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CALVARY BAPTIST CHURCH ACADEMY

An Overview

Founded in 1996, Calvary Baptist Church Academy is a ministry of Calvary Baptist Church in Lakeland, Florida. As an umbrella for home-schooling families, we are registered with the State of Florida as a non-traditional non-public school. We provide academic records, fine arts classes, and high school competitions and conference athletics. Parents who desire full academic accountability enroll their students in our **record keeping program**; those who do not wish to take advantage of this aspect enroll as **associate members**. Associate members may be involved in all areas of our program excluding academic record keeping and will not be eligible to receive a diploma or transcript from CBCA upon graduation.

We offer students our unique Friday school, an innovative program that offers a variety of fine arts classes such as band, choir, and drama, along with other classes including chapel, consumer science, and an audio/video tech class. All chapel sessions and any doctrinal instruction or presentations at CBCA will be drawn from the King James version of the Bible.

CBCA is a member of the Sunshine State Association of Christian

Schools, the American Association of Christian Schools, the Florida Christian Athletic Conference, Florida Music Educators Association, Florida Vocal Association, and the Florida Parent Educators Association. High school students participate in academic, Bible and fine arts competitions at both state and national levels through SSACS/AACS, and our middle and high school students have the opportunity to participate in events through FMEA and FVA. Our junior varsity and varsity sports teams compete with other schools in the FCC. We offer discounted group membership with FPEA. Many of our students take free on-line classes through our affiliation with Florida Virtual School, and our high school students also take advantage of college dual enrollment opportunities.

For those seeking academic accountability, parents submit lesson plans, attendance records, grade records, and annual results of either an evaluation or achievement test for students in our record keeping program, all of which are maintained in a permanent academic file for the student. CBCA provides referral information for academic evaluations. As a ministry of Calvary Baptist Church at 1945 North Florida Avenue, Lakeland, Florida, we abide by and adhere to all aspects of the Constitution and By-Laws of said Calvary Baptist Church. We reserve the right to enforce institutional codes for dress, conduct, and behavior for our students at CBCA. We recognize that parents have the final authority in the training of their children, and we appreciate the cooperation of both parents and students in helping us uphold Christian standards at all school activities.

HANDBOOK

This handbook is intended to serve as a general guideline of the policies and procedures at CBCA. Students and parents will refer to the current handbook regarding school policies and procedures. High school students will refer to the handbook that was published the year they entered 9th grade for academic requirements for graduation. Each family will receive one copy of the handbook. Additional copies may be obtained from the school office for \$3.00.

STEPS OF ENROLLMENT

1. Be aware of Florida statutes governing home education and/or non-traditional schools, including academic, attendance, and evaluation requirements.
2. Complete and submit the online application form located on our website, www.CalvaryHomeschoolers.com, and schedule an

appointment for an interview and information session with CBCA administrative personnel. Parents or guardians and prospective student/s must plan to attend the session.

3. Select either record keeping or associate enrollment. Complete registration forms and submit the following:
 - a. Registration fee
 - b. Medical immunization record (**Florida form DH680** or religious exemption form) that proves compliance to the Florida Dept of Health requirements
 - c. School entry health exam – All students must have evidence of a school entry health exam (**Florida form DH3040**). (*Athletic physical cannot be used for this requirement.*) Students transferring from out of state may use their existing physical, if it is dated within one year, attached to a Florida form DH3040. Out-of-state physicals older than one year must be replaced with a Florida form.
 - d. Academic records from previous school (*record keeping program only*)
 - e. Results of a standardized test or other approved form of evaluation, dated within 12 months (excludes Kindergarten) (*record keeping program only*)
 - f. Birth certificate (copy)
 - g. Social Security number (optional)

CBCA Nondiscrimination Statement

Calvary Baptist Church Academy does not discriminate on the basis of race, nationality, or ethnic origin in the administration of its educational policies, admission policies, or school programs.

CBCA Students with Exceptionalities Policy

Although it is our desire to welcome all students to CBCA, we do not have the resources to offer special accommodations to meet the needs of students with exceptionalities. If a student is unable to assimilate into the CBCA classroom environment without special accommodations, we offer record keeping services, but Friday class participation would not be available.

CBCA RECORD KEEPING PROGRAM

Academic Records – Record keeping forms are available to members of our record keeping program. Quarter dates are to be selected/submitted

by parents at the start of the academic year. Quarterly records must be submitted to the school office by no later than 3 p.m. on the due date, after which a \$25 late fee will be assessed. Failure to meet established deadlines will result in ineligibility for athletic participation and/or fine arts classes, performances and competitions, and may result in removal from the Academy or transfer to associate membership. A valid extension may be requested and, although granted, will constitute athletic and/or competition ineligibility until paperwork is received.

Annual Assessment – All students in our record keeping program are required to provide CBCA with an annual assessment for the year just completed, to be submitted before participating in the new school year (seniors must submit assessment by established deadline in senior year). This may be in the form of either an achievement test or an evaluation administered under direction of a Florida certified teacher with a current certification. CBCA does not allow parents to administer or proctor tests/evaluations for their own student/s, with the exception of parents who hold a current Florida teaching certification. Juniors and seniors who take an SAT or ACT during the school year (after August 1 of current year) may use their test score to meet this requirement.

Permanent School Records – Academic, health and immunization records, standardized test scores, enrollment forms, and cumulative folder data will be maintained at CBCA for each member in our record keeping program. Transcripts may be forwarded to subsequent institutions after all financial obligations are met.

Grading Scale – Grades are required on report cards for students enrolled as full members at Calvary Baptist Church Academy. Students in grades 9 through 12 must reflect a number grade on their report card. K – 8th may use letter grades, with the exception of early credits earned by 8th graders, which must be reflected as a number grade. All credits are reflected as earned on a semester basis.

CBCA Grade Scale:

A/90-100 B/80-89 C/70-79 D/60-69 F/0-59

CBCA ASSOCIATE PROGRAM

Students who registered with CBCA as associates are able to participate in all aspects of the program. CBCA does not maintain academic records

for associate students and does not provide a diploma or transcript for associate students.

FINANCIAL INFORMATION

Registration fee per student is due upon submission of the registration forms each year. Tuition and other fees are due in full by the first date of Friday sessions for the year. An interest-free payment plan is available for tuition and fees other than registration. Tuition and fees are non-refundable. Students withdrawn from the Academy will not receive transcripts or other documents until all financial obligations are met. Each student must participate in school wide fund raisers to be held in the fall and the spring of each school year, at a minimum required level billed to each student, or pay the buy-out fee per fund raiser.

CBCA LIBRARY

Our library was established in 1995 and contains a wide variety of selections, including casual reading, fiction, and biographies. Children age eight and younger must be accompanied by an adult while in the library. Books are checked out for two-week intervals. Overdue books are assessed with a fine per day. Families with books overdue beyond thirty days will be billed through the school financial department for the actual cost to replace the book. Library hours will coincide with Friday sessions.

CURRICULUM

Calvary Baptist Church Academy does not recommend a prescribed curriculum but will periodically evaluate curriculums in order to be well advised and able to counsel regarding a variety of curriculums.

FINE ARTS PROGRAM

We currently offer a variety of fine arts classes at the elementary, middle, and high school levels. Since we meet only one day each week, it is imperative that those students in our performing groups be consistent in their attendance. Our high school students have the opportunity to participate in fine arts competitions and events. We compete at both the

state and national levels, in addition to our school performances. Highlights of our year at CBCA include our winter concert & Christmas program, awards and fine arts events, high school drama production, band and choir festivals, and our kindergarten and high school graduations.

CLASS AVAILABILITY

Classes on Fridays may have a limited enrollment. Enrollment in classes will be based on payment of registration fee and/or any class fee, based on the date of receipt. In the event that a class reaches its maximum, applicants will be placed on a waiting list and admittance will be based on date received.

ATTENDANCE

Full and associate program students who wish to participate in CBCA high school graduation must be involved in Friday school and/or be involved with CBCA athletics. Excessive absence from high school classes will result in ineligibility to participate in performances or competitions. There are no minimum attendance requirements for elementary students.

DEPARTMENT

Students are expected to follow the deportment and dress guidelines as set forth herein. Failure to abide by these guidelines will result in disciplinary action or removal from our program.

DRESS CODE

It is the desire of the Academy that the dress of students complement the Christian atmosphere and testimony of the Academy. The dress of the students and their proper attitude toward the dress code are a parental responsibility. Support for the dress code by parents is generally transferred to children. CBCA dress code is based on both modesty standards and the desire of the Academy to maintain a proper atmosphere for learning. We believe that an institutional dress code is necessary and appropriate. CBCA standards of dress are based on Biblical principles found in I Timothy 2:9-10, 4:12, I Corinthians 11:14, and Titus 2:6-8. These principles can be summed up: **propriety** – in harmony with the situation, and **modesty** – moral sensibility within the bounds of propriety. The dress code will be enforced by all administrative personnel. Parents

and volunteer teachers should refer incidents that need attention to the administration.

NOTE: The following dress code applies to all CBCA activities, including Friday school. Parents and volunteers at CBCA related activities are requested to assist and set an example by abiding by the same dress code as the students.

Girls K – 5th

- > Dress or blouse/shirt/tee with skirt, loose fitting shorts, pants/jeans or capri's. Tight fitting clothing or holes in clothing are inappropriate.
- > Dresses, skirts, and shorts should be no more than 1 inch above the top of the knee cap.
- > Shirts are to be long enough to cover the stomach, belly button, etc. Clothing is not to display anything that would reflect negative or inappropriate messages (double meanings, suggestive slogans, or references to alcohol or tobacco, etc.).
- > Sandals/flip flops may be worn at CBCA. Shoes with wheels or rollers are not allowed.
- > Hair must be a natural color, with no extreme styles.
- > Pierced ears are acceptable. Any other type of piercing is unacceptable at CBCA. Tattoos, whether permanent or temporary, are not to be visible.

Girls 6th – 12th

- > Polo style dress or polo style shirt with skirt, loose fitting pants/jeans, or capri's (loose fit). (Shorts are NOT permitted for 6th – 12th graders.) Tight fitting clothing or holes in clothing are inappropriate.
- > Dress/skirt to be no more than 1 inch above the top of the knee cap.
- > Polo shirt is to be long enough to cover the stomach, belly button, etc. Clothing should not display anything that would reflect negative or inappropriate messages (double meanings, suggestive slogans, or references to alcohol or tobacco, etc.).
- > Sandals/flip flops may be worn at CBCA. Shoes with wheels or rollers are not allowed.
- > Hair must be a natural color, with no extreme styles.
- > Pierced ears are acceptable. Any other type of piercing is unacceptable at CBCA. Tattoos, whether permanent or temporary, are not to be visible.

Boys K – 5th

- > Shirt or tee with long pants, jeans or shorts. All pants/jeans/shorts must be worn at the waist. Holes in clothing are inappropriate.

> Shirts/tees are to be long enough to cover the stomach. Clothing is not to display anything that would reflect negative or inappropriate messages (double meanings, suggestive slogans, or references to alcohol or tobacco, etc.).

> Sandals/flip flops may be worn at CBCA. Shoes with wheels or rollers are not allowed.

> Hair is to be neatly trimmed and natural color, with no extreme styles. Hair must be off the ear, off the collar, above the eyebrows, and sideburns are to be no longer than the bottom of the ear. Facial hair is not allowed.

> Earrings, pierced ears and/or other pierced body parts are not permitted. Tattoos, whether permanent or temporary, are not to be visible.

Boys 6th – 12th

> Polo style shirts with long pants or jeans. All pants/jeans must be worn at the waist. (Shorts are NOT permitted for 6th -12th graders.) Holes in clothing are inappropriate.

> Polo shirts are to be long enough to cover the stomach. Clothing is not to display anything that would reflect negative or inappropriate messages (double meanings, suggestive slogans, or references to alcohol or tobacco, etc.).

> Sandals/flip flops may be worn at CBCA. Shoes with wheels or rollers are not allowed.

> Hair is to be neatly trimmed and natural color, with no extreme styles. It must be off the ear, off the collar, above the eyebrows, and sideburns are to be no longer than the bottom of the ear. Facial hair is not allowed.

> Earrings, pierced ears and/or other pierced body parts are not permitted. Tattoos, whether permanent or temporary, are not to be visible.

Weapons/Dangerous Items

For the safety of everyone on campus, students are not allowed to bring weapons/dangerous items of any kind on school property. This includes firearms, knives, or any item that could endanger the health, safety, and well-being of others.

Cell Phone/Electronic Devices - Students K-12th

The use of electronic devices by students is not permitted while on CBCA campus or at CBCA sponsored events, unless specific permission is granted by administration. This includes lap tops, music devices, cell phones, etc. Violation of this policy will result in confiscation of device by administration, to be returned to parent/guardian.

CONFERENCE ATHLETICS

It is our desire to give as many opportunities as possible for students to participate in team and individual sports. Our program may include boys soccer, girls volleyball, girls basketball, boys basketball, co-ed cross-country and co-ed golf. As in any high school setting, students will be given equal opportunity but not necessarily equal playing time. Practice will be held generally in the late afternoon or evenings. Students must be registered for school and submit an athletic physical (dated after June 1 of current year) before participating in the sports program, including pre-season practices. Athletes must maintain academic eligibility during the playing season. We are members of the Florida Christian Conference and we play a schedule with other member schools. We have the potential to advance after the regular season to playoffs and conference championships. The FCC requires schools to charge an entrance fee to all spectators, with ticket prices set by the conference. The FCC is made up of area Christian schools of similar enrollment size. CBCA reserves the right to refuse admittance to any student or guest at athletic events who is immodestly or inappropriately dressed. All participants will be expected to follow school and team guidelines for dress and conduct while at school functions including home and away games. All athletes will remove jewelry items before traveling to away games and prior to attending home games. By conference rules, necklaces and other jewelry are not permitted to be worn by male or female athletes during athletic events, and tattoos are not to be visible. The team dress code for traveling to games will be defined by the athletic director and provided in writing to athletes and parents/guardians before the athletic season begins. We view our athletes as student leaders and, as such, our teams are to be neat and unified, and have an excellent Christian testimony. Athletic eligibility will be in accordance with the Florida Christian Conference rules, which state that athletes must maintain a C average with no F on their report card. In addition, CBCA holds that overdue account payments and/or late academic paperwork or extensions granted during season will also constitute ineligibility.

CBCA Academic Requirements for Graduation

Members of CBCA record keeping program are eligible to receive a diploma and transcript upon graduation from CBCA. Two academic tracks are offered: a general track, which is in compliance with Florida

requirements of 24 credits for graduation and/or issuance of a diploma, and a college track, which includes additional academic requirements and helps prepare students for college entrance. Course requirements are described on following pages.

Minimum Course Requirements	CBCA	
SUBJECT	GENERAL TRACK	COLLEGE TRACK
Bible (<i>see #1</i>)	4	4
English (<i>see #2</i>)	4	4
Mathematics (<i>see #3</i>)	4	4
Science (2w/labs) (<i>see # 4</i>)	3	3
History (<i>see #5</i>)	3	3
Practical Arts and/or Performing Arts (<i>see #6</i>)	1	1
1 credit PE including Health OR PE .5 & Personal Fitness .5 (<i>see #7</i>)	1	1
Foreign Language (<i>see 8</i>)	0	2
Electives (<i>see #9</i>)	4 or more	2 or more
Total Minimum Credits Required* *See additional academic notes on the following pages	24*	24*

The successful completion of a minimum of 24 academic credits in grades 9-12, and a cumulative GPA of at least 2.0 on a 4.0 scale are required for graduation in Florida. Along with selected electives, the 24 credits at CBCA must include the following:

1. BIBLE 4 credits: Text must be a high school course rather than a devotional study.
2. ENGLISH 4 credits, with major concentration in grammar, composition and literature.
3. MATH 4 credits - Students in our general track must take Algebra 1, Geometry, and two additional math credits. Students in our college track must take Algebra I, Geometry, Algebra II, and a 4th higher level math.
4. SCIENCE 3 credits, two of which must include lab components – Students in our general track must take Biology 1 and two additional science credits; students in our advanced track must take Biology, either Chemistry or Physics, and a 3rd equally rigorous science. At least two of the science courses must include labs. Labs may be a kit of your interest, a usual school lab, field trip, apprenticeship, virtual lab, or computer software. Students must take an active role in performing lab experiments.
5. HISTORY/SOCIAL STUDIES 3 credits must include:
 - >U.S. HISTORY 1 credit
 - >WORLD HISTORY 1 credit
 - >U.S. GOVERNMENT ½ credit, to include a comparative study of the doctrines/objectives of major political systems
 - >ECONOMICS ½ credit, including a comparative study of the doctrines/objectives of major economic systems
6. VISUAL/PERFORMING FINE ARTS 1 credit or PRACTICAL ARTS/CAREER EDUCATION 1 credit or ½ credit in each
 (*for performing/fine arts electives, see #9 for details*)
7. PE 1 credit including health, or ½ credit PE & ½ credit Personal Fitness.
8. FOREIGN LANGUAGE 2 credits in same (required for college admission or scholarships – colleges may elect to accept or deny sign language for foreign language credit)
9. ELECTIVES 4 or more for general track, 2 or more for college track.
 ACADEMIC ELECTIVES must be documented on lesson plans and report card.
 VISUAL/PERFORMING ARTS ELECTIVES must be documented on lesson plans, report card, and on CBCA elective hours log form, including documentation of participation in a recital, performance, or competition.

***Additional Academic Notes:**

> **Sign language** course must meet extensive specific criteria required to constitute a foreign language credit. American Sign Language (ASL) is an approved resource.

> **Early High-school credits** may be earned by 8th grade students in specific courses if approved by the CBCA administration before the beginning of 8th grade and use of high school level curriculum is documented.

>**Online Course Requirement:** CBCA does NOT require students to take an online course to graduate; however, PLEASE BE AWARE that students who are planning to apply for any of Florida's government-sponsored scholarship/s might be required to document completion of one online course taken between 6th and 12th grades. Florida statutes require that the online course be taught by a Florida certified teacher and be within the 24 required courses for graduation. A list of approved course providers is available from the Florida Department of Education website. The online course is intended to familiarize students with technology and help prepare them for college/vocational opportunities.

>Dual enrollment courses are offered at various community, junior, state, and private colleges, with credits counting simultaneously for both high school and college. Courses will be assigned half or whole credit on the high school transcript, based on the college's published credit equivalency list. Students must provide documentation from the institution showing the grade earned before CBCA will assign credit/grades on CBCA transcript. Costs for dual enrollment, including class fees, lab fees, textbooks, are the sole responsibility of the parent and/or student.

DEFINITION OF HIGH SCHOOL TERMS

Credits: A student may receive one (1) credit for a course which meets for the equivalent of one period (50 minutes) a day, five (5) days a week for the entire school term (150 hours). One-half (1/2) credit may be earned for a course that meets for the equivalent of one (1) period a day, five (5) days a week for half a school term (75 hours). Students must complete the academic course work in order to earn a full credit for the course, or at least half the course work in order to earn a half credit.

Academic Year: An academic year must consist of 180 days minimum. CBCA will allow a maximum of one calendar year from start date to complete an academic year. Seniors may participate in graduation ceremony with pending academic paperwork; however, diploma/transcript will only be released once all academic paperwork has been submitted.

Fine Arts Credits: Attendance in a Friday school class alone will total approximately 30 hours per year. To earn a half credit in an elective, high school students must document a total of 75 hours of related activity, or 150 hours of related activity to earn a whole credit. For example, a student in high school choir may earn additional hours towards a high school choir credit by being involved in other choirs or taking private voice lessons. All fine arts electives **MUST** be documented on lesson plans, report card, and on an elective log form. In addition to logging hours, documentation of a required performance, competition, or recital element must be provided in order to earn credit for any fine arts electives.

Attendance Records: Students enrolled in our record keeping program must document school hours as specified on forms provided by our office. Associate students who are enrolled with their county's home education program are not required to log hours except as related to the earning of credits as explained above.

ACADEMIC TESTS FOR COLLEGE ADMISSIONS

*Students in our full record keeping program should use CBCA school code **100919** when registering for these tests:*

Preliminary Scholastic Aptitude Test (PSAT)

CBCA does NOT administer this test.

The PSAT is a short form of the Scholastic Aptitude Test (SAT) which measures verbal and mathematical reasoning abilities. It serves three purposes:

- (1) allows students to measure their academic abilities
- (2) familiarizes students with the SAT
- (3) allows juniors to compete for National Merit Scholarships

The test is offered **ONLY** in October, and juniors who take the PSAT are considered for National Merit Scholarship program. Underclassmen are encouraged to take the test as practice for the junior year.

Preliminary American College Test (PLAN)

CBCA does NOT administer this test.

The PLAN is a comprehensive assessment program which provides an integrated view of 10th grade student's interests, abilities, and needs. It is more than a preliminary or practice ACT test, because it provides an assessment of the student's interests and career plans, areas of academic strength and weakness, and knowledge of proper study skills.

Scholastic Aptitude Test (SAT)

CBCA does NOT administer this test.

The SAT is administered at various colleges and high schools several times each year. This test is an important part of many college admission requirements, measuring verbal and math reasoning skills, as well as other content areas. Juniors and seniors interested in continuing their education beyond high school should take the SAT multiple times starting early in the junior year.

American College Test (ACT)

CBCA does NOT administer this test.

The ACT is administered at various colleges and high schools throughout each school year. It is an important part of many college admission requirements. Similar to an achievement test, this test is designed to assess classroom achievement in four broad content areas as well as the ability to reason and the application of problem solving skills. Juniors and seniors interested in continuing their education beyond high school should take the ACT multiple times starting early in the junior year.

WHY CHOOSE CBCA...

Calvary Baptist Church Academy offers:

- >academic accountability, eliminating the need to register with the county's superintendent of education *
- >transcripts for students in our record keeping program *
- >high school / kindergarten graduation ceremonies
- >attendance records to comply with Florida statutes *
- >access to academic tutoring
- >referrals for academic evaluations
- >academic advising for college entrance

- >access to online classes and college dual enrollment programs
- >academic and fine arts competitions in public/private sectors
- >fine arts classes
- >conference junior varsity & varsity athletics program
- >social activities throughout the school year
- >group membership in home education associations
- >associate membership for students to participate whose academic records are not kept at CBCA

* indicates services offered exclusively to students in CBCA record keeping program

A CHRISTIAN PHILOSOPHY OF EDUCATION

Calvary Baptist Church Academy is a non-traditional educational institution that seeks to provide a quality program in a distinct Christian environment. CBCA seeks to work with parents and guardians to train Christian young men and women to be salt and light in the community. We believe that the Bible is the inspired Word of God and sets forth absolute truth by which Christians are to live. CBCA expects and requires that both students and parents will support the school in its distinct mission and in its Biblical beliefs. In relying on the teachings of Scripture, CBCA believes that the Bible prohibits sexual immorality of any type, including but not limited to pornography, homosexuality, or any other sexual activity outside the marriage of one natural man and one natural woman. On those occasions in which a family or student is acting counter to or in opposition to the Biblical beliefs and lifestyle that the Bible teaches, CBCA reserves the right, in its sole discretion, to refuse admission to an applicant or to terminate enrollment of a current student. This includes, but is not limited to, practicing, condoning, or supporting any form of sexual immorality, practicing or promoting a homosexual lifestyle or alternative gender identity, or otherwise having the inability to support the principles of CBCA as set forth throughout this handbook and/or the constitution and bylaws of Calvary Baptist Church in Lakeland, Florida.

A Christian philosophy of education must recognize and accept that all wisdom comes from God. All education begins and continues with a reverential respect of and trust in God.

Romans 11:33-36; I Cor. 1:24, 30, Psalm 111:10; Psalm 19:9; Psalm 90:12

The home has the primary responsibility for education.
Genesis 18:19; Deuteronomy 6:6-7

The promise of God is that children trained in the way that they should go will not depart from it.
Proverbs 22:6

Parents will personally give an account to God for the training of children.
Romans 14:12

Training of children includes the Biblical method of discipline.
Hebrews 12:6-11; Proverbs 22: 15; Proverbs 23:13, 14

Discipline demonstrates genuine love and restores fellowship with God.
Hebrews 12:11

Discipline without love provokes anger.
Ephesians 6:4

Love without discipline produces rebellion.
I Kings 1:5, 6

The total development of a child must include the training and educational skills necessary for the individual to strive for and attain his or her potential for practical Godly living, spiritual growth, and service to God and others.
Ephesians 4:11, 12

Calvary Baptist Church Academy

Handbook Revised for 2021-2022

CBCA forms/documents/2021-2022 handbook