the class and receives an F, the final attempt (in this case an F) would be calculated into the GPA. It is NOT the better of the two grades like it is in high school. Both will be shown on the transcript; a “T” next to the grade for the first attempt and “R” next to the final attempt. Remember, the final attempt is calculated into the GPA.

IRSC does not limit the number of times a student may utilize the grade forgiveness policy, however most universities do. For instance, if a student completes their AA with IRSC and then transfers to UCF (where they allow a student to utilize only two grade forgiveness) that student will not be allowed any other grade forgiveness at UCF if they took two or more at IRSC.

Therefore, if your student is doing poorly in a dual enrollment course at **IRSC**, drop the class within the allotted time period or request a "Teacher Withdrawal." **DO NOT ABUSE THIS OPTION.** Counsel your student prior to attempting IRSC classes that their GPA is part of their permanent college and high school transcript. There are no exceptions for Dual Enrollment. A "D" in college course may be passing in high school, however it may or *may not* be a passing grade for the student's college career.

NATIONAL HONOR SOCIETY

Criteria and Induction Requirements

The National Honor Society (NHS) will recognize high school students in grades 10 through 12 who demonstrate excellence in the areas of character, scholarship, leadership, service. Membership in NHS is an honor that is bestowed upon a student.

Students may not apply for membership. Each request for membership in the National Honor Society must follow the policy below:

1. Academic Administrator will nominate eligible students and present said students to the School Board for consideration of NHS membership;
2. Students will be invited to join NHS membership and must complete an application and required documentation;
3. Documentation will be presented to the Board for final approval and acceptance to become a member of the National Honor Society of New Hope Academy.

Requirements of Membership

Character

Character can be measured in terms of behavior, reliability, courtesy, respect, trustworthiness, honesty, and caring.

Scholarship

Students must have a cumulative GPA of 3.0 or higher on a 4.0 scale. These students will then be eligible for consideration for membership based on leadership, service, and character.

Leadership

Students can exhibit leadership abilities by being good problem solvers, contribute ideas, be resourceful, and exemplify positive attitudes toward life. Leadership is also based on participation in school, community, and church activities.

Service

A minimum of **40 hours of service** spaced over the 9th grade and the first semester of the 10th grade year or by the time of induction. Once inducted, it is expected and required that the student complete an additional 35 hours of service, with a total of 75 hours or more upon graduation. A student must have been active in service projects in the school and the community. **Students must be able to show evidence that they have completed the 40 hours of service. Remember service is considered as actions taken by the student that are done with or on behalf of others without any financial or material compensation to the individual performing the service.**

Selection

It should be understood by the student that membership in NHS is not guaranteed because of a high scholastic average. Once the student has been accepted, it is **mandatory that they attend the induction ceremony to become an official member of the National Honor Society.**

Dismissal

The student is expected and required to maintain the standards that were the basis of their acceptance. If a student falls below the standards that were used for their selection (scholarship, leadership, service, and character), they will be given a warning in writing allowing them a reasonable time to correct the deficiency unless it is a flagrant disregard for the school rules or the law in which case a warning will not be given. The student will have a right to a hearing if so desired. If these standards are not maintained, the student is subject to dismissal. This decision is made by a majority of a vote by the school board.

WITHDRAWAL PROCEDURES

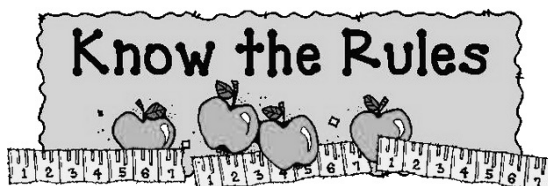
In order to withdraw a student from New Hope Academy, the following procedures need to be completed:

- A withdrawal form signed by the parent must be sent to the school to the attention of an advisor. The form is on the website.
- All required semester and yearly reports must be submitted prior to withdrawal including but not limited to the Curriculum List and Report Cards.
- All records must be up to date.
- All financial obligations must be fulfilled including tuition and late fees.
- The Academic Advisor will forward your records to the receiving school within two weeks after receipt of the withdrawal form.



Code of Conduct

This Code of Conduct is the expected standard for all students and parents at all functions associated with New Hope Academy (NHA). Parents are directly responsible for the behavior of their children and must serve as an example of proper behavior. Common rules of courtesy and a high standard of public behavior are expected. Guests at any event must also adhere to the Code of Conduct.



The following will **not** be tolerated:

1. General continual disruptive behavior

“Be devoted to one another in brotherly love. Honor one another above yourselves.”
Romans 12:10 (NIV)

2. Disrespect for authorities and or peers – Authorities include the adults responsible for New Hope Academy functions or facilities being used by New Hope Academy, New Hope Academy Board members, and the student’s own parents.

“Everyone must submit himself to the governing authorities, for there is no authority except that which God has established. The authorities that exist have been established by God.” Romans 13:1 (NIV)

“Children, obey your parents in the Lord, for this is right. ‘Honor your father and mother’-which is the first commandment with a promise-‘that it may go well with you and that you may enjoy long life on earth.’” Ephesians 6:1-3 (NIV)

3. Profanity

“Do not let any unwholesome talk come out of your mouths, but only what is helpful for building others up according to their needs, that is may benefit those who listen.”
Ephesians 4:29 (NIV)

4. Inappropriate physical contact (i.e. roughhousing, fighting, punching, kicking)

“Get rid of all bitterness, rage and anger, brawling and slander, along with every form of malice. Be kind and compassionate to one another, forgiving each other, just as in Christ God forgave you.” Ephesians 4:31-32 (NIV)

5. Stealing

“He who has been stealing must steal no long, but must work, doing something useful with his own hands, that he may have something to share with those in need.”
Ephesians 4:28 (NIV)

6. Smoking

“Don’t you know that you yourselves are God’s temple and that God’s Spirit lives in you? If anyone destroys God’s temple, God will destroy him; for God’s temple is sacred, and you are that temple.” 1 Corinthians 3:16-17 (NIV)

7. Possession or use of alcohol and/or illegal drugs (Prescription drugs should be handled and administered by their parents or guardians ONLY)

“Don’t you know that you yourselves are God’s temple and that God’s Spirit lives in you? If anyone destroys God’s temple, God will destroy him; for God’s temple is sacred, and you are that temple.” 1 Corinthians 3:16-17 (NIV)

8. Possession of weapons

“Everyone must submit himself to the governing authorities, for there is no authority except that which God has established. The authorities that exist have been established by God.” Romans 13:1 (NIV)

9. Possession of pornography or explicit sexual behavior (including kissing in public)

“It is God’s will that you should be sanctified: that you should avoid sexual immorality; that each of you should learn to control his own body in a way that is holy and honorable, not in passionate lust like the heathen, who do not know God; and that in this matter no one should wrong his brother or take advantage of him.” 1 Thessalonians 4:3-6a (NIV)

“Flee the evil desires of youth, and pursue righteousness, faith, love and peace, along with those who call on the Lord out of a pure heart.” 2 Timothy 2:22 (NIV)

“Rather, clothe yourselves with the Lord Jesus Christ, and do not think about how to gratify the desires of the sinful nature.” Romans 13:14 (NIV)

10. Violation of Dress Policy (Detailed under Dress Policy in this manual)

11. Gossiping, Bullying, and Sexual Harassment (as described on the following page)

GOSSIPING, BULLYING, AND SEXUAL HARASSMENT

New Hope Academy will not tolerate any type of bullying. Bullying includes, but is not limited to the following:

Physical Bullying – *Harm to another's body or property*

- Threatening physical harm
- Pushing, Shoving, Hair Pulling, Spitting, Kicking, Tripping, Biting, Punching, Pinching or Scratching
- Making threatening gestures, Starting a fight, Cornering or blocking movement, Destroying or defacing
- Extortion, Theft
- Sexual assault, Rape, Child sexual abuse
- Assault with a weapon, Arson, Homicide



Emotional Bullying – *Harm to another's self-worth*

- Insulting gestures, Dirty looks, Insulting remarks, Name calling, Taunting
- Racial, Ethnic, or Religious slurs or epithets
- Insulting remarks related to disability, Gender, or Sexual orientation
- Defacing or falsifying schoolwork
- Insulting/degrading graffiti
- Harassing and/or frightening phone calls, Emails, Text or phone messages
- Unwanted sexually suggestive remarks, Images or gestures
- Challenging in public
- Threatening another to secure silence

Relational Bullying – *Harm to another through damage (or threat of damage) to relationships or to feelings of acceptance, friendship, or group inclusion*

- Using negative body language or facial expressions, Gossiping, Starting/spreading rumors
- Playing mean tricks, Insulting publicly, Ruining a reputation
- Ignoring someone to punish or coerce, Arranging public humiliation
- Threatening to end a relationship, Passively not including in group, Exclusion
- Undermining other relationships, Ostracizing/total group rejection

Attention parents: your student's behavior is your direct responsibility.

- Parents are expected to control their children.
- If there is a behavioral problem the parent may be asked to leave without a refund of any monies paid and the incident will be reported to the New Hope Academy Board.
- Good behavior includes, but is not limited to:
 - a) Listening carefully to and obeying all instructors and instructions on the trip.
 - b) Patiently waiting your turn.
 - c) Showing courtesy, respect, manners and cheerfulness

DRESS POLICY

This Dress Policy is the expected standard for all students and parents at all functions associated with New Hope Academy. New Hope Academy is a Christian school, operated according to Scriptural standards. It is expected that students and parents will exercise discretion and modesty regarding the selection of clothing. Clothing which draws inappropriate attention will not be allowed.

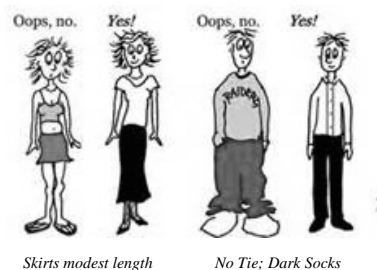
Applicable to All New Hope Academy Functions:

This standard is for males and females, students and parents.

- No bare midriffs.
- No top that shows cleavage, please.
- Appropriate undergarments must be worn.
- No undergarments should be showing (boxers, thong, etc.).
- Skirts, dresses, shorts and skorts are to be of modest length (mid thigh) when standing.
- One-piece swimsuit/tankini/colored tee-shirt over swimsuit for females and no brief styles for males.

Applicable to All Graduation Services:

- Males must wear long pants (no jeans) and appropriate collared shirt.
- Females must wear a dressy pants suit, dress or skirt and blouse.
- No shorts, no casual shoes (i.e. tennis shoes, flip-flops)
- Adhere to standards listed above.



Scriptures in regard to principles of Dress Policy:

“Rather, clothe yourselves with the Lord Jesus Christ, and do not think about how to gratify the desires of the sinful nature.” Romans 13:14 (NIV)

DISMISSAL POLICY

When the leadership of the function or of the school notes an infraction of an expressed NHA rule, an Incident Report will be written (copies will be issued to the parent, the NHA Administrator and put in the student’s file). Incident Reports will be reviewed by the NHA Board to see if further action is needed. Participation in or actions related to any of the following may result in, but not limited to, official reprimand, restriction from school activities, and/or suspension or dismissal from New Hope Academy.

Suspension or dismissal may be immediate or conditional. Restriction from activities may include any or all New Hope Academy sponsored events. We at New Hope Academy believe the Bible to be the only infallible, authoritative Word of God. This Code of Conduct is based upon the principle of its words.

RE-ENROLLMENT POLICY AFTER DISMISSAL

Any student/family desiring to re-enroll in New Hope Academy after dismissal must enroll as a new student/family. After submission of Application for Family Enrollment and Application for Student Enrollment, the Board will review their application and conduct a formal interview. Family will be notified by mail of Board decision.

CODE OF ETHICS

New Hope Academy follows the ethical guidelines of the Florida Department of Education. 6A-10.081 Principles of Professional Conduct for the Education Profession in Florida.

(1) Florida educators shall be guided by the following ethical principles:

(a) The educator values the worth and dignity of every person, the pursuit of truth, devotion to excellence, acquisition of knowledge, and nurture of democratic citizenship. Essential to the achievement of these standards are the freedom to learn and to teach and the guarantee of equal opportunity for all.

(b) The educator's primary professional concern will always be for the student and for the development of the student's potential. The educator will therefore strive for professional growth and will seek to exercise the best professional judgment and integrity.

(c) Aware of the importance of maintaining the respect and confidence of one's colleagues, of students, of parents, and of other members of the community, the educator strives to achieve and sustain the highest degree of ethical conduct.

(2) Florida educators shall comply with the following disciplinary principles. Violation of any of these principles shall subject the individual to revocation or suspension of the individual educator's certificate, or the other penalties as provided by law.

(a) Obligation to the student requires that the individual:

- 1: Shall make reasonable effort to protect the student from conditions harmful to learning and/or to the student's mental and/or physical health and/or safety.
2. Shall not unreasonably restrain a student from independent action in pursuit of learning.
3. Shall not unreasonably deny a student access to diverse points of view.
4. Shall not intentionally suppress or distort subject matter relevant to a student's academic program.
5. Shall not intentionally expose a student to unnecessary embarrassment or disparagement.
6. Shall not intentionally violate deny a student's legal rights.

7. Shall not harass or discriminate against any student on the basis of race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition, sexual orientation, or social and family background and shall make reasonable effort to assure that each student is protected from harassment or discrimination.

8. Shall not exploit a relationship with a student for personal gain or advantage.

9. Shall keep in confidence personally identifiable information obtained in the course of professional service, unless disclosure serves professional purposes or is required by law.

(b) Obligation to the public requires that the individual:

1. Shall take reasonable precautions to distinguish between personal views and those of any educational institution or organization with which the individual is affiliated.

2. Shall not intentionally distort or misrepresent facts concerning an educational matter in direct or indirect public expression.

3. Shall not use institutional privileges for personal gain or advantage.

4. Shall accept no gratuity, gift, or favor that might influence professional judgment.

5. Shall offer not gratuity, gift, or favor to obtain special advantages.

(c) Obligation to the profession of education requires that the individual:

1. Shall maintain honesty in all professional dealings.

2. Shall not on the basis of race, color, religion, sex, age, national or ethnic origin, political beliefs, marital status, handicapping condition if otherwise qualified, or social and family background deny to a colleague professional benefits or advantages or participation in any professional organization.

3. Shall not interfere with a colleague's exercise of political or civil rights and responsibilities.

4. Shall not engage in harassment or discriminatory conduct which unreasonably interferes with an individual's performance of professional or work responsibilities or with the orderly processes of education or which creates a hostile, intimidating, abusive, offensive, or oppressive environment; and, further, shall make reasonable effort to assure that each individual is protected from such harassment or discrimination.

5. Shall not make malicious or intentionally false statements about a colleague.

6. Shall not use coercive means or promise special treatment to influence professional judgments of colleagues.

7. Shall not misrepresent one's own professional qualifications.

8. Shall not submit fraudulent information on any document in connection with professional activities.

9. Shall not make any fraudulent statement or fail to disclose a material fact in one's own or another's application for a professional position.

10. Shall not withhold information regarding a position from an applicant or misrepresent an assignment or conditions of employment.
11. Shall provide upon the request of the certificated individual a written statement of specific reason for recommendations that lead to the denial of increments, significant changes in employment, or termination of employment.
12. Shall not assist entry into or continuance in the profession of any person known to be unqualified in accordance with these Principles of Professional Conduct for the Education Profession in Florida and other applicable Florida Statutes and State Board of Education Rules.
13. Shall self-report within forty-eight (48) hours to appropriate authorities (as determined by district) any arrest/charges involving the abuse of a child or the sale and/or possession of a controlled substance. Such notice shall not be considered an admission of guilt nor shall such notice be admissible for any purpose in any proceeding, civil or criminal, administrative or judicial, investigatory or adjudicatory. In addition, shall self-report and conviction, finding of guilt, withholding of adjudication, commitment to a pretrial diversion program, or entering of a plea of guilty or Nolo Contendere for any criminal offense other than a minor traffic violation within forty-eight (48) hours after the final judgment. When handling sealed and expunged records disclosed under this rule, school districts shall comply with the confidentiality provisions of Sections 943.0585(4)(c) and 943.059(4)(c), F.S.
14. Shall report to appropriate authorities any known allegation of a violation of the Florida School Code or State Board of Education Rules as defined in Section 1012.795(1), F.S.
15. Shall seek no reprisal against any individual who has reported any allegation of a violation of the Florida School Code or State Board of Education Rules as defined in Section 1012.795(1), F.S.

Rulemaking Authority 1001.02, 1012.795(1)(j)/f/s, Law Implemented 1012.795 FS. History-New 7-6-82, Amended 12-20-83, Formerly 6B-1.06, Amended 8-10-92, 12-29-98, Formerly 6B-1.006, Amended 3-23-16.

<http://www.fldoe.org/teaching/professional-practices/code-of-ethics-principles-of-professio.html>

NEW HOPE ACADEMY

New Hope Fellowship
3900 SW Citrus Blvd.
Palm City, FL 34990

772.261.3502

772.287.3362 (Fax)

Email: newhopeacademyps@gmail.com