



# H.O.P.E. SCHOOLS INTERNATIONAL

(Home Oriented Programs for Education)

# PARENT/STUDENT HANDBOOK

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## **Purpose of H.O.P.E. Schools International**

H.O.P.E. (Home Oriented Programs for Education) Schools International, has been established for the purpose of providing administrative accountability and record keeping for enrolled families who have chosen to educate their children at home. It is the goal of HOPE Schools to offer a program that would come along side of you as parents as a resource to enhance your home education. HOPE Schools provides an umbrella for those who do not wish to file individual private school affidavits with the State of California. This includes filing the affidavit for your student and maintaining the enrolled student's cumulative record in a professional manner. HOPE Schools also provides an umbrella program for missionaries in foreign countries at no tuition cost. The education of the student is the responsibility of the student's parent or guardian and not Hope Schools International.

### **Director**

The HOPE Schools director/principal is a credentialed teacher fully knowledgeable in the concepts of home schooling, and is also currently a fellow homeschooler. Although some activities and events may be organized, the director is not responsible for organizing local support activities, implementing educational programs, or recording day-to-day academic progress. (See "School Responsibilities" section.)

### **Enrollment**

Students may enter at any time of the school year, as home schooling does not necessarily need to conform to traditional school calendars. However, for record keeping purposes, each re-enrollment should aim to be made before September 1st. Enrollment is open to grades K-12 and to adults who wish to complete the requirements for a high school diploma.

### **Immunizations and Physicals**

HOPE Schools International is required to follow the immunization requirements according to the law that passed in California, SB277, as of July 1, 2016. California State Education Code requires that a birth certificate, an immunization card, and proof of a physical (for students entering first grade) be kept on each child enrolled.

HOWEVER, there are some exemptions to this rule such as if your family had a personal belief or medical exemption on file prior to July 1, 2016, then this will be honored until your child reaches the next age span.

Another exemption is if your child is enrolled in a home-based independent study program (such as HOPE Schools International) and receives no classroom-based instruction, then that child is not required to submit immunizations in order to be enrolled. There is a form to sign and keep in your child's cumulative record if you do choose this option.

## Statement of Disclaimer

HOPE Schools International is not accredited with any accrediting agency, such as WASC (Western Association of Schools and Colleges). Although home schooling is a legal option for education, it is with the jurisdiction of individual colleges and schools to either accept or deny previous credit earned through homeschool programs such as HOPE Schools International. We will provide as much support and assistance as possible should such a need arise, but Hope Schools International does not accept responsibility for the final decision which rests in the authority of the accepting institution.

## School Responsibilities

1. The school will file the private school affidavit with the State of California which will include all enrolled students. Your student would be enrolled with Hope Schools International.
2. The school will provide for the keeping of adequate cumulative records of each student's educational progress (see "Cumulative Records and Transcripts")
3. A placement test will be given when deemed necessary by the director and/or parent.
4. Registration fees will be set and published each year by the director of the school.

## Parent Responsibilities

1. Make a commitment of time and effort to pursue a standard of excellence in education and diligently and consistently teach their children according to their physical and mental capabilities.
2. Complete & present the following forms on time (See "Record Keeping, Attendance, and Report Cards"): **Course of Study** (Grades K-8), **Course Description** (Grades 9-12), **Quarterly Summary** (Grades K-12), and **Grade/Attendance Report** (Grades K-12).
3. Provide parent/adult supervision during all school hours.

## Further Suggestions for Parents for Successful Homeschooling

1. Join Home School Legal Defense Association (very strongly recommended). You will be given a HOPE Schools group discount code for joining HSLDA once your student is officially registered with HOPE Schools. HSLDA acts as your personal legal aid and/or representation for all homeschooling matters as well as offering up to date information for homeschooling families. They are an invaluable resource.
2. Read material and research purposes and methods of homeschooling.
3. Attend homeschooling workshops, conferences, and conventions that are available.
4. Keep written lesson plans of the student's work and studies.
5. Score and grade all student's work in a timely manner.
6. Participate in homeschool activities with other homeschooling families.
7. Keep abreast of, and take action in, certain legislation concerning the home and parent's rights in general and homeschooling in particular.

## Record Keeping, Attendance, and Report Cards

Parents are required to turn in the following forms and reports:

- **Course of Study** (Grades K-8): This form is to be turned in at the beginning of the school year and it just gives the names of the curriculum you plan to use for each class or subject as well as a brief description of what is to be covered in each class or subject.
- **Course Description** (Grades 9-12): This form is similar to the course of study described above (a description of the curriculum and material covered for each class), but instead, a separate Course Description form is filled out for each high school level class. These are turned in at the beginning of each school year.
- **Grade and Attendance Report** (Grades K-12): This form is turned in at the end of each quarter as a way to keep record of attendance and the final grade for that quarter. Keeping a record of attendance is required. The number of days of school that is held per quarter is recorded. This includes any day when learning takes place such as field trips or other learning experiences. The current requirements are 175 days per year. Grades are marked with letter grades or effort marks depending on the child's grade as well as other considerations. Please see the grading scale on the following page.

The following grading scale will be used:

100%-97%= A+, 96%-93% A, 92%-90% A-  
89%-87%= B+, 86%-83% B, 82%-80% B-  
79%-77%= C+, 76%-73% C, 72%-70% C-  
69%-67%= D+, 66%-63% D, 62%-60% D-  
59% or below=F.

- **Quarterly Summary** (Grades K-12): This form is to be turned in quarterly for grades K-12. This is a brief summary of what the student accomplished in each class or subject for that quarter.

## Curriculum

HOPE Schools International does not have a set curriculum for every family. The curriculum is decided upon individually for each child by the parent and the director. Two children in the same home may not even have the same curriculum. For the most part, HOPE prefers to use Christian based materials, but there is a variety even within these. Parents may even design their own courses within reason. Some advice for different curriculum may be given by the director or other homeschooling families. But, parents ultimately have freedom to choose their own curriculum.

## Scheduling

Your school day, week, and even your yearly schedule is entirely up to your discretion. One of the advantages of homeschooling is to have a schedule that fits into your family routine. However, HOPE Schools does require that the school year consists of at least 175 days as recommended by the State of California (See "Record Keeping, Attendance, and Report Cards" section). A sample academic calendar will be given to you upon registration for you to use if desired.

## Cumulative Records and Transcripts

HOPE Schools will keep a cumulative academic record for each student including but not limited to the grade reports and summaries submitted by parents, child's birth certificate, immunization records, and other related items. This record stays with the child his or her entire academic career through twelfth grade. Official high school transcripts will also be kept and produced for students completing high school level courses. Copies of transcripts will be printed for parents upon request. Official sealed copies will be mailed to requesting institutions.

## Sports

HOPE Schools offers the following competitive sports:

- Cross Country (grades K-8)
- Cross Country (grades 9-12)
- Track (grades 9-12)

## Kindergarten

Readiness for Kindergarten can be determined jointly by the parent and the director if there is any question. Any one of several readiness tests may be used. We also recognize the philosophy of delaying formal academic education as proposed in Raymond Moore's books Better Late Than Early and School Can Wait. California law currently states that children who are 6 years old by September 1st must be enrolled in school.

## High School

H.O.P.E. High School guarantees to provide the following personalized services to high school students and parents during the school year:

- Help parents develop an individual, four year educational/career plan that will be reviewed and updated yearly with each student if desired.
- Be available for personal and/or crisis counseling and possible referral to outside resources.
- Instruct both parents and students in graduation requirements.
- Provide updated transcripts.
- Provide information regarding standardized testing (PSAT, SAT, ACT, GED, CHSPE)
- Instruct students and parents in reading and interpreting their transcripts and test scores.
- Inform students of their progress toward graduation and provide parents with a summary of findings.
- Provide students with information on careers and the military.
- Write recommendations and/or evaluations for colleges, scholarships, and grants.
- Provide scholarship and financial aid information and forms.

### MINIMUM REQUIRED High School Course of Study for HOPE High School

English.....	4 years/40 credits
Math .....	3 years/30 credits
(including Algebra 1 and two other math courses)	
Science.....	2 years/20 credits
(2 years including biological and physical sciences)	
Physical Education.....	2 years/20 credits
Social Studies.....	3 1/2 years/35 credits
(Geography.....1/2 year/5 credits)	
(World History.....1 year/10 credits)	
(U.S. History.....1 year/10 credits)	
(American Government/Economics.....1 year/10 credits)	
Foreign Language or Visual and Performing Arts .....	1 year/10 credits
(1 year of either foreign language or visual and performing arts)	
Electives.....	75 credits
Minimum required for Graduation.....	230
credits	

\*Generally speaking, 18 hours of instruction is required to earn 1 credit.

\*\*College-bound students are strongly suggested to also take the following courses in order to help prepare the student for further education in college:

Geometry, Algebra 2, labs along with each science, and a total of two years in the same foreign language as well as one year in a visual and performing art.

Driver's Education and Driver's Training are available through HOPE High School.

Some suggested electives: Bible, Religious Studies, Typing, Home Economics, Drivers Ed, Animal Husbandry, Auto Mechanics, Electronics, Carpentry, Wood Working, Art, Music, Child Care & Development, Agriculture, Teacher's Assistant, Clerical, Computer, Work Training (OTP). (Parents and Director can discuss and create individual courses.)

In some cases, passing scores on the minimum proficiency exams or the equivalent will be required. Students who complete coursework but do not pass these exams, or if class work is far below high school level, will be given a Certificate of Completion rather than a High School Diploma.

O.T.P. (Occupational Training Program) is credit given for work that a student completes that does not require a work permit and for which they are not paid a salary.

R.O.P. (Regional Occupation Program) classes may be taken for credit through the county if offered. Shasta County offers many courses for high school students. The instructor submits a grade.

Work experience credit is given if 1) the student is paid a salary or wage for work and 2) works a minimum of 10 hours a week for the same employer. One hundred eighty (180) hours are necessary for five (5) units of credit. HOPE Schools will supply work permits. The employer or supervisor is given an evaluation form to complete.

Those students wishing to take courses at Shasta College or another community college may do so with some restrictions. Concurrent enrollment forms are available from HOPE Schools or at the college. High School credits will be given when the student submits the grade to HOPE. One semester of community college equals one year of high school.

Credit requirements must be met and all fees paid prior to graduation in order to participate in graduation exercises and/or receive a diploma.