

HANDBOOK

2019-2020

THE HONOR ACADEMY

The Private School for Homeschoolers

Excelling Spiritually, Academically, Socially & Physically

Welcome to the Honor Academy:

This Handbook is intended to give you information and guidelines to help each student have a most successful school year. We encourage you to read the following materials and familiarize yourself with the guidelines. Our intent is to provide each student with the optimum learning environment. We look forward to working with you and your family. It is our sincere hope that each student will excel in everything they do!

The Honor Academy

Main Office(502) 240-0016
Administrator Kimberly Harriford(502) 797-1300
Administrator Sophya Johnson(502) 296-4852
School Hours: 9:30 a.m. – 3:40 p.m.

The Honor Academy Board of Advisors:

Pastor Stephen Fraser (Director), Assit. Pastor Jeanne Fraser (Director)
Robert Johnson, Kimberly Harriford, Sophya Johnson, Kaylyn Budd, Sharalee Taylor

Facility & Parental Responsibility:

Life of Faith Bible Church offers its facility for homeschooling with the ACE curriculum to those selected by The Honor Academy board, and who are officially connected and maintain good standing with the church. Although Life of Faith Bible Church (LOFBC) is providing a place for homeschoolers to learn and grow, the church is not responsible for any of the children’s academic needs. Parents are responsible for ordering and organizing their own child’s curriculum, and making sure that they are compliant with Kentucky State Laws. The contents of this handbook/agreement will be modified each new school year as The Honor Academy board deems necessary. “Parent meetings” will be conducted periodically to ensure good communication.

Supervisors & Volunteers:

Kimberly Harriford, Sophya Johnson are the primary overseers of the classrooms; assisted by Sharalee Taylor, and Kaylyn Budd. Sophya’s strength is math, while Kimberly’s strength is English—this provides the students with the assistance they need to overcome academic hurdles. Parents who aren’t working a full time job will take turns volunteering one day a week to assist in the classroom (or possibly less depending on number of parents involved). There will be an extra fee for parents who are unable or unwilling to assist with volunteering (see “Costs & Fees” section).

Costs & Fees:

A family with only one child attending will pay a weekly fee of \$57; any additional child will be an additional \$47. ***Although the school year is only 9 months, we are allowing families to reduce their weekly or monthly payments by paying over the course of 12 months or 52 weeks. Example: If payments had to be made within the 9 school months, the weekly payment would be \$90 a week instead of \$57.***

Parents, who are unable to regularly volunteer in the classroom one full day or two half days a week, will pay an additional \$15 per week for each one of their children. Payments are to be made electronically (fill out the appropriate automatic payment application). Otherwise, payments are to be handed-in by child on the Friday prior to the next school week. Checks can be written out to LOFBC. Any family that fails to pay this fee shall keep their child home until the outstanding balance is paid.

Fee WITH Parent Volunteer:

First Student:

Weekly.....\$57 (52 weeks)
Monthly\$247 (12 months)
Total Cost..... \$2,964

Each Additional Student:

Weekly +\$47
Monthly + \$203.67
Total Cost + \$2,444

Fee WITHOUT Parent Volunteer:

First Student:

Weekly.....\$72
Monthly\$312
Total Cost \$3,744

Each Additional Student:

Weekly + \$62
Monthly + \$268.67
Total Cost+ \$3,224

Note: If you are scheduled to volunteer, but are unable to do so, it is important that you inform one of the administrators immediately so they can find you a replacement. The additional \$15 will be charged any week a parent is unable to volunteer. If you choose to pay weekly or monthly, the above listed full amount is to be paid regardless of holidays, breaks (spring, summer or fall), sick days, or any other days your child may be absent from class. **LATE FEE:** A fee of \$5.00 a week is to be added to each weekly payment for any child whose academy payment is late. It is possible to discontinue paying by the week or month, and pay the remaining full amount of your payment at any point during the school year.

Pickup & Drop-off:

To avoid starting school late or keeping workers later than scheduled, it is preferred that parents remain in their car during pickup and drop-off times. Children will be greeted and dismissed through the carport main entrance.

Although it is recommended that children stay true to the meeting room schedule, parents have the option of whether they want their child to start later or end earlier. However, in order to avoid disrupting the other children, **students who are tardy will only be permitted to enter the class during break time between subjects (those children are NOT to wait on the grounds without parental supervision). The same is true for children being picked-up early; with the exception of an emergency.**

A supervisor must be informed (preferably by text) if someone other than the agreed designated driver is picking-up your child. Without this notice, children will not be released to leave the premises.

Withdrawal:

Parents with children who require a lot of special attention due to academic struggles or poor behavior, may be asked to withdraw their child from the academy. This should not be taken as criticism, but as an opportunity to find a better "fit" for your child. A departure from the group should not affect in any way a family's attendance or fellowship with the church.

Students of families who no longer wish to attend Life of Faith Bible Church, must also withdraw their child from The Honor Academy. It is recommended that a minimum of one weeks' notice of your intent to leave be given to either the Pastor of the church or a school supervisor (not volunteer).

A student may be expelled from the academy if they exhibit behavior that is improper or offensive to the academy directors or administrators. Students are expected to heed instruction and cooperate with academy requirements.

Setup/Breakdown:

The meeting room will need to be setup every Sunday and Wednesday prior to the next school day. Students and/or parents will be expected to assist in setup as they are needed. This will be discussed and worked out (scheduled) by the class supervisors.

The meeting room will also need to be reset for church services every Tuesday and Friday after children are dismissed. The volunteers on duty those days and the students must be sure to cleanup, not only the meeting room, but also any other areas that have been used by the school. We don't want to place any unnecessary burdens on the church office staff.

Dress Code Policy:

Dress and personal appearance is important to those wishing to carry out their work with excellence and in a professional manner. Therefore, all students must abide by the following dress code:

BOYS:

- A collared button-down shirt (including a polo-style 3 button down shirt)
- Pants or shorts
 - Dark jeans that are NOT ripped/torn/frayed, are permitted.
 - NO activewear
- Shoes or sneakers only: no flip flops or athletic sliders.
- Hoodies, coats and other outdoor-wear are to be worn outdoors only.

GIRLS:

- A collared, button-down shirt (including a polo-style 3 button down shirt)
- Pants
 - Dark jeans that are NOT ripped/torn or frayed, are permitted).
 - No activewear or leggings/legging shorts or cutoffs
 - Shorts must be no shorter than a bit above knee.
- Shoes or sneakers only: no flip flops or athletic sliders
- Hoodies, coats and other outdoor-wear are to be worn outdoors only.

General Information:

- Electronics (cell phones, iPads, etc.) are to be given to a supervisor at the beginning of class.
- No headphones/earbuds are allowed

Our Vision

At the beginning of The Honor Academy, the Lord impressed upon my heart the Prophet Daniel. Because Daniel was set-apart and received a more spiritually guided education, he and his friends grew much wiser than all the secular students of the kingdom. This is because, even though men can teach knowledge, only God gives wisdom (among other things, wisdom is the ability to use knowledge skillfully).

The Bible states in Daniel 1:19-21, *“Then the king interviewed them, and among them all none was found like Daniel, Hananiah, Mishael, and Azariah; therefore they served before the king. And in all matters of wisdom and understanding about which the king examined them, he found them ten times better than all the magicians and astrologers who were in all his realm. Thus Daniel continued until the first year of King Cyrus.”*

As our vision and purpose for this Academy continues to grow, we believe the wisdom, knowledge and faith of our students will grow also. For example, even as Daniel prayed three times a day as was his custom since he was a child, our students will not only have play time, but also a time to pray and read scripture together. *“And in his upper room, with his windows open towards Jerusalem, he [Daniel] knelt down on his knees three times that day, and prayed and gave thanks before his God, as was his custom since early days” (Daniel 6:10).*

We are so excited to be a part of establishing godly characteristics in the students of Life of Faith Honor Academy Co-op. This does not eliminate the responsibility of each parent to establish such habits at home; but by having a school that is committed to godly principles, it should make training at home much easier.

Pastor Stephen Fraser

School Schedule:

School days are Monday through Friday, with the exception of Wednesday. Parents should be sure their child completes at least four hours of work each Wednesday at home in order to stay compliant with Kentucky State Law.

The average school day schedule will be as follows:

ELEMENTARY

TIME	SUBJECT
9:25 - 9:30	PRAYER/PLEDGE
9:30 - 10:00	1st PACE
10:00 - 10:10	PRAYER SCRIPTURE BREAK
10:10 - 10:40	2nd PACE
10:40 - 10:45	BREAK
10:45 - 11:15	MUSIC / SPANISH
11:15 - 11:45	LUNCH
11:45 - 12:15	3rd PACE
12:15 - 12:20	BREAK
12:20 - 12:50	4th PACE
12:50 - 1:00	PRAYER SCRIPTURE BREAK
1:00 - 1:40	ART/BOOT CAMP/OUTSIDE TIME (tue)
1:40 - 1:45	BREAK
1:45 - 2:15	5th PACE
2:15 - 2:20	BREAK
2:20 - 2:50	6th PACE
2:50 - 2:55	BREAK
2:55 - 3:30	CHAPEL / OUTSIDE TIME
3:30 - 3:40	GETTING READY FOR DISMISSAL

	Middle to High School GIRLS
TIME	SUBJECT
9:25 - 9:30	PRAYER
9:30 - 10:15	1st PACE
10:15 - 10:20	BREAK
10:20 - 11:05	2nd PACE
11:05 - 11:15	PRAYER SCRIPTURE BREAK
11:15 - 12:00	3rd PACE
12:00 - 12:30	LUNCH
12:30 - 1:15	4th PACE
1:15 - 1:25	PRAYER SCRIPTURE BREAK
1:25 - 2:05	5th PACE
2:05 - 2:55	BOOT CAMP / ART/BOOK STUDY
2:55 - 3:40	6th PACE

	Middle to High School BOYS
TIME	SUBJECT
9:25 - 9:30	PRAYER
9:30 - 10:20	1st PACE
10:20 - 10:25	BREAK
10:20 - 11:15	2nd PACE
11:15 - 11:25	PRAYER SCRIPTURE BREAK
11:25 - 12:10	3rd PACE
12:10 - 12:15	BREAK
12:15 - 12:40	4th PACE
12:40 - 1:10	LUNCH
1:10 - 2:00	5th PACE
2:00 - 2:10	PRAYER SCRIPTURE BREAK
2:10 - 2:50	6th PACE
2:50 - 2:55	BREAK
2:55 - 3:40	CHAPEL / ART / BOOT CAMP

Prayer Break

Prayer Break Schedule:

- Change Class, Get Settled - 2 min
- Scripture Reading - 2min
- Prayer - 2min
- Worship - 2min
- Dismiss, Drink, Bathroom - 2min
- Total:* 10min

Prayer Break Format:

1. Change Class, Get Settled:

- Students should walk quietly in a single line together to sanctuary - ECC 5:1.

2. Scripture Reading:

- The designated student leader shares Scripture & thoughts” - PRO 3:6

3. Prayer:

- Pray for President, Pastor, Parents & all Leaders - 1TIM 2:1-3
- Prayer requests - MAT 18:19
- All Prayer - EPH 6:18

4. Worship:

- All praise, worship & give thanks kneeling at the altar - PHI 4:6

Ecc 5:1 “Walk prudently when you go to the house of God; and draw near to hear rather than to give the sacrifice of fools, for they do not know that they do evil.”

Prov 3:6 “In all your ways acknowledge Him, and He shall direct your paths.”

1 Tim 2:1-2 “Therefore I exhort first of all that supplications, prayers, intercessions, and giving of thanks be made for all men, for kings and all who are in authority, that we may lead a quiet and peaceable life in all godliness and reverence.”

Mat 18:19 “Again I say to you that if two of you agree on earth concerning anything that they ask, it will be done for them by My Father in heaven.”

Eph 6:18 “praying always with all prayer and supplication in the Spirit, being watchful to this end with all perseverance and supplication for all the saints—

John 4:23 “But the hour is coming, and now is, when the true worshipers will worship the Father in spirit and truth; for the Father is seeking such to worship Him.

Calendar 2019-20

	First/Last day of school	September					February				
Sep 9	First day of school	MON	TUE	WED	THU	FRI	MON	TUE	WED	THU	FRI
Jun 5	Last day of school	2	3	4	5	6	3	4	5	6	7
		9	10	11	12	13	10	11	12	13	14
	No School	16	17	18	19	20	17	18	19	20	21
Oct 7-11	Fall Break	23	24	25	26	27	24	25	26	27	28
Nov 27 - 29	Thanksgiving Break	30									
Dec 23 - Jan 3	Christmas Break										
Mar 30 - Apr 3	Spring Break	October					March				
May 25	Memorial day	MON	TUE	WED	THU	FRI	MON	TUE	WED	THU	FRI
	Chapel		1	2	3	4	2	3	4	5	6
	2nd - 12th Grade	7	8	9	10	11	9	10	11	12	13
		14	15	16	17	18	16	17	18	19	20
	Art Class	21	22	23	24	25	23	24	25	26	27
	2nd - 12th Grade	28	29	30	31		30	31			
	Boot Camp	November					April				
April 27,28,30	Testing	MON	TUE	WED	THU	FRI	MON	TUE	WED	THU	FRI
	Work from home					1			1	2	3
		4	5	6	7	8	6	7	8	9	10
		11	12	13	14	15	13	14	15	16	17
		18	19	20	21	22	20	21	22	23	24
		25	26	27	28	29	27	28	29	30	
		December					May				
		MON	TUE	WED	THU	FRI	MON	TUE	WED	THU	FRI
		2	3	4	5	6					1
		9	10	11	12	13	4	5	6	7	8
		16	17	18	19	20	11	12	13	14	15
		23	24	25	26	27	18	19	20	21	22
		30	31				25	26	27	28	29
		January					June				
		MON	TUE	WED	THU	FRI	MON	TUE	WED	THU	FRI
				1	2	3	1	2	3	4	5
		6	7	8	9	10	8	9	10	11	12
		13	14	15	16	17	15	16	17	18	19
		20	21	22	23	24	22	23	24	25	26
		27	28	29	30	31	29	30			

Cold Weather Guidelines

- Please be sure to dress your child appropriately for the weather.
- Teachers and helpers will require the children to go out and return with their coats/jackets during their lunch period
- The responsibility will be up to the children if they leave their jackets on or not while out playing
- For safety, we require tennis shoes while running outside.
- If wet or slick there will be no football.

Even when temperatures reach freezing, we will usually go out for at least 5 minutes in order to get some fresh air. So it is important that parents be sure their child understands the above guidelines as well as what their parents expect of them. If you have any concerns, be sure to notify us in writing (preferably by email).