

ACTS

Albemarle Christian Teaching Support, Inc.

**Family Handbook
2011-2012**

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What is ACTS?

- A Christian educational organization designed to provide support and enrichment for home educating families. ACTS admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to the students. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational and admissions policies.
- Our classes provide supplemental educational experiences on a weekly basis to enrich and expand the educational plan the home-educating family has for their students. (For example: The parent teaches Apologia Biology curriculum at home; the ACTS Biology class provides the required lab and associated activities in a group setting to supplement this curriculum choice.)
- Our classes for grades K-12 offer multiple elective and academic subjects.
- We meet every Tuesday from early September to mid-May at Covenant Church of God on Rio Road in Charlottesville, Virginia.
- Our Leadership consists of a self-perpetuating Board of Directors, with members from both the community and from participating ACTS parents; and a group of Officers that manage the operational duties of our organization.
- Our teachers are all highly qualified and gifted in their areas of expertise, and many home educate their own children.
- All Board members, Officers and teachers maintain an atmosphere promoting Christian principles.
- Participation in ACTS classes includes:
 - Quality academic courses to enhance the student's educational experience
 - Classes offering the opportunity to take a broad range of elective subjects
 - Valuable experience in a group-learning environment
 - Weekly connection with other area home-schooled students
 - Assistance for home-educating parents in curriculum choice and scope/sequence planning
 - Opportunities requiring large groups not found in a single home-schooling family setting such as chorus, drama productions, team sports.

Statement of Faith

Please read this statement, and sign the enrollment contract, stating that you have read this document and understand and respect that these are the doctrinal beliefs maintained by the ACTS, Inc. Respecting this Statement of Faith is a condition of membership in Albemarle Christian Teaching Support. Please keep this copy for your records.

Our Statement of Faith includes only those truths upon which all true Christians agree. It concerns the Person and Work of Jesus Christ (the Gospel) as revealed in Scripture. It is the faith once delivered to the saints (Jude 2, Eph. 4:5) which distinguishes believers from non-believers. There are many other precious truths taught in the Bible over which godly men have differed in understanding. Therefore, this is not a statement of all that is important to believe, but of all that is essential to believe for Christian fellowship and unity (Rom. 15:7). *

1. *We believe the Bible to be the inspired, authoritative, infallible and inerrant Word of God.*
2. *We believe that there is one God, eternally existent in three persons: Father, Son, Holy Spirit.*
3. *We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.*
4. *We believe that for the salvation of lost and sinful man, regeneration by the Holy Spirit is absolutely essential, and that this salvation is received through faith in Jesus Christ as Savior and Lord and not as a result of good works.*
5. *We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a Godly life and to perform good works.*
6. *We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life and they that are lost unto the resurrection of damnation.*
7. *We believe in the spiritual unity of believers in our Lord Jesus Christ.**

*(*Adapted from HSLDA and from the National Association of Evangelical's Statement of Faith)*

All ACTS leadership and faculty must read, respect, *and agree with* this statement of faith. This ensures that those who believe in the Bible and who follow Christ lead our organization and teach our children. They are committed to providing this organization as a service for each other and for all area home educating families. Our leaders and teachers will make decisions and plan activities that are pleasing to God and are in accordance with his Word. It is not a goal of our organization to focus on growing ourselves or to seek approval from those who disagree with our philosophy, decisions or activities.

This statement allows ACTS to be inclusive; allowing any family, regardless of belief or background, to be members. It also ensures that all members are aware of the Biblical basis on which ACTS makes its decisions and plans its activities. Although our organization does not require everyone to maintain the same beliefs, doctrines or philosophy, it does require that members respect this statement of faith.

Leadership

Board of Directors

Dick Sylvester
Connie Sylvester
Jeanne Browne, C.P.A.
Beth McDowell
Martha Sanusi
Andrea Prang
Miriam Nissley

Officers

Martha Sanusi	President
Andrea Prang	Vice President
Miriam Nissley	Treasurer
Venita Richmond	Secretary
Deb Howard	Registrar
Kim Buckley	Parent Liaison
Mary Seymour	Tuition Supervisor

Coordinators/Assistants

Sunny Gritsko	Teacher Liaison
Cindy Hinton	Assistant Treasurer
Maria Hedges	Assistant Registrar
Karen Williamson	Tuition Assistant
Tamara Holleman	Service Coordinator - am
Niki Willis	Service Coordinator - pm
Amy McCartney	Service Scheduler
Dawn Cottrell	Events Coordinator
DebbieJo McGowan	Ministry Coordinator
Miriam Nissley	Preschool Coordinator
Barbara Hannold	Website Editor

Please DO NOT call the church office to reach leadership personnel. Contact us directly using the email links on the website leadership directory. Phone numbers are also available on the website; go to www.actscoop.org and click on HORAS Scheduling System on the left menu. Only members of ACTS who are currently taking classes can access HORAS.

****ACTS Emergency Cell Phone Number: 434-249-0293**

Calendar

2011 Fall Semester Classes

September 6
September 13 – Fire Drill (weather permitting)
September 20 – Fire Drill makeup day
September 27
October 4
October 11
October 18
October 25
November 1
November 8
November 15
(November 22 – *THANKSGIVING BREAK*)
November 29
December 6
December 13

2012 Spring Semester Classes

January 10
January 17
January 24
January 31
February 7 – Fire Drill
February 14 – Fire Drill make-up day
February 21
February 28
March 6
March 13
March 20
March 27
(April 3 – *EASTER BREAK*)
April 10
April 17
April 24
May 1
May 8
May 15
May 22
(May 29 – *SNOW MAKE-UP DAY*)

2011 Fall Semester Events

August 29 Faculty Meeting
August 30 Mandatory Orientation, from 1-3 PM,
at Covenant Church of God
September 9 Fall Picnic (Friday) 6-8pm
December 9 Christmas Program (Friday)

2012 Spring Semester Events

Late January Needs Assessment
May 4 Dramatic ACTS
May 18 Year End Event

*See following page for scheduling/registration dates
for spring 2011*

Scheduling and Registration Dates

The following list outlines each step of the 2011-2012 scheduling/registration process. All currently-enrolled families will schedule their children's classes using the on-line scheduling program. Registration will be in-person to collect all forms, checks, and the printed schedules you have created for each of your students. Please note your assigned registration time below (by alphabetical groups.) Please mark your calendar with ALL the dates below that are pertinent to your family.

April 1 (approx)	Family Handbook made available online. Registrar begins accepting Exception forms. They must have already been signed by the teacher before turning them in. <i>The registrar will schedule all approved exceptions. The scheduling program is not designed for families to schedule exceptions. Signed forms can be placed in box at the sign-in table.</i>
April 12	Any exception forms for ALL classes due to the Registrar's folder at the sign-in table by 2pm. <i>They must have already been signed by the teacher before turning them in.</i> The Registrar will schedule all approved exceptions. The scheduling program is not designed for families to schedule exceptions.
April 13-16	OTCA PASS* on-line scheduling (opens noon Wed 4/13, closes at 11:59 pm Sat 4/16) (OTCA =Officers, Teachers, Coordinators, Assistants. The assistants are: Assistant Registrar, Assistant Treasurer, Tuition Assistant, and Assistant Service Coordinator – the "Service Scheduler") *See PASS Progression Chart near the back of this handbook.
April 27-30	Currently-enrolled families PASS on-line scheduling utilizing <u>staggered start times depending on how long you have been enrolled in ACTS.</u> (opens 4/27– see start times below**, closes 11:59 p.m. 4/30 for everyone) <u>(Please go in to your HORAS profile to determine your enrollment year at ACTS. Because HORAS was created in 2005, that is the earliest year it will recognize your family as an ACTS member.)</u> HORAS will not prevent you from scheduling non-PASS classes for your students. Therefore, make sure you understand ahead of time, which classes are PASS and which are not for your student. If you accidentally schedule non-PASS classes for your student, your child will be removed from those classes by the registrar. *See PASS Progression Chart near the back of this handbook. **Enrolled since 2005 – HORAS opens at NOON Enrolled since 2006 – opens at 1 p.m. Enrolled since 2007 – opens at 1:30 p.m. Enrolled since 2008 – opens at 2:00 p.m. Enrolled since 2009 – opens at 2:30 p.m. Enrolled since 2010-2011 – opens at 3:00 p.m.
May 4-7	OTCA non-PASS on-line scheduling (opens noon Wed 5/4)
May 11-14	Currently-enrolled families non-PASS class on-line scheduling (opens noon Wed 5/11, closes 11:59 pm Sat 5/14) The same staggered HORAS start times will be utilized as outlined above.
(new) May 23	Families returning to ACTS after a hiatus, online scheduling opens at noon (you MUST have contacted the Registrar by May 21st or you will not have access to HORAS)
May 24	**OTCA and Currently enrolled families in – person registration 11:30-3:30 pm. All checks/forms due!! L-Z 11:30p–1:30pm A-K 1:30pm-3:00pm (teachers may drop off checks/forms anytime) Background check forms to be submitted, if you did not submit them at PASS scheduling. . (Background checks submitted to ACTS are good for 4 years; therefore, those submitted in 2007 and beyond are still valid. If you'd like to submit additional names, you may do so on this date.) **New Family Registration in-person 1:30-3:30 (location TBA – watch website)
June-Aug	New registrations, or add/drops will be addressed on a weekly basis
July 15	Teachers may deposit material fee checks to purchase materials. (They remain refundable through August 7 th if you should drop the class or if the class is cancelled.)
Aug 1	Teachers may cancel any class that has not reached its minimum enrollment
Aug 8	Materials fees are non-refundable as of this date.
Aug 29	Teacher meeting
Aug 30	Mandatory Orientation meeting all families – time TBA in Weekly Update email. (No add/drops may be done on this date.)
Sept 30	End of grace month. Drops after this date owe a percentage of the remaining school year's tuition.
Dec 6	Registration opens for New Families eligible to begin classes second semester. Time TBA – watch website.

Policies

A. Registration Policies

Reading Policies and Preparation: Please thoroughly read the ACTS, Inc. Philosophy and Policies (available on the website and in this handbook) before registering. Fathers, mothers, and students must all sign the enrollment contract to verify that they have read and will abide by all the policies. The required registration forms, the enrollment contract, and the release of liability, are found in the final pages of this handbook. Print the Pre-Registration Checklist and check off all items before attending registration. **If forms, checks, or signatures are not complete, you will have to wait to register until they are.** The final portion of a complete registration is signing up for your required service hours. (Those registering June through August will sign up for service hours at August orientation.)

Homeschool Experience Requirement: Families must have completed a traditional school semester (Sept–Dec, or Jan–May) of home schooling before their children may register for ACTS classes. We suggest this experience will have been within the past two years.

PASS Classes: P.A.S.S. is an acronym for Priority Academic Sequenced Scheduling; non-PASS are all other classes. PASS classes are given priority registration to allow students *currently enrolled in a qualified PASS class at ACTS* to continue in sequenced academic courses. All other courses are not assigned this priority to ensure as many families as possible benefit from the popular electives.

Examples: Students currently enrolled in Creative Writing 4/5 may priority register for the 2nd year of this course or for Creative Writing 6/7 the next year (if entering 6th grade). Students currently enrolled in Algebra I may priority register for Geometry. Students enrolled in Biology may priority register for Chemistry. Chemistry would *not* be a PASS class for your child if they are not currently taking Biology at ACTS *See PASS Class Progression Chart following the Schedule of Classes in this handbook

Staggered Scheduling: ALL enrolled families will schedule both P.A.S.S. and non-P.A.S.S. classes online. Returning families will do so using a staggered start time method based on number of years enrolled in ACTS. Please go in to your HORAS profile to determine your enrollment year at ACTS. Because HORAS was created in 2005, that is the earliest year it will recognize your family as an ACTS member

Needs Assessment: Every year in late January/early February ACTS conducts an online Needs Assessment (NA). This tool is used by the Officers to predict class needs for the upcoming academic year. It is to be completed for each student enrolled in ACTS (and/or siblings who will be joining the following year).

Needs Assessment and PASS: For students currently in a PASS class(es) who would like to sequence into the next level, it is VERY important that you request that class(es) on the Needs Assessment. *See PASS Class Progression Chart following the Schedule of Classes in this handbook

Registering September 1 through February 28/29th: Registrations may not be submitted more than 30 days in advance To hold your child(ren)s spot in the desired classes, dues, tuition, and materials fees checks must be submitted along with the completed paperwork; they are due the Sunday prior to the desired start date. No registrations accepted after February.

Registration costs: 1) Dues - \$95 per family, 2) Materials fees: One for each of your children's classes. Those registering in spring semester pay the same dues; materials fees may be reduced. (Dues and fees are not tax-deductible.)

Wait lists: When you are on-line scheduling your children's classes, you may discover a class is full. We recommend you schedule them to be wait-listed. If drops allow space for your child, the scheduling program will move them into the class and will send you an email notification. If your child is on a waiting list, you may still schedule your child into another class during the same class period.

Schedule Changes: Adds/Drops/Section switches are not handled or approved by your students' teachers, nor can they be made by you entering them into the scheduling program. You *must* send the Registrar a written request/notification (email is preferred). Please do not simply stop coming to a class; email the Registrar of the dropped class so a wait-listed student may join. She will consider each request in the order it was received, and will contact you with the results of your request. Any changes are due on or by the Friday before the desired class begins on Tuesday.

Special Needs/Accommodations: We want your children to enjoy and to succeed in their classes. For this reason, it is imperative that parents thoroughly communicate any learning challenges or special needs your child may have to the registrar during the registration process. Please also explain any special accommodations your child may require while at ACTS. ****Special needs include but are not limited to:** wheel chairs, service aides, service dogs, vision or hearing impairments, autism, ADD/ADHD, and medical equipment requirements.

Registration Exceptions: ACTS teachers thoughtfully set the intended grade level for their course, and these levels must be respected by all members. Because homeschooling families do not strictly follow grade levels, the minimum and maximum grades for each class are added to each course description. Parents must carefully evaluate their rationale for advancing or retaining their children in classes in which they do not meet the intended grade range. To respect one another, members must realize that granting a class exception frequently prevents a fellow student of the intended grade level from benefiting from the class. Exceptions should be requested very rarely and should be based primarily upon academic rationale and not scheduling convenience. (For p.e. classes, physical stature rather than academic level may be appropriate rationale.) Students who are exceptionally advanced, or those who have learning delays/disabilities may be considered appropriate for class exception requests; arranging for siblings to have the same class or scheduling preferences are not considered appropriate rationale for exception requests. (Please refer to the exception form in this handbook). Exception forms **must be signed by the teacher** before turning them in. **The Registrar will schedule all exceptions once they've been approved by the Officers.** The scheduling program is not designed for families to schedule exceptions.

How Minimum / Maximum Ages are determined. Public schools use September 30 to determine grade level; ACTS policy is more flexible: November 1st is the date minimum age is determined, and August 31st is the date maximum age is determined. Rationale: many homeschooling parents base their child's grade level on their age for most of the school year. (example: A child who turns six years old October 8th, is six for eight of the nine months of the school year, and is a first grader); other parents base their decision upon the child's age by September 1st. The ACTS minimum and maximum requirements allow grade flexibility for Sept. 1 through Oct. 31 birth dates, and are intended to promote fairness of enrollment and appropriate learning environments.

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| <p><u>Examples:</u> (a) A child who turns five on or before November 1 meets the minimum age (5) for a K-2 class.
(b) A child who turns five on or after November 2 does not meet the minimum age for a K-2 class.
(c) A child who is eight on or after September 1 does not exceed the maximum age for a K-2 class.
(d) A child who turns eight on or before August 31 exceeds the maximum age (7) for a K-2 class.</p> |
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Attendance at the Orientation Meeting is mandatory. One parent must attend, children are optional. At this meeting, parents and students meet teachers and locate classrooms, review important ACTS policies, pay tuition for September classes, and those who registered after May will sign up for their required service hours. If you have to be out of town on this day, you may send your tuition checks with a friend.

B. Tuition Policies

The Board of Directors and Officers determine tuition amounts based on preparation involved, the level of academic difficulty, and the amount of reviewing and correcting of students' papers and projects needed. When setting fees, every effort is made to include both the aspects of appropriate compensation for faculty and affordable tuition for families.

Tuition Collection: Tuition is not collected at registration unless you register on or after August orientation. Tuition is a yearly fee broken down into monthly installments, but, may be paid by the semester, or by the year, if a family so desires. *Sept, Oct, Nov, Feb, Mar, April and May tuition checks are due on the last Tuesday of the preceding month (i.e. Oct. tuition is due the last Tuesday of Sept.) December tuition is due the 3rd Tuesday of Nov. (except years Thanksgiving is the 3rd Thurs.), and January tuition is due the first ACTS Tuesday of Jan..* A parent volunteer handles tuition collection, and, to respect her time and efforts, please faithfully remember tuition collection days. **Parents please deliver the tuition checks personally, rather than having your students bring them.**

Late Tuition: In the event unexpected circumstances affect timely tuition payment, parents need to communicate promptly and personally with their students' teachers and with the tuition coordinator. If you will be absent on the day tuition is due, please **mail** your checks in advance to the teachers. Families will be asked to pay any bank fees associated with bank-returned checks. If there is a pattern of late tuition payment or bank-returned checks, a family may be asked to pay the next two months tuition in advance. If the problem continues, a family may be asked to pay their tuition for the remainder of the year, pay with a cashier's check (in the case of returned checks), or may lose their membership.

Tuition checks (no cash please, as it confuses record-keeping) should be made out directly to the teacher. Please write a *separate check for each teacher*. On the memo line of each check, please include your child's(ren's) name(s), and the name and period of the class(es) the check covers. (Example: Jane Doe, P.E. Third Period) Tuition is based on nine months of fixed amounts regardless of the number of weeks in the month. One exception is if a teacher has to be absent one week, and class could not be held with a qualified substitute. In this case, the following month's tuition would decrease by one class amount. If a student has to miss a class, the tuition amount is not adjusted. Specific tuition questions should be directed to the teachers.

Families that register on the second, third, or fourth weeks of a month, must contact each teacher individually by email to learn the amount they owe for that month. The parent should hand-deliver the tuition checks the first day the child attends class.

Families that register after September, the first month your students attend class will be considered your grace month. (ie: Enrolling in October, October is your grace month.)

Tuition as a school year obligation: The ACTS leadership and faculty trusts that families fulfill their enrollment contract by participation in ACTS for the entire school year. We recognize that in some cases, families *have to* drop classes due to unavoidable and extenuating circumstances. In order to serve both the faculty and the families, the following policies apply to all members taking ACTS

courses. In extenuating circumstances, tuition obligation will be evaluated by the Officers and teachers on a case by case basis, and tuition may be waived.

- **June-September 30th** is the grace period to drop a class. Dropping a class during this period does not result in tuition obligation for the remaining months of the school year. September's tuition is due at the August Orientation, and is not refundable. Students who are enrolled as of Orientation are required to pay September's non-refundable tuition. Materials fees are refundable only if a) You drop the class before **August 8th**, or b) The class is canceled by the teacher.
- **October and November:** Dropping a class during these months incurs a tuition obligation of 20% of the remainder of the tuition for the entire ACTS year.
- **December and January:** Dropping a class during these months incurs a tuition obligation of 50% of the remainder of the tuition for the entire ACTS year.
- **February through May:** Dropping a class during these months necessitates paying 100% of the remainder of the tuition for the entire ACTS year.

*In the unfortunate event a student must be dismissed from ACTS due to disciplinary reasons, the above tuition obligation policies will apply.

C. Service Requirement Policies

We rely completely upon parental involvement to help ACTS function safely and responsibly. With several hundred children spread throughout the church grounds and facilities, several parents per week are required to adequately monitor parking lots, hallways, common areas, the playground and field, study hall, and exits. At least one adult (parent or grandparent) from each family will be asked to have a background check every 4 years to be eligible to perform service hours. Please see the background check policy page for further information. Service hours must be completed by an adult with a current ACTS background check.

We ask each ACTS family to contribute an equitable number of hours as safety monitors (the number of shifts is re-evaluated each year) during the school year. This includes parents who have arranged with teachers to be class helpers. Parents may also choose to sign up for these cleaning shifts as a way to cover a portion of their service hours. (**We do not recommend young children accompany parents during the cleaning shifts.**) Sign up for fall semester hours occurs at May registration, and sign up for spring semester hours occurs in January. Please contact the Service Scheduler if you have extenuating circumstances and are unable to cover your family's shifts. Please also contact the Service Scheduler if you are able to volunteer for additional shifts and can help cover for those who are unable.

If a foreseeable conflict prevents fulfilling a scheduled service shift, it is the *parent's responsibility* to switch with another *qualified* parent and to notify the Service Scheduler (a *qualified* parent is one who has been approved based on the ACTS background check procedure. The Service Scheduler and both Service Supervisors have a list of those names). If a last-minute illness or unforeseen circumstance prevents fulfilling a scheduled service shift, the scheduled substitute will cover the shift. The parent who missed the shift should contact the substitute and arrange to work one of their shifts.

We strongly encourage you not to bring your infants, toddlers, and preschoolers while you work your 2 ½ hour service shift. Some of the positions require monitoring outside in inclement weather, and all the positions require your attention to the duties of your service position.

When you report to serve, please meet with the Morning or Afternoon Supervisor to determine which position you will fill, and to review the duties for that position. The duties are also in the service notebook for reference.

Parents, please dress modestly at all times, especially when performing service hours.

The primary roles of the service parent are:

- Ensure safety of all ACTS children by monitoring exits, hall-ways, non-classroom areas, and parking lot.
- Ensure proper care of host facility

Some parents may fulfill a portion of their service requirement by working at two of the five ACTS events (fall picnic, Christmas party, Science Fair, Dramatic ACTS, May Social). These slots will be included on the sign up list at registration.

Parents who have arranged to be a teacher's helper need to contact the Service Scheduler *prior* to registration so they can sign up for service hours that don't conflict with the hours of the class they are assisting in. These parents *should not wait until registration* to sign up for service hours, as the slots they are available for may no longer be available.

D. Background Check Policy

Our unique structure of having all 200+ families volunteer to keep the co-op running, combined with the 400+ students attending classes each week, *have led us to require a background check on at least one parent (or grandparent) as part of each family's ACTS membership.* Many churches and schools have already implemented these checks as a prudent measure to help ensure the safety of the children.

FAQ:

- 1) How often will they be conducted? every 4 years
- 2) How much will they cost? \$8.00 You'll need to write a separate check to "ACTS" at registration. The check will be deposited within a week or two.
- 3) How far back do the Background Checks go? They will go back 7 years in the national criminal database.
- 4) Who should have one completed? any adult (parent or grandparent) performing service hours. Your family may want to consider having background checks on both parents (and/or a grandparent) so that either one is eligible to do service hours.
- 5) How will they be conducted? The co-op has set up an account with Volunteer Select (a division of Choicepoint, a nationwide company used by a number of groups – the Charlottesville Catholic School, Boys Scouts of America, the Boys and Girls Clubs, etc.). You may visit their website at <https://volunteer.lexisnexis.com/pub>. Your background check information will be submitted online at registration.
- 6) Is my information secure? The information you submit (full name, birthday, SS#) will be entered into our Volunteer Select account **as you wait**. The form will then be returned to you or we will have a shredder available to destroy the paper copy.

- 7) Who will see the results? ACTS has contracted with a retired police officer to review the results. He will only notify the ACTS leadership if there are any issues involving working with children. **None of the Officers or board of directors will see individual results.**
- 8) Will this affect who I may ask to sub for my shifts? Yes and no. You may still pay someone to perform your service hours, ask a friend to switch, or arrange for someone to perform your hours if you are unable. **Just remember, that substitute must have an ACTS approved background check.** The service scheduler and service supervisors will have a list of eligible substitutes. Please check with one of them before you make a switch.
- 9) What if I already know I have a red flag regarding working with children? Please notify one of the Officers ahead of time. In lieu of a background check, you can arrange for another qualified ACTS member to perform your service hours, pay them to work your shifts, or we will find another way for you to fulfill your service hours.
- 10) Will my children be prevented from attending ACTS if I have a red flag? No. The results of the background check has no bearing on whether your family can participate in ACTS or not.
- 11) How do I know when I'm due for another background check? Your family profile in HORAS lists the date of your last background check. They are valid for 4 years.

E. Supervision and Discipline Policies

Sign in: Each co-op day, a parent or designated responsible adult must sign their student(s) in at the service parent positioned at the church entrance. **ALL students, except those who drive themselves, must be signed in by their parent or designated responsible adult.** Student drivers must sign themselves in. Along with the student(s) name(s), parents must list their name, cell phone number and emergency back up number. If the parent cannot be reached by phone, they must remain on campus, or, list a designated adult on campus who is responsible for their child in the event a problem arises. ACTS parents on-site and faculty will supervise children as is feasible, but, parents remain ultimately responsible. (Please refer to the Release of Liability form.) Of utmost importance for all our children is safety in the church parking lot. **Please drive with extreme caution in the parking lots; do not allow your children in the parking lots unattended; escort them to and from the building each week.**

Free Periods: ACTS can not ensure there will be space available for your students to have a class each period. It is not our mission to provide a full day of classes as would be expected in a formal school environment. During any free period, students who are 10 or younger must be directly supervised by their parent or a designated responsible adult. The sign-in lobby is available for visiting and snacking. Hallways, empty classrooms, or other areas of the church may not be used. We have provided three supervised areas for students 11 and older: the Teen Lounge, the main lobby, and study hall. Service parents are responsible for supervising these older students. No student of any age may be outside *unless they are directly supervised* by an ACTS parent at all times. Please note that Teen Lounge **and Study Hall (effective for the 2011-2012 academic year)** must **both** be scheduled as classes. See description in Course Descriptions section of this handbook.

Leaving the premises: With the exception of the older students who drive themselves, no student, under any circumstances, may leave Covenant Church property unless accompanied by their parent or designated responsible adult. Driving students may not transport ACTS students off campus in their cars.

Please pick your children up promptly. We must not have unattended students waiting for their parents to arrive. Repeated failure to pick up your students promptly can result in suspension from ACTS. ALL ACTS families and faculty must leave the church by 4:30 (with the exception of the clean-up crew) to respect the time we contracted to use the facility.

Discipline Policy: We must require exemplary behavior and student accountability for behavior. If an adult corrects a student, and he/she responds respectfully and returns to appropriate behavior, no further action will be needed. If a student responds disrespectfully and/or does not return to appropriate behavior, or if the offense is considered serious by the observant adult, the incident will be documented by the teacher and the following may be implemented:

First offense: The parent is contacted by the teacher for in-class offenses; by an Officer for out-of-class offenses.

Second offense: The student is sent to the sign in desk, and their parent may be asked to return promptly to campus to sit with their student until their next class begins. (The student will remain at the sign-in desk until their next class or their parent arrives. This policy ensures that teachers may proceed with class for the benefit of the students who are conducting themselves appropriately.) The parent is contacted by the teacher if the offense was in-class, and will be asked to sit with their student in class the following week. If the offense was out-of-class, an Officer will contact the parent to discuss remediation.

Third offense: The student is sent to the sign-in desk; their parent may be asked to return promptly to campus to sit with their student until their next class begins. Both in-class and out-of-class offenses will be directed to the Officers to determine the need for dismissal and to contact the parent. Some offenses may result in dismissal from only one class. Extreme offenses may result in immediate dismissal from ACTS entirely. Dismissal from ACTS incurs the remaining tuition obligation as previously stated.

If a student has to be expelled from one of his/her classes, the parent must contact the Officers before enrollment in a new class at ACTS can be considered.

F. Conduct Policies

It is very important that all ACTS members realize we represent home education, and that we should demonstrate exemplary behavior for our peers, our faculty, and for the church which we have been so graciously allowed to use. Please instruct your children that at all times our actions and attitudes should honor our Lord Jesus Christ. “Whatever you do in word or deed do all in the name of the Lord Jesus...” Col. 3:17.

The following rules of conduct are required from ACTS members as we strive to be an exemplary organization. Members are to read these carefully, and sign to that effect on the enrollment contract. Parents are responsible for their own children’s behavior and must ensure that they are acting in accordance with these rules. These rules apply not only during ACTS Tuesdays, but also at those times and places that ACTS members are participating in or supporting ACTS sponsored activities.

“It is by his deeds that a lad distinguishes himself, if his conduct is pure and right.” Proverbs 20:11

To show thoughtfulness and respect for our host church:

- Do not enter any portion of the church other than the designated ACTS area.
- Do not use the church phone. ACTS has a cell phone for emergencies.
- Any trash created in the classrooms, lobby, gym, or fields must be thrown away properly.

- Food and drink is allowed in the sign-in lobby and outside only. Gum is not allowed at ACTS at anytime.
- Bathrooms must be kept clean. Toilet malfunction should be reported promptly.
- Any spills or messes must be cleaned up promptly and not left for others to handle.
- No running or loud active playing is allowed in the hallways or classrooms.
- No dangerous or damaging items are allowed in the building (i.e. baseballs, knives, lighters, matches, water guns, **or other weapons [even toy weapons]**)
- No heeies or other shoes with wheels.
- **No skateboards or other similar toys with wheels.**

To show thoughtfulness and respect for our faculty:

- Arrive to class on time; gather your things promptly to allow the next class to begin on time.
- Complete your assignments as requested, and be responsible to bring them back when asked.
- Parents will respect the teachers’ requests and will insure their requirements are honored.
- Raise your hand rather than interrupting.
- Listen attentively in class. Do not visit with classmates while the teacher is speaking.
- Inappropriate attitudes and language are not acceptable and are subject to discipline.
- To keep the hallways quiet while classes are in session, please visit with friends in the sign-in lobby.
- No distracting electronic games or students’ personal music may be used in the classroom.

To show thoughtfulness and respect for all participating families:

- Conduct yourself in a way that your words and actions promote unity and encouragement.
- Avoid disrespectful, offensive, rude, or immoral behavior.
- Avoid gossiping about one another. Handle conflict privately and Biblically.
- Fulfill your required service hours faithfully, as others rely upon you to do your part.

To show thoughtfulness and respect for ACTS leadership:

- Bring input and opinions to the Officers and coordinators in a responsible and respectful manner.
- Handle personal conflicts privately and Biblically; avoid unnecessary gossip to leadership.
- Recognize the leadership as voluntary and afford them a good measure of grace and gratitude.

Policies specific to the conduct of those students utilizing the Teen Lounge can be found on the Teen Lounge page of the Course Description section of this handbook.

Participation in ACTS and its associated activities is a privilege. The ACTS Officers, if faced with continuing conduct violations by a participant, can terminate the participant’s enrollment contract.

G. General Policies

ACTS Arrival Time: Please do not drop your children off at their classes any earlier than 5 minutes prior to the class start time. **This also applies to those students with older siblings enrolled in any of the “early start – 10:30 or 10:45 a.m.” classes.** This allows teachers to focus on setting up so that they are adequately prepared to teach your student when the class begins.

Dress and Grooming: Please dress modestly. The following are against our dress code: shorts shorter than fingertip, dresses/skirts shorter than the knee – even when worn with leggings, tank tops, spaghetti strap tops, clothing that reveals midriff area when either sitting or standing, sheer and skin-tight clothing, shirts with inappropriate pictures or slogans, ragged-style, visible underclothing, drastically-colored hair, pierced jewelry other than girls'/women's earrings. Anything that could be a distraction to others should be avoided.

Student CD/mp3/iPod/etc. players: In study hall and in the sign-in lobby, students may listen to music with an ear piece only.

No E-mail Attachment Policy: To help protect every family involved with ACTS against computer viruses, it is against ACTS policy to send attachments to emails. All information should be in the text area of the e-mail only.

Illness/Significant Allergies: Please do not bring children who have had fever or any contagious condition within the last 24 hours. If your children have any significant allergies, please inform each of their teachers.

Medicines: ACTS participants should not assume the responsibility of dispensing medicines to any ACTS student. It is the parent's responsibility to dispense their children's scheduled medications or Tylenol-type medicine. If the parent determines their children are old enough to self-administer a medication, that child may take it with their parent's permission. Children too young to self-administer medication need to come to the service parent on duty to have their parent called to return to ACTS to give any medication (even Tylenol). For those children who may need emergency medications such as Epi-Pen injections, inhalers etc., it is the parent's responsibility to provide the medication(s), make it available at all times, and to make arrangements for who is permitted to administer it in an emergency. Please contact the Officers if you need assistance making these arrangements.

Parent Visitation: ACTS parents are free to visit any class at any time.

Visitors to ACTS: We welcome visitors to ACTS who are considering enrolling their children, **these visits should be scheduled through the Registrar ahead of time. Students are asked to not bring un-enrolled friends/visitors along with them to their classes at ACTS unless this has been pre-arranged with each of the enrolled student's teachers.**

Inclement Weather: When inclement weather is forecast or schools close check your email Tuesday morning. The Officers will listen to road condition and weather updates Tuesday morning and will send an email at 8:00am. If unpredicted or heavier than expected snow/sleet begins once ACTS has started, parents must continually check for early closing of **Charlottesville city schools** (1070AM radio-WINA, city school hotline for closings (245-2401), www.nbc29.com.) If Charlottesville city schools post an early dismissal, return to ACTS at the end of the current class period to pick up your children. Do not rely upon ACTS to notify you – that many calls just aren't feasible. DO NOT call the church staff, and avoid using the emergency phone to keep it open for true emergencies.

Head Lice: Students may return to classes when they've had their hair properly treated with recommended products and when daily combing proves that they are nit free.

Blessing Box: The ministry coordinator will place a “blessing box” at the tuition table for donations families may feel led to give to help other homeschool families with dues and tuition costs. When financial difficulties arise, families may contact the Officers to request financial assistance. If funds are available, they will be distributed on a first come, first served basis. Charitable contributions to our blessing box are tax-deductible.

Lost and Found: The ACTS Lost and Found can be checked on Tuesdays near the sign-in table; please do not call the church. Contact the Service Coordinator if you can not wait until Tuesday to look for a lost item. We will periodically donate lost and found items to a local charity. Please check the bin often!

Notice of Intent to School District: Please name and describe the curriculum for courses your students take at ACTS. For example, please do not simply list “takes science at ACTS”.

Lunchtime at ACTS: Students who have classes 1st (11:00) and 2nd period (12:15) may bring a sack lunch to eat from 11:55-12:10. They will remain in their 1st period classroom to eat. PLEASE pack non-messy (no crumbly chips or cookies or sticky, colored drinks please) food and choose food items that can be eaten quickly (not oranges to peel). Parents are welcome to pick up their child at 11:55 and eat lunch in the sign-in lobby or outside. We cannot have children eating their lunch unsupervised either in the building or outside.

Teacher and Student Evaluations

ACTS, Inc. is committed to meeting the educational needs of the students. On or about November 1st and March 1st of each school year, the Officers will distribute teacher evaluation forms to the parents. On or about December 1st student evaluation forms will be distributed by the teachers. (Samples from these forms are provided below.) We rely solely upon parents' feedback on the teacher evaluation forms as our method of reviewing ACTS courses, and we strongly encourage parents to complete the evaluations with thorough, constructive comments. Both the Officers and the teachers will review them. The student evaluation forms are completed by your children's teachers and are given to you. Any time in the school year that parents have class-related concerns, they should always communicate directly with the teacher first. The Officers should be contacted only if parents and teachers are not able to reach an understanding.

TEACHER EVALUATION FORM INCLUDES:

- Is the teacher prepared?
- Are the assignments clear?
- Is the subject covered sufficiently?
- Is the curriculum appropriate?
- Is the materials fee appropriate?
- Is the teacher knowledgeable in the subject?
- Are students given enough individual help?
- Is the amount of assigned work reasonable?
- Are students held accountable for assigned homework?
- Are students encouraged to participate in class?
- Does the teacher provide and follow a syllabus / course outline?
- Is communication with parents sufficient?
- Is the classroom orderly and positive?
- Would you recommend this class?

STUDENT EVALUATION INCLUDES:

Grade as of December 1 (if requested by parent): _____

BEHAVIOR/ATTITUDE

- ___ Excellent
- ___ Acceptable
- ___ Needs improvement

PARTICIPATION

- ___ Willingly participates
- ___ Requires encouragement to participate
- ___ Needs to participate more in class

PREPARATION

- ___ Usually comes to class prepared, with homework done
- ___ Sometimes has not come prepared or had homework done
- ___ Often comes to class unprepared, homework not done

Comments:

Course Descriptions

Writing

Creative Writing (Grades 4/5)

Teacher: Julia Nalle

Period 2 12:15-1:10

Period 4 2:15-3:10

Period 5 3:15-4:10

Yearly Course Fee:	\$225
Monthly Installment:	\$25
Materials Fee:	\$15
Textbook:	no
Homework/Hrs a wk:	yes/2-3
Min/Max Students:	7/18
Grade Level	4/5
Accepts 2 nd Sem enrollment	Yes

In this two year course, students will write narratives, descriptions, poems, and stories. To inspire the students, we will read classic pieces of literature. Miniature grammar lessons will also help build a foundation for strong writing. This course is designed to excite young students to write with confidence at their own pace. We will have weekly homework that will be fun and exciting! Students who have taken this course this year will be able to return to all new material and it is open to all new students who were not enrolled last year.

The materials fee covers copying expenses for the year

- Students are responsible for bringing a three-ringed notebook filled with paper and pencils to each class.

Creative Writing (Grade 6/7)

Teacher: Rusty Gorby

Period 5 3:15-4:10

Yearly Course Fee:	\$270
Monthly Installment:	\$30
Materials Fee:	\$20
(if joining 2 nd semester fee is \$8)	
Textbook:	no
Homework/Hrs a wk:	yes/1-3
Min/Max Students:	12/30
Grade Level:	6/7
Accept 2 nd sem enrollment	yes

Enrolling your child in this one-year creative writing class will provide them with a course designed specifically for their age group. Writing tasks will be made fun, as students learn how to effectively and confidently express themselves. Some of the planned activities include building sentences, developing various kinds of paragraphs (narrative, descriptive, expository, and persuasive), writing letters, writing a book report and a short topical report, enjoying a Christmas project, writing and creating their own children's book, authoring some poetry and much more. In addition, there will be mini-lessons on grammar, spelling (fun discovery methods), proper writing format and note taking. Finally, students may benefit from Mrs. Gorby's website (www.Gorbywriting.com) when they want to listen to a lesson again or when they have been absent. Having access to the audio lectures and handouts on the Internet allows the students to do their lesson even if they miss class, and helps students acquire technological experience.

➤ The materials fee covers all handouts.

➤ Books to purchase:

Number the Stars by Lois Lowry

Where the Red Fern Grows by Wilson Rawls

➤ Additional supplies to purchase:

Three ring binder with 5 dividers and

2 folders with pockets and brads

Notebook paper, pens, and pencils

Note cards (3x5) and (4x6)

****Parents should be aware that it takes 4-6 weeks to receive graded work from Mrs. Gorby.**

Academic I, II, and College Prep Writing (Grades 7-12)

Teacher: Rusty Gorby

Teenagers will benefit from taking these courses because of the vital writing instruction being presented. In addition, students may benefit from Mrs. Gorby's website (www.GorbyWriting.com). Having access to the audio lectures and handouts on the Internet allows the students to do their lesson even if they miss class, and helps students acquire technological experience. The instructor will use various teaching styles to ensure the success of each student since cultivating writing skills can be extremely challenging at times.

Mrs. Gorby's writing classes will include five basic objectives:

1. Process writing will be stressed; encompassing prewriting, drafting and editing of informative, persuasive descriptive, narrative, analytical and expository compositions and research papers.
2. Research skills will be emphasized so that the student will feel comfortable in locating and using reference materials, note taking, paraphrasing and in applying proper documentation (MLA Form).
3. Strategies in answering essay questions from classic and Christian literature will be taught. Literature will be taught from a Biblical perspective, always pointing to truth.
4. Lessons integrating grammar with writing will be included.
5. On each essay the teacher will write positive and critical feedback for the students to encourage personal growth. [A grade will not be given unless requested by the parent.]

****Parents should be aware that it takes 4-6 weeks to receive graded work from Mrs. Gorby.**

Academic Writing I

Period 4 2:15-3:10

A one year course offered to middle school writers in grades 7 and 8. An excerpt of the MLA Handbook will be included in the materials fee.

****Parents should be aware that it takes 4-6 weeks to receive graded work from Mrs. Gorby.**

Yearly Course Fee	\$315
Monthly Installment	\$35
Materials Fee:	\$25
(if joining 2 nd semester fee is \$12.50)	
Textbook:	yes
Homework/Hrs a wk:	yes/3+
Min/Max Students:	15/30
Grade Level	7/8
Accepts 2 nd sem enrollment	yes

Academic Writing II

Period 1 11:00-11:55

Period 3 1:15-2:10

A two year course; it meets the writing needs of 9th and 10th grade students; it is also open to 8th grade students that have already taken Academic Writing I. An excerpt of the MLA Hand-book is included in the materials fee.

****Parents should be aware that it takes 4-6 weeks to receive graded work from Mrs. Gorby.**

Yearly Course Fee:	\$360
Monthly Installment	\$40
Materials Fee:	\$25
(if joining 2 nd semester fee is \$12.50)	
Textbook:	yes
Homework/Hrs a wk:	yes/3+
Min/Max Students	12/30
Grade Level	8-10
Accepts 2 nd sem enrollment	yes

College Prep

Period 2 12:15-1:10

A two year course; it meets the writing needs of students grades 10-12. Mrs. Gorby is glad to edit a college application essay for these students. An excerpt of the MLA Handbook is included in the materials fee.

****Parents should be aware that it takes 4-6 weeks to receive graded work from Mrs. Gorby.**

Yearly Course Fee:	\$360
Monthly Installment:	\$40
Materials Fee:	\$25
(if joining 2 nd semester fee is \$12.50)	
Textbook:	yes
Homework/Hrs a wk:	yes/3+
Min/Max Students:	12/30
Grade Level:	10-12
Accepts 2 nd sem enrollment	yes

Science

Science Exploration (Grade K) Teachers: Pamella Sealander Period 5 3:15-4:10

Yearly Course Fee:	\$180
Monthly Installment:	\$20
Materials Fee:	\$30/\$20
(if joining 2 nd semester fee is \$30)	
Textbook	Library/Optional Text
Homework/Hrs a wk:	30 min/wk
Min/Max Students:	8/15
Grade Level:	Kindergarten
<i>(no minimum age exceptions permitted)</i>	
Accepts 2 nd sem enrollment	yes

This action-packed class will feature ‘hands on’ learning experiences for kindergarten students. Through demonstrations, model making, and experimentation, students will grasp scientific principles as the teacher highlights important concepts. Scientific skills of observing, sequencing, classifying, measuring, questioning, predicting, and experimenting will be emphasized.

Students will need to read (or have a parent read to them) pertinent library books prior to class time. This preparation will help to maximize the learning experience. When homework pages are given, these should be completed as well. Participation in the science fair (November of odd years: 2009, 2011, etc.) is encouraged but not required.

Topics covered in 2011-2012 will be (in order): 1) Trees, 2) Human Body, 3) Weather, 4) Simple Machines, 5) Sound & Light, 6) Birds. These science topics will parallel those taught in all the Science Exploration classes for grades K-6 for the ease of families with children in more than one of these classes. They will follow a three-year topic sequence to assure that students have a well-rounded science background from grades K-6, and to avoid repetition of subject matter from year to year.

Field Trips: Field trips will be scheduled as an optional activity for as many of the units as possible. Parents willing to organize field trips are needed and receive free or discounted admission rates. Parents are required to read the field trip guidelines which are posted on the ACTS website in the science explore field trip section, prior to attending a field trip.

Guest Speakers occasionally will be invited to teach in their area of expertise to enhance learning.

Materials fee covers most of the items needed for the weekly labs and copying costs. The \$50 fee covers both semesters. Students enrolling in January pay a \$30 materials fee.

Occasionally, to avoid unnecessary spending, students may be asked to bring items from home.

Additional items to purchase: A 3-ring binder with dividers for each topic (order as listed above) to be brought each week

Science Exploration (Grades 1/2)

Teachers: Pamella Sealander

Period 2 12:15-1:10

Period 3 1:15-2:10

Period 4 2:15-3:10

Yearly Course Fee:	\$180
Monthly Installment:	\$20
Materials Fee:	\$30/\$20
(if joining 2 nd semester fee is \$30)	
Textbook	Text (s) TBA
Homework/Hrs a wk:	30 min – 1 hour
Min/Max Students:	8/15
Grade Level:	1/2
Accepts 2 nd sem enrollment	yes

This action-packed class will feature ‘hands on’ learning experiences for early elementary students. Through demonstrations, model making, and experimentation, students will grasp scientific principles as the teacher highlights important concepts. Scientific skills of observing, sequencing, classifying, measuring, questioning, predicting, and experimenting will be emphasized.

Students will need to read (or have a parent read to them) assigned reading prior to class time. This preparation will help to maximize the learning experience. When homework pages are given, these should be completed as well. Participation in the science fair (November of odd years: 2009, 2011, etc.) is encouraged but not required.

Topics covered in 2011-2012 will be (in order): 1) Trees, 2) Human Body, 3) Weather, 4) Simple Machines, 5) Sound & Light, 6) Birds. These science topics will parallel those taught in all the Science Exploration classes for grades K-6 for the ease of families with children in more than one of these classes. They will follow a three-year topic sequence to assure that students have a well-rounded science background from grades K-6, and to avoid repetition of subject matter from year to year

Field Trips: Field trips will be scheduled as an optional activity for as many of the units as possible. Parents willing to organize field trips are needed and receive free or discounted admission rates. Parents are required to read the field trip guidelines which are posted on the ACTS website in the science explore field trip section, prior to attending a field trip.

Guest Speakers occasionally will be invited to teach in their area of expertise to enhance learning.

Materials fee covers most of the items needed for the weekly labs and copying costs. \$30 is due at registration and covers fall semester plus some year-long materials. \$20 additional is due in January and covers spring semester. Students enrolling in January pay a \$30 materials fee.

Occasionally, to avoid unnecessary spending, students may be asked to bring items from home.

Additional items to purchase: A 3-ring binder with dividers for each topic(order as listed above) to be brought each week

Science Exploration (Grades 3/4)

Teacher: Kathy Pierson

Period 1 11:00-11:55

Period 2 12:15-1:10

Period 3 1:15 – 2:10

Period 4 2:15-3:10

Yearly Course Fee:	\$225
Monthly Installment:	\$25
Materials Fee:	\$30/\$20
(if joining 2 nd semester fee is \$30)	
Textbook	Abeka Science Gr. 4 Abeka Science Gr. 5 Additional TBA
Homework/Hrs a wk:	1 hour
Min/Max Students:	8/16
Grade Level:	3/4
Accepts 2 nd sem enrollment:	yes

This science class will be comprised mostly of ‘hands on’ experiments that will go along with the reading material. Some class time will be review of what was read prior to class in order to tie the reading material together with the hands on experiments. Once a semester, an exceptional educational video that goes with the topic may be shown. Occasionally, guest teachers will be invited to teach in their area of expertise to enhance learning. An occasional report will be assigned (approximately two to three per year) Participation in the science fair (fall of odd years: 2011, 2013, etc.) is encouraged, but not required. With an occasional exception, topics will be covered in 4 or 5-week units. Topics covered in 2011-2012 will be (in order): 1) Trees, 2) Human Body, 3) Weather, 4) Simple Machines, 5) Sound & Light, 6) Birds. These science topics will parallel those taught in all the Science Exploration classes for grades K-6 for the ease of families with children in more than one of these classes. These classes will follow a 3-year topic sequence to assure that students have a well-rounded science background from grades K-6, and to avoid repetition of subject matter from year to year.

Field trips: Field trips will be scheduled as an optional activity for as many of the units as possible. Parents willing to organize field trips are needed and receive free or discounted admission rates. Parents are required to read the field trip guidelines, which are posted on the ACTS website in the science explore field trip section, prior to attending a field trip.

Homework: Students will be expected to read (or to have a parent read to them) the assigned reading prior to class each week. When homework pages are given, these should be completed as well to be checked during class each week. This preparation will assist them in getting the most out of their science classes. Parents should let the teacher know prior to registering for this class if their child is not reading or is a beginning reader. The Materials fee covers most of the items needed for the weekly labs and copying costs. \$30 is due at registration and covers fall semester plus some year-long materials. \$20 additional is due in January and covers spring semester. Students enrolling in January pay a \$30 materials fee.

To avoid unnecessary spending, students may be asked to bring items from home.

Students should bring to class each week a 3 ring binder with 6 dividers labeled with this year’s topics.

Websites: It is not required for students to have internet access to be in this science course. Websites are sometimes suggested as an **optional** activity to enhance learning on a variety of topics, but they are not required. Students without internet access may choose reading material from the library as an extra, optional activity

Handouts: All handouts that students receive can be found on the ACTS assignment/download page. Click on the teacher’s name and you will locate the list of handouts. Students should copy handouts from this page if the copy they were given in class becomes lost. This is especially helpful for students to click on website links from handouts rather than typing in the entire address.

Science Exploration (Grades 5/6)

Teacher: Ginny Sieminski

Period 1 11:00-11:55

Period 2 12:15-1:10

Period 3 1:15-2:10

Period 4 2:15-3:10

Yearly Course Cost:	\$225
Monthly Installment:	\$25
Materials Fee:	\$30/\$20 (if joining 2 nd semester fee is \$30)
Textbook	yes
Homework/Hrs a wk:	1 ½ hours
Min/Max Students:	8/16
Grade Level:	5/6
Accepts 2 nd sem enrollment	yes

This science class will be comprised mostly of ‘hands on’ experiments and activities keyed to the reading material. Once a semester, an exceptional educational video may be shown and discussed. Specially qualified guest speakers may also be invited to share their area of expertise to enhance our learning. Several reports or projects may be assigned and oral presentations will be expected. A Science Fair project is required in the fall of odd years. Class activities will be summarized and enriched through “foldable” hand outs and models which will be assembled into optional Lap Books. A computer with internet access is strongly recommended for this course.

Topics will be covered in five-week units with one exception. Topics covered in 2011-2012 will be (in order): 1) Trees, 2) Human Body, 3) Weather, 4) Simple Machines, 5) Sound & Light, 6) Birds. These topics will parallel those taught in all the Science Exploration classes for grades K-6 for the ease of families with children in more than one of these classes. These classes will follow a three-year topic sequence to assure that students have a well-rounded science background from grades K-6.

Field trips: Field trips will be scheduled as an optional activity for as many of the units as possible. Parents willing to organize field trips are needed and receive free or discounted admission rates. Parents are required to read and sign the field trip guidelines (posted on the ACTS website in the science explore field trip section) prior to attending a field trip.

Homework: Students will be expected to read the designated material from the text(s) prior to class each week, and complete written exercises as assigned. This preparation will assist them in getting the most out of their science classes. In addition, time spent at home cutting, folding, and coloring will be necessary to complete the optional Lap Book foldables. Homework will be checked in class for completion but not for accuracy as parents should correct all work prior to class (answer keys provided.) Tests are optional, but may be used by parents as additional reviews or evaluations.

Science Fair: In the fall of odd numbered years, students in this class will be walked through the process of creating a science fair experiment and display board. These projects will then be displayed at the ACTS Science Fair open to parents and friends.

“Textbooks”: ABeka 5th grade science: Investigating God’s World (1990 or 1999 editions)
ABeka 6th grade science: Observing God’s World (1991 or 2001 editions)
ABeka 7th grade science: Science: Order and Reality (1993 edition)

- To avoid unnecessary spending, students may be asked to bring items from home.
- Materials fee covers most of the items needed for the weekly labs and copying costs. \$30 is due at registration and covers fall semester plus some year-long materials. \$20 additional is due in January and covers spring semester. Students enrolling in January pay a \$30 materials fee.
- Students should bring a notebook with a 3 ring binder with them to class each week along with relevant textbook, pencil and colored pencils. Binder should include a divider labeled for each topic.

Exploring Creation with General Science

Teacher: Michele Bessette
Period 2: 12:15-1:10

Yearly Course Fee:	\$225
Monthly Installment:	\$25
Materials Fee:	\$30
(if joining 2 nd semester fee is \$15)	
Textbook	no
Homework/Hrs a wk:	2 ½ -3
Min/Max Students:	6/18
Grade Level:	7
Accepts 2 nd sem enrollment	w/teacher approval

This course is designed to be a student's first systematic introduction to the sciences. The course covers such topics as the scientific method, designing experiments, simple machines, archaeology, geology, paleontology, biology, and human anatomy and physiology. Students will read and study the sixteen learning modules at home, and class time will be utilized primarily for labs. We will also have group discussions for the clarification of concepts that students may be having trouble with or that they would like to explore further. Students are required to read the assigned module and answer the "On Your Own" questions **before** attending lab. (**Recommended for Grade 7**). Advanced 6th graders may be interested in this course, but, carefully consider your student's math scope and sequence before entering the Apologia Science scope and sequence. The Apologia science classes designed for grades 9-12 have math prerequisites that should be noted.)

Homework: The instructor will monitor/assess students' timely completion of quality work. Students will read modules, answer "On Your Own" questions, finish study guides, and complete the module tests at home

Science Fair: The ACTS Science Fair will be held in the fall of odd-numbered year. Students may consider conducting a science project and presenting it in the fair. They might also consider participating in the Piedmont Regional Science Fair in March.

- Books to purchase: Apologia Exploring Creation with General Science 2nd Edition, Textbook
Apologia Exploring Creation with General Science 2nd Edition, Solutions Manual
- The Materials fee covers most of the materials needed for the weekly labs. Occasionally, to avoid unnecessary spending, students may be asked to bring a particular item from home.
- Other supplies needed: 3-ring binder, lab notebook of your choice, pencils, colored pencils, ruler

Exploring Creation with Physical Science

Teacher: Shelia Talbott

Period 2: 12:15-1:10

Yearly Course Fee:	\$225
Monthly Installment:	\$25
Materials Fee:	\$30
(if joining 2 nd semester fee \$ 15)	
Textbook	yes
Homework/Hrs a wk:	2 ½ -3
Min/Max Students:	6/20
Grade Level:	8
Accepts 2 nd sem enrollment	with teacher approval

This is a middle school level physical science / earth science laboratory taught from a Christian viewpoint. The course covers such topics as the atmosphere, the hydrosphere, weather, structure of the earth, environmentalism, physics of motion, Newton's Laws, gravity, and astrophysics. Students will read and study the sixteen learning modules at home, and class time will be utilized primarily for labs. We will also have group discussions for the clarification of concepts that students may be having trouble with or that they would like to explore further. Students are required to read the assigned module and answer the "On Your Own" questions **before** attending lab. **(Recommended for Grade 8 – Students should either be in pre-algebra while taking this course have finished it before this course.)**

Homework: The instructor will monitor/assess students' timely completion of quality work. Students will read modules, answer "On Your Own" questions, finish study guides, and complete the module tests at home.

Science Fair: The ACTS Science Fair will be held in the fall of odd-numbered year. Students may consider conducting a science project and presenting it in the fair. They might also consider participating in the Piedmont Regional Science Fair in March.

- Books to Purchase: Exploring Creation With Physical Science, Textbook 2nd edition
Exploring Creation With Physical Science, Solutions Manual
Optional: Exploring Creation With Physical Science, Companion CD-ROM
- The Materials fee covers most of the materials needed for the weekly labs. Occasionally, to avoid unnecessary spending, students may be asked to bring a particular item from home.
- Other supplies needed: 3-ring binder, lab notebook (bound), pencils, colored pencils, ruler, calculator

Exploring Creation with Biology

Teacher: Michele Bessette

Period 1: 10:45-11:55 (note early start time)

Period 5: 3:15-4:25 (note late dismissal time)

Yearly Course Fee:	\$315
Monthly Installment:	\$35
Materials Fee:	\$45
(if joining 2 nd semester fee is \$25)	
Textbook	yes
Homework/Hrs a wk:	2 ½ -3
Min/Max Students:	4/20
Grade Level:	9,10,11
Accepts 2 nd sem enrollment	w/teacher approval

This is a high school level biology course with laboratory taught from a Christian perspective. It is recommended to take this course the same year the student is taking Algebra I, and a **pre-requisite is Pre-Algebra**. Students will work at home through the sixteen learning modules of Apologia Science's Exploring Creation with Biology text (two weeks per module). Class time will be utilized for labs, field studies, group discussion, and clarification of concepts. Topics of study include: life processes, biological classification, the five living kingdoms (monerans, protists, fungi, plants, animals), ecosystems and cycles, origins of life (creation vs. evolution), biochemistry, cell structure/reproduction, and genetics. Students will frequently utilize a microscope, and they will dissect an earthworm, frog, perch, grasshopper, owl pellet, and crayfish during the year. **(Recommended for Grade 9.)**

Homework: The instructor will monitor/assess students' timely completion of quality homework. Students will read modules, answer "On Your Own" questions, finish study guides, and complete tests at home. Mrs. Bessette will grade the tests and will calculate the final grades. There will be occasional specials projects (not involved) and field trips throughout the year.

Science Fair: The ACTS Science Fair will be held in the fall of odd-numbered year. Students may consider conducting a science project and presenting it in the fair. They might also consider participating in the Piedmont Regional Science Fair in March.

- Materials fee covers the microscope rent for the year, slides, dissection kits, and general supplies for weekly labs.
- Books: Exploring Creation with Biology textbook Apologia Science, **2nd edition**, Dr. Jay Wile
Exploring Creation with Biology Solutions Manual
Optional: Exploring Creation with Biology Companion CD-ROM
- Other supplies to purchase: 3-ring binder and paper, lab notebook of your choice, pencils, colored pencils, 16 dividers, and homework folder/pocket portfolio.

Exploring Creation with Chemistry

Teacher: Shelia Talbott

Period 1: 10:45-11:55 (note early start time)

Period 5: 3:15-4:25 (note late dismissal time)

Yearly Course Fee:	\$315
Monthly Installment	\$35
Materials Fee:	\$30
(if joining 2 nd semester fee is \$15)	
Textbook	yes
Homework/Hrs a wk:	2 ½ -3
Min/Max students:	4/18
Grade Level:	10, 11, 12
Accepts 2 nd sem enrollment	with teacher approval

This is a high school level chemistry course with laboratory taught from a Christian viewpoint. Students will work at home through the sixteen learning modules of Apologia Science Exploring Creation with Chemistry (2nd edition). Class time will be utilized for labs, group discussion, and clarification of concepts. Topics of study will include: measurement and units, energy, heat, temperature, atoms and molecules, classifying matter and its structure, molecular structure, polyatomic ions and molecular geometry, acid/base chemistry, chemistry of solutions, the gas phase, thermodynamics, kinetics, chemical equilibrium, and reduction/oxidation reactions. Students will perform various chemical experiments relating to the topics of study utilizing the scientific method while observing safe laboratory technique.

Prerequisite: Algebra I, recommended by Apologia for Grade 10.

Homework: Students will be expected to read modules, answer “On Your Own” questions, finish study guides and complete tests at home. Mrs. Talbott will hold students accountable for completing these assignments as instructed. There will be occasional special projects that will not be too involved.

Science Fair: The ACTS Science Fair will be held in the fall of odd-numbered year. Students may consider conducting a science project and presenting it in the fair. They might also consider participating in the Piedmont Regional Science Fair in March.

- The materials fee covers most of the materials needed for the weekly labs.
- Books to purchase:
 - Apologia Science Exploring Creation with Chemistry, Textbook (2nd edition)
 - Apologia Science Exploring Creation with Chemistry, Solutions Manual
 - Optional: Chemistry Companion CD-ROM
- Other supplies needed: 3 ring binder, bound lab notebook, pencils, blue or black ink pen, ruler calculator

Exploring Creation with Physics

Teacher: Mary Saville

Period 5: 3:15-4:25 (note late dismissal time)

Yearly Course Fee:	\$360
Monthly Installment:	\$40
Materials Fee:	\$35
(if joining 2 nd semester fee is \$15)	
Textbook	TBA
Homework/Hrs a wk:	4-5
Min/Max students:	4/20
Grade Level:	10,11,12
Accepts 2 nd sem enrollment	w/instructor approval

This is a high school level physics course with laboratory taught from a Christian viewpoint. Students will work through Apologia Exploring Creation with Physics by Jay Wile. Class time will cover physics concepts from the text, laboratories, group discussion, and the importance of physics in the world around us. Special emphasis will be placed on learning how to write a college-level lab report. Students will compose lab reports that include an abstract, procedure, data and analysis, discussion, and conclusion. Mrs. Saville likes to have lively discussions on theoretical physics as a way of encouraging students to develop scientific intuition.

Towards the end of the second semester, students will participate in a special physics design project that will vary from year to year. It will offer a chance for collaborative work in a fun and competitive setting.

Prerequisite: Algebra II and Geometry are recommended by Apologia for Grade 11. In particular, a familiarity with trigonometric functions is important.

Homework: Students will be expected to read modules, answer "On Your Own" and "Practice Problem" questions, and complete tests and quizzes at home. Mrs. Saville requests that parents carefully proctor closed book quizzes and tests, since there is not enough class time to test during the period. At the start of each semester a week-by-week syllabus is given. In the first semester, accountability is requested through the use of homework slips, where parents sign that they have reviewed their students work.

Science Fair: The ACTS Science Fair will be held in the fall of odd-numbered year. Students may consider conducting a science project and presenting it in the fair. They might also consider participating in the Piedmont Regional Science Fair in March.

Textbook: *Exploring Creation with Physics, 2nd edition* by Dr. Jay L. Wile. ISBN 1-932012-42-7

Supplementary: Solutions and Tests for Exploring Creation with Physics 2nd Edition. ISBN 1-932012-43-5

Other supplies needed: 3 ring binder, bound lab notebook, pencils, blue or black ink pen, calculator that can perform sine, cosine, and tangent functions, ruler.

History & Geography

American History (Grades 1 and 2)

Teacher: Jean Taglavore

Period 4: 2:15-3:10

Period 5: 3:15-4:10

****Not offered 2011-2012****

Yearly Course Fee:	\$180
Monthly Installment:	\$20
Materials Fee:	\$30
(if joining 2 nd semester fee is \$15)	
Textbook:	see below
Homework:	none
Min/Max students:	5/12
Grade level:	1, 2
Accepts 2 nd sem enrollment	yes

**This course rotates every other year with
World History for Grades 1 and 2.**

This class will give your child a good foundational knowledge of American History. We will look at the major people and events from colonial times to the American Revolution and beyond, ending right before the World Wars.

Your child will have no homework the majority of the time. There may occasionally be a small assignment. The classes will include text reading, coloring pages, maps, reading picture books, and crafts, games, or related activities.

- **Textbook: It is not necessary to purchase the textbook unless you would like to do so. We will be reading selections from “The Complete Book of United States History” by McGraw-Hill. (Please note that since this book is intended for Grades 3-5, we will not be reading it in its entirety.)
- Items to Purchase:
 - A three-ring **Binder**
 - **3-Tabbed Dividers** Please label: *Coloring, Maps, Other*
 - **Pencil bag** with pencils, scissors and glue stick.

The Materials Fee covers supplies for the weekly projects, and the photocopying of all maps, coloring pages, and other handouts for the entire year

World History (Grades 1 and 2)
Teacher: Jean Taglavore
Period 3: 1:15-2:10

Yearly Course Fee:	\$180
Monthly Installment:	\$20
Materials Fee:	\$30
(if joining 2 nd semester fee is \$15)	
Textbooks:	see below
Homework:	none
Min/Max students;	5/12
Grade level:	1, 2
Accepts 2 nd sem enrollment	yes

This class will give your child a good foundational knowledge for World History. We will look at the major people and events from Ancient times to the present era.

Your child will have no homework the majority of the time. There may occasionally be a small assignment. The classes will include text reading, coloring pages, songs, maps, reading picture books, and crafts, games, or related activities.

➤ ****Textbook:** It is not necessary to purchase the textbook (The Complete Book of World History) unless you would like to do so.

➤ **Items to Purchase:**

-- A three-ring Binder

-- 3-Tabbed Dividers Please label: Coloring, Maps, Other

-- Colored Pencils and a Pencil Case to keep them in the notebook.

➤ The Materials Fee covers supplies for the weekly projects and the photocopying of all maps, coloring pages, and other handouts for the entire year.

Hands On History - Ancients
Teacher: Carol Henderson
Period 3: 1:15-2:10

****Not offered 2011-2012****

Yearly Course Fee:	\$180
Monthly Installment	\$20
Materials Fee:	\$35
(if joining 2 nd semester fee is \$17.50)	
Textbook:	(see below)
Homework:	1/2 hour/week + reading
Min/Max Students:	7/12
Grade Level:	3-6
Accepts 2 nd sem enrollment	yes

This class will use *Story of the World* as a primary text and your choice of library books for outside reading. The class will start with Creation & Noah's Flood and will follow civilization thru the Roman Empire with emphasis on the Egyptian, Greek, and Roman eras. Class time will include timelines, maps, games, crafts, and other fun activities!

Homework assignments based on the textbook reading will be given weekly. The students will be expected to choose & read books outside of the textbook on a regular basis and to occasionally share what has been read with the class.

- The Materials Fee covers supplies for the weekly projects and the photocopying of all maps, coloring pages, and other handouts.
- Additional items to purchase:
 - a 3-ring Binder
 - 5-Tab Dividers
 - Colored Pencils
 - 2 Glue Sticks
 - Pencil Case (to keep pencils & glue sticks in notebook!)

Textbooks:

1) Story of the World (1 per family)

2) Timeline Book – (1 per student) This covers all eras, and will be used for all four years of ACTS Hands-On History. Cost is \$10-\$12 (exact amount depends on total quantity of entire order). Order/payment information will be emailed to you. Available the first day of co-op at the front table.

ACTS Hands-On History classes provide a four-year approach to studying history:

Year 1: Ancient History (5000 B.C. to A.D. 400)

Year 2: Medieval – Early Renaissance (400 A.D. to 1600 A.D.)

Year 3: America and the World 1600-1850

Year 4: America and the World: The Modern Age (1850-2000)

Hands On History - Medieval Year 2
Teacher: Carol Henderson
Period 3: 1:15-2:10

Yearly Course Fee:	\$180
Monthly Installment:	\$20
Materials Fee:	\$35
(if joining 2 nd semester fee is \$17.50)	
Textbook	yes
Homework:	½ hr/wk + reading
Min/Max Students:	7/14
Grade Level:	3-6
Accepts 2 nd sem enrollment	Yes

This class will use *Story of the World* as a primary text and your choice of library books for outside reading. The class will cover the Middle Ages period of history, from the fall of the Roman Empire through the early Renaissance. Class time will include timelines, maps, games, crafts, and other fun activities!

Homework assignments based on the textbook reading will be given weekly. The students will be expected to choose & read books outside of the textbook on a regular basis and to occasionally share what has been read with the class.

- The Materials Fee covers supplies for the weekly projects and the photocopying of all maps, coloring pages, and other handouts.
- Additional items to purchase:
 - a 3-ring Binder
 - 5-Tab Dividers
 - Colored Pencils
 - 2 Glue Sticks
 - Pencil Case (to keep pencils & glue sticks in notebook!)

Textbooks:

1) Story of the World (1 per family)

2) Timeline Book – (1 per student) This covers all eras, and will be used for all four years of ACTS Hands-On History. Cost is \$10-\$12 (exact amount depends on total quantity of entire order). Order/payment information will be emailed to you. Available the first day of co-op at the front table.

ACTS Hands-On History classes provide a four-year approach to studying history:

Year 1: Ancient History (5000 B.C. to A.D. 400)

Year 2: Medieval – Early Renaissance (400 A.D. to 1600 A.D.)

Year 3: America and the World 1600-1850

Year 4: America and the World: The Modern Age (1850-2000)

Hands On History: 1600-1850
Year 3 America & the World
Teacher: Julia Nalle
Period 3: 1:15-2:10

****Not offered 2011-2012****

Yearly Course Fee:	\$180
Monthly Installment:	\$20
Materials Fee:	\$25/25
(if joining 2 nd semester fee is \$25)	
Textbook	yes
Homework:	45 min – 1 hr
Min/Max Students	5/15
Grade Level:	3-6
Accepts 2 nd sem enrollment	yes

This class will focus on both American and World history from the time of the Explorers to the American Gold Rush. Students will learn about exciting people and events from this time period including the Pilgrims, Native Americans, wars and revolutions, constitutions and the institution of slavery. We will also cover other cultures and countries including China, Russia, Britain and France. Our class time will include timelines, games, geography, listening to students' weekly summaries and exciting hands-on activities to bring history alive! We will be working throughout the year on learning the names and locations of the 50 states.

Students will be reading from two required texts and will be required to bring a timeline book to class each week, along with a 3-ring notebook.

Textbooks to Purchase:

1. Story of the World, Volume 3: History for the Classical Child - Susan Wise Bauer
2. Companion, Cool History and Map Packet (1 per family) This will be purchased through www.biblioplan.net
3. Timeline Book – (1 per student) This covers all eras, and will be used for all four years of ACTS Hands-On History.

Also required - A 3-Ring Notebook with 4 dividers

Other Optional Items to get the MOST out of the class!

Optional - A History of US (volumes 2-5) by Joy Hakim

Optional - Usborne Internet-Linked Encyclopedia of World History

For required homework, your child will read (or listen to) the assigned chapters from Story of the World. Optional homework includes filling out a map, writing summaries of reading material, doing 'Cool History' questions or activities, keeping a reading log of historical fiction and non-fiction books read, optional reading, and exploring a fun, weekly website that accompanies the subject studied. All optional homework is encouraged but not required. Children receive rewards for any optional work accomplished. The 50.00 Materials fee covers maps, timeline figures, activities and materials for the year. To avoid unnecessary spending, some items will need to be brought from home.

Hands On History:1850-Present
Year 4
Teacher: Julia Nalle
Period 3: 1:15-2:10

Yearly Course Fee:	\$180
Monthly Installment:	\$20
Materials Fee:	\$25/25
(if joining 2 nd semester fee is \$25)	
Textbook	yes
Homework:	1 hour +
Min/ Max Students	5/15
Grade level:	3-6
Accepts 2 nd sem enrollment	yes

This class will focus on both American and World History from the time of the Civil War to present day. Students will read about American history within the context of World events. We will study times of war and of peace, and we will watch the world change through industry and revolution. We will learn about Communism, Nazism, Capitalism and more. We will also cover other cultures and countries including India, Japan, Israel and Germany. Our class time will include timelines, games, geography, and listening to students' weekly summaries, along with exciting, hands-on activities to bring history alive! We will be working throughout the year on learning the names and locations of the countries that we cover in class.

Textbooks to Purchase:

- Story of the World, Volume 4: History for the Classical Child - Susan Wise Bauer
- BiblioPlan Co-op Packet - purchased through www.BiblioPlan.net - The link for ordering this packet will be e-mailed to the families after registration.
- A 3-Ring Notebook with 4 dividers

Optional Texts for this class include:

- **HIGHLY RECOMMENDED FOR AMERICAN HISTORY:** A History of US (volumes 5-10) by Joy Hakim - These are for American History.
- **FOR WORLD HISTORY:** Usborne Internet-Linked Encyclopedia of World History
- **TIMELINE BOOK** for year 4 - Purchased through www.BiblioPlan.net - The link for ordering the timeline book will be e-mailed to the families after registration.

For required homework, your child will read (or listen to) the assigned chapters from Story of the World. Children will also present one report on a historical figure or event within the time frame we are studying. Optional homework includes filling out a map, writing summaries of material read, doing 'Cool History' questions or activities, keeping a reading log of historical fiction and non-fiction books read, optional reading, and exploring a fun, weekly website that accompanies the subject studied. All optional homework is encouraged but not required. Children receive rewards for any optional work accomplished.

The 50.00 Materials fee covers the hands on activities, copying and materials for the year. \$25 is due at registration and covers the fall's activities. \$25 is due in January to cover the 2nd semester. To avoid unnecessary spending, some items will need to be brought from home

Cool Modern History for Middle Schoolers (Yr. 4)
Teacher: Julia Nalle
Period 1: 11:00-11:55

Yearly Course Fee:	\$180
Monthly Installment:	\$20
Materials Fee:	\$25/\$20
(if joining 2 nd semester fee is \$25)	
Textbook	yes
Homework:	1 hour +
Min/ Max Students	5/15
Grade level:	6-8
Accepts 2 nd sem enrollment	yes

This class is a take-off of the Hands on History class but for a little older group. For 6-8th graders we will focus on both American and World History from the time of the Civil War to present day. We will still do some Hands on Activities but we will also be doing more in-depth discussions and activities to help us grasp both American and World History over the last 150 years. Students will read about American history within the context of World events. We will study times of war and of peace, and we will watch the world change through industry and revolution. We will learn about Communism, Nazism, Capitalism and more.

Homework will include filling out a map, doing ‘Cool History’ questions or activities, keeping a reading log of historical fiction and non-fiction books read, optional reading, and doing occasional reports on events or history figures.

Textbooks to Purchase:

- Story of the World, Volume 4: History for the Classical Child - Susan Wise Bauer
- BiblioPlan Co-op Packet - purchased through www.BiblioPlan.net - The link for ordering this packet will be e-mailed to the families after registration.
- A 3-Ring Notebook with 4 dividers

Optional Texts for this class include:

- **HIGHLY RECOMMENDED FOR AMERICAN HISTORY:** A History of US (volumes 5-10) by Joy Hakim - These are for American History.
- **FOR WORLD HISTORY:** Usborne Internet-Linked Encyclopedia of World History
- **TIMELINE BOOK** for year 4 - Purchased through www.BiblioPlan.net - The link for ordering the timeline book will be e-mailed to the families after registration.

The 45.00 Materials fee covers hands on activities, copying and materials for the year. \$25 is due at registration and covers the fall’s activities. \$20 is due in January to cover the 2nd semester. To avoid unnecessary spending, some items will need to be brought from home.

**Cool Early Modern History for
Middle Schoolers (Yr. 3)
Teacher: Julia Nalle
Period 1: 11:00-11:55**

****Not offered 2011-2012****

Yearly Course Fee:	\$180
Monthly Installment:	\$20
Materials Fee:	\$25/\$20 (if joining 2 nd semester fee is \$25)
Textbook	yes
Homework:	1 hour +
Min/ Max Students	5/15
Grade level:	6-8
Accepts 2 nd sem enrollment	yes

This class is a take-off of the Hands on History class but for a little older group. For 6-8th graders we will focus on both American and World History from the time of the Explorers to the American Gold Rush. We will still do some Hands on Activities but we will also be doing more in-depth discussions and activities to help us grasp both American and World History over this time period. Students will read about American history within the context of World events. Students will learn about exciting people and events from this time period including the Pilgrims, Native Americans, wars and revolutions, constitutions and the institution of slavery. We will also cover other cultures and countries including China, Russia, Britain and France. Our class time will include timelines, games, geography, listening to students' weekly summaries and exciting hands-on activities to bring history alive! We will be working throughout the year on learning the names and locations of the 50 states and the Presidents.

Students will be reading from the Story of the World and the Companion as required texts. Optional texts will be the Joy Hakim History of US volumes 2-5.

Homework will include filling out a map, doing 'Cool History' questions or activities, keeping a reading log of historical fiction and non-fiction books read, optional reading, and doing occasional reports on events or history figures.

Textbooks to Purchase:

- Required - Story of the World, Volume 3: History for the Classical Child - Susan Wise Bauer
- Required - Companion, Cool History and Map Packet (1 per family) This will be purchased through www.biblioplan.net
- Required - A History of US (volumes 2-5) by Joy Hakim
- Required - A 3-Ring Notebook with 4 dividers

Other Optional Items!

- Optional Timeline Book (1 per student) This covers all eras, and will be used for all four years of ACTS
- Optional - Usborne Internet-Linked Encyclopedia of World History

The 45.00 Materials fee covers hands on activities, copying and materials for the year. To avoid unnecessary spending, some items will need to be brought from home.

US Providential History
“The Planting of the American
Christian Republic”

High School

Teacher: Cheryl Chafee

Period 3: 1:15 – 2:10

****Not offered 2011-2012****

Yearly Course Fee:	\$180
Monthly Installment:	\$20
Materials Fee:	\$15
(if joining 2 nd semester fee is \$10)	
Textbook	yes
Homework:	1 hour +
Min/ Max Students	5/15
Grade level :	9-12
Accepts 2 nd sem enrollment	w/teacher approval

This course will cover historic events and people significant to understanding the providential history of the founding and establishing of the United States as well as providential moments in the history of the early United States. Students will begin with a brief overview of the Reformation and some of the Reformers who had an impact on the men and women who settled this land to escape being persecuted for their faith. We will then continue with studying the providential history of Jamestown, the Pilgrims and other colonizers, the Colonies, and the young United States of America. Throughout this course we will also be able to examine the lives of some of the Founders and the role of education and the Church in the formation of this new nation.

Homework will consist of reading assignments and study questions for each chapter.

Textbook: America’s Providential History and America’s Providential History: A Documentary Sourcebook. Please order these two books through Mrs. Chafee to receive a discounted price. (Regular price is \$35. Discounted price is \$25).

Materials fee covers copies and handouts.

US Providential History
“The Planting of the American
Christian Republic”

Middle School

Teacher: Michelle Atchley

Period 5: 3:15-4:10

****Not offered 2011-2012****

Yearly Course Fee:	\$180
Monthly Installment:	\$20
Materials Fee:	\$25
(if joining 2 nd semester fee is \$25)	
Textbook	TBA
Homework:	yes
Min/Max Students:	4/15
Grade level :	7/8
Accepts 2 nd sem enrollment:	w/teacher approval

This course will look at a few of the providential visions and purposes for what would become the United States as stated by those who first came here to settle the land. This course will cover historic events and people significant to understanding the providential history of the founding and establishing of the United States as well as providential moments in the history of the early United States. Students will be studying the providential history of Jamestown, the Pilgrims and other colonizers, the Colonies, and the young United States of America. Throughout this course we will also be able to examine the lives of some of the Founders and role of education and the Church in the formation of this new nation.

****Reading requirements and course work will be at an appropriate level for middle school.**

Homework will consist of reading assignments and study questions for each chapter.

Textbook: TBA

Materials fee covers copies and handouts.

Virginia State History
Teacher: Susan Proffitt
Period 2: 12:15-1:10
(Spring Semester Only)

Semester Course Fee:	\$100
Monthly Installment	\$20
Materials Fee:	\$20
Textbook	no
Homework/Hrs a wk:	yes/1+
Min/Max Students:	5/25
Grade Level:	7-12

This class will focus on the history of our commonwealth, as well as a study of what makes us special, such as our symbols, climate, geography, industries, government, famous landmarks, and the flora and fauna native to Virginia. The history covered will include the natives who first lived here, as well as Jamestown, the American Revolution, the Civil War and Reconstruction, up to our current times. We will study historical figures such as Pocahontas, the 8 presidents from VA, George Mason, Robert E. Lee, Thomas “Stonewall” Jackson, Lewis and Clark, Cyrus McCormick, Matthew Maury, Maggie L. Walker and more. We will see how God’s direction and guidance led to the founding of this beautiful land and the birth of the United States through the Christian men and women who He placed here.

Teacher Resources:

- Cradle of America: Four Centuries of VA History by Peter Wallenstein
- Virginia: The New Dominion – A History from 1607 to the Present by Virginus Dabney
- Old Dominion, New Commonwealth: A History of VA 1607-2007
- Best Little Stories from Virginia by C. Kelly
- The Hornbook of Virginia History by Emily Salmon and Edward Campbell
- online sites such as Virginia.org

Homework will mostly consist of reading assignments, and some small projects and/or short written assignments.

There will be opportunities for field trips to historic sites during the semester.

No textbooks required, Students will need a 3-ring binder.

Trail Guide to World Geography

Teacher: Barbara Hannold

Period 1: 11:00-11:55 (grades 3-5)

Period 3: 1:15-2:10 (grades 6-8)

****Not offered 2011-2012****

Semester Course Fee:	\$180
Monthly Installment	\$20
Materials Fee:	\$30
Textbook	yes
Homework/Hrs a wk:	45 min.+
Min/Max Students:	5/16
Grade Level:	3-5, 6-8
Accepts 2 nd sem enrollment:	yes

Come along on an exciting guided trip around the world! Students will soon be able to recognize important characteristics of each continent and ocean, read and create maps, identify key geographical terms and more.

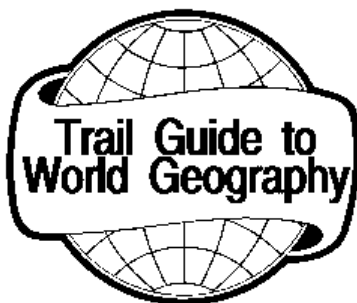
The National Geographic Society defines Geography as:

A knowledge of place names, location of cultural and physical features, distribution and patterns of languages, religions, economic activities, population and political systems. Physical regions and physical phenomena, such as tectonic activity, landform, climate, bodies of water, soils, and fauna. The changes in places and areas through time, including how people have modified the environment. Cartographers tools, such as maps, instruments, graphs, and statistics are also part of geography.

All these will be covered throughout the year using drills, mapping assignments, and appropriate hands-on activities.

Materials needed:

- 3 ring binder with 8 eight tabs
- Notebook paper
- Colored pencils
- An up-to-date almanac
- Rand McNally Intermediate Atlas



Trail Guide to US Geography

Teacher: **Barbara Hannold**

Period 2: 12:15 - 1:10 (grades 3-5)

Period 3: 1:15 - 2:10 (grades 6-8)

Come along on an exciting guided trip through the United States! Students will soon be able to recognize important political, physical, and cultural characteristics of the 7 regions of the US, read and create maps, identify key geographical terms and more.

Semester Course Fee:	\$180
Monthly Installment	\$20
Materials Fee:	\$30
Textbook	yes
Homework/Hrs a wk:	45 min.+
Min/Max Students:	5/16
Grade Level:	3-5, 6-8
Accepts 2 nd sem enrollment:	yes

The National Geographic Society defines Geography as:

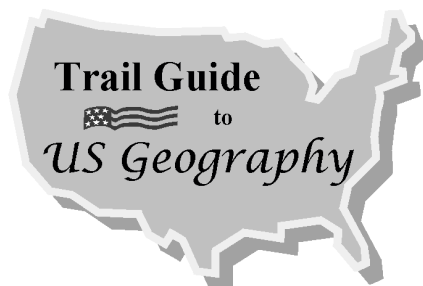
A knowledge of place names, location of cultural and physical features, distribution and patterns of languages, religions, economic activities, population and political systems. Physical regions and physical phenomena, such as tectonic activity, landform, climate, bodies of water, soils, and fauna. The changes in places and areas through time, including how people have modified the environment. Cartographer's tools, such as maps, instruments, graphs, and statistics are also part of geography.

All these will be covered throughout the year using drills, mapping assignments, projects, and appropriate hands-on activities.

Materials needed:

- 3 ring binder with 8 tabs
- Notebook paper
- Colored pencils
- An up-to-date almanac
- Rand McNally Illustrated Atlas of the United States
<http://www.geomatters.com/products/details.asp?ID=280>

I will do a group buy of the Atlas sometime in July. This will save on shipping costs and insure that we are all using the same atlas. I'll send an email letting you know when this will occur.



Math

Saxon Algebra 1/2

Teacher: Linda Barnes

Period 5 3:15 – 4:10

Yearly Course Fee:	\$225
Monthly Installment:	\$25
Materials Fee:	\$5
(if joining 2 nd semester fee is \$2.50)	
Textbook:	yes
Homework	4+ hrs per week
Min/Max Students:	5/15
Grade Level:	7-9
Accepts 2 nd sem enrollment	with instructor approval

This class is for 7th – 9th graders. Topics covered include: Equations and inequalities, graphing, scientific notation, ratios, percent, fractions, unit conversions, perimeter, area, volume, English to metric conversion, and surface area. This course is an excellent preparation for high-school math courses.

Class time will include introducing new concepts, working related problems, and answering questions. Students will be expected to complete problem sets and tests at home. I will grade tests and will give periodic quizzes in class. Parents will verify that the problem sets have been completed, graded, and corrected.

- Books to purchase:
 - Saxon Algebra 1/2 3rd Edition Homeschool Kit (includes textbook, tests, and answers)
 - Optional: Saxon Algebra 1/2 3rd Edition Solutions Manual
- Other supplies to purchase:
 - 1 ½” three-ring binder with loose-leaf paper and dividers.
- Materials Fee covers copying costs.
- If you are considering enrolling once the school year is underway, please contact Mrs. Barnes first. If you are approved for enrollment in January or later, the materials fee is \$2.50.

Saxon Algebra I

Teacher: Pamella Sealander

Period(s) pre/1 10:30 -11:55

(note 90 minute time)

Yearly Course Fee:	\$360
Monthly Installment:	\$40
Materials Fee:	\$10
(if joining 2 nd semester fee is \$5)	
Textbook:	yes
Homework/Hrs a week	5-7
Min/Max Students:	5/15
Grade Level:	8,9,10
Accepts 2 nd sem enrollment	with instructor approval

This is a high school level Algebra I course.

Topics covered include equations and inequalities, graphing, scientific notation, ratios, percent, variations, unit conversions, geometry, perimeter, area, volume, English to metric conversion, surface area.

Pre-requisite: Student should have successfully completed a pre-algebra math course such as Saxon Algebra 8/7, Saxon Algebra ½, or Abeka Pre-Algebra. If you have any concerns about your student's readiness for this course, please contact Mrs. Sealander before enrolling.

Class time will focus on introducing new concepts, reviewing homework, and answering questions. Students will be expected to complete problem sets and tests at home, bringing questions to class. Several in-class tests and occasional quizzes will also be scheduled throughout the year.

➤ Books to purchase:

Saxon Algebra I 3rd Edition Homeschool Kit (includes textbook, tests, and answers)

Optional: Saxon Algebra I 3rd Edition Solutions Manual*

**Recommended if you don't feel comfortable helping your student with problems at home.*

This contains the step-by-step solution for all problems in the book. The regular answer key contained in the homeschool kit only has the final answer, not the steps to get there.

➤ Other supplies to purchase:

Scientific calculator – a basic scientific calculator is required. A graphing/scientific calculator is optional but recommended (Texas Instruments TI-83 or 83+)

Three-ring binder with loose-leaf paper and dividers.

Graph Paper

➤ Materials Fee covers copying costs.

➤ If you are considering enrolling a student in this course once the school year is underway, please contact Mrs. Sealander first.

Harold Jacobs Geometry

Teacher: Mary Saville

Period 1 10:45 – 11:55

(note new 75 minute time for 2011-2012)

Yearly Course Fee:	\$315
Monthly Installment	\$35
Materials Fee:	\$10
(if joining 2 nd semester fee is \$5)	
Textbook:	yes
Homework/Hrs a wk:	3-4
Min/Max Students:	4/20
Grade Level:	9-11
Accepts 2 nd sem enrollment	w/ instructor approval

This course is high school level and covers geometry and its associated logic from a Christian viewpoint. The textbook is *Geometry Seeing Doing Understanding Third Edition* by Harold Jacobs. The author clearly loves geometry and passes along his enthusiasm to the reader. The text begins with a presentation of deductive reasoning and how it is essential for the study of Geometry. Jacobs Geometry then progresses through Euclidean geometry starting with points, lines, planes, angles and polygons. Further material includes area, right triangles, geometric transformations, congruency and similarity, trigonometric functions, and three-dimensional objects. The text finishes with a chapter on non-Euclidean geometry. Logical skills are developed since proofs of geometric theorems are woven throughout the exercises. Asking “why” is emphasized, and abundant real-world applications are given. Students are expected to be current on homework problems, prepared to discuss the homework, and to have familiarized themselves with the next week’s new concepts.

Completion of this course will greatly aid any student preparing for a standardized test, as geometric concepts factor heavily in PSAT and SAT math sections.

Prerequisite is Algebra I.

Suggested materials fee is \$10 and covers materials needed for the class such as printing as supplies. For students who join in the second semester the materials fee is \$5.

Homework: Accountability is requested through the use of homework slips, where parents sign that they have reviewed their students work. Class time will allow for review of any difficulties students had in the previous week’s work but will focus on teaching and mastering new concepts. Mrs. Saville requests that parents carefully proctor closed book quizzes and tests, since there is not enough class time to test during the period.

Textbook: *Geometry Seeing, Doing, Understanding, Third Edition* by Harold Jacobs. ISBN 0-7167-4361-2

Optional: Enhanced Teacher's Guide for *Geometry Seeing Doing Understanding Third Edition* for complete set of solutions and answer keys. ISBN 0-7167-5607-2

Other supplies to purchase or obtain: notebook, pens and pencils, calculator with sine, Cosine and tangent functions, compass, ruler and protractor.

Saxon Algebra II
Teacher: Wally Wallace
Period(s) pre/1 10:30 -11:55
(note new 90 minute time for 2011-2012)

Yearly Course Fee:	\$360
Monthly Installment	\$40
Materials Fee:	\$5
(if joining 2 nd semester fee is \$2.50)	
Textbook:	yes
Homework/Hrs a wk:	5-7
Min/Max Students:	4/15
Grade Level:	9-11
Accepts 2 nd sem enrollment	with instructor approval

This is a high school level Algebra II course.

Class time will focus on introducing new concepts (if time allows, homework questions will also be covered.) Students will be expected to complete problem sets and tests at home, bringing their corrected work to class. Take home tests and quizzes will be given periodically throughout the year. Parents are responsible for ensuring all assigned work is completed. Each week's homework / test packet is to be signed by a parent. A student homework / help session will be available weekly on Tuesdays. This optional "extra class" will provide additional help with homework and test questions. It will meet at ACTS, and the class period will be determined at the beginning of the school year.

- Books to purchase:
 - Saxon Algebra II 3rd Edition Homeschool Kit (includes textbook, tests, and answers)
 - Saxon Algebra II 3rd Edition Solutions Manual

- Other supplies to purchase:
 - Scientific calculator – a basic scientific calculator is required. A graphing/scientific calculator is optional but recommended (Texas Instruments TI-83 or 83+)
 - Three-ring binder with loose-leaf paper and dividers.

- Materials Fee covers copying costs.

If you are considering enrolling a student in this course once the school year is underway, please contact Mr. Wallace first.

Precalculus and Calculus

Teacher: Mary Saville

Period 4 2:15-3:10

This course will be a study of higher mathematics from a Christian point of view.

The fall semester will cover precalculus, including:

- Number theory, the number line, real numbers, complex numbers
- Functions and their inverses, properties of functions including domains, ranges, combinations, composites, odd, even, periodicity, symmetry, asymptotes, zeros.
- Families of functions (linear, quadratic, higher-order polynomial, exponential, logarithmic and trigonometric)
- Graphing, shifting and stretching functions, composite functions and introduction to matrices.
- Other topics will include interpreting graphs and modeling behavior using functions.

Required texts for fall semester:

- PreCalculus, Fifth Edition, Mathematics for Calculus by Stewart Redlin and Watson (published by Brooks/Cole Cengage Learning)
- Student Solutions Manual for above text

Spring semester will cover calculus including:

- Upper and lower bounds, and intervals where the function is increasing or decreasing
- Finding limits numerically, graphically and algebraically
- Continuity, Intermediate and Extreme Value Theorems
- Derivatives as rates of change, tangent lines and continuity
- Derivatives of functions and solving word problems using derivatives
- Conic sections such as parabolas/ellipses/hyperbolas, polar coordinates, sequences and series
- Differentiation, integrals and areas under curves
- L'Hopital's Rule
- Sequences and series

Required text for spring semester: TBD

Prerequisites: Algebra I, Algebra II and Geometry with Trigonometric functions

Yearly Course Fee:	\$270
Monthly Installment	\$30
Materials Fee:	\$5
(if joining 2 nd semester fee is \$2.50)	
Textbook:	yes
Homework/Hrs a wk:	4
Min/Max Students:	3/10
Grade Level:	11-12
Accepts 2 nd sem enrollment	with instructor approval

Foreign Language (includes Sign Language)

Spanish K-2

Teacher: Miriam Nissley

Period 1: 11:00-11:55

Period 2: 12:15-1:10

Yearly Course Cost:	\$180
Monthly Installment	\$20
Materials Fee:	\$30
(if joining 2 nd semester fee is \$20)	
Textbook:	none
Homework/Hrs a wk:	optional
Min/Max Students:	5/15
Grade Level:	K-2
Accepts 2 nd sem enrollment	NOT after January 31

Objectives of this course:

1. To instill a love of learning in each child.
2. To develop an interest in learning a foreign language.
3. To build vocabulary words as a foundation for further learning.
4. To study Spanish-speaking countries and their cultures.

This elementary Spanish course is designed to be a three-year course for kindergarten through second grade. Students are able to join the class at any time in the three-year rotation. New vocabulary lists will be introduced each year with minimal overlap using art, music, games, or other activities. Studying Spanish-speaking countries will expand the students' horizons as they learn about the location, geography, foods, and cultures of various places.

- Material fees cover: lesson cards; hand-outs; worksheets; games; flashcards; markers; crayons; colored pencils; paints; craft supplies & country folder for country studies; CD's for class use; etc.
- For students joining second semester, the materials fee is \$20.00.
- Additional materials to purchase: 3 ring binder (1/2 inch or 1 inch); binder pockets (to store odd-sized hand-outs); roomy pencil case for games.

NOTE: Mrs. Nissley will not accept any new students after Jan. 31st.

Spanish 3-5

Teacher: Carol Henderson

Period 4 2:15-3:10

(** Students in Grade 3 must have previously taken ACTS Elementary Spanish or its equivalent.)

Yearly Course Fee:	\$180
Monthly Installment	\$20
Materials Fee:	\$15
Curriculum:	yes
Homework/Hrs a wk:	30 min.
Min/Max Students:	6/14
Grade Level:	3-5
Accepts 2 nd sem enrollment	no

This upper elementary course will introduce your child to Spanish using vocabulary from a child's everyday life. Students may join the class any year in the 2-year rotation. (**Please note that 3rd Grade students must have previously taken ACTS Elementary Spanish or its equivalent.)

Students will interact with their classmates to practice speaking simple Spanish sentences and expressions. Corresponding written work will be assigned as homework. Short Spanish reading selections are given on a regular basis. Concepts are reinforced through Bible memory, songs, and games.

Please note that your child must be a fluent reader before taking this class.

- Curriculum: *Spanish Every Day: A Learning Adventure for Young Readers* by William C. Harvey
(Curriculum may be purchased at www.barnesandnoble.com or www.amazon.com)
- The materials fee covers a Student Spanish Notebook Dictionary, Spanish Mini-Magazines, flashcard supplies, copying expenses for handouts, and other supplies and prizes for classroom games and activities.
- Additional materials:
 - 3-ringed notebook
 - 5-tabbed Dividers
 - Binder pockets (to store odd-sized handouts)
 - A small set of colored pencils
 - Roomy pencil case for colored pencils and flashcards to be kept inside the notebook

Spanish 5-7 Level I
Teacher: Martha Young
Period 1: 11:00-11:55

Yearly Course Fee:	\$225
Monthly Installment:	\$25
Materials Fee:	\$25
(if joining 2 nd semester fee is \$14.50)	
Textbook:	yes
	(approx. cost = \$25)
Homework/Hrs a wk:	1-2
Min/Max Students :	6/18
Grade Level:	5-7
Accepts 2 nd sem enrollment	yes

In this course, students will learn basic vocabulary for communication as well as simple grammar and verb forms. We will focus on an appreciation and a curiosity about the lives of Spanish speaking peoples, while integrating conversation and reading recognition. Includes fun learning activities, games, and prizes to reinforce the lesson.

Textbook: Easy Spanish Step-By –Step \$12.95 available from the teacher

Spanish 6-8 Level II
Teacher: Martha Young
Period 1: 11:00-11:55

Yearly Course Fee	\$225
Monthly Installment	\$25
Materials Fee:	\$25
(if joining 2 nd semester fee is \$	
Textbook:	yes
	(approx. cost = \$25)
Homework/Hrs a wk:	1-2
Min/Max Students:	5/15
Grade Level:	6-8
Accepts 2 nd sem enrollment	

****Not offered in 2011-2012****

This course is a continuation of Level I. We will continue to add vocabulary and will study more complex grammar and verb forms. Study of Spanish speaking cultures will be included.

Textbook: Easy Spanish Step-By –Step \$12.95 available from the teacher

First Form Latin 5-7
Teacher: Wally Wallace
Period 2 12:15 – 1:10

Yearly Course Fee:	\$225
Monthly Installment:	\$25
Materials Fee:	\$20
(if joining 2 nd semester fee is \$10)	
Textbook:	yes (2)
Homework/Hrs a wk:	2-3
Min/Max Students:	5/18
Grade Level:	5-7
Accepts 2 nd sem enrollment	with instructor approval

This course is the 1st year of a 3 year preparation for Henle High School Latin. Emphasis will be on vocabulary and grammar forms. In this 1st year, the student will be able to: 1. Pronounce, spell, and translate approximately 200 Latin words. 2. Learn 25 idioms (sayings) and 2 prayers. 3. Conjugate 1st and 2nd conjugation verbs in the present, imperfect, and future tenses. 4. Decline 1st and 2nd declension nouns and adjectives. 5. Recognize nouns, adjectives, and verbs and how they work grammatically. 6. Be able to translate simple Latin sentences. 7. Will have extensive exposure to English derivatives of Latin words. The text of this course, Latina Christiana, employs mainly memorization and recitation as its teaching method. I will augment this with frequent readings to pique the students' intuition and we'll play games to make things more fun.

THIS CLASS WILL BE TAUGHT WITH CLASSICAL PRONUNCIATION NOT ECCLESIASTICAL

- The materials fee covers copying for the readings and translations.
- Texts: First Form Student Text \$12.50
 First Form Student Workbook \$15.00
 First Form Teacher Manual \$24.95
- Additional materials to purchase: 3-ring binder with 5-6 tabbed dividers
- All late enrollments must check with Mr. Wallace before registering.

Latin 6-8 Level II
Teacher: Wally Wallace
Period 1: 11:00-11:55

Yearly Course Fee:	\$225
Monthly Installment:	\$25
Materials Fee:	\$10*
Textbook:	yes
Homework/Hrs per week:	2-4
Min/max students:	5/18
Grade level:	6-8
Accepts 2 nd sem enrollment:	with instructor approval

****NOT OFFERED 2011-2012****

This course is the 2nd year of a 2 year preparation for Henle High School Latin. Emphasis will be again on vocabulary and grammar forms. In this 2nd year the student will be able to:

1. Pronounce, spell, and translate 200 words from Book I, and 200 words from Book II.
2. Read and translate 25 Latin sayings from Book I and 20 sayings from Book II. Additional passages, prayers, and songs will also be learned.
3. Define noun, verb, adjective, and preposition.
4. Understand the concepts of tense, person, and number.
5. Conjugate 1st and 2nd conjugation verbs in present, imperfect, and future tenses, and 3rd and 4th conjugation verbs in the present and imperfect tenses.
6. Give principle parts for regular and some irregular verbs of all four conjugations.
7. Decline nouns in all five declensions.
8. Use 1st/2nd declension adjectives in agreement with nouns in all declensions.
9. Translate simple sentences with direct objects and prepositional phrases from English to Latin and Latin to English.
10. Be exposed to many English words of Latin origin and use them correctly in sentences.
11. Read stories 14-30 in Famous Men of Rome.
12. Be familiar with the three main periods of Roman history, and the decline of Roman civilization.
13. Have some knowledge of Roman world at the time of the birth of Christ and the struggle between Christianity and paganism.

This 2nd year of Latina Christiana still employs mainly memorization and recitation as its teaching method, but there will be more emphasis on being able to translate simple sentences from Latin to English and vice versa. There will be weekly quizzes and tests every six weeks. The quizzes will receive "grades", the tests will be corrected with the number of answers missed. This course, like the first, is not normally for a grade. I will work with parents if they require one.

THIS CLASS WILL BE TAUGHT WITH CLASSICAL PRONUNCIATION NOT ECCLESIASTICAL.

- * **Material Fees** cover costs of copying quizzes, tests, readings, and translations.
 - The materials fee is an estimate. There may be an additional \$10 materials fee in the Spring depending on books purchased/copies made
 - For students enrolling second semester, please contact Mr. Wallace about the adjusted materials fee.
 - **Texts:** Once text is determined by Mr. Wallace, he will notify families of enrolled students.

(Famous Men of Rome)	\$16.95 (this is the same book as in Latin I)
Book of Roots	\$19.95
 - **Additional materials to purchase:** 3-ring binder with tabbed dividers, Index cards (3x5 or 4x6)

Third Form Latin
Teacher: Wally Wallace
Period 5: 3:15-4:10

Yearly Course Fee:	\$225
Monthly Installment:	\$25
Materials Fee:	\$10*
Textbook:	yes
Homework/Hrs per week:	2-4
Min/max students:	5/18
Grade level:	7-9
Accepts 2 nd sem enrollment:	with instructor approval

This course is the 3rd year of a 3 year preparation for Henle High School Latin. Emphasis will be again on vocabulary and grammar forms. In this 2nd year the student will be able to:

(I do not have a course description yet from Memoria Press. I spoke with Cheryl Lowe who is the author. They guaranteed me they would have the text ready for the school year.)

This class will feed into HENLE HIGH SCHOOL LATIN II

This 2nd year of Latina Christiana still employs mainly memorization and recitation as its teaching methods, but there will be more emphasis on being able to translate simple sentences from Latin to English and vice versa. There will be weekly quizzes and tests every six weeks. The quizzes will receive "grades", the tests will be corrected with the number of answers missed. This course, like the first, is not normally for a grade. I will work with parents if they require one.

THIS CLASS WILL BE TAUGHT WITH CLASSICAL PRONUNCIATION NOT ECCLESIASTICAL.

* **Material Fees** cover costs of copying quizzes, tests, readings, and translations. The materials fee is an estimate. There may be an additional \$10 materials fee in the Spring depending on books purchased/copies made
 For students enrolling second semester, please contact Mr. Wallace about the adjusted materials fee.

- **Texts: Third Form Student Text** **\$12.50**
- Third Form Student Workbook** **\$15.00**
- Third Form Teacher Manual** **\$24.95**

(The preceding texts and cost are assumed. This curriculum has not been finished yet by Memoria Press).

- **Additional materials to purchase:** 3-ring binder with tabbed dividers, Index cards (3x5 or 4x6)

High School Latin I
Teacher: Wally Wallace
Period 3: 1:15-2:10

****NOT OFFERED 2011-2012****

Yearly Course Fee:	\$225
Monthly Installment:	\$25
Materials Fee:	\$20
(if joining 2 nd sem fee is \$10)	
Textbook:	yes (3)
Homework/Hrs per week:	3-5
Min/max students:	5/18
Grade level:	8+
Accepts 2 nd sem enrollment:	with instructor approval

In High School Latin I, the *Henle* Series will be utilized. Grammar and syntax are collected into a separate 250 page Grammar Manual, which is used as a handy reference to accompany all four years of *Henle*. The *Henle* texts contain all of the exercises and readings. In the *First Year* text, a limited vocabulary of 500 words allows students to master grammar without being overwhelmed with a large vocabulary. Many repetitious Latin phrases and copious exercises produce mastery rather than frustration, and the mixture of Christian *and* classical content is appealing to students. Exercises and readings teach Roman and American history and the difference between the pagan and Christian world views, between the virtues of the natural man (of whom the Roman was the greatest type) and the virtues of the Christian man, which are possible only through grace.

THIS CLASS IS TAUGHT WITH CLASSICAL PRONUNCIATION NOT ECCLESIASTICAL

The materials fee covers copying for the readings and translations.

Texts: *Henle I Text* (Set thru Memoria Press - \$28.45)

Henle I Key

Henle Grammar

(The Text and Key will be used for the first 2 years of HS Latin; the Grammar throughout).

Additional materials to purchase: 3-ring binder with 5-6 tabbed dividers

All late enrollments must check with Mr. Wallace before registering.

High School Latin II
Teacher: Wally Wallace
Period 4: 2:15-3:10

Yearly Course Fee:	\$225
Monthly Installment:	\$25
Materials Fee:	\$20
(if joining 2 nd sem fee is \$10)	
Textbook:	yes (3)
Homework/Hrs per week:	3-5
Min/max students:	5/18
Grade level:	8+
Accepts 2 nd sem enrollment:	with instructor approval

In High School Latin II, the *Henle* Series will be utilized. Grammar and syntax are collected into a separate 250 page Grammar Manual, which is used as a handy reference to accompany all four years of *Henle*. The Henle texts contain all of the exercises and readings. In the *First Year* text, a limited vocabulary of 500 words allows students to master grammar without being overwhelmed with a large vocabulary. Many repetitious Latin phrases and copious exercises produce mastery rather than frustration, and the mixture of Christian *and* classical content is appealing to students. Exercises and readings teach Roman and American history and the difference between the pagan and Christian world views, between the virtues of the natural man (of whom the Roman was the greatest type) and the virtues of the Christian man, which are possible only through grace.

THIS CLASS IS TAUGHT WITH CLASSICAL PRONUNCIATION NOT ECCLESIASTICAL

The materials fee covers copying for the readings and translations.

Texts:

- Henle I Text (Set thru Memoria Press - \$28.45)
- Henle I Key
- Henle Grammar

(The Text and Key will be used for the first 2 years of HS Latin; the Grammar throughout).

Additional materials to purchase: 3-ring binder with 5-6 tabbed dividers

All late enrollments must check with Mr. Wallace before registering

ASL Through Projects:

A multilevel course

Teacher: Autumn Temple

Period 4: 2:25 – 3:10

Period 5: 3:15 – 4:10

Yearly Course Fee:	\$180
Monthly Installment:	\$20
Materials Fee:	\$15
(if joining 2 nd semester fee is \$8)	
Textbook:	yes
Homework:	yes
Min/Max Students:	5/20
Grade Level:	3+
Accepts second sem. enrollment	yes

This class offers a creative approach for learning ASL. The main focus in this class will be to build vocabulary skills by working on projects such as, learning to sign to music, translating poetry, stories and scripture. As we build our vocabulary skills by learning through these projects we will learn to have some classroom conversation in ASL, as well. Students will benefit from working on projects as a class and individually. The individual projects will also give students a chance to work on their “receptive language skills” as they are able to view the projects of their peers in class. Each student will need to have a research resource such as an ASL dictionary and /or access to the internet.

General Electives

year-long

Success with Chess

Teacher: Tony Monaghan

Period 3 1:15–2:10

Period 4 2:15-3:10

Period 5 3:15-4:10

Yearly Course Fee:	\$90
Monthly Installment:	\$10
Materials Fee:	none
Textbook:	no
Homework/Hrs a wk:	no
Min/Max Students	5/28
Grade Level Periods	3+
Accepts 2 nd sem enrollment	yes

Purpose:

1. To play chess with each other.
2. To examine the game of chess and learn more about positions, strategy and tactics. There will be a combination of playing time and teaching time. Both corporate classroom exercises and individual instruction will be included.
3. To prepare to send an ACTS team to some of the scholastic chess competitions in Virginia.

Why play chess?

- Chess develops a plethora of critical thinking skills. A chess player must learn to: view the entire board to see how space is attacked and defended, think ahead without the ability to move pieces (except in the mind), plan an attack which could be a combination of five or even ten moves, gauge which pieces are vital in defense and protect them properly.
- Studies have shown that playing chess significantly improves academic achievement. See <http://www.successchess.com/SCSKnights/SAT.html> to see this documented.
- Chess is plain old fashioned fun! You get to exercise your brain and enjoy competition at the same time.

About the class:

- As there are many different levels of players in any given class, each class will study subjects appropriate to the skill levels of particular students. There will be both individual instruction and also general instruction. Both beginners and returning students of all levels are welcome in all sections. Areas of instruction include rudimentary piece movement and advance through tactics, openings, endgame studies and overall strategies.
- Chess tournaments that ACTS will send teams to are USCF (United States Chess Federation) tournaments. Students wishing to play in USCF tournaments must become USCF members. The cost for that is \$25/yr for ages 15+, and \$19/yr for ages up to 14. This membership includes “Chess Life” magazine. The USCF gives multiple family member discounts.

Computer Programming With Logo

Teacher: Barbara Hannold
Period 2: 12:15-1:10 (Gr. 4-6)

****NOT OFFERED 2011-2012****

Logo, a computer programming language developed at MIT for children, is great for teaching logic and reasoning. It has all the bells and whistles of a robust programming language. Skills learned using Logo transfer easily to other computer languages. Once you learn one language, others easily follow.

Prerequisites: This class will be taught using a student's own computer. **You must have a laptop computer, mouse, and mouse pad to bring to class each week.** It is recommended that parents plan to pick up the computer after class. Students should not carry it around all day. There will be a secure place to store computers at the sign in desk..

System Requirements: Logo will work on computers running Windows XP through Vista, and Mac OS X Version 10.3.9

- Logo Adventures EX Curriculum, \$129.99: Logo Adventures book and MicroWorlds EX disk

Found online at <http://www.motherboardbooks.com/products/logo-adventures/>

I plan to do group purchase in June or July. This will save on shipping and will assure that you've purchased the correct product.

13 drawing lessons covering:

- Simple lines and squares
- Stop signs and E's
- Clocks
- Tessellations: figures that fit together like floor tiles
- Drawings and collages too.

13 animations lessons covering:

- A silly story about a giant scared by a small person
- A simple board game, "Yellow Brick Road"
- A crowded park scene
- A bouncing ball that draws a clown face
- An animated birthday card, full of shooting stars

Additional Lessons may include other logo projects found on the web or suggested by students.

Yearly Course Fee:	\$180
Monthly Tuition:	\$20
Materials Fee:	\$20
Textbook:	<u>Logo Adventures Curriculum</u>
Homework/Hrs a wk:	Yes/30+ minutes
Min/Max Students:	5/15
Grade Level:	4-6
	<i>(no minimum grade exceptions permitted)</i>
	Accepts 2 nd sem enrollment with teacher approval

Computer Programming With Python
Teacher: Bill Hannold
Period 1: 11:00-11:55

Yearly Course Fee:	\$225
Monthly Tuition:	\$25
Materials Fee:	\$5
Textbook:	yes
Homework/Hrs a wk:	1-2
Min/Max Students:	5/10
Grade Level:	7&8
Accepts 2 nd sem. Enrollment:	no

Python is a computer programming language that is easy to learn, but is powerful enough to be used to build commercial software products. Skills learned using Python easily transfer to many other programming languages.

In addition to learning the basics of Python programming, students will learn object-oriented programming, computer simulation, and the construction of graphical user interfaces.

- Text: *Hello World! Computer Programming for Kids and Other Beginners*, by Warren and Carter Sande, Manning Publications Co, 5th corrected printing, 2010. Available at Amazon or from the publisher at <http://www.manning.com/sande/>
- Materials fee includes handouts.
- Due to the nature of this course, no second semester enrollments will be accepted.

Prerequisites:

1. This class is taught using the student's own computer. **You must have a laptop computer, mouse, and mouse pad to bring to class each week.**
2. The Python development software must be installed on the student's computer. This software is free and is available for both Windows and Mac OS from the ACTS web site.
3. Students will benefit from a prior exposure to Algebra $\frac{1}{2}$, exponentiation, and number base conversion.

Needlework & Crafts – Year C

Teacher: Tina Riley

Period 2 12:15-1:10

Period 3 1:15-2:10

This course is similar to the Sewing and Crafts course taught by Mrs. Riley, but is suitable for younger students or those who want to start out with simpler projects. Students will learn the basics of knit, crochet, embroidery, cross-stitch, and hand sewing, along with completing seasonal and holiday projects. **Projects will repeat on a 3-year rotation, with 2009-10 being Year A, 2010-11 being Year B, and 2011-12 being year C.**

Yearly Course Fee	\$180
Monthly Installment:	\$20
Materials Fee:	\$40
(if joining 2 nd semester fee is \$20)	
Textbook:	no
Homework/Hrs a wk:	yes, project
Min/Max Students:	5/15
Grade Level:	4-6
Accepts 2 nd sem enrollment	yes

Moms may also participate in class and complete their own projects by paying the materials fee.

The materials fee covers the basic materials needed to learn each of these projects.

Sewing and Crafts - Year C

Teacher: Tina Riley

Period 4: 2:15-3:10

Period 5: 3:15-4:10

Yearly Course Fee:	\$180
Monthly Installment	\$20
Materials Fee:	\$40
(if joining 2 nd semester fee is \$20)	
Textbook:	no
Homework/Hrs a wk:	yes, project
Min/Max Students:	5/20
Grade Level:	6+
Accepts 2 nd sem enrollment	yes

Students will learn basic needlework including knit, crochet, embroidery, cross-stitch, quilting, and hand sewing. We will also do some basic machine sewing as well as seasonal and holiday crafts. **Projects will repeat on a 3-year rotation, with 2009-10 being Year A, 2010-11 being Year B, and 2011-12 being year C.**

Parents are welcome to join the class and may either pay the materials fee and do their own projects, or they may simply join the class and help with their daughter's projects.

The materials fee covers the basic materials needed to learn each of these projects.

Adventures in Literature
(formerly called “Loving Literature”)
Teacher: Linda Barnes
Period 1 11:00-11:55

Yearly Course Fee	\$180
Monthly Installment:	\$20
Materials Fee:	\$15
(if joining 2 nd semester fee is \$7)	
Textbook	no
Homework/Hrs a wk:	See below
Min/Max Students:	5/20
Grade Level:	5-8
Accepts 2 nd sem enrollment	with teacher approval

This class is **Year Three** of a three-year cycle of fun reading that will assist students in studying the elements of great literary pieces from a

variety of genres. Students will read novels and answer questions or prepare projects in preparation for class discussion of character development, themes, writing styles, etc. Hopefully, these books will become “good friends” with your student and will be read again and again.

This will be a class that motivates readers to think more deeply about literary pieces and one that involves projects and activities to keep students enthusiastic about reading. Several of these books will not be readily available at the library. Indeed, your student ought to have his own copy for his bookshelf.

If a student is a “reluctant reader”, a parent is welcome to help with the reading assignments and questions. I would rather the student have the help with the reading and, therefore, learn to love books.

Adventures in Literature Book List—Year 3

Students need to have their *own* copy of each book. (The library is not a good source for these books since they have few copies—if any at all!) Your student will not start reading these books until assigned in class. These books need to be the full edition, not a condensed version. The order that we will read these books is as follows:

1. The Secret of the Golden Cowrie—by Gloria Repp
Bob Jones University Press ISBN 0-89084-459-3
2. The Wheel on the School—by Meindert DeJong
ISBN 0-06-440021-2
3. Adam of the Road—by Elizabeth Janet Gray
ISBN 0-14-032464-X
4. The Bronze Bow—by Elizabeth George Speare
ISBN 0-395-13719-5
5. Sir Gibbie—by George MacDonald, edited by Kathryn Lindskoog
Available from P&R Books 1-800-631-0094 Please use this edition.
You do not need the guide.
6. Tuck Everlasting—by Natalie Babbitt
ISBN-13: 978-0-312-36981-1
ISBN-10: 0-312-36981-6

Please have your student bring to *every* class:

1. A one-inch wide 3-ring binder for handouts.
2. A good dictionary.
3. Their book, pen or pencil, completed handout, and a smile.

Brainteasers and Other Mind Games
Teacher: Linda Barnes
Period 2 12:15-1:10

Yearly Course Fee:	\$135
Monthly Installment:	\$15
Materials Fee:	\$5
(if joining 2 nd semester fee is \$3)	
Textbook	no
Homework	rarely
Min/Max Students:	5/14
Grade Level:	6-8
Accepts 2 nd enrollment	yes

This course for grades 6-8 will be a fun, interactive, game and puzzle-filled class to get their minds working. There will rarely be homework. Using various books from Critical Thinking Press, the class will work on:

- Analysis Skills
- Problem Solving Skills
- Deductive Reasoning
- Reading Comprehension
- Organizational Skills
- Inferential Reasoning
- Analogies
- Vocabulary, Wording Meaning & Listening Skills
- Logic
- Brainstorming
- Flexible Thinking

All of these will help increase standardized test scores and will be useful as they apply them to their current studies.

- The materials fee covers copying costs and teaching materials.

Business Skills/Yearbook

(previously known as “Yearbook/Photojournalism”)

Teacher: Deneen Bivona

Period 4: 2:15 – 3:10

Period 5: 3:15 – 4:10

Yearly Course Fee	\$180
Monthly Tuition	\$20
Materials Fee:	\$30
(if joining 2 nd sem fee is \$15)	
Textbook:	no
Homework/Hrs a wk:	1
Min/Max Students:	7/20
Grade Level:	8+
<i>2nd Sem. Enrollment requires teacher approval</i>	

The purpose of this class is for students to learn essential business skills through yearbook production. Students will learn all aspects of producing a yearbook by creating a workplace model.

- Business management – they need to learn how to work with their peers in order to create a quality product. During the process, I teach them time management, organization skills, team building and problem-solving techniques. I parallel the yearbook to a production studio so they learn how to work in the world. EVERY student is encouraged and motivated to participate.
- Photography – they are taught usage of their camera and photography basics before production. After production they are taught beyond the basics.
- Production process: writing [basic rules of journalism], design [basics of layout and design], and photo software. During the process the students will learn the creative side [photography/writing] and the technical [print side: layout/editing]. This process teaches them their unique skills so they know how to apply themselves and where.
- Teamwork – the students learn how to work effectively within a team setting.

Photography skills

- Photo Enhancing/Editing
- Going beyond Camera Basics
- Class trip to utilize new photography skills [downtown mall area]

Business Skills and Career Planning

- Time management, team building and staff planning
- Resume writing and cover letters
- Interviewing and filling out job applications
- Writing business letters
- Writing a newsletter/newspaper [returning students]

Computer Skills

- Windows Explorer & Windows Basics
- Creating a slideshow/movie
- PowerPoint Presentations

Class Requirements:

- Internet access
- Digital Camera

The Materials fee covers class equipment and supplies needed for production and business.

Developing Godly Character for Girls

Teacher: Heidi Layton

Period 4 2:15-3:10

****Not offered 2011-2012****

Yearly Course Fee:	\$135
Monthly Installment:	\$15
Materials Fee:	\$15
<small>(if joining 2nd semester, fee is determined by teacher)</small>	
Textbook	no
Homework	rarely
Min/Max Students:	5/15
Grade Level:	6-8
Accepts 2 nd enrollment	yes

The topics of this course will help guide your young lady in her walk with the Lord. They include Learning God's Word, Developing Your Prayer Life, Servanthood, Surrender, Brokenness, Faith and Faithfulness, Humility, Victory Over Sin, Holiness, Being an Example, and How to Keep Growing Spiritually. Each lesson includes verses to be memorized, weekly bible reading assignments (throughout the school year, students will read the entire New Testaments), text to read along with questions to answer, verses to look up and meditate on, insightful stories, and application and follow-up questions. There will be time for classroom discussion as a group as we journey through this together.

This class will be based on the book Intensive Discipleship Course: Developing Godly Character by Vinnie Carafano. Students need not purchase the text as the materials fee will cover the cost of copies to be distributed during classtime.

Engineering I

Teacher: Mary Saville
Period 2 12:15 – 1:10

Yearly Course Fee:	\$270
Monthly Installment:	\$30
Materials Fee:	\$40
(if joining 2 nd semester, fee is \$20)	
Textbook	no
Homework	rarely
Min/Max Students:	5/25
Grade Level:	8+
Accepts 2 nd enrollment	yes

This course is a high school study of the key elements of engineering from a Christian standpoint. In today's society, skills such as problem solving, innovation, invention, and designing are vital to every profession. There's a little bit of engineering in nearly every job, from medical professionals to lawyers to teachers. This class offers the opportunity to collaborate with other students on common goals, work towards consensus, gain technical skills and have a ton of fun in the process. Studies show that while the number of engineering jobs is increasing the number of engineers is not. A major obstacle to students' studying engineering is that they don't know what engineers do and have negative stereotypes. Even if your student is not the "engineering type", this class will give broad exposure to different careers in the fields of science, technology, engineering and math (STEM).

Classes are activity-based and follow a format of short lecture, class activity, and debrief. The lecture gives relevant concepts, the activity reinforces knowledge/creativity/ collaboration and the debrief reviews what worked, didn't work and what was learned. Students keep a reflective journal as a tool to enhance retention of lessons. Students also choose out of a list of internet links which to explore based on their own areas of interest, in subjects ranging from materials science to civil engineering to chemical engineering and more. In the second semester students will work on a longer length design project through a partnership with one or more companies which have graciously donated materials. There will be an emphasis on learning the communications skills such as oral presentations and technical writing. Given that engineering and technology are pushing new boundaries in today's world, the class will read case studies and have discussion on ethical dilemmas and how a Christian may use his or her gifts in these fields.

Other learning points will include introduction to CAD (computer-aided design), blueprint reading, and having guest speakers from different specialties describe what their daily jobs look like.

Prerequisite is Pre-Algebra and the student will preferably had Algebra I or be concurrently taking Algebra I.

Homework: Accountability is requested in the first semester by the use of homework slips, which parents sign when their students have completed the work. Each week students will have one or more journals to complete. Homework in a given week may also include designing or internet resource exploration

Textbook: curriculum is designed by Mrs. Saville and will be printed and distributed during the school year

Other supplies to purchase: bound notebook for journaling (this is the marbled-type notebook) graph paper, calculator, pens/pencils, ruler, protractor.

Other supplies to obtain (free): Google SketchUp, 3-dimensional computer aided design program, down-loadable from Google.com

The materials fee for this class is \$40 and covers supplies needed for design drills and other class supplies. Students joining in the second semester will have a materials fee of \$20.

Engineering II

Teacher: Mary Saville
Period 3 1:15 – 2:10

This course builds on the concepts in Engineering I and furthers the study of the key elements of engineering from a Christian standpoint.

Yearly Course Fee:	\$270
Monthly Installment:	\$30
Materials Fee:	\$40
(if joining 2 nd semester, fee is \$20)	
Textbook	no
Homework	rarely
Min/Max Students:	5/18
Grade Level:	8+
Accepts 2 nd enrollment	yes

In today's society, skills such as problem solving, innovation, invention, and designing are vital to every profession. There's a little bit of engineering in nearly every job, from medical professionals to lawyers to teachers. This class offers the opportunity to collaborate with other students on common goals, work towards consensus, gain technical skills and have a ton of fun in the process. Studies show that while the number of engineering jobs is increasing the number of engineers is not. A major obstacle to students' studying engineering is that they don't know what engineers do and have negative stereotypes. Even if your student is not the "engineering type", this class will give deeper exposure to different careers in the fields of science, technology, engineering and math (STEM).

Class will continue to follow a format of short lecture, class activity, and debrief. Activities will again focus on STEM topics with specific application to engineering careers (mechanical, biomedical, chemical, civil, aeronautical, systems, robotics, etc). It is anticipated that students will study the history of various technologies and their use today, understand problem solving techniques, practice the design cycle in greater depth with longer projects, and cultivate creativity and invention skills by inventing a product and studying the patent process. Students may become involved in a design competition.

There will be an emphasis on learning the communications skills such as oral presentations, technical writing and multimedia use.

Given that engineering and technology are pushing new boundaries in today's world, the class will read case studies and have discussion on ethical dilemmas and how a Christian may use his or her gifts in these fields.

Other learning points will include more complex computer-aided design projects with the possibility of optional field trips.

Prerequisite is Engineering I or teacher approval.

Homework: Accountability is requested in the first semester by the use of homework slips, which parents sign when their students have completed the work. Students will again keep a reflective journal as a tool to enhance retention of lessons and choose out of a list of internet links which to explore based on their own areas of interest. Each week students will have one or more journals to complete. Homework in a given week may also include designing or internet resource exploration

Textbook: curriculum is designed by Mrs. Saville and will be printed and distributed during the school year

Other supplies to purchase: bound notebook for journaling (this is the marbled-type notebook) graph paper, calculator, pens/pencils, ruler, protractor.

Other supplies to obtain (free): Google SketchUp, 3-dimensional computer aided design program, downloadable from Google.com

Introduction to Policy Debate

Teacher: Shelia Talbott

Period 3 1:15-2:10

Period 4 2:15-3:10

Yearly Course Fee:	\$160
Monthly Tuition:	\$20
Materials Fee:	\$10
Textbook:	yes (see below)
Homework/Hrs a wk:	2 -3
Min/Max Students:	5/20
Grade Level:	8-12
Accepts 2 nd sem enrollment	

This course is a year long introduction to Team Policy Debate. First semester will be spent learning about Policy Debate, how a debate flows, and writing constructive arguments. Second semester will be spent presenting and debating. Two-person *teams* debate the given resolution (which will be announced this summer by the HSLDS/NCFCA debate league). In each round, the teams are prepared to debate *for* (affirmative) or *against* (negative) the resolution, and will debate equally *for* or *against* the resolution. During timed, constructive speeches, cross-examinations, and rebuttals, debaters on both sides of the resolution attempt to convince the judge(s) that their position on a *policy* is the correct one. Throughout the year debaters will continue to gather information to strengthen their cases to more confidently argue *for* or *against* the resolution. Instead of encouraging "wrangling over words" or "finessing the truth" with trickery, the debater's argumentation style must be backed with thoughtful content. Students will have a wonderful introduction into civics, finance, international relations, history and the electoral process. Researching through current newspapers and other sources for input will help them develop insight into current events. If there is enough interest, a year end formal debate tournament will be planned and opportunities to debate other teams outside of ACTS may be available.

Required Textbook: An Introduction to Argumentation and Debate by Christy Shipe

Optional Textbook: 2011-2012 Debate Blue Book (not available until the new resolution is announced)

Optional activities (Not required to take the class): If there is enough interest, students will have the opportunity to participate in sanctioned NCFCA debate tournaments second semester. These events would require additional time outside of class for preparation, and possible debate team meetings outside of class at a place and time to be determined. To participate in these events, students would need to join the National Christian Forensics and Communications Association (www.NCFCA.org). Cost is \$30/family (regardless of number of participants in class) prior to September 10th, and \$40 after that date. Additionally there could be fees to register for individual events to cover the costs associated with holding a debate tournament.

Teen Lounge and Study Hall

Teen Lounge

Period 1: 11:00-11:55 –Susan Proffitt

Period 2: 12:15-1:10 – Niki Willis

Period 3: 1:15-2:10 – Niki Willis

Period 4 2:15-3:10 – Christina Cardinale

Period 5 3:15-4:10 – Christina Cardinale

Yearly Fee/Period:	\$45
Monthly Fee/Period:	\$5

Attendance in the Teen Lounge is scheduled through HORAS when other class scheduling takes place. This enables ACTS , Teen Lounge Supervisors and service parents to ensure the safety of students in the lounge.

Teen Lounge attendance should be scheduled by semester – for example, a student who will be in the Lounge during third period for the entire year should schedule both the fall and spring semesters of Teen Lounge for third period.

Students who have not scheduled to be in the Teen Lounge in the online HORAS scheduling system will not be permitted to be in Teen Lounge. Those students enrolled in Teen Lounge should arrive at the start of the period in which they are enrolled (not early or late) and remain in the Lounge for the entire period – not leaving early. (Teen Lounge is only for students who are enrolled in other ACTS classes.)

Due to the large volume of students utilizing the Teen Lounge and the need for consistent, weekly supervision, a per student/per period fee for Teen Lounge will be implemented starting in the 2011-2012 academic year. This fee will be used to fund Teen Lounge supervisory positions.

Students utilizing the Teen Lounge should familiarize themselves with the following policies:

1. Cell phone use is allowed as long as the noise level is kept under control. (This will be at the discretion of the service parent).
2. No computers allowed. Other electronic devices are permissible, however, students are NOT to access the internet via any device.
3. ACTS is not liable for lost, damaged, or stolen items.
4. No more than 2 students are allowed to go to the restroom at the same time.
5. Food is allowed as long as the room is kept neat. (This will be at the discretion of the service parent and the afternoon supervisor/cleaning supervisor.)
6. Students are not allowed to leave the teen lounge until the class period is over unless they have written permission from the afternoon supervisor or unless a parent comes to the classroom to pick them up.

Study Hall

Period 1: 11:00-11:55

Period 2: 12:15-1:10

Period 3: 1:15-2:10

Period 4 2:15-3:10

Period 5 3:15-4:10

Effective for the 2011-2012 academic year, Study Hall will be scheduled as a semester class. This means that a student wanting Study Hall for the entire year will need to schedule both fall and spring semesters in the same period. While there will be no fee for this class, scheduling Study Hall is required and will enable ACTS to provide adequate space and appropriate supervision for students.

Semester Electives

Speech

Teacher: Dan Gritsko

Period 2 12:15 – 1:10

(Fall Semester Only)

****Not offered 2011-2012****

Semester Course Fee:	\$80
Monthly Installment:	\$20
Materials Fee:	\$20
Textbook	TBD
Homework/Hrs a wk:	2+
Min/Max Students:	5/20
Grade Level:	8-12

This course for 8^h -12th graders will help students develop public speaking confidence and skills.

Overview:

- We will start by examining the importance of developing communication skills
 - Weekly in class participation to include prepared speeches, discussions, acting, and many other forms of speech
 - Speech preparation, research, course reading will be 1-2 hours per week
 - Learning the skills of effective speech and evaluation
 - Course goal: Students to improve speech skills, confidence and motivation to use their God given gifts to impact others around them
-
- Student workbook and textbook : to be determined
 - The materials fee will be used for copies and handouts

Christian Worldview
Teacher: Dan Gritsko
Period 2: 12:15-1:10
Period 3: 1:15-2:10
(Fall Semester Only)

Semester Course Fee:	\$80
Monthly Installments:	\$20
Materials Fee:	\$20
Textbook	Yes
Homework/Hrs a wk:	2+ hours
Min/Max Students:	5/20
Grade Level	8-12

This course for 8th -12th graders will help students “develop a Christian mind” in approaching history, contemporary issues, and areas of Christian service.

Outline:

- We will start explaining what a worldview is and focus on the central event of human history.
 - We will apply that event as the grid for the study of history and contrast it with world cultures and contemporary American worldview claims.
 - From there we will discuss the development and practical application of a Christian Worldview.
 - We will apply this focus to current events.
 - Course goal: Students who can apply a Christian Worldview in the study of history, philosophy, and current events.
- Student workbook: “Thinking Like a Christian”
 - Accelerated study and extra assignments to older students as desired by the parent or student as well as adjustments for younger students (7th and 8th graders) if parents wish them to be in the class.
 - Optional Field Trip to Washington, D.C. (date TBA – most likely a Friday or Saturday): We may rent a bus and tour or take several vans to D.C. The trip will have a Christian Worldview focus. Attending the field trip will be handled in the following order: 1) Students, 2) Family members of students, 3) ACTS families not enrolled in the class, 4) Families who are not ACTS members. The cost will include transportation and approximate cost will be \$40-\$50 per person. More details to follow!
 - The materials fee will be used for copies and handouts

Study Skills

Teacher: Linda Barnes

Period 2 12:15-1:10

(Spring Semester only)

Semester Course Fee:	\$100
Monthly Installment	\$20
Materials Fee:	\$15
Textbook:	no
Homework/Hrs a wk:	1
Min/Max Students:	3/20
Grade Level:	8-12

**** Not offered 2011-2012****

This course for 8th-12th graders will concentrate on new skills to improve study habits and content retention in preparation for college. The curriculum is 'Learning on Purpose' published by Critical Thinking Books and Software. Your student will evaluate his own strengths and weaknesses in this area. We will address goals to improve both. Some areas of study include: Importance of subject matter in how to study, study environment, study methods, time usage, test taking, writing papers and speeches, using resources, mental management, study terms, and school skills. Your student will use the courses he is already taking to practice the skills he is learning.

The last few minutes of each class will consist of other Thinking Skills material such as mysteries, mind-benders, problem solving, etc. from Critical Thinking Books and Software.

- The materials fee covers copying costs.
- Students wishing to attend part way through the semester need to speak with the teacher prior to enrolling

Brainteasers for High School

Teacher: Linda Barnes

Period 4: 2:15-3:10

(Spring Semester Only)

Semester Course Fee:	\$100
Monthly Installment:	\$20
Materials Fee:	\$5
(if joining 2 nd semester fee is \$3)	
Textbook	no
Homework	rarely
Min/Max Students:	5/14
Grade Level:	9+
Accepts 2 nd enrollment	yes

This course for 9-12th grades will be a fun, interactive, game and puzzle-filled class to get their minds working. They will make use of logical processes to arrive at the answers. Occasional homework will consist of puzzles, mysteries, riddles, etc. Using various upper-level books from Critical Thinking Press, the class will work on:

Analysis Skills

Problem Solving Skills

Deductive Reasoning

Reading Comprehension

Organizational Skills

Inferential Reasoning

Analogies

Vocabulary, Wording Meaning & Listening Skills

Logic

Brainstorming

Flexible Thinking

All of these will help increase standardized test scores and will be useful as they apply them to their current studies.

➤ The materials fee covers copying costs and teaching materials.

Scholastic Aptitude Test Prep

Teacher: Linda Barnes

Period 4: 2:15-3:10

(Fall Semester Only)

Semester Course Fee:	\$120
Monthly Installment	\$30
Materials Fee:	\$5
Textbook:	yes
Homework/Hrs a wk:	1
Min/Max Students:	3/20
Grade Level:	8-12

The Scholastic Aptitude Test is the test most colleges require for entrance. This Test Prep class will make use of the textbook to aid in discussion of test questions and strategies for improving test scores. The student will work on sections of the text during the week, as assigned. Practice tests will be taken at home and during some class sessions. Working together as a class will encourage your student to finish well and be ready for their SAT test in the spring and summer.

Text books: 1. *Cracking the SAT, 2011 Edition* by Princeton Review (June 8, 2010), available at Amazon.com or other online sources for approximately \$14. Each student needs his own copy.
2. Optional: *11 Practice Tests for the SAT and PSAT, 2011 Edition* by Princeton Review; also available at Amazon.com for approximately \$14. Optional for class, but might be really handy for further test prep right before the actual test.

Life Management
Teacher: Pastor Mark Long
Period 1 11:00-11:55
(Fall Semester Only)

****Not offered 2011-2012****

Semester Course Fee:	\$80
Monthly Installment	\$20
Materials Fee:	\$25
Textbook	Yes
Homework/Hrs a wk:	1
Min/Max Students:	5/15
Grade Level:	8-12

This class will focus on learning and equipping oneself for real-life situations. The tools given will be practical in nature and helpful for the teen regardless of whether they plan to attend college or enter the work force after high school. Overall, the class will be discussion-oriented focusing on one's ability to manage life's daily situations while achieving God's plan for their life. The first part of the semester will be spent on personal introspection, helping the teen understand who they are in God's eyes, their strengths and weaknesses, their unique design.

The scope of the class will cover:

- Who you are in God's image
- Understanding your unique design – personality and temperament analysis
- Developing one's personal mission statement
- Preparation for one's mission
- Stewardship of one's resources: time, resources, health, relationships
- Making wise decisions
- Pot holes to avoid
- Eternal values to live by

- Required Text: Life on the Edge, James Dobson, 2004, ISBN 1590523865
- Supplemental Texts: What Color is Your Parachute for Teens, Richard Nelson Bolles
- The materials fee will be used for handouts and temperament analysis.
- Supplies needed: loose leaf notebook, legal pad, Bible

High School U.S. Government
Teacher: Robert and Shelia Talbott
Period 1 11:00-11:55

(Spring Semester Only)

Semester Course Fee:	\$100
Monthly Installment:	\$20
Materials Fee:	\$20
Textbook	Yes
Homework/Hrs a wk:	1-2 hrs
Min/Max Students:	10/25
Grade Level:	*9-12

****Not offered 2011-2012****

This high school U.S. Government course will take a hands-on approach to learn about the Constitution, the branches of government and the responsibility of citizens. Students will have an opportunity to participate in a Mock Congress, Mock trial, as well as a Mock Election. Current events will also be emphasized and how it relates to your responsibility as citizens. Guest speakers will be invited to class as it relates to various topics of study. A field trip to Washington, DC to tour the capital and other sites of interest will top off the semester. More information about the field trip will be provided during the semester. This will be a lively class, and students will be expected to contribute and participate in all activities and discussions.

- The materials fee will be used for handouts and copies
- Textbook: American Government in Christian Perspective by Abeka, 2nd edition

**Mr. and Mrs. Talbott will consider Exception Requests for enrollment of advanced eighth grade students on an individual basis.*

Art

Start with Art (Year A)

Teacher: **Marvilyn Kennedy**

Period 1 11:00-11:55

Period 2 12:15-1:10

Period 3 1:15-2:10

Period 4 2:15-3:10

Period 5 3:15-4:10

If your child is ready to jump into art, this class is a great place to start. Each session will begin with an introduction to an artistic principle, style, or artist. Boys and girls will then combine the art mini-lesson with their own ideas to create unique works of art. Students are encouraged to display their pieces at the end of year ACTS Celebration.

Yearly Course Fee:	\$180
Monthly Installment:	\$20
Materials Fee:	\$35
(if joining 2 nd semester fee is \$20)	
Textbook:	no
Homework/Hrs a wk:	no
Min/Max Students:	5/12
Grade Level	K-2
<i>No minimum age exceptions permitted.</i>	
<i>Please note that young artists need to be developmentally ready to separate from parents and participate in 30 minutes of moderately focused work.</i>	
Accepts students 2 nd sem	yes

In this class, the student will have the opportunity to:

- use a variety of art media including oil pastels, chalk, markers, watercolor, acrylics, textiles, plaster, clay, metal, tile, and natural materials.
- try different art processes such as drawing, papier-mache, painting, printmaking, engraving, collage, weaving, sculpting, carving, marbling, and beading.
- incorporate artistic elements (i.e. line, color, shape, form, space, texture, value) and design principles (i.e. contrast, variety/emphasis, unity, rhythm/pattern, balance, proportion) into works of art.
- learn about Michelangelo, Kandinsky, Klee, Degas, Pollock, Escher, Picasso, Durer, Bruegel, and other influential artists.
- appreciate the different ways individuals and cultural groups have created art from ancient times to the present day.

Note: The \$35 materials fee covers all art media, craft supplies, utensils, and teaching aids. For students enrolling second semester, the materials fee is \$20. Smocks are provided by the instructor.

Art's Essentials

Teacher: Lorena Perez

Period 1 11:00-11:55

Period 2 12:15-1:10

Period 3 1:15-2:10

Yearly Course Fee:	\$180
Monthly Installment	\$20
Materials Fee:	\$35
(if joining 2 nd semester fee is \$20)	
Textbook:	no
Homework/Hrs a wk:	no
Min/Max Students:	5/10
Grade Level	3/4
Accepts students 2 nd sem	yes

In Art's Essentials class, students will learn the elements and principles of design and drawing. We'll focus on areas of Studio Art and Commercial Art. This class will lay down the essential skills necessary to understand and create artworks by teaching basic techniques in a variety of media. Students will experience pencils, watercolors, pastels, acrylics, mixed media and others. It will challenge the students while they are learning, but not be so overwhelming that they are frustrated. It is meant to inspire their creativity in a fun way.

*Materials' fee covers all art supplies necessary for each art project.

*Students are encouraged to bring an old t-shirt to class to protect their clothing.

Art Through the Centuries

Teacher: Sunny Gritsko

Period 2 12:15-1:10

Period 3 1:15-2:10

Period 4 2:15-3:10

Period 5 3:15-4:10

Yearly Course Fee:	\$180
Monthly Installment:	\$20
Materials Fee:	\$40
<small>(if joining 2nd semester fee is \$20)</small>	
Textbook:	no
Homework	no
Min/Max Students:	5/12
Grade Level:	5/6
Accepts 2 nd sem enrollment	yes

This is a multi-media art class using the world's great artists as inspiration. The class will "meet" an artist at the beginning of most sessions by looking at a famous work. They will use new art vocabulary to discuss the piece. The rest of the class period will be spent on a project building on the artist's technique, style, medium, or subject matter. The students will be getting a good general overview of art history.

Students will explore a variety of methods including painting, sculpture, printmaking, and more. Basic drawing principles will be covered using the five shape families as well as tips on portraits and figure drawing. Students can display their favorite pieces at the ACTS end-of-the-year event in May.

- Materials fee will cover all supplies except a white T-shirt. Supplies include: high quality brushes and paint, paper, clay, tissue, glue, markers, pastels, colored pencils, etc.
- The Materials fee may be paid in full at registration in May, or, \$20 per semester: \$20 at May registration, and \$20 in December for second semester materials.

Studio Art

Teacher: Angela Paschal

Period 2 12:15-1:10 (gr 7-9)

Period 3 1:15-2:10 (gr 7-8)

Yearly Course Fee:	\$270
Monthly Installment	\$30
Materials Fee:	\$35
(if joining 2 nd semester fee is \$17.50)	
Textbook:	no
Homework/Hrs a wk:	no
Min/Max Students:	6/16
Grade level period 2	7-9
period 3	7-8
Accepts 2 nd sem enrollment	yes

This course will develop drawing skills while allowing students to express their creativity using pencil, charcoal, pastel, pen, ink, and watercolor. Students will learn to translate what they see into a language of lines, shapes and values. Both new and returning students will establish that basic elements, such as composition, perspective, and contrast, are fundamental to a good work of art. Major units of study will draw from still life, animals, nature and the figure. Watercolor, mixed media, and printmaking are additional art forms that will allow students to apply their drawing skills. The students' favorite pieces will be featured in an art show at the end of the academic year.

- Materials fee covers all materials including: paper, charcoal sticks, soft pastels, drawing pencils, various pens, ink, gesso, brushes, and watercolors.
- For students enrolling second semester, the materials fee is \$17.50.
- Students will carry work in a portfolio, included in the materials fee
- Printing materials include: ink, blocks, and brayers.
- Art boards will be used for some lessons to allow mobility around the subject.
- Students are encouraged to bring an old shirt to class to protect their clothing.

*****Ninth graders taking this class should note that there is no highschool credit offered for this class.***

Studio Art for High School

Teacher: Angela Paschal

Period 1 11:00-11:55

Period 4 2:15-3:10

Period 5 3:15-4:10

Yearly Course Fee:	\$270
Monthly Installment:	\$30
Materials Fee:	\$40
(if joining 2 nd semester fee is \$20)	
Textbook:	sketchbook
Homework/Hrs a wk:	1 hour
Min/Max Students:	6/16
Grade Level:	8-12
<i>8th graders – with instructor permission</i>	
Accepts 2 nd sem enrollment	yes

This course will provide a semester (0.5) high school art credit. This high school course is now being offered to eighth graders who have taken at least one year of Studio Art in middle school and/or received the instructor's permission. Students taking this course will use a variety of media, including gesso, ink, and acrylic paint. While drawing skills will continue to be the key to all other art forms explored in this class, the content and purpose of each work of art will be an important consideration. Curricula will also include learning about Modern and Postmodern artists while creating art using similar working methods. In addition to class work, students will be assigned weekly sketchbook homework, an independent project each semester, and engage in group critiques during class to encourage discussion of formal issues and conceptual ideas. It is the goal of this class to unlock artistic self-discovery through a more in-depth and independent study. New and returning students will experience a challenging and rewarding curriculum.

- Materials fee includes charcoal, pencils, pen and ink, gesso, watercolors, acrylics, brushes, plaster, pastels, glue, various types of paper, and canvases.
- For students enrolling second semester, the materials fee is \$20.00.
- New students will receive a portfolio for carrying their work to class.
- Please bring an old shirt to class on painting days.
- Students are required to purchase an 8 1/2" x 11" or 9" x 12" sketchbook; preferably spiral bound. Returning students may continue using the same sketchbook.

Music & Drama

Kinder Khorus

Teacher: Marjorie Black

Period 4 2:15-3:10

Period 5 3:15-4:10

Yearly Course Fee:	\$180
Monthly Installment:	\$20
Materials Fee:	\$30
<small>(if joining 2nd semester fee is \$15)</small>	
Textbook:	no
Homework/Hrs a wk:	no
Min/Max Students:	5/20
Grade Levels:	1/2

Kinder Khorus will be a class for Kindergarten through second grade children to make music both fun and educational. We will learn songs for performance as well as fun songs, and will sing to taped accompaniment. The children will learn some basic music theory thru activity sheets and games. They will also learn about the instruments of the orchestra and enjoy listening experiences with such classics as Peter and the Wolf and Carnival of the Animals.

Elementary Chorus
Teacher: Karen Sawyer
Period 2 12:15-1:10 (2-6)

Yearly Course Fee:	\$135
Monthly Installment:	\$15
Materials Fee:	\$15
(if joining 2 nd semester fee is \$12.50)	
Textbook:	no
Homework/Hrs a wk:	no
Min/Max Students:	10/35
Grade Levels:	2-6
Accepts 2 nd sem enrollment:	yes

The children enrolled in this choir will learn proper singing and breathing technique, and will be introduced to basic theory and vocal blending. We will learn to appreciate all kinds of music ranging from easy classical to soft contemporary music that glorifies God. Most of all, we will enjoy working together to make a joyful noise unto the Lord!

- The materials fee covers the cost of music and copying expenses.
- For students enrolling second semester, the materials fee is \$8.00.

Advanced Chorale
Teacher: Karen Sawyer
Period 1 11:00-11:55

Yearly Course Fee:	\$135
Monthly Installment:	\$15
Materials Fee:	\$25
(if joining 2 nd semester fee is \$12.50)	
Textbook:	no
Homework/Hrs a wk:	no
Min/Max Students:	10/35
Grade Levels:	6-12
<i>Teacher pre-approval is required to enroll</i>	

This chorale is for experienced singers. Pre-requisites are previous choral experience and the ability to match pitch and to blend with others.

- ***Teacher pre-approval is required*** to enroll in this class, even if the student has been enrolled in the elementary chorus in previous years.
- The materials fee covers the cost of music and copying expenses.
- For students enrolling second semester, the materials fee is \$12.50.

Drama Tyme I
Teacher: Whitney Gatesman
Period 4 2:15-3:10

The young student will explore the world of Drama through fun theatre games, pantomime, readers theatre, skits, music, movement, and more! The class will perform during the Christmas and spring ACTS events.

Yearly Course Fee:	\$180
Monthly Installment:	\$20
Materials Fee:	\$15
(if joining 2 nd semester fee is \$10)	
Textbook:	no
Homework/Hrs a wk:	memorizing
Min/Max Students:	8/24
Grade Level	K-2
Accepts 2 nd sem enrollment	yes

Drama Tyme II
Teacher: Whitney Gatesman
Period 5 3:15-4:10

This class, geared toward the older elementary student, goes a step further into the world of Drama. Students will explore theatre games, skits, scene work, improvisation, monologues, the components of Musical Theatre (drama, music, dance), costuming, and much more! The class will perform during the Christmas and spring ACTS events.

Yearly Course Fee:	\$180
Monthly Installment:	\$20
Materials Fee:	\$15
(if joining 2 nd semester fee is \$10)	
Textbook:	no
Homework/Hrs a wk:	memorizing
Min/Max Students:	10/24
Grade Level	3-5
Accepts 2 nd sem enrollment	yes

- The Materials fee covers scripts, copies, instructional supplies, some costume materials and craft supplies.
- For students enrolling second semester, the materials fee is \$10.00

Drama (Grades 6+)
Teacher: Autumn Temple
Period 3 1:15-2:10

Yearly Course Fee:	\$180
Monthly Installment:	\$20
Materials Fee:	\$15
(if joining 2 nd semester fee is \$8)	
Textbook:	no
Homework:	memorizing
Min/Max Students:	5/25
Grade Level:	6-12
Accepts 2 nd sem enrollment	yes

The emphasis for this middle/high school drama class will be on ministry. Students will learn how to use drama as a means of ministry, as well as developing their stage presence. We will explore the art of mime, monologues, and choreography. Students will also participate in short skits with a witnessing message. This can inspire the use of drama in church, on missions trips, etc. Students will be encouraged to stir up their own creativity in using choreography and in writing their own scripts. The class will perform during the Christmas and spring ACTS events.

- The materials fee covers scripts, copies, instructional supplies and make-up. Simple costumes and other supplies for props may be requested from home.

Physical Education

Physical Education K-3

Teacher: Sherri Burkholder

Period 1: 11:00-11:55

Period 2: 12:15-1:10

Period 3: 1:15-2:10

Yearly Course Fee	\$135
Monthly Installment;	\$15
Materials Fee:	\$5
<small>(if joining 2nd semester fee is \$2.50)</small>	
Homework/Hrs a wk:	no
Min/Max Students:	12/24
Grade Level:	K-3
Accepts 2 nd sem. enrollment	yes

Students learn the basics of hand-eye and hand-foot coordination, improve motor skills, increase flexibility and learn team cooperation. To achieve these goals, students will engage in football, basketball, soccer and other team and individual activities. We will play a variety of indoor games. During inclement weather weeks, indoor sports will be held in the gym. The overall goal is to provide a fun environment teaching students to enjoy physical education.

The materials fee for these courses covers any equipment not offered at the church.

Physical Education 4-6
Teacher: Jerry McGill
Period 1: 11:00-11:55
Period 2: 12:15-1:10
Period 3: 1:15-2:10

Yearly Course Fee:	\$135
Monthly Installment:	\$15
Materials Fee:	\$5
(if joining 2 nd semester fee is \$2.50)	
Homework/Hrs a wk:	no
Min/Max Students:	14/22
Grade Level:	4-6
Accepts 2 nd sem enrollment	yes

Students will participate in a variety of team sports to improve large motor skills, coordination, flexibility, team cooperation, and good sportsmanship. Students will have the opportunity to learn the basic rules, fundamentals, and skills of dodgeball (all 8 variations!), kickball, soccer, football, capture the flag, wiffleball, and other fun team activities. The first few minutes of class will be devoted to warm-up exercises and stretches. The goal is to help build confidence in athletics as students gain skills and promote overall fitness in an atmosphere of fun!

The materials fee covers sporting equipment not offered at the church.

Team Sports

Teacher: **Jerry McGill**

Period 4 2:15-3:10

Yearly Course Fee:	\$135
Monthly Installment:	\$15
Materials Fee:	\$5
<small>(if joining 2nd semester fee is \$5)</small>	
Homework/Hrs a wk:	no
Min/Max Students:	14/30
Grade Level:	7-12
Accepts 2 nd sem enrollment	yes

This class is designed for older students who want to enjoy team sports, including flag football, kickball, volleyball, baseball, soccer, basketball, dodgeball and ultimate Frisbee.

The first few minutes of class will be devoted to warm-up exercises and stretches. All of this is done in an atmosphere of fun.

- The materials fee covers sporting equipment not offered at the church.

Sports, Games, & Outdoor Fun

Teacher: **Jerry McGill**

Period 5: 3:15-4:10

Yearly Course Fee	\$135
Monthly Tuition	\$15
Materials Fee:	\$10
Textbook:	no
Homework/Hrs a wk:	no
Min/Max Students:	6/30
Grade Level:	5-8
Accepts 2 nd sem enrollment	yes

This is a class for middle school aged boys. The boys will experience a myriad of sports, games and fun. Lessons on honesty, sportsmanship, and fair play will be woven in. Emphasis will be for "boys-to-be-boys" with supervision. This is a full-contact class. An occasional bloody nose or black eye may happen. Activities will include: touch/flag football, basketball, wiffle ball, ultimate frisbee, capture the flag, bombardment/dodgeball, speed risk and more.

The boys will be expected to develop the following:

- Honesty and integrity
- Being a good sport
- How to "play fair"
- Being responsible for their actions
- How to be a good friend with other boys
- How to be respectful and honor ladies

Preschool

Playful Learning for Tots

11:00-11:55 Teacher: Tracey Young

12:15 - 1:10 Teacher: Tracey Young

1:15 - 2:10 Teacher: Miriam Nissley

2:15 - 3:10 Teacher: Amanda Bitler

3:15 - 4:10 Teacher: Amanda Bitler

Yearly Course Fee:	\$135
Monthly Installment	\$15
Materials Fee:	\$30
<small>(if joining 2nd semester fee is \$15)</small>	
Min/max Students:	3/10
Min/max age	3/5
Accepts 2 nd sem enrollment	yes
<i>Age exceptions approved on a case by case basis. Should be potty trained.</i>	

Children learn about nature, seasons, holidays, animals, and science through story time, arts and crafts, dramatic play, activities, songs and games. Letter and number recognition may be introduced. Large motor activities include outdoor gym equipment and outdoor games. The children have the opportunity to learn group skills such as sharing, cooperation, listening, and following directions as well as making new friend at ACTS. Natural creativity and love of learning are encouraged. This early childhood class is a great introduction to the ACTS homeschool co-op.

First period children bring lunch. Snack is provided during the third period.

Enrollment for the preschool classes will be handled in this order:

- Preschoolers of ACTS teachers
- Preschool-aged siblings of ACTS students
- Four year old children of families who intend to homeschool them as kindergartners.

SCHEDULE OF CLASSES 2011-2012

	(1) 11:00-11:55	(2) 12:15-1:10	(3) 1:15-2:10	(4) 2:15-3:10	(5) 3:15-4:10
Pre	Preschool	Preschool	Preschool	Preschool	Preschool
K	Start with Art K-2 P.E. K-3 Spanish K-2	Start with Art K-2 P.E. K-3 Spanish K-2	Start with Art K-2 P.E. K-3	Start with Art K-2 Drama Tyme K-2 KinderKhorus K-2	Start with Art K-2 KinderKhorus K-2 Science Exploration K
1/2	Start with Art K-2 P.E. K-3 Spanish K-2	Start with Art K-2 P.E. K-3 Spanish K-2 Science Exploration 1/2 Elementary Chorus 2-6	Start with Art K-2 P.E. K-3 Science Exploration 1/2 World History 1/2	Start with Art K-2 Science Exploration 1/2 Drama Tyme K-2 KinderKhorus K-2	Start with Art K-2 KinderKhorus K-2
3	Art's Essentials P.E. K-3 Science Exploration 3/4	Art's Essentials P.E. K-3 Science Exploration 3/4 Elementary Chorus 2-6 Trail Guide-US Geography 3-5	Art's Essentials P.E. K-3 Science Exploration 3/4 Medieval (Yr. 2) History 3-6 1850-2000 (Yr. 4) History 3-6 Chess 3-12	Science Exploration 3/4 Spanish 3-5 Chess 3-12 ASL Through Projects 3-12	Drama Tyme 3-5 Chess 3-12 ASL Through Projects 3-12
4	Art's Essentials P.E. 4-6 Science Exploration 3/4	Art's Essentials P.E. 4-6 Science Exploration 3/4 Needlework & Crafts 4-6 Elementary Chorus 2-6 Trail Guide-US Geography 3-5 Creative Writing 4/5	Art's Essentials P.E. 4-6 Science Exploration 3/4 Medieval (Yr. 2) History 3-6 1850-2000 (Yr. 4) History 3-6 Needlework & Crafts 4-6 Chess 3-12	Science Exploration 3/4 Spanish 3-5 Creative Writing 4/5 Chess 3-12 ASL Through Projects 3-12	Drama Tyme 3-5 Chess 3-12 Creative Writing 4/5 ASL Through Projects 3-12
5	P.E. 4-6 Science Exploration 5/6 Adventures in Literature 5-8 Spanish I 5-7	Art Thru. Centuries 5/6 Science Exploration 5/6 First Form Latin 5-7 Trail Guide-US Geography 3-5 P.E. 4-6 Elementary Chorus 2-6 Needlework & Crafts 4-6 Creative Writing 4/5	Art Thru. Centuries 5/6 Science Exploration 5/6 P.E. 4-6 Needlework & Crafts 4-6 Medieval (Yr. 2) History 3-6 1850-2000 (Yr. 4) History 3-6 Chess 3-12	Art Thru. Centuries 5/6 Science Exploration 5/6 Spanish 3-5 Creative Writing 4/5 Chess 3-12 ASL Through Projects 3-12	Art Thru. Centuries 5/6 Drama Tyme 3-5 Sports, Games & Fun 5-8 Chess 3-12 Creative Writing 4/5 ASL Through Projects 3-12
6	P.E 4-6 Science Exploration 5/6 Adventures in Literature 5-8 Cool Modern History Year 4 6-8 Spanish I 5-7 Teen Lounge or Study Hall	Art Thru. Centuries 5/6 Science Exploration 5/6 First Form Latin 5-7 P.E. 4-6 Elementary Chorus 2-6 Needlework & Crafts 4-6 Brainteasers 6-8 Teen Lounge or Study Hall	Art Thru. Centuries 5/6 P.E. 4-6 Science Exploration 5/6 Needlework & Crafts 4-6 Medieval (Yr. 2) History 3-6 1850-2000 (Yr. 4) History 3-6 Trail Guide-US Geography 6-8 Chess 3-12 Drama 6+ Teen Lounge or Study Hall	Art Thru. Centuries 5/6 Science Exploration 5/6 Chess 3-12 ASL Through Projects 3-12 Sewing & Crafts 6-12 Teen Lounge or Study Hall	Art Thru. Centuries 5/6 Sewing & Crafts 6-12 Creative Writing 6/7 Sports, Games & Fun 5-8 Chess 3-12 Teen Lounge or Study Hall ASL Through Projects 3-12
7	Adventures in Literature 5-8 Spanish I 5-7 Cool Modern History Year 4 6-8 Girls' Advanced Chorale 7+ Computer Programming - Python Teen Lounge or Study Hall	Studio Art 7-9 First Form Latin 5-7 Apol. General Science 7 VA State History 7+ SPRING Brainteasers 6-8 Teen Lounge or Study Hall	Studio Art 7/8 Trail Guide-US Geography 6-8 Chess 3-12 Drama 6+ Teen Lounge or Study Hall	Academic Writing I 7/8 Team Sports 7+ Chess 3-12 ASL Through Projects 3-12 Sewing & Crafts 6-12 Teen Lounge or Study Hall	Algebra 1/2 7-9 Third Form Latin 7-9 Sewing & Crafts 6-12 Creative Writing 6/7 Sports, Games & Fun 5-8 Chess 3-12 ASL Through Projects 3-12 Teen Lounge or Study Hall*
8	Algebra I (10:30 start) 8-10 Academic Writing II 8-10 Adventures in Literature 5-8 Cool Modern History Year 4 6-8 Girls' Advanced Chorale 7+ Studio Art 8-12 Computer Programming - Python Teen Lounge or Study Hall	Studio Art 7-9 Engineering I 8-12 Apol. Physical Science 8 Brainteasers 6-8 Christian Worldview 8+ FALL VA State History 7+ SPRING Teen Lounge or Study Hall	Studio Art 7/8 Academic Writing II 8-10 Trail Guide-US Geography 6-8 Chess 3-12 Drama 6+ Debate (year-long) 8-12 Christian Worldview 8+FALL Teen Lounge or Study Hall	Academic Writing I 7/8 Team Sports 7+ Sewing & Crafts 6-12 Chess 3-12 ASL Through Projects 3-12 Studio Art 8-12 Business Skills/Yearbook 8+ High School Latin II 8-12 SAT Test Prep 8+ FALL Debate (year-long) 8-12 Teen Lounge or Study Hall*	Algebra 1/2 7-9 Third Form Latin 7-9 Sewing & Crafts 6-12 Sports, Games & Fun 5-8 Chess 3-12 ASL Through Projects 3-12 Studio Art 8-12 Business Skills/Yearbook 8+ Teen Lounge or Study Hall
9	Algebra I (10:30 am start) 8-10 Algebra II (10:30 am start) 9-11 Geometry (10:45 am start) 9-12 Studio Art 8-12 Academic Writing II 8-10 Biology (10:45 am start) 9-11 Girls' Advanced Chorale 7+ Teen Lounge or Study Hall	Studio Art 7-9 Engineering I 8-12 Christian Worldview 8+ FALL VA State History 7+ SPRING Teen Lounge or Study Hall	Academic Writing II 8-10 Drama 6+ Chess 3-12 Debate (year-long) 8+ Engineering II 9+ Christian Worldview 8+FALL Teen Lounge or Study Hall	Team Sports 7+ Chess 3-12 Sewing & Crafts 6-12 ASL Through Projects 3-12 Studio Art 8-12 Business Skills/Yearbook 8+ High School Latin II 8-12 SAT Test Prep 8+ FALL Brainteasers 8+ SPRING Debate (year-long) 8-12 Teen Lounge or Study Hall*	Algebra 1/2 7-9 Third Form Latin 7-9 Sewing & Crafts 6-12 Chess 3-12 ASL Through Projects 3-12 Business Skills/Yearbook 8+ Studio Art 8-12 Teen Lounge or Study Hall Biology (ends at 4:25 pm) 9-11
10 11 12	Algebra I (10:30 start) 8-10 Algebra II (10:30 start) 9-11 Geometry (10:45 start) 9-12 Studio Art 8-12 Academic Writing II 8-10 Biology (10:45 am start) 9-11 Chemistry (10:45 am start) 10-12 Girls' Advanced Chorale 7+ Teen Lounge or Study Hall	College Prep Writing 10-12 Christian Worldview 8+ FALL VA State History 7+ SPRING Engineering I 8-12 Teen Lounge or Study Hall	Academic Writing II 8-10 Drama 6+ Chess 3-12 Debate (year-long) 8-12 Engineering II 9+ Christian Worldview 8+FALL Teen Lounge or Study Hall	PreCalculus 11-12 High School Latin II 8-12 Team Sports 7+ Chess 3-12 Sewing & Crafts 6-12 ASL Through Projects 3-12 Studio Art 8-12 Business Skills/Yearbook 8+ SAT Test Prep 8+ FALL Brainteasers 8+ SPRING Debate (year-long) 8-12 Teen Lounge or Study Hall*	Sewing & Crafts 6-12 Chess 3-12 ASL Through Projects 3-12 Studio Art 8-12 Biology (ends at 4:25 pm) 9-11 Chemistry (ends at 4:25 pm) 10-12 Physics (ends at 4:25 pm) 10-12 Business Skills/Yearbook 8+ Teen Lounge or Study Hall

PASS Class Progression Chart

2011-2012 Academic Year

	PASS Class	Progresses from	Also Progresses from
Writing	Creative Writing 4/5	Creative Writing 4/5	
	Creative Writing 6/7	Creative Writing 4/5	
	Academic I	Creative Writing 6/7	
	Academic II	Academic I	Academic II
	College Prep.	Academic II	College Prep
Science	Science Exp 1,2	Science Exp K	Science Exp 1,2
	Science Exp 3,4	Science Exp 1,2	Science Exp 3,4
	Science Exp 5,6	Science Exp 3,4	Science Exp 5,6
	Apologia General Science	Science Exp 5,6	
	Apologia Physical Science	Apologia General Science	
	Apologia Biology	Apologia Physical Science	Chemistry
	Apologia Chemistry	Apologia Biology	Apologia Physical Science
	Apologia Physics	Apologia Chemistry	Apologia Biology
History	Hands on History – Ancients (yr 1)	Hands on History – 1850- Pres. (yr 4)	
	Hands on History – Medieval (yr 2)	Hands on History – Ancients (yr 1)	
	Hands on History – 1650-1850 (yr 3)	Hands on History- Medieval (yr 2)	
	Hands on History –1850 – Pres. (yr 4)	Hands on History – 1650-1850 (yr 3)	
	Cool Early Modern History for Middle Schoolers (yr 3)	Hands on History- Medieval (yr 2)	
	Cool Modern History for Middle Schoolers (yr 4)	Hands on History – 1650-1850 (yr 3)	Cool Early Modern History for Middle Schoolers (yr 3)
Math	Algebra I	Algebra ½	
	Algebra II	Algebra I	Geometry
	Geometry	Algebra I	Algebra II
	Pre-Calc/Calculus	Algebra II	Geometry
	Engineering II	Engineering I	
Languages	Second Form Latin 6-8	First Form Latin 5-7	
	Third Form Latin 7-9	Latin II	
	High School Latin I	Third Form Latin 7-9	
	High School Latin II	Third Form Latin 7-9	High School Latin I
	Spanish K-2	Spanish K-2	
	Spanish 3-5	Spanish K-2	Conv. Spanish I 3-5
	Spanish Level I 5-7	Conv. Spanish I 3-5	
	Spanish Level II 6-8	Spanish Level I 5-7	

Registration Form

2011-2012 Academic Year

Parents' Names _____ Registration Date _____

Currently Enrolled in ACTS? Yes ___ No ___

Address _____ City/Zip _____

Home Phone _____ Cell phone _____ Dad's work phone _____

Emergency Contact (another ACTS member, if possible) _____

Email _____ *(required, and notify the Registrar promptly if it changes)*

I hereby authorize ACTS Inc. to conduct criminal background checks on the person(s) doing service hours.

Signature _____ Date: _____

Signature _____ Date: _____

****Only NEW FAMILIES need to complete the following box. Please use the back if you need more room.***

Student Name	Date of Birth	Age as of 11/1/11	Grade as of 9/1/11	Gender	Race <small>*Pursuant to federal regulations, we collect responses to the questions below to meet record-keeping requirements. This information will NOT influence your participation in ACTS. Federal law prohibits unlawful discrimination on the basis of race, color, sex, age, national origin, religion, or disability.</small>
					<input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Asian or Asian American <input type="checkbox"/> Native Hawaiian or Other <input type="checkbox"/> Black or African American <input type="checkbox"/> Pacific Islander <input type="checkbox"/> _____ White
					<input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Asian or Asian American <input type="checkbox"/> Native Hawaiian or Other <input type="checkbox"/> Black or African American <input type="checkbox"/> Pacific Islander <input type="checkbox"/> _____ White
					<input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Asian or Asian American <input type="checkbox"/> Native Hawaiian or Other <input type="checkbox"/> Black or African American <input type="checkbox"/> Pacific Islander <input type="checkbox"/> _____ White
					<input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Asian or Asian American <input type="checkbox"/> Native Hawaiian or Other <input type="checkbox"/> Black or African American <input type="checkbox"/> Pacific Islander <input type="checkbox"/> _____ White

Dues Check # _____ Release of Liability _____ New Family Form _____

Materials Fees Paid _____ All Signatures on Contract _____ Any age exceptions requested? _____

Background check _____ Student schedules Attached _____ Exception forms approved? _____

One Semester homeschool experience? Yes ___ No ___

Enrollment Contract

We are enrolling our child(ren) in ACTS, Inc. for the 2011-2012 school year. We understand our commitment is for the school year. We have not registered any of our children for classes for which they do not meet age requirements without prior Officer and Teacher approval.

We have read and understand the **ACTS Statement of Faith** and agree to respect these as the doctrinal beliefs upheld by the ACTS Faculty and leadership.

We have read and understand the **ACTS Registration Policies and completed the Background Check Information Form.**

We have read and understand the **ACTS Tuition Policies.** We agree to pay all monthly tuition in accordance with these policies. We understand that if we withdraw our children or they are dismissed from co-op, we are still responsible for a percentage of the year's tuition we contracted for.

We understand that ACTS dues and background check fees are non-refundable.

We have read and understand the **ACTS Service Requirement Policies.**

We have read, understand, and **agree to abide by the ACTS Supervision, Discipline, Conduct, and Dress Code Policies.**

We have read, understand, and have signed the **ACTS Release of Liability Form.**

Father's Signature

Date

Mother's Signature

Date

We have read, understand, and **agree to abide by the ACTS Supervision, Discipline, Conduct, and Dress Code Guidelines and Policies.** *(signature required for children age eight and older)*

Student's Signature

Date

Student's Signature

Date

Student's Signature

Date

Student's Signature

Date

Please use the back if you need more room.

Release of Liability Agreement

In consideration of being permitted to participate in the Albemarle Christian Teaching Support, Inc., (*please list all family members on these lines*) _____

[Thereinafter referred to as “family”] agree to the following:

1. Release, covenant not to sue, waive, and discharge, the ACTS, Inc. or Covenant Church of God, their Officers, employees, board members or other families participating in ACTS (hereinafter referred to as “Releasees”) from all liability for any loss or damage and any claim or damage on account of injury to the person or property or resulting in death of a Family member while Family is participating in ACTS, Inc. activities or any other activities on the premises of Covenant Church of God.
2. Family agrees to indemnify Releasees from any loss, liability, damage or cost Releasees may incur due to the presence of Family in or on the premises of Covenant Church of God. Family realizes transportation to and from ACTS or any time off campus is the Family responsibility.
3. Family assumes full responsibility for risk of bodily injury, death or property damage while in or on the premises of Covenant Church of God and/or while working for any purpose or participating in the co-op activities.
4. Family expressly agrees that this release waiver and indemnity agreement is intended to be as broad and inclusive as permitted by the laws of the State of Virginia and that, if any portion of the agreement is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.
5. Family, in consideration of being permitted to participate in ACTS, Inc., for Family, and Family’s heirs, executors, administrators, and assigns, releases and forever discharges all Releasees, and their heirs, administrators, and executors of and from any and every claim, demand, action, of whatsoever kind or nature, either in law or in equity arising from or by reason of any bodily injury or personal injuries known or unknown, death or property damage during participation in ACTS, Inc. or any activities in connection with ACTS, Inc.
6. Family states that both Mother and Father of Family have carefully read the above release and know the contents of the release and sign this release as Family’s own free act.
7. Family releases all officials and professional personnel from any claim whatsoever on account of first aid, treatment or service rendered Family during participation in ACTS, Inc.
8. ACTS, Inc. operates under Biblical guidelines and believes that the Bible commands them to make every effort to live in peace and to resolve disputes with each other in private or within the Christian church (Matthew 18:15-20; I Corinthians 6:1-8). Therefore, the parties agree that any claim or dispute arising from or related to this agreement shall be settled by biblically-based mediation according to Biblical conduct. The parties understand that these methods shall be the sole remedy for any controversy or claim arising out of this agreement or any dispute arising out of any activities or events associated with ACTS, Inc. and expressly waive their right to file a lawsuit in any civil court against one another or against another ACTS family for such disputes, except to enforce an arbitration decision.
9. This agreement shall be binding on each member of the Family, their personal representatives, assigns, heirs, and next of kin.
10. This release contains the entire agreement between the parties to this agreement and the terms of this release are contractual and not a mere recital.

Date _____

Father’s Signature _____

Mother’s signature _____

Print Name _____

Print Name _____

Two copies are enclosed. Sign and date both copies. Keep one for your records and submit one with registration.

Release of Liability Agreement

In consideration of being permitted to participate in the Albemarle Christian Teaching Support, Inc., *(please list all family members on these lines)* _____

[Hereinafter referred to as “family”] agree to the following:

1. Release, covenant not to sue, waive, and discharge, the ACTS, Inc. or Covenant Church of God, their Officers, employees, board members or other families participating in ACTS (hereinafter referred to as “Releasees”) from all liability for any loss or damage and any claim or damage on account of injury to the person or property or resulting in death of a Family member while Family is participating in ACTS, Inc. activities or any other activities on the premises of Covenant Church of God.
2. Family agrees to indemnify Releasees from any loss, liability, damage or cost Releasees may incur due to the presence of Family in or on the premises of Covenant Church of God. Family realizes transportation to and from ACTS or any time off campus is the Family responsibility.
3. Family assumes full responsibility for risk of bodily injury, death or property damage while in or on the premises of Covenant Church of God and/or while working for any purpose or participating in the co-op activities.
4. Family expressly agrees that this release waiver and indemnity agreement is intended to be as broad and inclusive as permitted by the laws of the State of Virginia and that, if any portion of the agreement is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.
5. Family, in consideration of being permitted to participate in ACTS, Inc., for Family, and Family’s heirs, executors, administrators, and assigns, releases and forever discharges all Releasees, and their heirs, administrators, and executors of and from any and every claim, demand, action, of whatsoever kind or nature, either in law or in equity arising from or by reason of any bodily injury or personal injuries known or unknown, death or property damage during participation in ACTS, Inc. or any activities in connection with ACTS, Inc.
6. Family states that both Mother and Father of Family have carefully read the above release and know the contents of the release and sign this release as Family’s own free act.
7. Family releases all officials and professional personnel from any claim whatsoever on account of first aid, treatment or service rendered Family during participation in ACTS, Inc.
8. ACTS, Inc. operates under Biblical guidelines and believes that the Bible commands them to make every effort to live in peace and to resolve disputes with each other in private or within the Christian church (Matthew 18:15-20; I Corinthians 6:1-8). Therefore, the parties agree that any claim or dispute arising from or related to this agreement shall be settled by biblically-based mediation according to Biblical conduct. The parties understand that these methods shall be the sole remedy for any controversy or claim arising out of this agreement or any dispute arising out of any activities or events associated with ACTS, Inc. and expressly waive their right to file a lawsuit in any civil court against one another or against another ACTS family for such disputes, except to enforce an arbitration decision.
9. This agreement shall be binding on each member of the Family, their personal representatives, assigns, heirs, and next of kin.
10. This release contains the entire agreement between the parties to this agreement and the terms of this release are contractual and not a mere recital.

Date _____

Father’s Signature _____

Mother’s Signature _____

Print Name _____

Print Name _____

Two copies are enclosed. Sign and date both copies. Keep one for your records and submit one with registration.

Class Registration Exception Request

Registration Exception Policy: ACTS teachers thoughtfully set the intended grade level for their course, and these levels must be respected by all members. Because homeschooling families do not strictly follow grade levels, the minimum and maximum grades for each class are added to each course description. Parents must carefully evaluate their rationale for advancing or retaining their children in classes in which they do not meet the intended grade range. To respect one another, members must realize that granting a class registration exception frequently prevents a fellow student of the intended grade/age level from benefiting from the class. Exceptions should be requested very rarely and should be based primarily upon academic rationale. (For p.e classes, physical stature rather than academic level may be appropriate rationale.) Students who are exceptionally advanced, or those who have learning delays / disabilities may be considered appropriate for class registration exception requests; arranging for siblings to have the same class or scheduling preferences are not considered appropriate rationale for registration exception requests.

Public schools use September 30 to determine grade level; ACTS policy is more flexible: **November 1st** is the date **minimum** age is determined, and **August 31st** is the date **maximum** age is determined. Rationale: many homeschooling parents base their child's grade level on their age for most of the school year. (example: A child who turns six years old October 8th, is six for eight of the nine months of the school year, and is a first grader); other parents base their decision upon the child's age by September 1st. The ACTS minimum and maximum requirements allow grade flexibility for Sept. 1 through Oct. 31 birth dates, and intend to promote fairness of enrollment and appropriate learning environments.
(for examples see Registration Policies page locate in the Policies section of this handbook)

I submit this class registration exception request because my child is: (please circle) 1) Exceptionally advanced, 2) Has a learning delay or disability, 3) Other. I have described my child's particular situation below, and respectfully request a class registration exception for the intended grade level for this course be made. **I understand the registrar must schedule my child into this course in HORAS and will do so only after approval is granted by the teacher and Officers.**

Student's name: _____

Student's Date of Birth _____ Age by August 31st _____ or Age by November 1st _____
(if older than max grade) (if under the min grade)

Class Name: _____ Class Period _____ Teacher _____

Intended grade level for class _____ Minimum/maximum grades for the class: _____

Rationale Supporting the Request: (use the back if necessary)

Was this class requested on the Needs Assessment? _____ (yes/no)

I understand that registering my child ahead of grade level now may create gaps in their schedule in the future. When course work becomes more difficult and pre-requisites are involved, they may not be ready to move to the next course in the sequence.

I understand that if this exception is granted for the _____ school year, it does not approve continual exceptions. Exception requests must be submitted each year.

Parent Signature Date _____

Teacher Signature Date _____

Registrar Signature Date _____ Approved? _____

New Family Introduction Form

We welcome new families to ACTS, Inc. and we look forward to getting to know you and your children. In order to begin that process, please provide the following information. Thank you!

Parents' First and Last Names: _____

Child(ren)'s first name(s): _____, _____, _____, _____, _____

Please provide school background information for each of your child(ren) enrolling in ACTS. Where has your child been schooled? Have your child(ren) ever required formal disciplinary action by a school, or been suspended or expelled? If yes, please explain. Use the back of this sheet if necessary.

How many years have you been homeschooling, (An entire semester of homeschooling experience is required unless your oldest child is kindergarten age, and we suggest this experience has been within the past two years,) and briefly summarize your reasons for home education as the schooling choice for your family.

Please list currently enrolled ACTS families and/or church elder or pastor that can serve as a personal reference for your family:

We want your children to enjoy and to succeed in their classes. Please thoroughly communicate any learning challenges or special needs your child may have. Please also explain any special accommodations your child may require while at ACTS. Please continue onto the back of this page. **Special needs include but are not limited to: wheel chairs, service aides, service dogs, vision or hearing impairments, autism, ADD/ADHD, and medical equipment requirements.****

*****Remember, for those registering after the school year has begun, all paperwork and checks are due the Sunday before the class date you plan to start.***

Background Check Information Form

**If you have completed a Background Check for ACTS in the past 4 years, you do not need to fill this out. Unfortunately, Background Checks completed for other organizations cannot be used for ACTS. Your family profile in HORAS lists the date of your last Background Check.)

Please bring this completed form(s) with you, along with your driver's license on registration day. We will input the information **AS YOU WAIT**. This paper copy **will be returned to you right then** for safekeeping or destruction. Families who do not register in person may ask to have the form returned or we will shred it for you. **If you'd like to submit information on your spouse and/or a grandparent so that they may perform service hours as well, bring a completed copy of this form, as well as a copy of their driver's license.**

Full name: _____
(Should be the exact name on your social security card)

Birthdate: _____

Social Security Number: _____

Current Address: _____
(Cannot be a P.O. Box)

Pre-Registration Checklist

- Read the Handbook thoroughly – particularly the philosophy and policies sections.
- Using the list of scheduling / registration dates on near the beginning of this handbook, mark your calendar with those pertinent to you.
- Read the following policy pages. Once they have been read and understood, **both** parents and **all students eight and older** must sign the enrollment contract.
 - ___ ACTS Statement of Faith (students 11 and older must read)
 - ___ Registration Policies
 - ___ Tuition Policies
 - ___ Service Requirement Policy
 - ___ Supervision, Discipline and Conduct Policies (students 8 and older must read)
 - ___ General Policies (students 8 and older must read the dress and grooming policy and CD players)
- Fill out all the required information on the registration form. An **e-mail** address is mandatory!
- Bring/turn in these completed forms when registering:
 - ___ Enrollment contract **complete with father's, mother's, and all students' signatures**
 - ___ Release of Liability form **complete with father's and mother's signatures**
 - ___ The Registration form
 - ___ Background check information form for each parent (or grandparent) performing service hours if not completed for the 2008-2009 academic year
 - ___ Your driver's license (if you are submitting a background check form for your spouse, please bring a photocopy of their driver's license as well).
 - ___ A copy of *each of your children's* schedules printed from the on-line scheduling system.
 - ___ A copy of this checklist
 - ___ New Family Introduction form if applicable
- Mark the Mandatory Orientation Meeting (**August 30, 1-3 p.m., Covenant Church of God on Rio Road**) on your calendar. September tuition will be collected, and those who did not sign up in May for their required service hours will do so. One parent must attend and children are welcome. Students may begin classes if September's tuition has been paid, and if you have signed up for your required service hours.
- Bring a check for dues: **\$95 per family** made payable to ACTS (*Non-refundable; no cash please; checks take 30 days to process. If bank account changes are planned, make sure check has cleared.*)
- Bring *already made out* checks (follow the order of your printed HORAS schedules) for all Materials Fees (*no cash please*). Make checks payable to **each** teacher for **each** student, for **each** class you are registering them in. Checks will not be deposited before July 15th. Materials fees are **non-refundable as of August 8th**.
- A check for \$8.00 **for each** background check you submit. Checks made out to ACTS. These checks are non-refundable and will be deposited within a few days of registration.
- Do not bring tuition checks if registering May-August; Families who register May-August pay September's tuition at the Mandatory Parent Orientation Meeting, **August 30, 1-3 p.m.** Families registering Sept-March may register no more than 30 days in advance; and must submit all paperwork, dues, tuition, and materials fees to the Registrar by the Sunday prior to the desired start date.
- If you would like to bless a family who needs financial assistance with their ACTS fees, you may add this gift amount to your family's dues check. Please be advised the gift portion above the dues amount is tax deductible.

If you need directions to Covenant Church of God, contact us instead of calling the church staff. Thank you.

Meet the Teachers.

Linda Barnes *Mrs. Barnes and her husband, Ken, have home-schooled their 3 children since 1990 and have now graduated all three. Linda has a B.S. in Biology and a B.S. in Medical Technology from New Mexico State University. She was the Assistant Director for Blount County Home Educators Association in Tennessee for several years. Linda has taught in a home-school setting for many years. Classes taught include: Algebra 1/2, Algebra I, Algebra II, Geometry, Pre-Calculus, Science, Critical Thinking, Study Skills, Literature, and Preschool. She has volunteered with Boy and Girl Scouts, 4H, and has taught Sunday school. She and her family are members of Providence Orthodox Presbyterian Church in Charlottesville.*

Michele Bessette *Michele homeschools her three children. She has a B.S. in Biology and an M.S. in Health Education and Physical Therapy from Old Dominion University. She hopes to share, with your student, her appreciation of the awesome miracle of life and God's wonderful creation through the study of Science.*

Deneen Bivona *Deneen started homeschooling when her daughter was in 7th grade. There is no greater calling or privilege God can give a parent than the opportunity to train a child up. She doesn't just believe in it – she's witnessed the power of God as she stepped out from under the law. Homeschooling radically changed her walk. Deneen has 25 years experience in business management, office administration and resume writing. She is thrilled to be able to utilize her talents and abilities through teaching while the Lord uses her to inspire and encourage students [young people].*

Marjorie Black *Marge is the mother of ACTS Elementary History teacher, Jean Taglavore. She has a B.S. degree in Music Education and has taught elementary music for many years, mostly in Christian schools. Her longest teaching assignments were at Roanoke Valley Christian School for 10 years and Albemarle Christian Academy for 13 years. She currently teaches piano, directs the Children's Choir, and sings in the choir of Northside Baptist Church, where her son is the Minister of Worship and Music. She also enjoys working with children at Classical Conversations one day a week, teaching preschoolers in the morning and Kids' Club in the afternoon.*

Sherri Burkholder *I graduated from Midlothian High School in Richmond, VA in 1993. I attended St. Andrew's Presbyterian College where I worked toward my Elementary Education degree. I taught for four years at Afton Christian School in Afton, VA . I was responsible for grades 4th-8th throughout the course of teaching there. I also attended 3 summer courses for homeschooling teachers at Pensacola Christian Academy. I taught all subjects including Music, Art and P.E. After adopting our three children from foster care I left to stay at home. I homeschooled my oldest Ryan until this past year. I have been married to my husband, Stacey for 13 wonderful years. Our family is very active in our home church where my husband has been the youth pastor for the past 8 years. We are blessed to have three beautiful children, Ryan 14, Arizona 7, and Austin 5.*

Whitney Gatesman *Mrs. Gatesman has a Bachelor's degree in music, with emphasis on vocal performance and piano, a minor in theatre, and a Master's degree in Education. She taught second grade for four years and has been teaching with ACTS since 2004. She studied musical theater at Shenandoah Conservatory and has been active in community theatre for over 25 years, as an actor, choreographer and music director. Mrs. Gatesman also teaches private voice and piano lessons. She loves to teach and feels God has truly blessed her with this opportunity to introduce your children to the wonderful world of theatre.*

Rusty Gorby *Mrs. Gorby has a B.A. in both English and Physical Education. She has taught secondary English since 1988—for six years in the Richardson School District in Dallas, Texas, and another six*

years in the Richardson Home School Co-op. Mrs. Gorby has taught for ACTS since 2001 and enjoys teaching her 3 children at home. Her husband Mark is also an educator and coach.

Dan Gritsko Mr. Gritsko has been a licensed Washington, D.C. tour guide since 1992. His focus is working with Jr. and Sr. High high school groups, leading and planning Christian history tours of Washington, D.C. He has a passion for helping young people to understand history and think through and confidently address the hot issues of the day from a Christian Worldview. He is also a member of ToastMasters International, an organization that provides opportunities for those involved to become better communicators. This will be his third year teaching at ACTS. He has a B.A. from WVU in Political Science and International Studies as well as an M.A. in Public Administration. He currently works for Worldstrides here in Charlottesville. He and his wife, Sunny, have been home schooling their six children since 1994.

Sunny Gritsko Mrs. Gritsko believes in home schooling because it has enabled parents to disciple their children for Christ. Some of her best and most enjoyable home schooling experiences have been co-opping with other families. She has a bachelor's degree from WVU in graphic design and has experience in commercial art as well as teaching art to other home school families since 1997. She and her husband Dan have 6 children: Daniel, Hannah, Caleb, Esther, Rachel, and John. They have been homeschooling since 1994.

Barbara Hannold Barbara Hannold graduated from Clarion University of Pennsylvania with a BS in Special Education and a BS in Elementary Education. For 12 years she taught students with special needs at Middle Schools in Orange and Louisa Counties.. After marrying Bill, she became interested in Web Design and has created websites for her church, area businesses, and ACTS Co-op. She has homeschooled her two sons Glenn and David since 1999.

Bill Hannold Bill Hannold graduated from the University of Pittsburgh with a BS in Electrical Engineering Technology and from UVA with a Masters of Engineering in Electrical Engineering. He is currently a Sr. Engineer at the General Electric Co., where he has been developing factory control systems for the past 29 years. Bill is the author of HORAS, the Hannold On-line Registration and Scheduling system used by the ACTS Co-op. He is a member of Charlottesville First Assembly where he was church treasurer for 11 years and is currently the department head for the Wednesday evening boys ministry (Royal Rangers).

Carol Henderson Carol is a mother of five and has been homeschooling since 1991. She is currently teaching her youngest son, Gabriel, at home. She has a B.S. from Liberty University and is currently active in ministry at New Hope Church, where her husband is Senior Pastor.

Carol took her first Spanish class as a child, and those early classes had a lasting impact for her continued desire to learn languages. She continued with Spanish in high school, and expanded into French in college.

Carol's interest in history started as a teenager while reading historical novels! After experiencing first-hand how good books could make history exciting, she began reading "real" books for history to her own kids when she started homeschooling. That interest led to publishing her list of favorites on the internet at www.abookintime.com.

Marvilyn Kennedy As a young girl, Marvilyn loved to draw, paint, and create! Now, she enjoys sharing that love of art with children and fostering their confidence and creativity. An ACTS teacher since its inception, she has also led art classes in church, camp, and classroom settings. Marvilyn has been blessed with the opportunity to do what she loves for over 30 years- work with children. After a career in physical therapy and serving as a children's ministry director, she presently teaches music, chapel, and art at First Baptist Early Childhood Development Center. She and her husband, David, are parents of former homeschoolers Alexis, Spenser, and Savannah..

Jerry McGill Jerry graduated from JMU with a B.S. in Hospitality Management and was commissioned as a 2nd Lieutenant in the US Army. During his 23 years on active duty (both enlisted and officer), Jerry attended various physical fitness leadership courses and knows that an active lifestyle is important for overall well being. Jerry and his wife Lois have been homeschooling for 15 years and have 4 children - two are grown and serving in the USMC and two are homeschooled.

Tony Monaghan Tony Monaghan is pastor of Providence Orthodox Presbyterian Church here in Charlottesville. He has an AA in Computer Information Systems and a Masters in Divinity from Westminster Theological Seminary in California. Before becoming a pastor, he was a software engineer, writing embedded systems in San Diego, CA. He has played chess since he was a young child and loves the game. Pastor Monaghan has been teaching an ACTS chess class since 2004.

Julia Nalle Julia is married to Rob Nalle and is the mother of Ben, Aaron, and Elijah Nalle. She has homeschooled since 2003 and has found History to be the favorite family subject. She graduated with Honors from the Evangelical School of Theology with a M.A. in Religion in 1992. She received a B.S. in Early Childhood Education from Eastern Mennonite University in Harrisonburg, Virginia and is also a Licensed Practical Nurse. Julia taught first grade for 3 years in a Christian school in Pennsylvania also substituted in the public school system. She has worked in numerous churches both as a volunteer and as a paid youth minister. By far, her most rewarding activities were leading a cross-cultural Bible School in Central America, Belize and giving a teaching seminar at a Christian School in that country.

Miriam Nissley Mrs. Nissley has five children and has been home-schooling since 1990. She has used a variety of Spanish programs with her children, including *The Learnables*, *Power Glide*, *Speedy Spanish*, *Switched-on-Schoolhouse* and *Rosetta Stone*. She also has experience teaching in children's church, Sunday School programs, daycare, pre-school settings, and co-op.

Angela Paschal Angela Paschal has been teaching art at ACTS since 2003. She places a strong emphasis on drawing as a key to virtually all art forms. Angela offers art instruction for both middle school and high school students. She attended UNC-Greensboro, and completed courses in printmaking and graphic design at the Worcester Art Museum in Massachusetts. She has worked as a freelance graphic designer, producing ads and brochures for commercial, industrial, and state agencies. Angela taught art at The Covenant School as well as art classes out of her home. She is undergoing teacher certification through Mary Baldwin College, where she has produced a large collection of drawings and paintings. Her most recent work was exhibited at The Hunt Gallery on the Mary Baldwin campus, which featured gesso and ink drawings showing the vulnerability of women as depicted in films by Alfred Hitchcock.

Lorena Perez Lorena Perez began her art career when she was 12 years old under the instruction of Roberto Rios, one of the top Artists in her native country of Guatemala. At Rios' studio, she learned to draw and paint in different media - from charcoal and pastels to watercolors and oils.

Her passion for art only grew as she earned a bachelor's degree in Graphic Design from Universidad Rafael Landivar in Guatemala City. During that time, she worked for an advertising firm, where she applied her artistic skills to ads and marketing campaigns for national publications.

Her pursuit of knowledge led her to relocate to Virginia Beach, Va., where she earned a Master of Arts in Communication from Regent University. There, she gained knowledge of the written word, photography and desktop publishing, which completed her formal marketing training.

In 1997, Lorena founded Imagine Design in Charlottesville, Va. She finds it most rewarding to help small businesses and nonprofit groups by designing marketing materials that help them succeed and stand out.

Aside from practicing design, Lorena has also pursued her other passion, teaching. Since 1997, she has taught and tutored students in Spanish, Photography, Design Software, and Art. Her students range from Elementary School to college and adults in the workplace. She also home schools her two children,

Kriste, and Daniel. As a returning ACTS teacher, Lorena is energized by the opportunity to train and equip her young students with strong Art skills.

Kathy Pierson *Kathy loves teaching science topics to children. She finds it exciting to take the words off the page in a science book and bring them alive for students through science demonstrations and hands on experiments. Science is tied closely to God's creation and all that He has given us to enjoy. She has been homeschooling since 1994. Kathy has a B.S. in Biology with a minor in chemistry from Geneva College. She worked for ten years in a cardiac catheterization lab and open-heart surgery unit in Northern Virginia prior to having children. She had a number of year's experience teaching Cardiovascular Technologist trainees. She also has had experience teaching Sunday School at Providence Orthodox Presbyterian Church where she attends. She has been teaching at Acts since 2003 and also teaches science classes to students at her home. Kathy is married to Tom and has three sons, Josh, Zach, & Nathaniel.*

Susan Proffitt *Susan graduated from Piedmont Virginia Community College with an A.S. in Education, and from Mary Baldwin College with a B.A. in English. She also has a Virginia teaching certificate in elementary education. Susan taught 3rd-5th grades at Northside Christian School in Charlottesville for 9 years, and has spent the last 9 years providing daycare in her home. She has been homeschooling her 3 children since 2003.*

Tina Riley *Tina Riley has been homeschooling her four children since 2000. She has a BS in Horticulture from North Carolina State University and has always enjoyed crafts and needlework as hobbies. Teaching Sewing and Crafts for ACTS has given her the chance to share her talents learned from her mother, mother-in-law, friends, and craft classes. She hopes to pass along skills that are valuable for girls who are our future mothers, homemakers and teachers.*

Mary Saville *Mrs. Saville graduated with honors from the University of Virginia with a B.S. in Chemical Engineering in 1997. She worked as an engineer in Orlando, Florida for four years while her husband was in seminary, and in 2001 returned to Virginia. Mr. Saville is a pastor now and Mrs. Saville loves being at home with her three little ones but jumped at the opportunity to share her excitement about mathematics and science with students. She would like to share both knowledge and the sense that geometry has great value in numerous professions. Also, she hopes to use everyday examples to highlight principles of geometry. She has had experience as a live-in nanny with homeschooling responsibilities and she has taught with ACTS since the fall of 2005.*

Karen Sawyer *Mrs. Sawyer is mom to Jake and Libby. She has a Bachelor's Degree in Elementary Education from Messiah College, along with many years of piano and vocal training. She taught 3rd grade until her son's birth and has been teaching music in various settings since. She has she led several children's choirs in private schools, church, and home school settings, serves on her church worship team, and teaches many piano students. Mrs. Sawyer loves working with children, especially when music is involved. Music goes far beyond what words can say. It is truly a gift from God!*

Pamella Sealander *Pamella has a BS in Biology from Davidson College and a MD from the University of North Carolina. After graduation, she completed a year of Pediatric Residency at East Carolina University before deciding to be a stay-at-home mom. Pamella taught science in a homeschooling co-op setting for several years and taught at ACTS as a preschool teacher for 5 years. She enjoyed incorporating science in her classes with the preschoolers. She hopes to share with her students her love of science and interest in God's amazing creation. Pamella has has five children, has been homeschooling since 1996, and is currently homeschooling her two youngest, Hayden and Riley.*

Ginny Sieminski *Ginny has always found the study of science energizing. She believes that God's miraculous hand can be seen more clearly through the study of His creation than in almost any other subject. Ginny graduated from William and Mary with a BS in Biology. After college, she and her*

husband traveled with military assignments and Ginny home schooled their four children. She was involved in many home schooled science classes and headed up several science fairs. For three years, Ginny taught middle school science at The Covenant School. The birth of their new little one brought Ginny back to home schooling, and into teaching at ACTS in 2003. She is thrilled to combine her passion for science, her love of teaching, and her heart for home schooling in the 5/6 grade science exploration classes.

Jean Taglavore Jean Taglavore received her degree in elementary education from Liberty University in 1986. She has taught 5th, 6th, and 2nd grades at Christian schools in both Ohio and Virginia. She most recently taught 2nd grade from 2003-2005 at Albemarle Christian Academy. She currently teaches a 1st and 2nd grade Sunday school class at Northside Baptist Church and is also the Sparks Director (K-2nd) for the AWANA program there on Wednesday nights.

Robert Talbott Mr. Talbott is a retired US Army Major who currently works as an Intelligence Analyst for the Department of Defense. He has participated in and organized living history and reenactment events for various historic sites and National Parks covering time periods from Jamestown – 1860's, with an emphasis on Colonial/New Republic time periods. He has five children, Shawn, Robbie, Chris, Colleen, and Lee, and is currently homeschooling his four younger children

Sheila Talbott Mrs. Talbott has a B.S. in chemistry from East Carolina University, and is a registered nurse. She believes that the study of science should be fun, and also strengthen one's belief in the creator. She has five children, Shawn, Robbie, Chris, Colleen, and Lee, and is currently homeschooling her four younger children.

Autumn Temple Autumn Temple is the home schooled daughter of Melody Wright. Autumn is especially excited to be teaching home schoolers through ACTS because of her own home school experience. She is also enjoying home schooling her own children. Sign language and drama have been a part of Autumn's life since she was a young child. Autumn often translated church services for the deaf as well as other events such as the Franklin Graham crusade. She also translated for Albemarle county and Charlottesville city schools, Piedmont Va. Community College and Heritage Repertory Theatre. Drama has been a ministry tool for Autumn locally. She has performed at many churches and also with a local missions organization. Autumn won first place and a college scholarship competing in an international Teen Talent. Drama is a wonderful way to express the gospel message and Autumn hopes to inspire creativity through this art form in not only teaching her students through performance but also to encourage them to use and create dramas to share with others.

Wally Wallace Mr. Wallace has been married to his beautiful wife, Sally, for over 20 years, now. He has homeschooled his three children, Connor, Dana, and Joan, since 1998. Wally runs a business and works part-time on the weekends to be free to teach his children. With an A.S. degree in General Studies from Mohegan College, he has taken classes at Old Dominion University, University of Maryland, University of Florida, and even recently at PVCC. A veteran who served in the U. S. Marine Corps, Wally also teaches the Sports, Games, and Outdoor Fun class for middle school boys.

Martha Young Mrs. Young was born and raised in Colombia, South America. She speaks Spanish and English fluently, as she has lived in the United States since 1993. She is married to Jim, and has two children, Christopher and Katherine.

Tracey Young Mrs. Young is married to Reid and is the mother of Lera and Olivia. She has homeschooled since 2008. She graduated from UVA with a BA in Psychology and from Case Western Reserve University with a MSSA in social work. She has been in private practice as a Christian counselor for the past 11 years, but is now homeschooling, and working with children at her church, which she has done for the past 8 years through Sunday School, VBS, AWANA, and childcare.