



HANDBOOK

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Leadership

Reach Church Elders – Governing Body

Dr. Chuck L. Betters – Reach Church Senior Pastor and Chairman of the Board of Reach Christian Schools

Mrs. Danyelle T. Wilson – Administrator

Contact Information

Please direct all questions or concerns to dwilson@reachschools.online

Please visit our website <http://www.reachschools.online/GCA> for more information and to begin the enrollment process.

Above all else, we seek to bring glory to our Lord Jesus Christ. Our program exists to assist parents in educating their children at home. Glasgow Christian Academy (GCA) offers a full curriculum of core and extra-curricular classes that students need to graduate from high school as well as many other opportunities to enrich the educational experience including mercy ministry projects, social activities, honor society, yearbook, student council, school newspaper, sports, a student showcase, and much more!

The acquisition of Red Lion Christian Academy (RLCA) by Reach Church has been an exciting endeavor that has opened the door for new opportunities for the homeschoolers in our program.

Enrollment in the diploma program allows students to receive official transcripts and an Association of Christian Schools International (ACSI) accredited RLCA diploma. The diploma reflects the cooperative effort of both the at-home and on-campus components of our program which are under the leadership of Dr. Chuck L. Betters, a long-time homeschooling father and Reach Church Senior Pastor and Chairman of the Board of Reach Christian Schools.

Diploma Requirements

1. Enrollment: Open enrollment is available to all 6th through 12th grade students. **Enrollment for the 2018-19 school year will close on August 23rd.** Students will be enrolled under Red Lion Christian Academy's school code, and we will serve as the official interface between home educators and their state's Department of Education. We offer separate accountability and oversight for K through 5th grade through our Umbrella School--see <http://www.reachschoools.online/gca> for more information.
2. Academic Requirements: Students must be enrolled in a graded GCA Bible course and two other weekly graded GCA core courses equal to one credit each that spans the fall and spring semesters. For classes not offered at the GCA campus, students may enroll in five day per week classes at RLCA. High school students must fulfill all the Red Lion Christian Academy graduation requirements (see p. 8). Seniors must have a minimum of five credits.
3. Accountability: All coursework will be reviewed and kept under the oversight of a portfolio reviewer. Parents and students will meet with their assigned portfolio reviewer a minimum of two times per year (see p. 5).
4. Attendance: Parents are responsible for keeping track of the student's attendance. A form documenting days in attendance will be required at mid-year review and at year-end review. Students should not be absent from more than **two classes per semester** except for extenuating circumstances pre-approved by the classroom teacher and the Program Administrator. Excessive non-approved absences may result in removal from the program.
5. Curriculum: Prior to the beginning of the school year, an intended curriculum must be approved by the portfolio reviewer. Any changes to the intended curriculum must be made known to the reviewer. The curriculum for our weekly GCA classes will continue to be reviewed, approved, and monitored by the administrative team.
6. Grading: Grading of home school courses will comply with Red Lion's grading scale (see p. 9). A percentage grade for every subject must be provided at the mid-year and year-end portfolio review. RLCA transcripts will be available.
7. Graduation: Upon meeting Red Lion Christian Academy's graduation requirements, students will be issued an official transcript and an ACSI accredited RLCA diploma that reflects the cooperative effort of the at-home and on-campus components of our program. ****The student's high school GPA is based only on the years of enrollment in the RLCA at Glasgow program.**
8. Standardized Testing: **Standardized testing is strongly recommended in lower grades, and the PSAT, SAT/ACT are strongly encouraged for high schoolers.** You can register to take the SAT through www.collegeboard.org. You can register to take the ACT through www.act.org

Portfolio Requirements

Each family will be assigned an experienced home educator as their portfolio reviewer. The purpose of your student's portfolio is to demonstrate the progress he / she has made in all subjects covered during the year. It should speak for itself. It should include the following:

1. Attendance Sheet: 180 school days are required. Within those 180 days, you may take two full or four half "teacher in-service days" and are allowed up to 10 sick days. Field trips count as school days. You must document each student's school days on the Attendance Sheet provided on our website under the Red Lion at Glasgow tab, and submit a copy at the mid-year and year-end portfolio reviews. Please keep the original in your portfolio.
2. Reports. In addition to the Attendance Sheet noted above, you must complete the Portfolio Report Form and submit a copy of it at mid-year and year-end reviews. A Microsoft document file of these reports is available at <http://www.reachschoools.online/gca> under the Red Lion at Glasgow tab. The originals should be in your portfolio. Failure to complete and submit these reports will result in removal from the program.
3. Book List: Include all titles and authors of books your child has read or listened to in that year if they are **NOT** taking English at GCA. A recommended high school booklist is on the website.
4. Samples of work: Work should be sufficient to demonstrate progress in each subject. Graded tests or worksheets are ideal, along with writing assignments, journal entries, pictures of projects, and reports.
5. Community Service: Red Lion requires a pre-approved Community Service project to graduate. This is different from a student's volunteer hours. A student must complete 40 hours, in a 12-month period, with one ministry between 9th and 12th grade. New incoming seniors are allowed 40 hours over the previous two years in more than one ministry. **Approval of the intended 40 hours must be obtained prior to beginning community service with the program administrator.** Please download the Community Service Packet from <http://www.reachschoools.online/gca> under the Red Lion at Glasgow tab.

Putting a portfolio together does not have to be a monumental task. It may be helpful to leave the student's workbooks intact and bring the entire workbook for the review. Please contact your portfolio reviewer with questions, or for suggestions in this area.

For a class taken at GCA, **no** work is required to be shown to the reviewer. Simply print the **STUDENT PROGRESS UPDATE** from your account to show proof of the grade given by the GCA teacher. **Honors level** work completed at home must be included in the portfolio. Your reviewer will check that all honors level requirements were met before awarding the credit.

Executing the responsibilities for a home education is ultimately up to the parents. We desire to create a positive, cooperative effort with you so that each student receives a unique education that meets standards of excellence.

Sports

Students enrolled at Red Lion Christian Academy at Glasgow are given the privilege to participate in sports at Red Lion Christian Academy. Red Lion offers soccer, field hockey, volleyball, cross country, cheerleading, basketball, golf, lacrosse, softball, baseball, football, and more. For a full list of Middle School, JV, and Varsity sports teams, please go to www.redlionssports.com. The Middle School sports link can be found on the lower left-hand corner of the screen. Red Lion is committed to hiring Godly coaches and encouraging Christian unity and friendship among students from all its campuses.

Red Lion at Glasgow students are charged a sports fee set by the Chief Financial Officer at Red Lion Christian Academy. This cost is based on a portion of the estimated \$1,250.00 it costs Red Lion Christian Academy per athlete. The student athletes at the Red Lion campus pay a tuition of approximately \$10,000 per year. In addition to that fee, they pay a sports fee of \$125 per sport. Since Red Lion at Glasgow students do not contribute any tuition amount towards the Red Lion sports program, their sports fee is higher. This sports fee includes uniforms, field/gym maintenance, equipment, coach's salaries, trainers, referees, bus transportation, etc...

Physical Examinations:

1. Student athletes must receive a recent physical exam using the mandated DIAA physical. You can download the DIAA physical form from www.redlionssports.com. The physical exam must be dated after April 1st of the current school year and applies to all competition through June 30th of the following year. These forms must be turned in to Red Lion. Save a copy for your own file.
2. Red Lion will give each student athlete a concussion screening prior to the first day of practice. Contact Red Lion for more information.

Eligibility Requirements:

1. Students must be registered in at least two GCA **graded core** classes, and a GCA Bible class.
2. Students must have a 2.3 GPA in the semester prior to the first day of practice **AND** must be passing at least five high school credits or five middle school courses. Two of these credits must be in core subjects. Core subjects include Math, English, History / Social Studies, Science and Foreign Language. Bible is not considered a core subject by the DIAA; however, GCA requires that DP students in 9th – 12th grade take a Bible class at GCA.
3. A senior must be passing all courses necessary for graduation.
4. The ineligibility period will last the entire semester. A student forfeits or regains eligibility on the day report cards are posted.
5. A student's year-end grades will determine eligibility for fall athletics.

Enrollment for the Diploma Program closes August 23rd.

Fees

All fees will be paid through your FACTS account.

Fees due upon enrollment (enrollment ends August 23rd):

Middle School: \$235.00 per student

High School 9th – 11th grade: \$285.00 per student

12th grade: \$375.00 includes printed RLCA diploma and diploma cover and required appointment listed below.

RLCA Sports Program Fee:

Middle School: \$400.00 per sport

JV and Varsity: \$400.00 per sport

RLCA Extra-Curricular Activities: (Mock Trial, Lego League, Science Olympiad, etc.)

Middle School: \$150.00 per activity

High School: \$200.00 per activity

GCA Class Fees:

Range from \$220-\$340. Begin registration process on our website: <http://www.reachschoools.online/gca>

RLCA Class Fees (three - five days per week at our RLCA campus including Choir, Band, etc.):

\$1250 - \$2000 per class. Contact Sam Osbourn at sosbourn@reachschoools.online for more information.

GCA Portfolio Reviewer / DP Administrator Mentoring:

Seniors are required to meet with the DP Administrator, Danyelle Wilson, in early fall of their senior year to discuss transcript information and college planning for college-bound students. This meeting is included in the DP fee.

Mentoring appointments that are needed beyond the regularly scheduled two portfolio reviews are available with your portfolio reviewer for a fee of \$20 per one-hour session.

Graduation Requirements

*Bible at GCA	4 Credits	Foreign Language <i>Two years or more in the same language are required. Must be taken between 9th and 12th grade.</i>	2 Credits
English	4 Credits	***Physical Education	.5 Credit
**Social Studies / History <i>World Civilizations & American History required.</i>	4 Credits	Drivers Education <i>DP students who are Delaware residents, can take Driver's Ed at RLCA in 10th grade for free.</i>	.25 Credit
Mathematics <i>Algebra 1 and Geometry are required.</i>	4 Credits	Fine Arts	.5 Credit
Science <i>Biology w/lab & Chemistry w/lab are required. Some universities, including University of Delaware, require Physics.</i>	4 Credits	Electives	1 Credit
Community Service <i>See Community Service packet online at http://www.reachschoools.online/gca.</i>	40 hrs		

* High school students enrolled in the program are required to take their Bible credits at GCA. Bible is required only for years in attendance in the program.

** Examples of other subjects that count as a Social Studies / History credit: Psychology, Civics, Economics, Church History, Military History, Geography, etc.

*** Phys. Ed. can be logged hours of physical activity such as swimming, ballet, martial arts, working out, running, etc. or participation in an organized sports team will count as a 1/2 credit per sport.

Grading Scale

A+	100-98
A	97-95
A-	94-93
B+	92-91
B	90-87
B-	86-85
C+	84-83
C	82-79
C-	78-77
D+	76-75
D	74-72
D-	71-70
F	69 -

How to Earn a Credit: English

(GCA English classes fulfill all CP and sometimes part of the Honors requirements)

Grade	Reading requirement	Writing requirement	Other requirements
9 th grade CP	5 books from recommended reading list with one page summary for each.*	3 short compositions 4 4-5 paragraph essays 5-page research paper	Complete a grammar workbook (optional if also doing IEW curriculum which is heavy in grammar instruction) Complete a vocabulary workbook or study five vocabulary words per week. One oral presentation
9 th grade honors	8 books from recommended reading list with one page summary for each.*	5 short compositions 6 4-5 paragraph essays 5-page research paper 3-page paper	Complete a grammar workbook (optional if also doing IEW curriculum which is heavy in grammar instruction) Complete a vocabulary workbook or study five vocabulary words per week. One Oral Presentation
10 th grade CP	5 books from recommended reading list with one page summary for each.*	3 short compositions 4 4-5 paragraph essays 7-page research paper	Complete a grammar workbook (optional if also doing IEW curriculum which is heavy in grammar instruction) Complete a vocabulary workbook or study five vocabulary words per week. One Oral Presentation
10 th grade honors	8 books from recommended reading list with one page summary for each.*	5 short compositions 6 4-5 paragraph essays 7-page research paper 3-page paper	Complete a grammar workbook (optional if also doing IEW curriculum which is heavy in grammar instruction) Complete a vocabulary workbook or study five vocabulary words per week. One Oral Presentation
11 th grade CP	5 books from recommended reading list with one page summary for each.*	3 short compositions 4 4-5 paragraph essays 10-page research paper	Complete a grammar workbook (optional if also doing IEW curriculum which is heavy in grammar instruction) Complete a vocabulary workbook or study five vocabulary words per week. One Oral Presentation

11 th grade Honors	8 books from recommended reading list with one page summary for each.*	5 short compositions 6 4-5 paragraph essays 10-page research paper 5-page paper	Complete a grammar workbook. (optional if also doing IEW curriculum which is heavy in grammar instruction) Complete a vocabulary workbook or study five vocabulary words per week. One Oral Report
12 th grade CP	5 books from recommended reading list with one page summary for each.*	3 short compositions 4 4-5 paragraph essays 10-page research paper	Complete a grammar workbook. (optional if also doing IEW curriculum which is heavy in grammar instruction) Complete a vocabulary workbook or study five vocabulary words per week. One Oral Report
12 th grade Honors	8 books from recommended reading list with one page summary for each.*	5 short compositions 6 4-5 paragraph essays 10-page research paper 5-page paper	Complete a grammar workbook. (optional if also doing IEW curriculum which is heavy in grammar instruction) Complete a vocabulary workbook or study five vocabulary words per week. Complete a grammar workbook.

* Books of the Bible and textbooks used for other subjects do not count towards the book requirements for an English credit. You may view the recommended reading list on the website <http://www.reachschoools.online/gca> under the Diploma Program tab. Students may read books that are not on the recommended list with the approval of their English teacher. The recommended reading list was designed to encourage students to read books at the appropriate grade level. **Students must choose at least two classics to read each year and at least one work by Shakespeare must be read before graduation.** The literature review questions worksheets that students complete for the GCA English classes can count in place of a 1- page summary.

How to Earn a Credit: General Subject

1. Complete at least $\frac{3}{4}$ of a textbook in the subject. Maintain records of all work completed in that subject area such as quizzes, review questions and tests. Either college prep or honors credit will be given depending on the content of the textbook. A list of suggested texts is available from your academic advisor.
2. 120 logged hours in a subject area. Please use the “Subject/Activity Log” in the back of the handbook. Officially organized activities such as joining a choir or sports team do not need to be logged by each hour. They have a predetermined credit value. Homemade eclectic curriculum and activities to obtain a credit in a subject do need to be logged by each hour. Please direct all questions to your Portfolio Reviewer.
3. 15 grade level books in a subject area and either a brief summary of each book or a 5-page paper on the subject matter.
4. Completion of a one semester college course.
5. Take and receive a passing score on an AP exam. Submit a copy of score report to academic advisor.

Graded Course VS Audit - Only Course

RLCA at Glasgow students are required to be enrolled in at least two weekly **graded** courses at GCA plus a graded Bible class. For your other GCA classes, you have the option of an Audit-Only class.

Graded Course (traditional option): The student is accountable to the teacher. The teacher establishes the tests / assessments, assigns homework, and formulates the grade based on the student's performance. Any graded tests or quizzes administered at home should be taken "closed book" in the presence of a parent unless otherwise directed by the teacher. Tests / quizzes will be returned to the teacher in a sealed envelope signed by a parent. Late assignments and lack of participation in class may impact the overall grade based on the teacher's grading expectations. Teachers use FACTS to document grades. Parents may view their student's grades online at any time via their personal account information which will be provided by the GCA administration.

Audit-Only Course (non-graded option): This option is offered to provide flexibility for students who wish to participate in a class without being required to fulfill all of the requirements established by the teacher. The students are still expected to participate in class instruction, discussion, and labs, but may complete assignments as assigned by parent. Students will be expected to limit questions to the subject matter currently being addressed by the teacher (off-topic questions will be handled at the teacher's discretion). Individual assignments may be graded by either the parent or the teacher; however, the teacher will not track the student's scores in FACTS or assign mid-term / final grades for the class. **Parents are responsible to assign any grades needed for the student's portfolio. All graded work must be shown at your portfolio review. The decision to audit a class must be made before the start of the second semester.**

Extra Credit Options

The extra credit opportunity is open only to students who need just ONE or TWO percentage points in their final grade in order to earn the next letter grade.

Students must complete one of the following to earn one percentage point, or two of the following to earn two percentage points:

1. Write a 3-page paper on a topic related to the subject with a minimum of one cited source.
2. Complete a module or chapter that was not assigned in class, including the corresponding test.
3. Read and write a 1-page summary each for ten articles related to the subject.
4. Attend a field trip related to the subject and write a 1 to 2 - page summary of what was seen and learned.
5. Read a book (100 page minimum) related to the subject and write a 1-page summary.

These extra credit assignments are to be graded by a parent and shown to the portfolio reviewer by June 30.

Honors Options- Honors work will be supervised and graded by parents.

English: GCA English classes fulfill all CP requirements and at times partial Honors requirements. Refer to English course chart.

Math: Algebra 1 and 2: Complete a supplementary workbook providing additional practice in word problems or logic. Some suggested titles include

Word Problems for Algebra 1 Critical Thinking Books & Software ISBN# 9780894557996,
Word Problems for Algebra 2 Critical Thinking Books & Software ISBN# 9780894558009,
Logic workbooks like those published by Canon Press, Memoria Press, etc.

Complete **more than** 75% of the Glencoe or Abeka textbook.

Geometry-Honors option will be provided by the teacher or proofs need to be completed.

Pre-Calculus and Calculus are considered honors level without any further requirements.

SAT/ACT Prep Option for MATH: Complete the math section of an SAT or ACT prep workbook. Honors credit will be applied to whatever math the student takes at the same time. For example, a student will earn Honors credit in geometry if the student takes SAT/ACT prep and geometry during the same school year. To qualify for honors credit, the student must complete 75% of the math component of the SAT/ACT Prep workbook AND show all written calculations where applicable. Honors credit will be awarded for SAT/ACT Prep during only one school year; any subsequent SAT/ACT prep work will be treated as an elective and will earn the appropriate level of credit.

(Note: If SAT/ACT Prep and Pre-Calculus / Calculus are completed during the same year, SAT/ACT prep will be considered an elective and earn 0.5 credit instead.)

SAT/ACT Prep Option for ENGLISH: Complete BOTH of the following:

1. Read two (2) additional grade level books from the approved book list and write a one-page summary of each, AND
2. Complete the Language (Reading and Writing) portion of an SAT or ACT prep workbook. To qualify for honors credit, the student must complete 75% of the Language component of the SAT/ACT Prep workbook including 75% of timed-essay writing assignments. Honors credit will be awarded for SAT/ACT Prep during only one school year; any subsequent SAT/ACT prep work will be treated as an elective and will earn the appropriate level of credit.

Bible: Select an additional memory option each year.

1. The Lord's Prayer, The 10 Commandments, The Apostles Creed, Books of the Bible, The Romans Road to Salvation (or the Kid's EE Gospel Presentation), Psalm 23
2. Westminster Shorter Catechism-Answers to questions 1-27
3. Westminster Shorter Catechism-Answers to questions 28-55
4. Westminster Shorter Catechism-Answers to questions 56-82
5. Westminster Shorter Catechism-Answers to questions 83-107
6. James 1, 1 Corinthians 13, Luke 2:1-19, Psalm 1
7. Any 30 verses in addition to verses assigned for GCA Bible class.

History/Social Studies: In addition to fulfilling all CP course requirements, student must complete the following:

1. Read one grade-level historical biography / autobiography and write a one-page summary.
2. Write a five (5) page research paper on a topic related to the specific subject (i.e. World Civilizations, American History, etc.). A separate "Works Cited" page with at least three (3) sources must accompany the paper.

3. Prepare a poster board presentation on the topic researched for the five-page paper to be displayed at the Student Showcase in April OR complete a power point presentation on any history topic.

Science: In addition to fulfilling all CP course requirements, students must complete the following:

1. Read twenty (20) articles related to the specific science (i.e. Physical Science, Biology, or Chemistry 1) from any source. Or 10 articles related to the specific science and a 2-3 page paper on a biography or autobiography on a specific scientist in the field you are studying. The following websites are recommended: nhsjs.com (National High School Journal of Science) and genesisscience.org (Genesis Creation Science Institute).

2. Write a summary/critique of each article organized in a notebook/folder.

Bibliographical information for each article must be included (article name, author, source, date).

Please note: Chemistry 2, Physics and Anatomy are considered Honors level-no extra work is required.