



# HOPE High

Homeschool Co-op Handbook  
2026–2027 School Year

“Learning in Community. Growing in Christ.”

# Table of Contents

1. **About HOPE High**
2. **Enrollment & Registration**
  - Community Membership Enrollment
  - Class Registration
  - Placement Expectations
  - Waitlists
  - 8th Grade High School Placement
3. **Grade Placement Guidelines**
4. **Course Prerequisites**
  - Science
  - Math
  - Language Arts
  - High School Restrictions
5. **Tuition & Financial Policies**
6. **Location & Facility Use**
7. **School Calendar**
8. **Roles & Responsibilities**
  - Parent
  - Tutor
  - Student
  - Director
9. **Closed Campus & Background Check Policy**
  - Check-In & Identification Process
  - Adults Required to Complete a Background Check
  - Individuals Not Required to Complete a Background Check
  - General Campus Expectations
10. **Community Day Expectations**
  - Arrival
  - Parent Availability
  - Parent Presence
  - Student Movement & Supervision
11. **Study Hall & Lunch**
12. **Student Expectations**
  - What to Bring
  - Electronics Policy
  - Prohibited Items
13. **Classroom Expectations**
14. **Community Standards**
  - Dress Code
  - Illness Policy
  - Absences
  - Weather Policy
  - Restroom Policy
15. **Discipline & Code of Conduct**
  - Behavioral Expectations
  - Parent Partnership
  - Authority Structure
  - Behavioral Response Process
  - Immediate Escalation
  - SMART Plan
  - Dismissal Policy
  - Restoration & Growth
16. **Acknowledgement of Policies**
17. **Statement of Faith**

# About HOPE High

## Mission Statement

HOPE High exists to support homeschooling families by providing Christ-centered academic and community opportunities for students in grades 7–12. We seek to partner with parents by offering classroom experiences, collaborative learning, and enrichment opportunities that complement education at home while encouraging students to grow in knowledge, character, and faith.

---

## Vision Statement

Our vision is to cultivate a thriving homeschool community where families support one another, students develop meaningful relationships and academic confidence, and learning is approached through a biblical worldview. We desire to equip students to think critically, engage thoughtfully, serve faithfully, and pursue lifelong learning for the glory of God.

---

## Core Values

### Christ-Centered Learning

We believe that education is a means to know and love God; we seek to approach every topic through a biblical worldview.

### Parent Partnership

We recognize parents as the primary educators of their children and strive to support—not replace—the work happening at home.

### Community & Collaboration

We value a strong homeschool community where families can lean into one another's strengths, encourage one another, and grow together.

### Academic Engagement

We believe students benefit from discussion, collaboration, hands-on learning, labs, and classroom interaction that enrich the homeschool experience.

### Love of Learning

We desire to foster curiosity, creativity, and a lifelong love of learning in both students and tutors.

### Service & Stewardship

We believe every member of the community contributes to the health and success of HOPE High through respect, responsibility, and servant-hearted participation.

### Growth in Character

We seek to cultivate maturity, integrity, kindness, and Christ-like behavior in all areas of community life.

---

## 2. Enrollment & Registration

### Community Membership Enrollment

- Families must complete enrollment at [www.hopehigh.info](http://www.hopehigh.info)
- \$50/student annual membership fee
- \$10/family website fee
- Membership must be renewed each spring prior to fall registration
- Fees are subject to change annually

---

### Class Registration

- Opens after the May Open House (see website)
- Registration details sent via email (ensure profile is current)

#### Priority Order:

- Director's students
- Tutor's students
- Previously enrolled students
- Newly enrolled students

---

### Placement Expectations

- HOPE is intended for grades 7–12
- Students should be placed according to **academic readiness and prior coursework**
- Enrolling outside ability level:
  - Negatively impacts classroom environment
  - May result in removal **without refund**
- Contact directors with placement questions

---

### Waitlists

- Full classes automatically generate waitlists

#### Placement Priority:

- Director/Tutor children
  - Returning families
  - New families
-

## 8th Grade High School Placement

- 8th graders cannot directly enroll or waitlist for high school classes
- Only **High School Math** may consider 8th graders (space-available)

To request placement, email:

- Student name
- Grade
- Requested class
- Confirmation of prerequisites

Students are placed on a **separate interest list**, not the main waitlist.  
Placement decisions occur after high school registration closes.

---

## 3. Grade Placement Guidelines

Students must turn the listed age by **September 30, 2026**.

### High School

- 12th = 17
- 11th = 16
- 10th = 15
- 9th = 14

### Junior High

- 8th = 13
- 7th = 12

### Little Sibs

- 6th = 11
  - 5th = 10
  - 4th = 9
  - 3rd = 8
  - 2nd = 7
  - 1st = 6
  - Kindergarten = 5
  - Students may only register **at or below** assigned grade level
  - System restrictions prevent enrolling above grade
-

## 4. Course Prerequisites

### Science

- Physical Science → Pre-Algebra (completed or concurrent)
- Biology → Physical Science
- Chemistry → Algebra 1
- Physics → Algebra 1 or Geometry + concurrent enrollment

### Math

- Pre-Algebra → 7th grade math
- Algebra 1 → Pre-Algebra
- Algebra 2 → Algebra 1
- Geometry → Algebra 1
- Pre-Calculus → Algebra 2 + Geometry

### Language Arts (Middle School)

Intro to Lost Tools requires:

- Capitalization and punctuation mastery
  - No run-ons or fragments
  - Correct comma usage
  - Consistent verb tense
  - Basic parts of speech knowledge
  - Willingness to revise writing
- 

## 5. Tuition & Financial Policies

- \$50/student membership
- \$10/family website fee
- \$150 standard class
- \$225 extended classes
- \$50–\$100 supply fees
- **All fees due by July 1**
- **No refunds for any reason**, including dismissal or withdrawal

Contact directors if financial assistance is needed.

---

## 6. Location & Facility Use

Our campus is located at:  
Onalaska Church of Christ

- Only approved areas of the building may be used
  - Visitors may be limited due to space constraints
  - All participants must clean up after themselves
  - Respect for the church facility is required at all times
- 

## 7. School Calendar

- Meets once weekly
  - Two 15-week semesters
  - Classes may be semester or full-year
  - Calendar available on website
- 

## 8. Roles & Responsibilities

### Parent

- Primary educator
- Oversees academic progress
- Assigns final grades
- Supports work at home
- Encouraged to assist on campus
- Promptly view and respond (as needed) to e-mail communication from HOPE Tutors and Directors

### Tutor

- Leads class instruction
- Assigns work and provides feedback
- Does not issue final grades

### Student

- Completes assignments at home
- Engages respectfully
- Responsible for behavior

### Director

- Oversees operations
  - Supports families and tutors
  - Enforces policies
-

## 9. Closed Campus & Background Check Policy

To ensure a safe and secure environment for all students, HOPE operates as a **closed campus**. All adults present on campus must follow the guidelines below regarding access, supervision, and background checks.

---

### Check-In & Identification Process

All individuals on campus are required to follow HOPE's check-in procedures:

- **All participants must sign in** at the designated sign-in kiosk upon arrival
- **Nametags must be worn at all times** while on campus
- If a nametag is forgotten or unavailable, individuals must report to the **Director Station** to receive a temporary badge for the day
- **Students must sign out** before leaving the building
- Upon departure, students must return their nametag to the assigned racking system

Failure to follow check-in procedures may result in restricted access to campus activities.

---

### Adults Required to Complete a Background Check

The following individuals must complete a background check prior to participating on campus:

#### 1. Classroom & Student-Facing Roles

- Directors
- Tutors
- Substitute teachers
- Classroom helpers

These individuals are regularly in classrooms and may interact directly or in one-on-one settings with students.

#### 2. Regular On-Campus Adults

- Parents or adults who are on campus consistently (e.g., study hall volunteers, class aides)

We value the relationships built within our community and encourage connection. However, because these individuals are regularly present and interacting with students, a background check is required to help ensure those interactions remain safe and appropriate.

Approved adults may also be called upon to assist with supervision or substitute if needed.

#### 3. Guest Speakers

Guest speakers who present to students and engage with them are also required to complete a background check, as these roles may involve interaction and follow-up communication with students.

---

# Individuals Not Required to Complete a Background Check

## 1. Guest Speakers Who Are Current HOPE Parents

- Must be supervised by a background-checked tutor at all times
- May not be alone with students
- If participation becomes regular, a background check will be required

## 2. Adult Observers (One-Day Visits)

- May observe classes but should not actively engage with students
- May not exchange personal contact information with students
- Must follow all campus supervision guidelines

## 3. Little Sibs Parents

- Must remain with their children at all times
- Must wear a visible nametag while on campus
- May not engage in unsupervised interaction with other students

---

## General Campus Expectations

- At least one background-checked adult must be present in every classroom
- Adults may not be alone with students unless they are approved and background-checked
- Any adult with a regular or ongoing presence on campus may be required to complete a background check at the discretion of leadership
- All participants must comply with check-in and identification procedures

This policy reflects our commitment to maintaining a safe, organized, and Christ-centered environment where students can learn and build meaningful relationships within a trusted community.

---

## 10. Community Day Expectations

### Arrival

- Classes begin promptly
- Arrive early (especially in winter)

### Parent Availability

- Parents must remain within 30 miles if transporting their child to/from community days
- Parents monitor and respond to communication from HOPE Tutors and Directors

### Parent Presence

- Follow check-in procedures
- Follow classroom expectations
- Allow tutor appropriate authority in classroom (if concerns: discuss with tutor privately and involve directors as needed)

---

## Student Movement & Supervision

- Students must remain supervised at all times
- Students may only be in:
  - Assigned classroom
  - Study Hall
- Students are NOT permitted to:
  - Roam the building
  - Gather in hallways
  - Enter empty classrooms

Failure to comply may result in dismissal.

---

## 11. Study Hall & Lunch

Fellowship together strengthens our community and is an integral part of our time each week at HOPE High. We intentionally build space into the day for students to connect, build friendships, and enjoy time together in a structured and supervised environment.

**Study Hall** provides an opportunity for students to build community while remaining productive. When students are not in a scheduled class and choose to remain on campus, they are required to be in the designated Study Hall area. Study Hall is supervised by the directors at all times.

During Study Hall, students may:

- Work on homework or other school assignments
- Play card or board games
- Spend time socializing appropriately with peers

Students are expected to remain respectful of the space, follow all community and behavior expectations, and remain under supervision in accordance with our **closed campus policy**. Students may not leave Study Hall to wander the building or gather in hallways or empty classrooms.

**Lunch** will take place in the Study Hall area. All students are required to be in Study Hall during lunch unless otherwise directed by a tutor or director. This is a shared time for the entire community and should be treated with the same level of respect and accountability as classroom time.

The **Code of Conduct applies fully during Study Hall and lunch**, including expectations for behavior, language, and respect for others.

Failure to follow Study Hall and lunch expectations may result in disciplinary action, including removal from the area, parent notification, or further consequences as outlined in the handbook.

---

## 12. Student Expectations

### What to Bring

- Snack and water
  - School materials
  - Lunch
  - Students should have a bag that can carry all of their items
  - Students must keep items with them at all times when moving between spaces
- 

### Electronics Policy

- No social media use on campus
  - Phones not allowed in classrooms
  - Devices must remain in bags on silent
  - Directors may confiscate devices if misused
- 

### Prohibited Items

- Weapons (including pocket knives, BB guns, etc.)
  - Alcohol, tobacco, illegal substances
- 

## 13. Classroom Expectations

To help create a positive and productive learning environment, students are expected to conduct themselves respectfully and responsibly during all classes and activities.

Students should:

- Give full attention to the tutor or speaker during instruction.
- Avoid side conversations, excessive noise, or other distractions while others are teaching or participating.
- Follow directions promptly and respectfully the first time they are given.
- Treat tutors, fellow students, and volunteers with kindness, courtesy, and respect.
- Participate appropriately in discussions, group work, labs, and classroom activities.
- Arrive prepared with necessary materials and assignments completed when applicable.
- Use technology only for class-related purposes unless otherwise permitted by the tutor.
- Remain in assigned areas unless given permission to leave.
- Help maintain a clean and orderly classroom environment.

Tutors may assign seating arrangements, adjust classroom procedures, or implement additional class-specific expectations as needed to support learning and classroom management. Repeated disruption or refusal to follow classroom expectations may result in disciplinary action at the discretion of HOPE Directors.

---

# 14. Community Standards

## Dress Code

We ask all students and adults to dress in a way that honors our Lord and helps create a comfortable and respectful environment for everyone in our community.

Clothing should provide appropriate coverage at all times. This includes ensuring that:

- The chest, midsection, and back are fully covered
- Shorts, skirts, and pants provide full coverage of the backside
- Undergarments are not visible

Please avoid clothing that is excessively tight, low-cut, sheer, cropped, or sagging.

All individuals must wear shoes while inside the building.

We also ask that everyone practice good hygiene (including deodorant, bathing, and clean clothing), as this contributes to a positive shared environment.

Students who are found to be in violation of the dress code will be asked to correct the issue if possible. HOPE Directors will maintain a small supply of T-shirts that students may borrow when appropriate. If an acceptable solution cannot be found, the student may be asked to leave campus for the remainder of the day.

---

## Illness Policy

Stay home if within 24 hours:

- Fever over 100
  - Vomiting
  - Diarrhea
  - Rash
  - Severe cough
- 

## Absences

Notify tutors via website or app in a timely fashion regarding absences. Students are responsible to contact the tutor or view the Classroom Dashboard on the website to complete any missed assignments.

## Weather

- Any cancellation decisions will be communicated by 7:00 AM
  - Work will be assigned via Classroom Dashboard if canceled
  - We will loosely follow the La Crosse School District or Luther High School for Cancellation decisions
-

## Restroom Policy

- Use between classes when possible
- One student at a time during class
- No electronics allowed
- Students will use bathroom that aligns with the gender assigned at birth
- Misuse may result in dismissal

## 15. Discipline & Code of Conduct

At HOPE High, we believe discipline is essential for both individual growth and a healthy community. Our approach is rooted in Scripture (Proverbs 13:24; 22:6; 23:13; 29:15 & 17; Colossians 3:20; Hebrews 12:6) and is intended to guide students toward responsibility, respect, and Christ-like character.

Discipline is not only corrective—it is formative. Our goal is to help students understand the impact of their choices, take responsibility, and grow in maturity.

### Behavioral Expectations

Students are expected to:

- Show respect to tutors, directors, parents, and peers
- Respond with prompt and willing obedience
- Refrain from arguing, talking back, or disrespectful behavior
- Treat others with kindness and grace
- Use appropriate and honoring language
- Respect all materials, property, and facilities
- Contribute positively to the classroom and community environment

Bullying, repeated unkindness, or disruptive behavior will be addressed promptly.

### Parent Partnership

Parents are the primary disciplers of their children and are expected to:

- Support tutors and directors in maintaining expectations
- Address behavioral concerns in a timely manner
- Step in to correct their child if present on campus

A unified approach between home and co-op is essential.

### Authority Structure

- Tutors are the authority in the classroom
- Directors oversee the broader community
- Students are expected to respect both

Parents in classrooms should support—not override—the tutor's authority.

## Behavioral Response Process

Most situations will follow this progression:

1. **Verbal Correction**
  - Behavior is addressed during class
  - Student is expected to respond immediately
2. **Removal from Class**
  - Student is sent to Study Hall if behavior continues
3. **Parent Notification**
  - Directors are informed
  - Parents are contacted
4. **Further Action (if needed)**
  - Removal for the day
  - Parent pick-up
  - SMART Plan implementation

## Immediate Escalation

Some behaviors may result in immediate action, including:

- Physical aggression or threats
- Bullying or harassment
- Defiance of authority
- Leaving supervised areas
- Possession of prohibited items

## SMART Plan

A SMART Plan may be used for ongoing concerns:

- **Specific** expectations
- **Measurable** goals
- **Accountable** to student and parent
- **Reasonable** expectations
- **Timely** timeframe

## Dismissal Policy

Students may be dismissed from a class, a day, or the program at the discretion of the Directors.

- A SMART Plan is not required prior to dismissal
- **No refunds will be issued**

## Restoration & Growth

Our goal is always restoration. We desire to see students:

- Learn from correction
- Take responsibility
- Grow in maturity and character

Discipline is an opportunity for growth, not just consequence.

## 16. Acknowledgement of Policies

*To be signed by each family electronically during membership application process*

By completing enrollment, we acknowledge and agree to the following:

- We have read, understand, and agree to abide by all policies outlined in the HOPE High Handbook. We understand that these policies are in place to support a safe, organized, and Christ-centered community.
- We have reviewed the Statement of Faith and understand that all instruction and community interactions will be approached from a biblical worldview. We support this approach and agree to respect it while participating in HOPE High.
- We acknowledge that **parents are the primary educators** of their children. We will not hold tutors or directors responsible for our child's overall education and understand that class time is intended to support, not replace, instruction at home.
- We understand that participation in HOPE High requires cooperation with all community expectations, including the Code of Conduct, Closed Campus Policy, and Community Day Guidelines.
- In the event of illness, injury, or emergency during Community Day, we will not hold HOPE High, its directors, tutors, volunteers, or the hosting facility liable for incidents that occur during participation.
- We understand that in the event of a medical emergency, HOPE High staff will act in good faith and to the best of their ability. If emergency services (911) are contacted and a parent is not immediately present, a director may accompany the student until a parent or guardian arrives.
- We agree to uphold the behavioral expectations outlined in this handbook and will support tutors and directors in maintaining a respectful and orderly learning environment.
- We understand that behavioral concerns may result in corrective action, including the development of a SMART plan. We further understand that failure to comply with a SMART plan, or serious misconduct, may result in dismissal from the program.
- We understand that **dismissal from the program is at the discretion of the directors** and that no refunds will be issued in the event of dismissal, withdrawal, or failure to comply with policies.
- We agree to follow all financial policies, including payment deadlines, and understand that all fees are non-refundable.
- We grant permission for HOPE High to use photos of our student(s) for promotional purposes, including social media and printed materials. We understand that we may opt out of this by submitting a written request to [hopehighdirector@gmail.com](mailto:hopehighdirector@gmail.com).
- We acknowledge that HOPE High operates within a shared church facility and agree to treat the property, furnishings, and resources with care and respect. We understand that families may be held financially responsible for any damage caused by their student(s).
- We understand that participation in HOPE High is a privilege and agree to partner with the leadership team to maintain a positive, safe, and encouraging environment for all students and families.

## 17. Statement of Faith

*To be signed by each family electronically during membership application process*

All Scripture is self-attesting and being Truth, requires our unreserved submission in all areas of life. The infallible Word of God, the Old and New Testaments, is a complete and unified witness to God's redemptive acts, culminating in the incarnation of the Living Word, the Lord Jesus Christ.

The Bible, uniquely and fully inspired by the Holy Spirit, is the supreme and final authority on all matters on which it speaks. On this sure foundation, we affirm these additional essentials of our faith:

1. We believe in one God, the sovereign Creator and Sustainer of all things, infinitely perfect and eternally existing in three persons: Father, Son, and Holy Spirit. To Him be all honor, glory, and praise forever!
2. Jesus Christ, the living Word, became flesh through His miraculous conception by the Holy Spirit and His virgin birth. He who is true God became true man united in one person forever. He died on the cross as a sacrifice for our sins, according to the Scriptures. On the third day, He arose bodily from the dead and ascended into heaven, where, at the right hand of the Majesty on High, He now is our High Priest and Mediator.
3. The Holy Spirit, the third person of the Godhead, has come to glorify Christ and to apply the saving work of Christ to our hearts. He convicts us of sin and draws us to the Savior. Indwelling our hearts, He gives us new life, empowers us, and imparts gifts to us for service. He instructs and guides us into all truth and seals us for the day of redemption.
4. Being estranged from God and condemned by our sinfulness, our salvation is dependent upon the work of God's grace. God credits His righteousness to those who put their faith in Christ alone for their salvation, and thereby justifies them in His sight.
5. We believe that (a) salvation is by grace, (b) salvation involves repentance, a change of mind in respect to God and thus turning from one's own way to God's way, (c) salvation is through personal faith in the Lord Jesus Christ (d) all who receive Jesus Christ are regenerated by the Holy Spirit and become the children of God, and (e) true salvation will be manifested by a changed life.
6. The true Church is composed of all persons who through saving faith in Jesus Christ and the sanctifying work of the Holy Spirit are united together in the body of Christ. The Church finds her visible, yet imperfect, expression in local congregations where the Word of God is preached in its purity and the sacraments are administered in their integrity; where scriptural discipline is practiced, and where loving fellowship is maintained. For her perfecting, she awaits the return of her Lord.
7. Jesus Christ will come again to the earth— personally, visibly, and bodily—to judge the living and the dead and to consummate history and the eternal plan of God. "Even so, come, Lord Jesus" (Rev. 22:20).
8. The Lord Jesus Christ commands all believers to proclaim the Gospel throughout the world and to make disciples of all nations. Obedience to the Great Commission requires total commitment to "Him who loved us and gave Himself for us." He calls us to a life of self-denying love and service. "For we are His workmanship, created in Christ Jesus for good works, which God prepared beforehand that we should walk in them" (Eph. 2:10).
9. We believe that God created us to be male and female by His perfect design.
10. We believe that marriage is an institution designed by God for facilitation of families and for our sanctification during our time on this side of eternity. We believe that God intended for marriage to be between one man and one woman.

We agree to not teach or propagate views which are at variance with this Doctrine of Faith Statement within the HOPE Homeschool Group Community.