

ACADEMICS

Academic Awards and Recognition

At the end of each quarter, qualifying students will receive the following award:

Principal's Honor Roll: for students who receive an unweighted Grade Point Average (GPA) of 4.0 and meet or exceed all conduct expectations.

Academic Honor Roll: for students who receive an unweighted GPA of at least 3.5, with no grade lower than a C and meet or exceed all conduct expectations.

Merit Honor Roll: for students who receive an unweighted GPA of at least 3.0, with no grade lower than a C– and meet or exceed all conduct expectations.

To receive an Academic Letter, Pin, or Bar, students must be on the Principal's Honor Roll or Academic Honor Roll, with a minimum 3.5 GPA and no grade lower than a C, for three out of four of the current school year's quarters.

To receive an Academic Achievement Certificate, students must be on the Academic Honor Roll or Merit Honor Roll, with a minimum 3.0 GPA and no grade lower than a C–, for three out of four of the current school year's quarters.

Course Add/Drop Policy

Adjustments to the student's schedule may be made during the first two (2) weeks of each semester. Students who drop courses after this two-week period will receive a Withdrawn Fail (WF) or Withdrawn Pass (WP) on their transcript and will not receive credit for the dropped class. Parents and students should be aware that schedule changes might be impossible because of limitations within the schedule and limitations on class size. All withdrawals are permanently noted on the student's transcript.

Course Sequencing

Due to factors of academic preparation, course complexity, student maturity, and socialization, students are encouraged to follow the recommended course sequence. College entrance examinations test on materials given in a sequence for particular grade levels. Only in unusual cases would students be allowed to seek permission to take courses out of the normal sequence. Students are required to have permission from their parents, the course instructor, and the administration. To waive the normal sequence requirements, the following factors would be evaluated: academic preparation, course offerings, graduation requirements, and student maturity. Students will not be enrolled in a class that is more than one year ahead of their plan. Students who are out of sequence with their grade level may be required to attend summer school to realign themselves with their proper sequence.

Grades 7-8

The Junior High academic curriculum is designed to prepare students for High School course work. Students are expected to manage different classes and expectations as they switch classes and teachers throughout the day. Students need to develop organizational skills and initiative as they take personal responsibility for their educational success. Teachers and parents will monitor students through this process and guide and help them where appropriate. Junior High students will be trained logically and students who demonstrate competency can begin taking Algebra classes in the 8th grade which will count on their High School transcript.

Grades 9-12

High School students will be expected to build off their Junior High logic training. Students will be prepared to defend, explain, and summarize ideas and concepts learned in their classes. Students will build these skills with the intent of preparing them for a post-secondary education. High School students must work towards graduation credit requirements while enrolled at ECA. Students who demonstrate competency in specific subject areas will have opportunity to receive college credit through Dual Enrollment and Advanced Placement programs.

Advanced Placement Guidelines

Advanced Placement classes are designed to prepare college-bound students of high academic achievement to take the national standardized Advanced Placement tests. Those students receiving a satisfactory score on the tests, a three or above of a five-point scale, may benefit in several ways depending on the policies of the college they plan to attend. They may be excused from several semester hours of a freshman-level class, receive college credit, or be placed in more advanced classes.

It is vital that students and parents understand the nature of these classes before enrolling a student in them:

- AP classes are taught as college-level courses and require a high degree of maturity as a student.
- They involve very challenging curriculum and considerable homework.

- Students must have a strong work ethic and be prepared to invest their time and energy in both class assignments and independent work.
- Students should have A's and B's their entire high school years in the department in which they hope to take the AP class.
- Excellent reading and writing skills are essential.
- In several of the classes, summer reading and study are required.
- Students must secure permission from the instructor before enrolling.
- AP Test are optional and a student must indicate to the principal that they are interested in taking the test. Dual Credit with Colorado Christian University is NOT contingent on taking or passing the AP test. Students should consult the college of their choice to determine if AP test is required or recommended.
- Students who do not maintain a B average in these classes at the end of any quarter may be removed from the class.
- There is a cost associated with Advanced Placement Test and for the class materials.

Dual-Enrollment (for High School and College Credit)

ECA maintains a partnership with Colorado Christian University to provide college credit for students enrolled in CCU approved classes at ECA. There are approximately twelve classes that are approved for dual credit. Students will need to be enrolled in those classes at ECA and must also register with CCU. For additional information on classes offered and logistics associated with registration, check with the ECA guidance counselor/principal.

Exams

- Semester exams will be administered to students in 7th through 12th grades.
- Students will have a maximum of two exams per day for three days. These will be half days of school.
- The exams will be designed to cover one semester of material and will be approximately 90 minutes each. For junior high classes, exams are 12% of the semester grade; and for high school classes, exams are 20% of the semester grade.
- Projects and take-home tests may not be substituted for written exams unless given permission by the principal.
- Exams will typically contain both factual recall and written essay questions.
- Students may bring only blank paper, pens or pencils, and approved calculators to exam testing periods.
- Students may not leave exam periods early.
- If a student does not take an exam during the regularly scheduled time, there will be a \$15 proctoring charge for each exam.
- Seniors may be exempt from second semester final exams in classes in which they have earned a "B" (80-89) or better for each of the final two quarters of the year.

Grading Scale

Numerical Grade	Letter Grade	Quality Points
100 – 94	A	4.0
93 – 90	A –	4.0
89 – 87	B +	3.5
86 – 83	B	3.0
82 – 80	B –	3.0
79 – 77	C +	2.5
76 – 73	C	2.0
72 – 70	C –	2.0
69 – 67	D +	1.5
66 – 63	D	1.0
62 – 60	D –	1.0
59 and below	F	0

Grades received as an Office Aide or a Teacher’s Aide will be recorded as P for Pass or F for Fail. A passing grade (P) will receive credit. A failing grade (F) will receive no credit. Pass/Fail grades are not included in Grade Point Average (GPA) calculations and do not impact class rankings.

Progress reports are sent home halfway through each quarter to parents. These reports are intended to keep parents informed about their student’s performances between formal report cards.

Graduation Honors

ECA acknowledges a Valedictorian and a Salutatorian based on the following criterion:

1. Weighted Grade Point Average (GPA) – to the nearest one hundredth - with an additional weight of .5 for Honors courses and 1.0 for Advanced Placement courses.
2. Only ECA courses are considered for these honors.
3. Residence at ECA for at least their last two years is required.
4. Students planning to graduate early must declare this intention in writing at least three semesters before their planned graduation date in order to be eligible for Valedictorian or Salutatorian honors.
5. Students meeting the above criteria may not be excluded from these awards if the number of credits above the minimum of 52 required for graduation negatively impacts their GPA, provided they have received a grade of an “A” or “A-” in each of these classes.

In addition, a lack of Christian testimony and service and/or a poor attitude and work ethic will be taken into consideration for exclusion from these honors.

Graduation Requirements

All High School students graduating from ECA must successfully complete a minimum of 52 semester credits. To be eligible for an ECA diploma, 12th grade students must be enrolled full time and are required to be enrolled in at least five courses during both semesters. All other applicable graduation requirements must be completed including the Isaiah Project.

There are several academic plans available for students to complete for graduation. Fulfilling the requirements for a plan should include a consultation with an administrator and parents in reference to the student’s life goals after graduation from ECA. For example, a college may have specific entrance requirements that must be completed during High School.

Fine Arts Plan

Course Requirements	Semester Credit Requirements
Bible	8 semesters
English	8 semesters
Mathematics	6 semesters
Science	6 semesters
Social Studies (to include Civics)	6 semesters
Physical Education	2 semesters**
Rhetoric	2 semesters
Fine Arts (Art, Band, Choir)	6 semesters****
Electives	8 semesters***
Total	52 semesters

Advanced Academics Plan

Course Requirements	Semester Credit Requirements
Bible	8 semesters
English	8 semesters
Mathematics	6 or 8 semesters*
Science	6 or 8 semesters*
Social Studies (to include Civics)	6 or 8 semesters*
Computer Science	2 semesters
Foreign Language	4 semesters
Physical Education	2 semesters**
Rhetoric	2 semesters
Electives	6 semesters***
TOTAL	54 semesters

Academic Honors Plan

Students must take four Honors or Advanced Placement (AP) classes to receive this diploma.

Course Requirements	Semester Credit Requirements
Bible	8 semesters
English	8 semesters
Mathematics	6 or 8 semesters*
Science	6 or 8 semesters*
Social Studies (to include Civics)	6 or 8 semesters*
Computer Science	2 semesters
Foreign Language	4 semesters
Physical Education	2 semesters**
Rhetoric	2 semesters
Electives	6 semesters***
TOTAL	54 semesters

* Eight semesters are required in two of the three designated courses.

** All students who are members of an ECA or CHSAA sponsored high school athletic team for an entire season will receive one (1) P.E. credit toward graduation requirements. A student may receive a maximum of two P.E. credits for such participation during high school. Eligible students will have participated in at least ninety-five percent of all of the team practices and will have been in attendance for all of the team's games unless prevented by illness or injury. Team managers are not eligible to receive this credit. The credit will be given as a Pass/Fail with no quality points.

*** For students electing band, choir, and/or hand bells, public performances and the Black Forest League clinics are a required part of the elective courses and are not optional activities.

****Required for those graduation in the Class of 2019 and beyond

For the Class of 2022 and Beyond

Course Requirements	Semester Credit Requirements
Bible	8 Semesters
English	8 Semesters
Math	6 or 8 semesters*
Science	6 or 8 Semesters*
Social Studies	6 or 8 Semesters*
Physical Education	2 semesters**
Rhetoric	2 semesters
Band/Choir	1 semester
Art	1 semester
Foreign Language	4 semesters
Electives	6 semesters
TOTAL	54 semesters

*Students must earn 8 credits in two of the three areas

**Physical Education credits can be earned through participation in our athletic programs

Graduation with Academic Distinction

Graduates who complete the above requirements while completing 8 semesters of Honors or AP Courses will graduate with Academic Distinction.

Graduation with a Fine Arts Emphasis

Graduates who complete the above requirements and add an additional 6 credit hours in either music (Band and/or Choir) or the Visual Arts will graduate with a Fine Arts Emphasis.

Guidance and Counseling

The counseling ministry at ECA is committed to helping students develop their unique God-given talents. There are two general dimensions to counseling at ECA.

- Personal Counseling: The challenges of learning, growing, and living for Christ often confronts students. Students may need wise counsel to assist in wrestling with questions and situations that arise during their formal school years so that they are prepared for life.
- Academic, College, and Vocational Counseling: ECA students are challenged to achieve academically, attend college, or seek work according to their unique gifts for the purpose of glorifying God. To assist in the area, the ECA counseling department maintains a website with useful college information. There are also two yearly parent meetings dealing with financial aid, college scholarship information, class and graduation information, etc... One meeting takes place in the fall semester and one in the spring.

Students need direction and guidance in making these decisions; and parents, administrators, and faculty can provide input to assist students with these decisions.

Homework and Late Work Policy

Responsibility, self-discipline, good study habits, and time management are important skills to be learned. These skills are acquired through training and practice. When used effectively, homework can help develop these skills. Parents should support the development of these skills by encouraging and requiring their student to take responsibility for their homework. Parents should help students establish a regular study time in a place without distractions.

- Grades 7 – 8 60 to 75 minutes
- Grades 9 – 12 120 minutes
- AP and Honors May be more than 120 minutes

Exceptions may occur when special projects are assigned, during testing times, or due to excused absences. If a student consistently spends more than the recommended time on homework, parents should discuss it with the student and, if necessary, schedule a conference with the teacher and/or principal.

Since some of our classes meet on alternating days, homework can be assigned on Wednesday nights. Teachers will be mindful of church activities scheduled for Wednesday night. Every effort will be made to limit the number of test a student may take in any given day to two.

Students in grades 7 – 12 are expected to be responsible for recording and completing their assignments.

Guidelines for projects and papers as well as instructions for larger assignments may be provided for parents as a tool to oversee and monitor their junior high students' progress, but students in grades 7 and 8 will be responsible for their own work. In high school (grades 9-12), students will receive guidelines and instructions as they will be responsible for their work and monitoring their progress.

Late Work

Grades 7-8

Homework/Classwork is due when the bell rings to start class. **Any homework turned in after the due date will be given a 50% deduction and will be accepted until the next test. Work turned in after the test will receive no credit.** Students who miss test or quizzes will be required to make them up on the day they return provided they knew of the test prior to their absence (otherwise test makeup date is at the discretion of the teacher). Credit for long term assignments such as papers and projects will be deducted 10% for each day late.

Grades 9-12

Homework/Classwork is due when the bell rings to start class. **Any homework turned in after the time will be given a 50% deduction if turned in by the following day. Assignments not turned in by the next day will receive no credit.** Students who miss test or quizzes will be required to make them up on the day they return provided they knew of the test prior to their absence (otherwise test date makeup is at the discretion of the teacher). Credit for long term assignments such as papers and projects will be deducted 10% for each day late.

Library

Students are strongly encouraged to make full use of the libraries at both campuses for research, study, and reading.

The following rules must be respected when using the library:

- Students are to work quietly and respect others while in the library.
- Media may not be taken from the library unless checked out; i.e., books, magazines, newspapers, CD's, audio or videocassettes.
- Reference books are available for use within the library only. Videos and back issues of periodicals are checked out for one week. Books may be checked out for two weeks. Renewals of materials may be made on a weekly basis unless another student has reserved the item.
- Students may check out up to five books at one time. Failure to return books results in a fine according to the following:
 - Books and Videos: Five cents per day per item
 - Magazines and Periodicals: Fifty cents per day per item
- Students are responsible for all materials checked out in their name, and will be charged replacement costs for damaged, stolen, or lost library materials. Students will not receive report cards or records until overdue materials are returned or replacement costs paid.

Summer School and Failed Courses

Junior High Students: Grades 7 and 8

- Students must complete passing work for promotion to the next grade level.
- Students receiving a failing grade in any of the core academic disciplines (Bible, Language Arts, Mathematics, Science, or Social Science) must successfully repeat the course through a summer school program approved by the school administration.
- A maximum of two subjects may be repeated during summer school.
- Severe deficiency will require the repetition of the grade. Severe deficiency is defined as failing three or more of the academic disciplines.
- Failure in elective classes will not be considered in promotion or retention decisions. Parents will be advised through a conference with school administration.

High School Students: Grades 9 - 12

- Students receiving a failing grade in any subject must successfully repeat that class before credit can be granted.
- It is encouraged that any subject failed be retaken in a summer school program approved by the school administration. If the class is approved and passed in summer school, the credit can be awarded. Forms for administrative approval may be obtained in the front office.

Textbooks

To instill the importance of stewardship and to extend the life of school materials, all textbooks must be maintained in proper condition and be covered throughout the school year:

- Students sign out their textbooks on Book Inventory Sheets which include the barcode and condition of each book and must turn in their textbooks at the end of the year in the same condition in which they received the book, less normal wear and tear. If there are questions regarding the condition of a student's book when issued, he/she may bring the book to the school office and the inventory sheet will be amended. Students will be issued fines for books that have been damaged or lost.
- If a textbook or manual is lost during the year, the student is charged the replacement cost of the book. Upon receipt of the replacement cost, the student is issued the replacement book and the inventory is marked accordingly. If the book is found later, a refund is issued less a \$5 service fee.