

**HERITAGE BUILDERS ACADEMY**  
**Group Class Information**  
**2017-2018**

**LOCATION**

Heritage Christian Church  
Westerville, OH 43082  
7413 Maxtown Road  
(614) 898-9412  
[www.heritagecc.org](http://www.heritagecc.org)

**COORDINATORS**

Jean Powell (614) 882-3584      p31fab@p31fab.com  
Cynthia Dorsey (614)794-3315      cyxn24@gmail.com

Established in 1999, HBA offers Christian homeschooling group classes under the authority of and with the support of Heritage Christian Church (HCC). HBA offers classes and other educational opportunities in a positive & encouraging environment.

The goal of HBA's group classes are to:

- \*Teach the subject matter in a Christ-centered manner
- \*Foster fellowship and social skills
- \*Provide fellowship and support opportunities for homeschooling parents

**Volunteer Requirements**

HBA hires teachers for the classes, but we are cooperative in nature and parent volunteers are vital to the program's success. Please prayerfully consider whether you as a parent can make these commitments before applying for enrollment:

- \*sign up for dates to volunteer in classes or child care (sign-up at the Parent kick-off meeting in August)
- \*parent volunteers are required to meet and uphold Heritage Church's standards for ministry volunteers, including signing and agreeing to the Statement of Faith and Practice.
- \*depending on the number of students enrolled, a parent will typically volunteer 4 times per semester

**APPLICATION PROCESS**

**Prior to** submitting an application, we would like to speak by phone to discuss class offerings and HBA requirements to help both HBA and you determine if this program would be a good fit for you and your family. After initial contact with Jean Powell, and it is determined there are no major obstacles with your participation at HBA, the application process will continue. If classes are full, you will be placed on a waiting list, otherwise, you will be given an application via email or a hard copy to complete and return as soon as possible along with your tuition.

**PARENT KICK-OFF MEETING**

This parent meeting will be held at Heritage Christian Church, typically toward the end of August. It will detail class offerings and give parents the opportunity to sign up for dates to volunteer in the classroom or child care. If you are unable to attend you will be scheduled by the coordinator for your serving dates. Please make every effort to be in attendance, as this meeting gives vital information that will ensure your family's success in the program.

## CLASSES

Classes will be held on Friday mornings from 9:00 am to 12:15 pm and are typically the first 3 Fridays of the month. When registering with HBA, your children are signing up for all 3 classes. Students begin the day all together for a 15-20 minute devotion time. When registering for grades 1 - 6, you will be signing up for all 3 classes: Art, Science, Social Studies/Cultures. Classes are divided up into Group A: 1st and 2nd grades; Group B: 3rd and 4th grades and Group C: 5th and 6th grades.

We are adding 7th and 8th grades this year. At this time we will be offering Science and Speech/Writing (IEW) classes for middle schooler.

Mandarin Chinese can also be taken as an option at this time for all grade levels.

## TUITION

\$150 per student, per semester, due at the time of registration and is NON-REFUNDABLE. Please prayerfully consider your commitment to HBA.

## PARENT INFORMATION AND VOLUNTEER RESPONSIBILITIES

- **5 helpers** are needed weekly (1 for science, 1 for art, 1 for social studies, and 2 in childcare)
- **If you cannot fulfill your commitment to help as scheduled, you are responsible to find a replacement (i.e. trade with another parent volunteer).**
- Do not bring children who are ill, whether they are students or in child care.
- If your younger child(ren) would feel uncomfortable without you in childcare, please plan to serve as a helper in child care only, as we are unable to accommodate additional children in our classes. *Child care is provided for the children of teachers, scheduled parent volunteers, and coordinators only.*
- **Please be on time for arrival and pick-up at 12:15pm, which allows all volunteers to go home in a timely fashion.**
- When you are scheduled to volunteer please arrive at 8:40 am to help with set up. Plan to clean up the room at the end of HBA which can take until about 12:45.

## PICK-UP POLICY

- Pick up your student(s) from **room 230 at 12:15 p.m.** This direct hand-over from volunteers to parents should prevent children from being unsupervised in the church building. All children must remain with an adult in the building.
- If someone other than a parent will be picking up the student, please give a note to the HBA Coordinator stating who will be picking up so there will be no confusion regarding releasing the child.

## OBSERVATION/GUEST POLICY

- Parents are welcome to observe the classes on days they are not scheduled as helpers. If you have younger children, please make your own child care arrangements.
- We are unable to accommodate additional children in our classes as guests or in child care.

## INCLEMENT WEATHER POLICY

- HBA will cancel classes on days Westerville City Schools are closed or delayed due to inclement weather.
- HBA will also cancel classes if Heritage Christian Church is closed due to inclement weather or if Delaware County issues a level 2 or 3 snow emergency.
- Listen to your radio or TV since we won't make phone calls to announce cancellation of classes.

# HERITAGE BUILDERS ACADEMY

## Mission Statement

Heritage Builders Academy seeks to glorify God by supporting and encouraging families, primarily from Heritage Christian Church and secondarily from the community, who choose to educate their children at home.

## Statement of Purpose

Heritage Builders Academy (HBA) is a cooperative Christian homeschooling organization under the authority and with the support of Heritage Christian Church. HBA offers group classes in a positive, encouraging environment. The goal of HBA in providing group classes is to:

- teach the subject matter with a Christian worldview
- foster fellowship and social skills among students according to God's Word
- provide a proving ground for the values and manners parents are teaching at home.

## Statement of Faith

**The Bible** - We believe that the Bible is God's revealed Word to us. It was written by human authors, under the supernatural guidance of the Holy Spirit. It is the supreme source of truth for Christian beliefs and living. Because it is inspired by God, it is the truth without any mixture of error. (II Timothy 3:16; II Peter 1:20-21; II Timothy 1:13; Psalm 12:6, 119:105, 160; Proverbs 30:5)

**God** - God is the Creator and Ruler of the universe. He has eternally existed in three distinct personalities: The Father, Son and Holy Spirit. These three are co-equal and one God. (Genesis 1:1, 26-27; Psalm 90:2; Matthew 28:19; I Peter 1:2; II Corinthians 13:14)

**Jesus Christ** - Jesus Christ is the Son of God. He is co-equal with the Father. Jesus' virgin birth and sinless life allowed Him to be the perfect sacrifice for the sins of all people by dying on a cross. He arose from the dead after three days to demonstrate His power over sin and death. He ascended to heaven's glory, and will return again someday to earth to reign as the King of kings and Lord of lords. (Matthew 1:22-23; Isaiah 9:6; John 1:1-5, 14:10-30; Hebrews 4:14-15; I Corinthians 15:3-4; Romans 1:3-4; Acts 1:9-11; I Timothy 6:14-15; Titus 2:13)

**Holy Spirit** - The Holy Spirit is co-equal with the Father and the Son of God. He is present in the world to make men aware of their need for Jesus Christ. He also lives in every Christian from the moment of salvation. He provides the Christian with power for living, understanding of spiritual truth, and guidance in doing what is right. He gives every believer a spiritual gift when they are saved. As Christians, we seek to live daily under His control. (II Corinthians 3:17; John 16:7-13, 14:16-17; Acts 1:8; I Corinthians 2:12, 3:16; Ephesians 1:13; Galatians 5:25; Ephesians 5:18)

**Human Beings** - People are made in the spiritual image of God, to be like Him in character. People are the supreme object of God's creation. Although every person has tremendous potential for good, all of us are marred by an attitude of disobedience toward God called "sin." This attitude separates people from God and is the source of life's problems. (Genesis 1:27; Psalm 8:3-6; Isaiah 53:6a; Romans 3:23; Isaiah 59:1-2)

**Salvation** - Salvation is God's free gift to us, but we must accept it. We can never make up for our sin by self-improvement or good works. Only by trusting in Jesus Christ as God's offer of forgiveness can anyone be saved from sin's penalty of death. When we turn from our self-ruled life and turn to Jesus in faith, we are saved. Eternal life begins the moment one receives Jesus Christ into his life by faith. (Romans 6:23; Ephesians 2:8-9; John 14:6, 1:12; Titus 3:5; Galatians 3:26; Romans 5:1)

**The Church** - The church universal is made up of all true believers. The church local is where believers voluntarily commit themselves to one another in order to accomplish their God-given mission: worship, fellowship, discipleship, and ministry. (Matthew 16:18, 28:18-20; Acts 2:42-47; Matthew 22:37-40)

**Eternity** - People were created to exist forever. We will either exist eternally separated from God by sin, or eternally with God through forgiveness and salvation. To be eternally separated from God is Hell. To be eternally in union with Him is heaven. Heaven and Hell are real places of eternal existence. (John 3:16, 14:17; Romans 6:23, 8:17-18, Revelation 20:15; I Corinthians 2:7-9)

## HERITAGE BUILDERS ACADEMY

### Code of Conduct

Please review these guidelines with your child(ren) so that teachers, parents, and students have the same understanding. These rules apply to classes, field trips, and any other HBA events for students and their siblings.

#### I. Attitude

- A. Strive for a positive, teachable, helpful, cooperative attitude in all situations. (Matt. 5:16)
- B. Show respect to teachers, parent helpers, classmates, others' property, and the building. (Rom. 12:10)

#### II. Speech

- A. Let your speech be wholesome. (Eph. 4:29)
- B. Be honest. (Eph. 4:25)
- C. Be respectful by calling teachers and parent helpers Mr., Mrs., or Miss. (Rom. 13:1,2)
- D. Be encouraging—use your words to build others up and to love them as God does. (Heb. 3:13)

#### III. Behavior

- A. Exhibit good manners and self-control. (Gal. 5:22,23)
  - 1. Keep your hands to yourself.
  - 2. Raise your hand in class and wait to be recognized.
  - 3. Listen quietly and attentively when others speak.
  - 4. Walk in hallways and classrooms.
  - 5. Wait your turn in line.
- B. Exhibit good sportsmanship. (Rom. 12:15,16)
  - 1. Lose graciously; win humbly.
  - 2. Let teacher or parent helper referee games.
  - 3. Include all those who want to play.
- C. Exhibit respect for property. (Phil. 2:3,4)
  - 1. If the item is not being used for the class, please do not touch it.
  - 2. If you take it out, put it away. If you open something, close it. If you make a mess, clean it up.
- D. Exhibit modest dress. (Rom. 14:13)
  - 1. Wear clothes and shoes appropriate to the class and activity.
  - 2. Keep shoes securely tied.

#### IV. Participation

- A. Do your best in each activity, even if it's not your favorite, or it is new to you. (Col. 3:23)
- B. Join in cheerfully, without complaining. (Phil. 2:14)

## Discipline Policy

Repeated minor offenses, such as behavior in conflict with the Code of Conduct, will be addressed as follows:

1st step: name on the board (visual reminder) or a 5-minute time out

2nd step: loss of a privilege (to be determined by the teacher) or a 10-minute time out

3rd step: removal from that specific class for that day along with a note to the parent

Offenses such as using foul language or repeated, willful disobedience to teachers or parent helpers will result in:

1<sup>st</sup> step: 1) the teacher or parent helper will privately discuss the problem with the student

2) a note will be given to the parent explaining the situation

2nd step: 1) removal from classes for the remainder of that day (no refund)

2) a parent must accompany the student at all times when returning the next Friday of classes

3rd step: expulsion without refund of tuition

Certain actions are grounds for immediate expulsion without refund, including, but not limited to, intentionally injuring another person or damaging the property of another. In addition, the family will be responsible for the cost of all damages.