

Cahaba Academy

A Home School Ministry of First Baptist Church Trussville

128 Chalkville Road, North
Trussville, Alabama 35173
www.cahabaacademy.org
phone: (205) 626-9355
email: director@cahabaacademy.org

“You shall love the LORD your God with all your heart and with all your soul and with all your might. And these words that I command you today shall be on your heart. You shall teach them diligently to your children, and shall talk of them when you sit in your house, and when you walk by the way, and when you lie down, and when you rise. You shall bind them as a sign on your hand, and they shall be as frontlets between your eyes. You shall write them on the doorposts of your house and on your gates.”

Deuteronomy 6:5-9



Cahaba Academy Church School Manual

TABLE OF CONTENTS

Philosophy of Education	3
Provisions	5
Organization.....	5
Membership and Enrollment	7
Policies and Requirements	10
Fees	13
Field Trip Guidelines	14
Curriculum and Graduation Requirements	15
Grading Information	17
General Information	18

PHILOSOPHY OF EDUCATION

Christian Education and Home Schooling

Our understanding of Christian education can be summarized under four headings: parental responsibility for education, the standard of education, the goal of education, and the method of education.

Parental Responsibility

God gave responsibility for spiritually training children to the parents. Moses wrote in Deuteronomy 6:4-9 “Hear, O Israel: The LORD our God, the LORD is one. Love the LORD your God with all your heart and with all your soul and with all your strength. These commandments that I give you today are to be upon your hearts. Impress them on your children. Talk about them when you sit at home and when you walk along the road, when you lie down and when you get up. Tie them as symbols on your hands and bind them on your foreheads. Write them on the door frames of your houses and on your gates.” In the New Testament, Paul teaches that fathers should “bring [their children] up in the training and instruction of the Lord.” (Ephesians 6:4).

Educational Standard

We believe that the Word of God is the standard of truth (John 17:17); that the fear of the Lord is the beginning of wisdom (Proverbs 1:7); and that the Word of God is useful for teaching so that we are equipped for every good work (2 Timothy 3:16-17). Cahaba Academy parents should strive to teach history, science, mathematics, grammar, reading, writing, physical fitness, the arts and every other subject from the perspective of Scripture.

Educational Goal

The goal of Christian education is to train children to be faithful servants of God, to live holy lives, to fulfill their callings in the world, and to be useful members of the Body of Christ. Christians are to train their children to seek first the kingdom of God and His righteousness (Matthew 6:33), and to do all to the glory of God (1 Corinthians 10:31).

Educational Method

We at Cahaba Academy believe that the home school provides an environment for Christian education. The responsibility of educating children is the responsibility of every parent, but home schooling provides parents a unique opportunity to individually direct the materials and methods for educating their children. Therefore, home schooling provides an atmosphere in which children may be trained to seek God’s glory in all that they do. Finally, home schooling permits parents literally to obey God’s command to teach their children in the midst of daily life.

History of Cahaba Academy

Established in 2008, per the state of Alabama's "[church school](#)" provision (see pages 16-18), Cahaba Academy remains a ministry of the First Baptist Church of Trussville (FBCT), under the oversight of the Education Ministry office. FBCT is a cooperating member of the Southern Baptist Convention (SBC). Cahaba Academy does not discriminate based on race, gender, or ethnic origin. The Director, Executive Committee, and Treasurer handle the day-to-day operations of Cahaba Academy.

Accreditation

Cahaba Academy does not seek accreditation. Adherence to state or county criteria would add nothing to Cahaba Academy's program. Accreditation usually refers to an evaluation done by an accrediting body to check standards set by a local school system. In this sense, accreditation certifies that a certain amount of floor space is available for school activities, a certain number of books are in the library, etc. Accreditation does not guarantee excellence in education, as the current state of public education testifies. If you are concerned about accreditation, however, we urge you to consult with colleges before enrolling your children in Cahaba Academy.

Statement of Faith

We ask that you read our Statement of Faith below and recognize that Cahaba Academy is a ministry of First Baptist Church Trussville, a Southern Baptist Church, which agrees with the articles defined in the Baptist Faith and Message 2000. We uphold these beliefs and often discuss and/or include them within the course of Cahaba Academy events and activities.

- We believe in Jesus Christ as our Savior; that the Bible, both Old and New Testaments, is the inspired and infallible Word of God.
- We believe that there is one God, eternally existent in three persons: Father, Son and Holy Spirit.
- We believe in the deity of our Lord Jesus Christ, 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 and His personal return in power and glory, and the presence and power of the Holy Spirit.
- We believe that man is saved from sin by grace through faith in Jesus' sacrifice for sin, by his shed blood.
- We believe this gift of eternal life is available to everyone who chooses to acknowledge faith in Jesus Christ.
- We believe that marriage is between one man and one woman, as defined by the Word of God.

PROVISIONS

Alabama State Law

Alabama State law contains no statutes that deal directly with home schooling (see <https://hslda.org/content/hs101/AL.aspx>). Cahaba Academy, however, is a church school operated as a ministry of a local church and comes under the provisions of the 1982 amendment to the compulsory education law, which stipulates that children attending church schools are not considered truant. As a church school, Cahaba Academy provides administrative oversight for off-campus classes conducted by its faculty, thus providing Christian parents a legal way of home schooling. To avoid legal problems or jeopardize the freedom we enjoy and work to protect, it is extremely important for members to comply with all the procedures and regulations of the Academy, as agreed to in the Cahaba Academy Covenant. We seek to honor the Lord by being “above reproach” and to operate in compliance with Alabama compulsory attendance requirements; therefore, we require that our member families abide by the rules and requirements that have been established for our school.

Accountability

Scripture commands Christians to submit to one another, and to the governing authorities (Romans 13:1; 1 Peter 2:13-15). Even though the law does not require home schooling parents to enroll with a church school ministry, it would be wise for a home-schooling parent to do so. Cahaba Academy holds parents accountable to train children diligently through required attendance at faculty meetings, timely submission of attendance and grade reports and other policies as outlined in the Cahaba Academy Covenant.

ORGANIZATION

Administration

Cahaba Academy, a church school, operates as a ministry of First Baptist Church Trussville and exists to support, strengthen, and connect homeschool families for God’s glory. Our goal is to provide support, connect families, provide educational and relational opportunities, bring glory to God, and minister to each other during the homeschool journey, while providing legal covering. Cahaba Academy leadership consist of a Director, a Church Liaison, Advisory Board, and a Leadership Team.

- Director - The Director is a paid staff member serving in three key leadership roles: Director, Admissions Director, and Registrar.
- Church Liaison - The Church Liaison is the Minister of Education & Discipleship ex-officio.
- Advisory Board - The Advisory Board is comprised of the Director, First Baptist Trussville’s Liaison, and 8-12 Cahaba Academy parents. These board

members shall be active members of First Baptist Church Trussville and have at least 2 years of home-schooling experience. In the event these qualifications cannot be met, Cahaba Academy reserves the right to have one non-FBC Trussville member on the Advisory Board.

- Leadership Team - The Leadership Team consists of volunteers serving in key positions in the day-to-day operations of Cahaba Academy. The composition of this team may change as needed.
- Executive Committee - The Executive Committee consists of the Director plus two members of the Advisory Board. This Committee will serve to support the Director and provide consensus on business decisions at the executive level. Committee members must be members of both the Advisory Board and FBC Trussville.

Director

The Director (Administrator) shall oversee the Advisory Board and is the primary contact person for Cahaba Academy. The position provides individual attention to the needs of parents of elementary and secondary students. In addition, this administrator coordinates all meetings and communications with members. The Director's email address is director@cahabaacademy.org

Admissions Director

The Admissions Director (Assistant Director) shall oversee the official enrollment into and withdrawal from Cahaba Academy by filing each student's Church School Enrollment Form with the local school board. This Administrator also maintains files of home-schooling information, working closely with the Registrar. The Admission Director also supports the Director and assists in coordinating events for all grade levels. The Admissions Director's email address is admissions@cahabaacademy.org

Registrar

The Registrar shall oversee all progress reports, attendance reports, transcripts, and diplomas. This Administrator will work with the Admissions Director to maintain all official student records. Records are maintained on electronic media. **Parents are strongly advised to keep copies of all forms for their own records.** Official transcripts will be available to parents who wish to transfer their children to another school and to graduating seniors seeking entrance to a college or university. All fees must be paid before records are released or a diploma granted. The Cahaba Academy Registrar's email address is registrar@cahabaacademy.org.

Treasurer

The Treasurer shall work with the First Baptist Church Trussville financial office to maintain financial records for Cahaba Academy. The Treasurer will be responsible for maintaining the Cahaba Academy Business Account,

Website Accounting, PayPal, creating and maintaining a budget, and preparing Income and Expense Reports. The Cahaba Academy Treasurer's email is treasurer@cahabaacademy.org

MEMBERSHIP AND ENROLLMENT

Admissions

Admission to Cahaba Academy is based on a family membership and student enrollment. Membership covers one family while enrollment is on a per student basis. Admission will be determined upon completion of the Membership and Enrollment Process. A Registration Fee of \$25 must be paid upon completion of the Membership Request. The Registration Fee is non-refundable; however, this fee will be credited towards tuition upon completion of the enrollment process. Once complete, the Director and Executive Committee will decide whether to grant membership and admit the students into the school.

Membership and Enrollment Process

The process consists of the following:

1. Membership Registration
2. Covenant
3. New Family Questionnaire
4. New Student Form (one per student)
5. Character Reference Form
6. Interview
7. Request for Student Records Form (one per student)
8. Church School Enrollment Form (one per student)
9. Tuition Paid
10. HSLDA Membership
11. Homeschool Reporting Online

Additional Enrollment Information

1. Any family providing false information during the application and admission process will be automatically and immediately dismissed from Cahaba Academy.
2. Parents must not remove their children from their current school (public or private) until their application for admission has been accepted and the enrollment process is complete. Cahaba Academy cannot be responsible for any truancy charges arising for the time before admission is granted.
3. Students who have been suspended or expelled from a school may not be eligible for admission, except by special arrangement and under probationary conditions which may include additional requirements.

4. High school students are not generally accepted after their 11th grade year has begun. Families must ask for special consideration in writing for this regulation to be waived.
5. The Director and Executive Committee of Cahaba Academy reserve the right to limit enrollment for any open enrollment period. This decision will be based on current enrollment levels and the number of applicants received.
6. Parents serve as the “Faculty” of Cahaba Academy. ***At least one parent from each family must attend the required Faculty Meetings each year.***
7. Parents must plan and provide a minimum of 160 days of *academic* instruction each school year and submit timely semester attendance reports and grade reports.
8. Students must be enrolled in the grade level of actual instruction.
9. Parents and students shall meet the standards of the school’s Covenant. Failure to do so may result in dismissal from the school.
10. Church School Enrollment Form - Upon enrollment, a copy of this form will be sent to the enrolling family’s local school system. A copy of the form is kept in the Cahaba files and a copy is provided for the parents’ records at home.
11. HSLDA Membership - Parents are required to be members in good standing of the Home School Legal Defense Association (HSLDA). You may access more information at www.hsllda.org.
12. Upon Acceptance into Cahaba Academy, the Admissions Coordinator will request student records from previous schools. Any missing years of Academic Records will be the Parents responsibility to obtain and provide a copy to Cahaba Academy.

Membership Renewal and Re-Enrollment Process

The process consists of the following:

1. Covenant Renewal Form
2. Student Re-enrollment Form
3. Membership Renewal Form
4. Tuition Paid

Additional Renewal/Re-Enrollment Information

1. Every faculty member of Cahaba Academy must remain a member in good standing of their local church. Cahaba Academy reserves the right to discuss church membership with the family in question.
2. Every faculty member must continue in agreement with the Cahaba Academy Covenant. If, at any time after signing the Covenant, a faculty member should dispute any portion thereof; they must make their opinion known to the Administrators.
3. No outstanding fees or tuition due from previous year.
4. Online Attendance Reports up to date.

5. Online Progress Reports up to date.
6. New school year setup with Homeschool Reporting Online.
7. HSLDA Membership up to date.
8. Cahaba Academy Website - Family Profile up to date.

Stepping Stones

Families who do not need legal covering (children under the compulsory school age or who are already enrolled with another cover school) may join as associate members via our Stepping Stones membership. Associate members get to attend select school activities, attend monthly meetings, participate in group testing and receive newsletters. Stepping Stones was formed to inform, encourage, and support (1) families who are currently home schooling with another cover school; (2) families with preschoolers who plan to home school in the future; (3) families who are prayerfully considering home schooling their children. Admission will be determined upon completion of the Membership and Enrollment Process. A Registration Fee of \$25 must be paid upon completion of the Membership Request. The Registration Fee is non-refundable; however, this fee will be credited towards tuition upon completion of the enrollment process.

Membership Process

The process consists of the following:

1. Membership Registration
2. New Family Questionnaire
3. Covenant

Membership Renewal Process

The process consists of the following:

1. Covenant Renewal Form
2. Membership Renewal Form

Additional Enrollment Information

1. Members of Stepping Stones agree to recognize and abide by the policies and practices as prescribed for Cahaba Academy members when participating in our school's activities and events.
2. Families may apply for membership during the open enrollment periods.

Enrollment Dates and Deadlines

Cahaba Academy does not have open enrollment year-round.

Enrollment periods are as follows:

Early Membership Renewal/Re-enrollment	March 1 - April 1
Fall Open Enrollment	May 1 - July 15
Spring Open Enrollment	Nov 1 - Nov 30

Enrollment Deadlines are as follows:

Early Membership Renewal/Re-enrollment	April 1
Fall Open Enrollment	July 15
Spring Open Enrollment	Nov 30
Dismissal Dates	Aug 1/Dec 15

Deadline defined as end of day on set date

POLICIES AND REQUIREMENTSSupervision Requirements

Cahaba Academy does not accept responsibility for your children. Just as you are to provide appropriate educational opportunities in your home, you must provide adequate supervision for your children. Section 16-28-17 of Alabama Legal Code provides a truant officer the power to take into custody any school aged child who is unattended by a parent or guardian and who is not at home or at school during public school hours. Children under the age of 18 are not to be left alone or with any older sibling on a regular basis during public school hours of instruction.

While there should be no fear of leaving home during the day, children should not be left unsupervised between the hours of 8:00 a.m. and 3:00 p.m. The teaching parent must not work full-time outside the home. Parents must be the primary instructors of the child.

Academic Calendar

Cahaba Academy Academic Year begins July 16th, extends for a calendar year, and is for administrative purposes.

Attendance

Cahaba Academy requires 160 days of instruction (including field trips) - *without exception*. Home schooling families must meet the required number of days annually. Cahaba Academy families shall register with www.homeschoolreporting.com and submit attendance reports visible to the Registrar on a regular basis. The minimum requirement is twice a year (Deadlines are January 15th and July 15th). Membership requires each family to setup and maintain student records via Homeschool Reporting Online. For more information, refer to the "[Grade Reporting Guidelines](#)" document. Please contact the Administrators if you need assistance.

Progress Reports

Home schooling families must complete and submit student progress reports for each enrolled child. Cahaba Academy families shall register with www.homeschoolreporting.com and submit progress reports visible to the Registrar on a regular basis. The minimum requirement is twice a year

(Deadlines are January 15th and July 15th). Membership requires each family to setup and maintain student records via Homeschool Reporting Online. Students must be enrolled in the grade level of actual instruction. We encourage parents to actively maintain their student's records rather than simply meet a deadline. We would also encourage parents to research and maintain the appropriate documentation necessary to certify their student's transcripts. For more information, refer to the "[Grade Reporting Guidelines](#)" document. Please contact the Administrators if you need assistance.

Student Records

Student records include all records submitted to Cahaba Academy through our website, HSRO reporting, transfer school records received, and standardized testing facilitated by Cahaba Academy. Official Transcripts are composed of all records submitted to Homeschool Reporting Online. Any standardized testing records the parent wishes to add or exclude from the official student records must be formally requested by email or in writing. When a student withdraws or transfers from Cahaba Academy, all official student records will be sent to the next school after receipt of a records request signed or confirmed by the parent.

Courses of Study

Parents must instruct their children in the basic courses of academic study including, but not limited to math, English language arts, science, social studies, reading, physical education, communication, character development and Bible. Records and validation for student's course of study are maintained in www.homeschoolreporting.com. Student's courses of study and enrolled grade level should match, i.e. a 6th grader should be using a 6th grade curriculum.

Please see the "CURRICULUM AND GRADUATION REQUIREMENTS" section for more information.

Teaching Method

Cahaba Academy does not mandate nor is responsible for individual teaching methods. Each parent has the responsibility to create and maintain plans that best fit their students. Parents may request a meeting with the school Director or a veteran home school parent to solicit advice or direction in daily planning. Teacher plan books are the responsibility and property of each family.

Faculty Meetings

At least one parent of each family must attend the required Faculty meetings per year. Failure to attend without prior approval from the Director may result in dismissal from the Academy. Written explanations (by hand or email--no text messages, please) must be submitted to the Director **prior** to the

faculty meeting. Additionally, any handouts or information from the missed meeting will be sent to the members via email.

Additional meetings may be scheduled several times during the school year. Outside speakers may often be invited to speak. The required faculty meetings are generally closed to the public; however, there may be additional open meetings during the year for guests. Parents are encouraged to attend other non-required monthly meetings that will be held during the school year for encouragement, support, and fellowship.

The Director and Advisory Board of Cahaba Academy welcome suggestions from faculty members for potential speakers at faculty meetings. Please submit suggestions in writing to the Director at least two months prior to the date of the faculty meeting. Please include contact information for the guest speaker. The Director and Executive Committee will be responsible for making a final decision about whether the presentation will be made.

Standardized Achievement Testing

Cahaba Academy will administer a standardized achievement test each spring, available for all Cahaba Academy and Stepping Stones members. Testing is optional. If members choose to test, they will be required to pay the applicable tests fees (see FEES section). Administrative cost will be covered by Cahaba Academy. Testing will be dependent on enough staffing and space availability. The Testing Coordinator will oversee the administration of the achievement tests with the assistance of Testing Proctors and Helpers. Only Cahaba Academy members may be Testing Proctors. Students must be tested in the grade level of actual instruction. Test results will be recorded in the student's official records unless an official exclusion request is made by the parents. Request to exclude test results should be sent to the Admissions Director via email or in writing and must be submitted by end of school year in which testing was completed.

Withdrawal

Parents withdrawing a child during the school year must submit an up-to-date Progress Report and Attendance Report at the time of withdrawal so that the Registrar may complete the records necessary for transferring the student to a different school.

Dismissal

Should a current family fail to notify Cahaba Academy by August 1st that they are returning, the school will withdraw the students from Cahaba Academy and will send notification to the school district notifying them of the withdrawal. Families are encouraged to re-enroll their children by April 1st of the ending school year.

The Director of Cahaba Academy reserves the right to call the enrollment of a family into question if the family does not follow the guidelines in the Cahaba Academy Manual or if there is a breach of contract with Cahaba Academy.

FEES

Tuition

The tuition fee is per family per year based on the fee schedule below. Extra expenses including field trips and other activities are not included in the tuition. A late fee will be added to any tuition not paid by the deadline. Dismissal can result if tuition fee is not paid by August 1st. A discount may be offered for early enrollment. **Transcripts and diplomas will not be sent until accounts have been settled.**

Membership Tuition	\$150.00
Stepping Stones Tuition.....	\$50.00
Late Fee	\$25.00
Testing Fee	\$30.00
Registration Fee	\$25.00

Tuition payments can be made through the Cahaba Academy website's PayPal feature (preferred) or check (payable to "Cahaba Academy").

Late Fees

If enrollment is not complete by July 15, a \$25.00 late fee will be charged. Failure to pay the late fee will be considered a breach of the Cahaba Academy Covenant with grounds for dismissal. Also, to be considered enrolled, all records must be up-to-date, and any prior balance must be paid.

Refunds

Refund request must be received via email before the refund deadlines listed below.

- Registration Fee - Non-refundable
- Membership Tuition - Cahaba Academy and Stepping Stones Members that notify the Admissions Coordinator prior to the July 15th deadline will be refunded 100%. After July 15th, but before August 1st will be refunded 50%. No refunds after August 1st.
- Testing Fee - Refunded at 100% if registration is cancelled before the test have been ordered. After the order deadline, no refund will be granted.

Home School Legal Defense Association

Home School Legal Defense Association (HSLDA) membership dues are \$115.00 annually per family (Cahaba Academy Group Discount). HSLDA provides legal counsel and aid to home school families. This fee is paid directly to HSLDA. Contact the Director for the HSLDA discount code.

Transcript Requests

A request for an official transcript of grades must be made one week in advance. Please understand, transcripts will reflect the student's records within Homeschool Reporting Online. Request should be made via the [Transcript Request Form](#) on the Cahaba Academy website.

Graduation

A modest fee for graduating seniors may be assessed during the last marking period. Families of graduating seniors may coordinate ceremony/exercises if desired.

FIELD TRIP GUIDELINES

Field Trips and Activities

Cahaba Academy's Field Trip and Activity Coordinators will assist parents who volunteer to arrange field trips for students and parents. Field trip participation is not required, and any cost is in addition to other fees or tuition.

"Field trips are the cream filling in our homeschool cookie." Andrea Berneche

Alabama has many excellent venues for field trips. Cahaba Academy parent volunteers do their very best to plan and coordinate a variety each year to provide you maximum opportunities. Please prayerfully consider which events best suit your family and your student's academics. Our field trips are open to Cahaba Academy and Stepping Stones members only (relatives or guests require prior approval from event-specific coordinator).

Registration for most trips is submitted and paid for via the Cahaba Academy website. Please pay special attention to registration deadlines. Questions about field trips should be directed to the specific coordinator. Registrations are binding and your responsibility.

Please review with your family the 3-Rs before each trip:

Respect the host. Plan to arrive early and do not loiter afterwards. Please participate appropriately during the outing.

Respect the venue. Please make sure to monitor your family's trash and impact on the facility. Leave no trace or leave it better than found.

Respect the participants. Use best manners when interacting with the hosts or fellow participants. Strive to make all interactions Christ-glorifying.

"For we are a fragrance of Christ to God among those who are being saved and among those who are perishing." 2 Corinthians 2:15

CURRICULUM AND GRADUATION REQUIREMENTS

Elementary School

For K-6 students, Cahaba Academy requires instruction in Bible, English language arts, math, science, and social studies. Additional studies in art, character development, music, life skills, health and fitness are encouraged as well. Teachers with students in grade K-6th grades may use either of the grading systems outlined below. However, by 5th grade, it is recommended that teachers start to transition grades to the traditional system.

Academic Standards

Teachers will assign grades and confer academic credit for work and activities performed by students in accordance with grading standards, applicable laws and regulations, and criteria hereinafter specified.

General Grade Scale:

<u>Traditional Grading Scale</u>		OR	<u>Reflective Grading Scale</u>	
Numerical	Letter	GPA	Satisfactorily completed	S
90-100	A	4.0	Progressing	P
80-89	B	3.0	Needs further attention	N
70-79	C	2.0		
60-69	D	1.0		
Below 60	F	0.0		

Weighted Grade Scale:

Numerical grades in College Placement courses will be weighted by adding ten (10) points. When calculating the grade point average on a four-point scale, one point will be added for College Placement courses. Numerical grades in honors courses will be weighted by adding five (5) points. When calculating the grade point average on a four-point scale, one-half (1/2) point will be added for advanced courses.

Grade Discussion:

Cahaba Academy uses a grading scale in which the letter grade “A” corresponds to the numeric grade of 90 - 100 and a quality point value of 4.0, i.e. “A-”, “A”, & “A+” all generate a GPA of 4.0. In our Grade Reporting Tool, you have the option of selecting a letter grade with the + or - and you are free to select whichever grade letter you like. However, the program will reflect the appropriate quality points based on Cahaba Academy’s predefined grading scale. As a parent, you have the option of being as detailed or as general as you choose.

High School Graduation Credit Requirements and Electives

It is important to note that when planning a student’s schedule over four years, it would be wise to check with colleges which are being considered as to their specific admission requirements concerning high school curriculum. This process needs to start in the eighth grade. Families of students in grades 8-12 are strongly encouraged to subscribe to HSLDA’s e-newsletter, “Home Schooling Through High School.” Families of students in grades 8-12 are strongly encouraged to consider the [Alabama High School Graduation Requirements](#) as they develop their 4-year High School Plan.

Cahaba Academy Graduation Requirements:

English	4 credits
History	4 credits
Math	4 credits
Science	4 credits
Physical Ed.	1 credit
Health	½ credit
Career Preparedness	1 credit
CTE or Foreign Language or Arts Ed	3 credit
Electives	2.5 credits
	24 total credits
<u>Bible</u>	<u>4 credits*</u>
Total Credits:	28

*See Graduation Requirements Summary

Cahaba Academy High School Meeting Requirements:

Families of students in 8th Grade, upcoming 9th graders, are to attend the High School Planning Meeting. All families with High Schoolers are invited, but at least one parent from each family required to attend. Also, all “new” members with high school students are required to attend.

Cahaba Academy Senior Year Meeting Requirements:

Families of students in 11th Grade, upcoming 12th grader, are to attend the Senior Year Planning Meeting. This is a private meeting to be scheduled

between the Registrar and the family. At least one parent from each family is required to attend.

College Courses

It is possible for students to begin college study while still in high school. If a Cahaba Academy student in good standing is at least 16 years of age, scores 16 or better on the ACT and has a B average, Cahaba Academy can recommend him/her as an accelerated high school student to a local 2 or 4-year College or to an online dual enrollment program. Credits earned from these college courses may also count as high school credits. It is advised that students check with the prospective college to clarify the specific requirements.

Cahaba Academy offers a Dual Enrollment High School Program through an affiliation with Jefferson State Community College. For more information, visit the [Cahaba Academy Dual Enrollment website](#).

Graduation Requirements Summary:

The requirement for Bible will be one credit for each year the student is enrolled with Cahaba Academy. Those courses of study that require four credits, i.e. English, will be fulfilled one credit per year for a total of four. Those courses of study that require less than four credits, i.e., Physical Ed., can be fulfilled anytime during the four-year High School timeframe. A credit is granted for the completion of a year of course work in a subject. Half-credits are granted for courses that are only one semester in duration. An “hour” of class time is the recorded completion of the lesson or assignment taught per day.

Elective requirements may be fulfilled by additional academic courses, home economics, organized sports, art, music, dance, etc. Only two elective credits in any subject may be applied to the 28 graduation credits. Before a senior is awarded a diploma, we must have final grades and attendance for the year. Also, all fees must be paid.

Suggested Courses of Study

History	Science	Bible
Geography	General/Physical	Old Testament survey
U.S.A. History	Biology	New Testament survey
World History	Anatomy and Physiology	Studies in individual books
Government (US and World)	Chemistry	Key Biblical Doctrines
State History	Physics	Denominational study
Church History	Creation Science	Missions

Political Science	Oceanography	Family devotions/Personal
-------------------	--------------	---------------------------

Math	Electives	English / Language Arts
Pre-Algebra	Typing	Grammar
Algebra I	Health	American Literature
Algebra II	Computing Systems	British Literature
Algebra III/Trigonometry	Home Economics	Poetry
Geometry	Ballet	Writing
Bookkeeping / Bus. Math	Choir	Rhetoric / Speech
Pre-Calculus	Phys. Ed.	Latin
Calculus	Music	Spanish
Computing Logic	Art	Other Languages
Pre-Accounting	Economics	

Foreign Language - 2 years of same language recommended for college-bound students.

High School Test Requirements

High School students are not required to take the [ACT](#) (American College Testing) or [SAT](#) (Scholastic Aptitude Test) as part of Cahaba Academy graduation requirements. We do encourage parents to consider College requirements when determining the necessity of Standardized Testing. Test scores may be submitted to Cahaba Academy to be kept on file in the Cahaba Academy office as part of the student's official records. Test score submission is the parent's responsibility.

Early Graduation

If a student wishes to graduate before he or she has completed four full years of high school, the parents must submit a written request to the Director of Cahaba Academy by October 31st. To graduate early means a student has completed the graduation requirements in less time than the traditional 4 years of High School. Parents must obtain written approval for early graduation.

GRADING INFORMATION

Anecdotal Descriptions of Achievement

from Education PLUS www.edplus.com

Letter Grade	General Meaning	Terms that can be used to describe achievement	Percentage Equivalents
A	Excellent, Outstanding, Superior Achievement	Exceptional, thorough, complete mastery, creative use of elements, independent, insightful, effective, total accuracy, always, rapid, discerning, able to instruct others, aggressive, verbatim	It can be a problem to assign percentage equivalents to the letters, such as "A" is always equal to 90-

B	Commendable, Good Achievement	Well-prepared, competent, valid, substantial, worthy, qualified, desirable, approved, usually, suitable, pleasing, fine, advantageous, regularly, efficient	100%, “B” is 80-89%, “C” is 70-79%, etc. Within the boundaries of a specific task description and the child’s required response, these must be individually set. Tasks demanding mastery become Pass/Fail in nature. Ninety-five to one hundred percent should be required for these.
C	Acceptable, Adequate Achievement	Ordinary, commonplace, sufficient, normal, enough, standard, regular, typical, often, frequently, expected amount, moderate	
D	Minimal, Poor Achievement	Mediocre, fair, tolerable, so-so, passable, barely, smallest amount, least possible, inferior, seldom, inadequate, inefficient, underachievement, lean, trivial, lacking in quality	
F	Failure, Unacceptable, Little or No Achievement	Undone, inability to master, elements unlearned, dependent, lacking understanding, ineffective, rarely, inaccurate, slow, slothful, passive, indifferent	

GENERAL INFORMATION

Jr. High and High School Athletics

Cahaba Academy does not directly offer an athletics program; however, we do recommend competitive athletic opportunities for our 12-18-year-old students through two different programs. We have a relationship with East Central Homeschool Organized Sports (ECHOS), which is a founding member of the Alabama Christian Sports Conference (ACSC). For more information, contact ECHOS directly via their website: [East Central Athletics](#). Another option is the Alabama High School Athletic Association (AHSAA), which now allows homeschool students to register to participate in athletic programs at their local public school. For more details regarding eligibility, go to www.ahsaa.com. Participation in athletics is at the members sole discretion and is not a requirement of Cahaba Academy Membership.

Resource Room

Cahaba Academy maintains a small “library” or “resource room” for all the members of the group. This is for storing and loaning home school teacher curriculum. Visit [Cahaba Academy Library](#). Email: library@cahabaacademy.org.

Certificates of Enrollment

The Registrar will need to verify enrollment and provide the required form (Alabama State Form DL-1-93) if your child needs to get a driving permit or license. Work permits can also be issued after appropriate documents are provided. Parent’s, as Faculty, can sign the Enrollment/Exclusion Form. If you would like to have the Registrar sign your form, please allow at least one-

weeks' notice of when the form will be needed. The Registrar's email is registrar@cahabaacademy.org

Cahaba Plus

Cahaba Academy facilitates extracurricular and academic opportunities for members to expand the educational impact through a ministry called Cahaba Plus. Though not required, Cahaba Plus does provide parents access to some educational content that may be out of reach. This ministry is administered by the Admission Coordinator and information can be found on our website. The coordinator's email is admissions@cahabaacademy.org.