

# NHE Co-op Information

*Our mission is to be a Christ-centered, biblically-based, homeschooling resource for you and your family. As a group, we learn and grow together, serving each other while we homeschool our children. And in all we do, we trust in God to continue to guide the mission of NHE families!*

We look forward with great anticipation to see what God has planned for our Co-ops and all of our families in the upcoming school year. Registration information and class schedules are posted on the website and sent out via email, once all the information is confirmed. Usually by June for the Fall semester and by November for the Spring semester.

**Attendance at the Co-op Orientation Meeting is mandatory before your family can register for classes.**



**NHE's Pre-K - 6th**

**Co-op**

*Behold, children are  
a discovery from the Lord.  
Psalm 127:3*

The purpose of Discovery is to provide a place where NHE parents can

- share the responsibilities of teaching their children one day a week.
- benefit from each other's strengths in subject areas different than their own.
- connect with each other for support and encouragement.

And where students can

- participate in enrichment activities.
- experience hands-on activities.
- make friends and have the opportunity to interact in a class setting.

The purpose of EXCEL is to provide a place where NHE parents can

- share the responsibilities of teaching their children one day a week.
- benefit from each other's strengths in subject areas different than their own.
- connect with each other for support and encouragement.

And where NHE students can

- complete core coursework.
- experience hands-on activities difficult to do at home.
- make friends and have the opportunity to interact in a classroom setting.

# Excel

**Excellence in Character and Leadership**

**NHE's 7<sup>th</sup>-12<sup>th</sup> Co-op**

*So you may surely learn to sense  
what is vital, and approve and prize what  
is excellent and of real value.  
Philippians 1:10*

Although EXCEL is here to encourage and support you in your homeschooling journey, responsibility for each student's success falls on the student and his or her parents. Before you consider homeschooling through high school, take time to pray and to weigh the amount of time, effort, and finances required for the task.

# General Policies and Information

## Overview

**Discovery classes** are for enrichment. Students are not required to complete homework unless stated in the course description at the time of registration. Classes include instruction and hands-on activities. A variety of topics is offered and may include art, music, science, history, literature, geography, or other subjects. At lunch time, all Discovery children participate in a P.E. class or the younger children are given playground time.

**Discovery (K-6) fees: Each semester**, students pay a fee which includes a \$15 donation to our Host Church for hosting our co-op classes. Fees are as follows:

\$45 K-6 student taking 3-4 classes

\$35 K-6 student taking 1-2 classes

*Family Discount: Families with 3 or more children in Discovery **or** Excel are given a discount on the fees for the 3<sup>rd</sup>, 4<sup>th</sup>, etc. child.*

\$30 K-6 student taking 3-4 classes

\$25 K-6 student taking 1-2 classes

**Pre-K and Nursery Fees: Each semester**, all nursery and pre-k children pay the \$15 donation to our Host Church for hosting our co-op classes. Pre-K children who participate in the Pre-K class also pay a \$15 fee to help cover class costs.

**Excel classes** are core classes. ***Students are expected to do homework and are expected to meet the requirements of each course.*** Transitions classes (7<sup>th</sup>-8<sup>th</sup> grade) will generally spend 1-2 hours per week outside of class on each course. Excel classes (9<sup>th</sup>-12<sup>th</sup>) will generally spend 3-4 hours per week outside of class for each 1-credit course.

**Excel (7-12) fees: Each semester**, students pay a \$25 administrative fee that includes a \$15 donation to our Host Church for hosting our co-op classes, as well as a \$10 Admin fee. Individual class fees generally range from \$10 - \$50 per semester depending on the expenses each teacher expects to have. *Curriculum materials are additional.*

*Family Discount: Families with 3 or more children in Excel are given a discount on the admin fees for the 3<sup>rd</sup>, 4<sup>th</sup>, etc. child.*

*This discount is allowed to be combined with the Discovery/Excel Family Discount for the 3+ student(s) in Discovery*

**Parents also pay a \$15 building fee (for the on-campus parent only).**

## Location

Both Excel and Discovery classes are held at our host church in Sanford, FL.

## Co-op Team

Members of the Co-op Team are responsible for the general oversight of their assigned age groups including email communications, working with teachers and volunteers, and dealing with issues and behavior problems that arise.

Valentina Mordkovich – Director, Schedule Coordinator, Website Support, Site Coordinator

Alicia Billingsley - Registrar

Samantha Byrd - Excel Team Lead

Lauren Allen - Discovery Team Lead

Carli Brennan - Canvas Grading System Support

Jacklyn Occhiuzzo - Co-op Treasurer

Jaci Scheidemantle - Curriculum & Supplies Manager

## **\*\*2025-2026 Discovery-Excel Schedule\*\***

*Excel weeks are those weeks when only 7th-12th grades are meeting.*

*Discovery weeks are those weeks when all grades (preK-12th) are meeting.*

### **Location**

Crossings Community Church - 514 Walden View Dr, Sanford, FL, 32771

**Meeting Times:** Excel: 9:30am-3:00pm Discovery: 9:45am-3:00pm

**Please schedule vacations (including mission trips), appointments, etc on weeks when Co-op does NOT meet.**

*If you know you will be absent MORE than 2 Co-op weeks in a Semester, please take the Semester off*

	FALL CLASSES	WEEKS EXCEL HOMEWORK IS ASSIGNED
11-Aug	EXCEL ONLY	1st
18-Aug	EXCEL ONLY	2nd
25-Aug	EXCEL ONLY	3rd
1-Sep	NO CLASSES	4th (Homework Assigned, no classes)
8-Sep	DISCOVERY WEEK 1/ EXCEL	5th
15-Sep	DISCOVERY WEEK 2/EXCEL	6th
22-Sep	DISCOVERY WEEK 3/EXCEL	7th
29-Sep	DISCOVERY WEEK 4/ EXCEL	8th
6-Oct	DISCOVERY WEEK 5/ EXCEL	9th
13-Oct	NO CLASSES	10th (Homework Assigned, no classes)
20-Oct	DISCOVERY WEEK 6/ EXCEL	11th
27-Oct	DISCOVERY WEEK 7/EXCEL	12th
3-Nov	DISCOVERY WEEK 8/EXCEL	13th
10-Nov	DISCOVER WEEK 9/EXCEL	14th
17-Nov	DISCOVERY/EXCEL PARTY	15th Last Day of the Semester
	SPRING CLASSES - TENTATIVE	WEEKS EXCEL HOMEWORK IS ASSIGNED
12-Jan	EXCEL ONLY	16th
19-Jan	EXCEL ONLY	17th
26-Jan	EXCEL ONLY	18th
2-Feb	DISCOVERY WEEK 1/EXCEL	19th
9-Feb	DISCOVERY WEEK 2/EXCEL	20th Valentine's Day Celebration
16-Feb	NO CLASSES	21st (Homework Assigned, no classes)
23-Feb	DISCOVERY WEEK 3/EXCEL	22nd
2-Mar	DISCOVERY WEEK 4/EXCEL	23rd
9-Mar	DISCOVERY WEEK 5/ EXCEL	24th
16-Mar	NO CLASSES (SPRING BREAK)	OFF (No Homework Assigned) {Spring Break}
23-Mar	DISCOVERY WEEK 6/EXCEL	25th
30-Mar	DISCOVERY WEEK 7/EXCEL	26th
6-Apr	DISCOVERY WEEK 8/EXCEL	27th
13-Apr	DISCOVERY WEEK 9/EXCEL	28th
20-Apr	DISCOVERY/EXCEL PARTY	29th (Homework assigned, no classes)
27-Apr	EXCEL ONLY	30th
4-May	EXCEL ONLY	31st
11-May	EXCEL ONLY	32nd Last Day of the Year

## Co-op Day Schedule

Co-op classes meet Mondays from 9:30am-3:00pm. See the previous page for dates.

Discovery Schedule			Excel/Transitions Schedule	
9:45	Students meet for Assembly, Nursery volunteers arrive		9:30	1 <sup>st</sup> Class
10:00	1 <sup>st</sup> Class	Pre-K 10:00 am – 2:00 pm	10:30	2nd class
11:00	K-1 Lunch/P.E. 2 <sup>nd</sup> -6 <sup>th</sup> 2 <sup>nd</sup> Class		12:00	Lunch
12:00	K-1 2 <sup>nd</sup> Class 2 <sup>nd</sup> -6 <sup>th</sup> Lunch/P.E.		12:30	3 <sup>rd</sup> Class
1:00	3 <sup>rd</sup> Class		2:00	4 <sup>th</sup> Class
2:00	4 <sup>th</sup> Class		3:00	End of Day/Cleanup
3:00	End of Day/Cleanup		3:00	End of Day/Cleanup

## General Policies

*You must be a current member of NHE to participate in Co-op.*

## Serving

A parent is required to serve a certain number of hours depending on the number of classes your children are participating in. Usually it is less than 3 hours, however; we are a cooperative. That means *you may be asked to serve more if help is needed*, so we need you to be available if needs arise.

Please plan to be on campus the entire time your child is on campus – We are not a drop-off program.

Each week, an updated schedule is sent out over the weekend and posted again Monday morning on site with any needed changes.

In to the required serving hours, all parents are required to complete a cleaning task before they leave for the day. This requires either opening or closing *regardless of the times your child is taking classes*.

If you are not attending co-op for a full day and will not be on campus at 3pm to complete a closing cleaning task, you will be required to help open at 9 am on Discovery weeks.

## Communication

Most communication occurs by email. Please check your email daily. All families participating in Co-op must be registered on the nearhim.com website. When registering on the website, select the following email groups:

NearHim

Discovery/Excel - All Families

Also select the grade specific groups that are appropriate for your family:

Discovery Nursery & Pre-K Children

Discovery K-1 Classes

Discovery 2nd-3rd Grade Classes

Discovery 4<sup>th</sup>-5<sup>th</sup> Grade Classes

Discovery 6th Grade Classes

Excel and Transitions (7th-12th)

Excel 7th-8th Classes

Excel 9th-12th Grade Classes

## Teacher Employment

Discovery/Excel does not employ instructors. We are a Co-op at which instructors and students can convene, providing assistance for homeschool enrichment. *Teachers with a child participating in either Co-op do not receive compensation.* Occasionally, classes may be offered by outside instructors and they are under the employ of the families who have a student attending his/her class. Parents pay the teachers directly. However, the Co-op Team does maintain supervisory authority.

## Childcare

Childcare is available in the Nursery for babies and preschool children (who are not in the Pre-K class) *ONLY when a participating parent is helping or teaching.*

When the parent is not helping or teaching, the child must remain with the parent. This also applies to any Discovery children who do not have a class. Study Hall is provided for students in 7<sup>th</sup> – 12<sup>th</sup> grades only.

## Sickness

We want you to take care of yourself, and we want to stay healthy! If over the weekend, you think you, the parent, may not be able to come to class, you will be expected to contact the person who is overseeing call outs. Teachers are asked to connect with their helpers about covering their classes.

## Dress Code

Because parents and students will be participating in a variety of activities, including physical education classes, science labs, games, etc., we require everyone to wear clothes appropriate to the day's activities. As Discovery and Excel meet just one day a week (with an occasional field trip), we hope you do not see this request as unreasonable. By participating in Co-op, your family (parents and students) agrees to comply with the following dress code at Monday classes and all co-op activities.

- My attire will not have words or images on them that dishonor Christ
- Shirts must have sleeves/straps measuring at least 3 fingers wide with a modest neckline
- Shorts/Skirts must be at or below the fingers with no writing on the back
- Pants must be worn at the waist
- Hats will be taken off in class
- Closed toed shoes are required of all students participating in physical education classes and some science classes as requested by the teacher.

## Do Not Bring...

Skateboards or any devices with wheels, pocket knives or other weapons. MP3 players, cell phones, and laptops may be brought to co-op, but not be seen during class time without permission from the teacher. Students not complying with this request, may be asked to leave the classroom.

## Disciplinary Guidelines

Character is just as important to us, in fact more important, than what our students are studying in class. We work hard to make co-op a positive environment for children and parents. Please speak with a Co-op Team member if you have any questions.

## Weather Cancellations

In case of bad weather (hurricanes, etc.), listen to your local radio or TV station for school closings. Discovery classes will be canceled if Seminole County Schools are closed or delayed. Information on make-up classes or changes to the schedule will be sent by email.

## Withdrawal

If it is necessary for you to withdraw from co-op before the end of the year, any fees paid will not be refunded.