

SAGE and PAGE Homeschool Cooperative

2017 – 2018 Handbook

‘Love the Lord your God with all your heart and with all your soul and with all your mind.’ This is the first and greatest commandment. And the second is like it: ‘Love your neighbor as yourself.’ All the Law and the Prophets hang on these two commandments. Matthew 22:37-40

Introduction

A cooperative is an organization in which people work together to achieve a stated purpose. The members of the cooperative have a willingness and ability to work with others, that is, to cooperate. SAGE and PAGE is staffed completely by volunteers; no one gets paid. SAGE and PAGE can only achieve its purpose when all of our members fulfill their time commitments to the cooperative.

Purpose

Our purpose is to serve homeschooling families by offering group learning opportunities in a Christian environment in order to enrich their homeschool experience.

Contact Information

PAGE Site Administrator: Charlotte Watson

Cell: (757) 724-3561

Email: cmwatson1965@gmail.com

Website: www.sageandpage.net

Location

PAGE

Deer Park Baptist Church

826 J. Clyde Morris Blvd.

Newport News, VA 23601

Nondenominational Position

SAGE and PAGE honors all expressions of God’s Kingdom here on earth, especially where it relates to His church. We desire to remain in unity in the salvation and the love of Christ, avoiding conflict that could be caused by denominational differences. Our Statement of Faith contains those doctrines that we unreservedly adhere to. At SAGE and PAGE functions, no parent, student, teacher, volunteer or board member shall promote or disparage doctrinal or denominational beliefs, practices or positions upon which this organization has stated no official stance. Conversely, no parent, student, teacher, volunteer or board member shall promote any belief, practice or position that contradicts our Statement of Faith. Our members may have conversations about doctrinal differences, but these conversations must be respectful of each other’s beliefs.

Nondiscrimination Position

SAGE and PAGE admits students of any race, color, sex, national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to its students and does not discriminate on the basis of race, disability or age in the administration of policies or programs. Students with special needs may participate, but parents must provide any special care or assistance required by a child. SAGE and PAGE can accommodate aides for special needs students, but it cannot provide aides or one-on-one care for students.

Classes

All classes reflect a traditional Christian viewpoint. Elementary classes are intended as an enrichment or supplement to your family's homeschool. Most high school classes are designed to be complete academic courses. Academic classes are a cooperative effort by the student, teacher and the parents. SAGE and PAGE does not guarantee Virginia high school credits for its students. Parents make the final decision on whether or not the work done by their student constitutes successful completion of a class for high school credit. Class enrollments are limited.

Dues and Fees

Annual registration fee for new families: \$150

Annual registration fee for returning families: \$75

The annual registration fee must be paid before students can register for classes.

Dues for full-time families: \$35 per month

Dues for part-time families: \$75 per month

Dues for families who do not fulfill their work commitment: \$500 per month

Dues should be paid on the first class day of each month the co-op meets.

To qualify for the full time dues rate, a parent must work four hours per co-op day. All families must have a parent work at least two hours per co-op day to avoid the \$500 per month dues rate.

Registration fees and dues are per family, and dues are paid in whole month increments only. No refunds are given for partial months. Make all checks payable to "SAGE and PAGE." Returned check fees are determined by our bank and outside of our control.

Scholarships are available to families with financial need. Requests for scholarships should be made to the treasurer.

Work Commitment

SAGE and PAGE Co-op members are expected to complete their work assignments diligently. Those who do not can expect billing adjustments, make-up hours and the possibility of removal from the co-op. Students may not attend classes until a family work commitment plan is in place. Please make arrangements with a friend to cover for you if you know you are going to miss a day.

Our greatest need is for adults working on site during the co-op day, but a limited number of off-site work assignments are available. All families must fulfill their work commitment for the co-op to function. All families must have a parent work at least two hours per co-op day to avoid the \$500 per month rate. Parents who are no-shows, and those who sign in but leave early, place an unfair, additional burden on those who are present.

If your family experiences a crisis that prevents the fulfillment of your work commitment, please contact the site administrator as soon as possible.

Background Checks

A criminal background check is required for every parent at SAGE and PAGE. Returning families will be rechecked randomly at the discretion of the board. The site administrator or volunteer coordinator will contact you regarding your background check. There is no additional charge, but you must tell us your social security number which is not kept on file.

Application Process

The application and enrollment forms are available online at www.sageandpage.net.

Fundraising

SAGE and PAGE is a 501 (c) (3) non-profit organization, and as such, any donations made to SAGE and PAGE are tax deductible. We may have fundraising activities if the need arises.

Withdrawals

Please notify the teacher(s) affected if you withdraw your child from a class. Please notify the site administrator in writing if you wish to withdraw your family from the co-op.

Absences

Students are responsible for contacting their teachers for making up any missed assignments due to absences. Teachers generally allow one week to make up missed assignments, but deadlines are made at the teacher's discretion.

Inclement Weather Closures

If any of the following public school systems close due to inclement weather, SAGE and PAGE will be closed: Suffolk, Chesapeake, Norfolk, Portsmouth, Virginia Beach, Hampton, Newport News, York County, Poquoson, Smithfield, Isle of Wight County. In addition, check the website, your email and text messages for notification. Missed days will not be made up. Teachers will adjust their schedules to cover missed material. Middle and high school students are expected to keep up with the schedules given to them by their teachers. If your local conditions make travel unsafe, but none of these local school systems close, please use your best judgment, and stay home or arrive late.

Sick Child/Sick Parent

Please use common sense precautions about bringing sick family members to SAGE or PAGE. In particular, please keep at home any family member who has had vomiting or a high fever with 24 hours of co-op day.

Lice Policy

If you are dealing with lice, please do not attend co-op until all affected family members are free from lice and nits.

Dress Code

The dress code applies to students and parent volunteers, and at all co-op activities. Casual dress is acceptable. The general rule is to be modest and non-offensive. Clothing should not be excessively tight. Please be aware of the meaning of any symbols or illustrations printed on clothing. No gothic look or any appearance of evil is allowed.

Shirts and tops:

- Must have sleeves.
- Must not have holes or cutouts that show the skin.
- Must cover the midriff and back.
- Must cover any undergarments.
- Must not show any cleavage.

Shorts and Skirts:

- Must cover any undergarments.
- Must come within two inches of the top of the kneecap.
- Must not have holes or cutouts that show the skin.

Dresses:

- Must comply with all requirements for shirts and tops.
- Must comply with all requirements for shorts and skirts.

Pants:

- Must not have holes or cutouts that show the skin.
- Must cover any undergarments.
- Leggings or jeggings must be worn with a top that completely covers the buttocks.

Shoes:

- Those enrolled in PE should wear or bring sneakers or tennis shoes.
- No heeies or sneaker skates are allowed in the building.

SAGE and PAGE reserves the right to make decisions on whether clothing is appropriate or not. Anyone wearing inappropriate clothing will be asked to change or be given a garment to wear over their clothing for the day. Parents will be notified of dress code violations.

Activities and Use of Facilities

Participation in any program or activity of SAGE and PAGE that is limited to individuals of one biological sex is exclusively limited to individuals who are persons of that biological sex. Access to facilities that are designated for use by only one biological sex is exclusively limited to individuals who are persons of that biological sex. Neither property nor facilities owned or controlled by SAGE and PAGE (or used with permission obtained by either) shall be used or permitted to be used for any activity or speech that is contrary to the Statement of Faith or the Holy Bible.

Public Displays of Affection

Students are expected to exercise good judgment when interacting with each other. Inappropriate public displays of affection by students are not allowed during the co-op day or at co-op functions.

Electronics

- In the classroom: Teachers may allow the use of computers, tablets or other electronic devices within the classroom at their own discretion. Students must remember that each teacher makes his/her own rules in this area.
- Study hall: At the discretion of the study hall monitor, students may listen to music from their own electronic devices using ear buds or headphones while studying or reading. No sharing of devices is allowed. Parents are responsible for policing the content of their children's electronic devices.
- No viewing of videos or movies (including You Tube) is allowed during study hall or lunch or between classes.
- No playing of video games is allowed at any time.
- No use of cell phones for making phone calls, texting or checking email is allowed during class or in chapel assembly.
- Cell phones must be silenced during the day and kept in purses or backpacks.
- The use of any electronic device during chapel assembly is not allowed.
- No photos may be taken except by parents and yearbook staff.

Lunch

A supervised lunchtime will be held each class day. You may bring a lunch from home or purchase one at the co-op. If you are purchasing a lunch, please pay in cash if at all possible as SAGE and PAGE is limited in the number of checks it can cash. **Please remind your children to clean up after themselves.**

Nursery

A nursery will be provided for co-op members during their work assignments only.

Parents who place their children in the nursery must remain on site. There is no fee for this service. The nursery staff will consist of volunteers.

Disciplinary Action

Any student who is reprimanded three (3) times for any combination of the following may be expelled for the remainder of the school year. This is known as our three strike system.

Unacceptable behavior includes but is not limited to:

- Harassment of others
- Cursing or foul language
- Disobedience of classroom instructors or any other adult
- Damage to church or personal property
- Unwillingness to positively apply oneself to learning (this includes classroom attitude and completion of assignments)
- Skipping class
- Bringing tobacco of any kind, alcohol, or any illegal substances to SAGE or PAGE

After the first strike, parents will be notified. After the second strike, a parent will be required to attend classes with their child. With the third strike, the student will be expelled from SAGE and PAGE for the remainder of the year. Admittance back into SAGE and PAGE after being expelled must be approved by the board.

Automatic Expulsion

The following actions may result in the student receiving an automatic expulsion for the remainder of the school year:

- Verbal threat or physical action against teachers, students, parents or church staff.
- Verbal threat or actual intentional damage to the personal property of teachers, students, parents or church staff, or to church or co-op property.
- Being found with any kind of weapon on one's person or in one's personal belongings that would be prohibited under Virginia's concealed weapons statute.
- Violation of any state or federal law

Admittance back into SAGE and PAGE after an expulsion must be approved by the board.

Arrival and Dismissal

- Students should be in their first period class by 9:00 am and picked up no later than 3:00 pm.
- Parents are expected to sign their children in and out each day and check the communication boxes for correspondence from teachers and the management team.
- Students must have written permission to leave the premises with anyone other than their parents.
- Please notify the site administrator or the assistant if a student is driving himself or herself to co-op.

Leaving Campus During the Co-op Day

No student is allowed to leave the premises at any time during the school day unless he/she is accompanied by a parent or guardian.

Chapel Assembly

A chapel assembly will be held each day. All students are required to attend. All available teachers and parents should attend as well. The chapel assembly will include prayer, pledges, announcements, and student and class presentations.

Study Hall

Study Hall is considered a class, and students are expected to be in the room for the entire period with something constructive to do such as completing academic assignments or reading a book.

Medication

All prescription medication must be dispensed by a parent or the site administrator. Exceptions to this policy are asthma inhalers and epinephrine pens if a student's medical form indicates conditions needing these medications.

Graduation

Each May SAGE and PAGE celebrates the graduation of our seniors. This is an awesome event where seniors and their parents spotlight the accomplishments of their past twelve years. All high school students and their parents will be asked to help with the ceremony and refreshments afterwards. The seniors and their parents will be asked to help with the ceremony and/or events of the day. The site administrators will appoint a coordinator for the senior graduation activities. Graduation for 2018 is tentatively planned for Saturday, May 19.

Legal Issues

Homeschoolers enrolled in the SAGE and PAGE classes are individually responsible for their legal standing with the state of Virginia and their relationship with their local school board. SAGE and PAGE is not an accredited institution or school and does not provide a legal covering for homeschooling.

Grades

Elementary through 4th grade: Letter grades (A-F) are not expected.

5th – 6th grades: Letter grades may be given if the teacher desires.

7th – 12th grades: Letter grades expected for all academic classes

Although SAGE and PAGE teachers give grades for high school classes, parents are ultimately responsible for assigning the grades that go on their students' transcripts.

Grading periods:	1 st Quarter:	09-08-17 to 10-27-17
	2 nd Quarter:	11-03-17 to 01-12-18
	3 rd Quarter:	01-19-18 to 03-09-18
	4 th Quarter:	03-16-18 to 05-11-18

Auditing a Class

A student may audit a class with the permission of the teacher.

Calendar

SAGE and PAGE will meet from September 8, 2017, to May 18, 2018.

PAGE will not meet on November 24, 2017, December 22, 2017, December 29, 2017, and March 30, 2018.

The last day, May 18, 2018, will be a half day.

Board of Directors

Co-Chairman:	Susan Utne 757-503-2688 pegasusdesign@verizon.net
	Vernita Connor 757-865-4422 nitaenew@cox.net
Treasurer:	Charlotte Watson 757-724-3561 igotmyring@verizon.net
Secretary:	Carol Jaymes 757-303-2385 cajaymes3152@gmail.com
At-large Members:	Charlotte Williams Haden 757-532-5468 angus_mcdog@mindspring.com
	Lourdes Knapp 757-886-2077 pfsbimonthly@juno.com
	Marie Lamb 757-394-4116 ptownlamb@yahoo.com
Non-voting Member:	Charlotte Watson 757-724-3561 cmwatson1965@gmail.com

Meetings of the board of directors are held monthly. See any board member for more information.

...for them that honour me I will honour, and they that despise me shall be lightly esteemed.
1 Samuel 2:30 (KJV)

SAGE and PAGE Homeschool Cooperative
2017 – 2018 Handbook Receipt Acknowledgement

I have received a copy of and read the SAGE AND PAGE HOMESCHOOL COOPERATIVE 2017-2018 HANDBOOK. I agree to abide by the policy and rules contained herein and will ensure that my children abide by the same rules.

Print Name: _____

Signature: _____ Date _____

Please sign and turn in this page only to the front desk on/before Friday, September 22, 2017.
Retain the handbook copy for your reference.