

**MIDDLE SCHOOL  
HANDBOOK  
2020-2021**



**HOLY CROSS**  
LUTHERAN ACADEMY

# OUR MISSION STATEMENT

**We are a school that strengthens students and families to lead a transformed life through Christ.**

**At Holy Cross Lutheran Academy, students are living fully alive, loving God, loving others, and loving to learn.**

**A Holy Cross Lutheran Academy student connects to school, family, and neighborhood.**

**A Holy Cross Lutheran Academy student solves problems by knowing themselves and others.**

**At Holy Cross Lutheran Academy, students demonstrate growth, think critically, and love learning.**

## **Administrative Team**

Mark Corey.....Executive Director of Education  
Shirley Geiss.....Director of Secondary School  
Sue Stark.....Director of Admissions



# Holy Cross Lutheran Academy

A College Board AP Capstone™ School

*The purpose of this handbook is to acquaint the parents and students of Holy Cross Lutheran Academy with our policies and practices enabling HCLA to offer a quality Christian Education. It is presented with a prayer that it may serve for a better understanding of our school program.*

## **Handbook**

The Holy Cross Lutheran Academy Handbook is a “live” document. As life changes, as we grow, as college admissions change we will adjust this handbook accordingly. The Handbook portion will outline expectations for our students, parents and teachers. Areas that are included cover dress code, homework policy, field trips, code of conduct and what it means to be a family member at HCLA.

We offer a strong preparatory curriculum. Some courses are mandatory, some require prerequisites, and others are electives. Electives are offered on a rotating basis depending on the number of students requesting that course each semester. Students are free to select a variety of courses, so carefully consider academic decisions that affect your future both personally and professionally. Remember, your actions today set the direction for your future tomorrow.

## **ACCREDITATION**

HCLA is fully accredited through the National Lutheran Schools (NLSA), Cognia (formally AdvancEd and SACS) and the National Council of Private School Accreditation (NCPSH). HCLA High School is a recognized member of the College Board.

## **HOLY CROSS LUTHERAN ACADEMY STATEMENT OF FAITH/BELIEFS**

“Go and make disciples of all nations . . . teaching them to observe all things whatsoever I have commanded you” Matt. 28:19. Holy Cross Lutheran Academy, a ministry of the Central Florida Cross Network, follows this directive of our Lord by strengthening students and their families to lead a transformed life through Christ. Our school is known for academic rigor and for our ability to aid our students in sound Christian, moral development serving the people of Seminole, Volusia, and Lake counties. As a Christian school, our curriculum includes in-class daily teachings from God’s Holy Word. We integrate our Christian beliefs into everything we teach, grounding students in the living Christian faith as taught by our Lord and Savior, Jesus Christ.

*We teach about the Bible, faith and salvation. We believe that:*

- The Bible is the source and basis for all our beliefs (2 Tim. 3)
- The Bible is the inspired Word of God. (2 Tim. 3)
- Only through faith in Jesus Christ can people be saved. (John 3:16)

*We teach about God. We believe that:*

- God is the Almighty, loving creator of everything and everyone. (Genesis 1:1)
- God is one God, but three equal persons (Triune). He is God the Father, God the Son (Jesus) and God the Holy Spirit. Not three gods, but one God (Matt. 28:19)

- God is a Savior (Jesus) who died for our sins and arose from the dead. (Acts 4:11 - 12)
- God is Love. He loves all people perfectly and completely. (I John 4:9 - 10)

*We teach about people. We believe that:*

- People are created individually and specially by God. (Psalm 139:13-16)
- People are loved always and completely by God. (John 3:16)
- People are expected by God to live lives of holiness and perfection (Matt.5:48)
- People are unable to obey God perfectly (everyone sins) (Ecclesiastes 7:20)
- People are forgiven their sins and given the gift of everlasting life in heaven only through faith in the death and resurrection of Jesus Christ. (Romans 6:23)
- People are unable to earn God's favor or forgiveness; rather we receive faith and forgiveness through the gift of God. (Ephesians 2:8-9)

*We teach about relationships. We believe that:*

- People should submit to one another out of reverence for Christ. (Ephesians 5:21)
- People should tell their friends how much the Lord has done for them and how he has had mercy on them. (Mark 5:19)
- God has given parents the responsibility to raise their children to know God. (Prov. 22:6, Eph. 6:4)

## ***CONTACT INFORMATION***

Sanford Campus	407-936-3636 main line ext. 1 407-936-0041 fax line
Aero Lane	407-936-3636 main line ext. 3 407-936-0041 fax line
Lake Mary Campus	407-936-3636 main line ext. 2 407-936-0041 fax line
Church	407-333-0797 main line 407-333-9977

## ***Partnership Agreement***

Holy Cross Lutheran Academy in partnership with students, parents and teachers will strive to create and maintain a Christ-centered and orderly environment conducive to academic excellence for all students.

## ***NON - DISCRIMINATION POLICY***

Holy Cross Lutheran Academy admits students of any race, color, nationality, and ethnic origin to all the rights, privileges, and activities generally accorded or made available to students at the school. The school does not discriminate on the basis of any race, nationality, and ethnic origin in the administration of its policies or other school-administered programs.

## **ACHIEVEMENT TESTS**

HCLA utilizes the MAP (Measurement of Academic Progress) testing three times during a school year to measure each students' progress. PSAT and SAT/ACT are given at the high school level on our campus during the school day. These results help the school to evaluate the entire learning program and assess individual student growth in comparison to their peers nationally; the results are shared with parents as soon as they are available.

## **ADMISSIONS**

Students are expected to be a positive influence in the Holy Cross Lutheran Academy family and community through their words and actions and to wholeheartedly participate in their academic programs. We will admit students who we feel have the potential and desire to be successful and therefore we reserve the right to examine records from previous schools and test the student for grade placement before admission. We have the student's best interest in mind, so it is important we determine if our school is a good fit for your child. Each child is admitted on a conditional basis until the principal and classroom teacher have a chance to observe the child's academic achievement and behavior.

## **ACADEMIC INTEGRITY**

Maintaining academic integrity is of vital importance at Holy Cross Lutheran Academy. Students must play an active role in maintaining their own personal integrity as well as the integrity of the school. Holy Cross Lutheran expects all students to be honest and lead lives of integrity.

**Cheating** - Cheating is the deliberate or attempted use of unauthorized materials, information, technology, study aides, or unauthorized group work on assignments, projects, test, or other academic exercises during class or outside class.

**Plagiarism** - "Plagiarism" comes from the Greek root word "kidnapping" and is the theft of someone else's ideas, words, or other work without clearly acknowledging the creator and using that material as one's own. Plagiarism includes an exact copying of another's work, or a rewording, paraphrasing, partial quotation or summarization of another's work without properly acknowledging the creator of the original work. Plagiarism includes copying presentation, programs, class assignments, lab reports, graphs, charts, essays, compositions, and term papers.

**Consequences for Academic Misconduct** - When a teacher has verified that an act of Plagiarism has occurred, the classroom teacher will notify the student of the incident in person. It is recommended that a third party be present whenever possible. The student will complete a Violation Form.

The classroom teacher will require the student to redo the work involved (a test, paper, essay, quiz, homework assignment, etc.) by a set date, the teacher will regrade the material. As a consequence the students in grade 6 and 7 will receive one letter grade lower than the work would have earned. Grade 8 - 12 will earn no grade higher than a C for the completed work.

The student's parent/guardian and the administration will be notified. Repeated infractions will result in loss of credit for the class, and may include expulsion.

## **ATTENDANCE**

Holy Cross Lutheran Academy recognizes that regular attendance is directly linked to academic success and is of prime importance for the educational development of each student. State law requires that students be in attendance 90% of classes in a semester to earn credit for a course. A student should never be absent unless it is absolutely necessary. Students registered in a high school coded class, will lose credit upon the ninth (9) absence in a semester. When a student is not present in class the absence will be coded as "Absent". Missed assignments due to absences may be made up during a grace period of the number of class days absent plus 1 school day. With the understanding of the State policy, we strongly discourage students' absences for family vacations or extension of school holiday.

## **BYOD**

Students have the opportunity to **Bring Your Own Device** to school. These devices can include, tablets or laptops. Students and parents will be required to read and sign the Acceptable Use Policy outlining safety precautions, copyright infringements and plagiarism. The BYOD program for middle school students will provide the opportunity to access school material and develop 21st Century career skills.

## **Bullying Statement:**

HCLA students are expected to Love God and Love others; this means that bullying in any form is not acceptable behavior. This includes behavior on campus and on social media.

Students may not engage in any act of bullying while at school, or at any school function or on any social media format. Unacceptable behaviors are subject to disciplinary action up to and including suspension or expulsion. As may be required by law, law enforcement officials shall be notified of bullying incidents.

## **CELL PHONES**

Students should at no time have a personal cell phone on their person while on campus. If a cell phone is brought to school, it must be kept in their locker and be turned off. Photos, video, audio recording, or text-messaging is prohibited. Student cell phones must not be visible or audible from the moment they arrive on campus to the moment when they leave campus.

**Cell phones may never be used (before, during, or after school) in a locker room, restroom, or other places where privacy is expected. Cell phones will be confiscated and held in the Principal's office for parent pick-up.**

The only time a student may use their cell phones is following an after-school activity and with permission and in the presence of an adult. Parents/guardians are asked to not contact/text their child, they should contact the front office. In the case of illness, and emergency, or disciplinary action, an administrator or member of the faculty/staff will notify parents.

## **CHURCH ATTENDANCE**

Love of the Gospel is the proper motivation for worship. HCLA cannot command worship, but because regular worship is beneficial to all God's people it will be encouraged. If your family has no church home, you are welcome to join us in worship at Holy Cross Lutheran Church, Lake Mary or

one of our network churches located in Mt. Dora, Deland and Orlando. There are various worship styles; please visit [www.hclm.org](http://www.hclm.org) for additional details.

### **DELIVERIES FROM THE OFFICE**

**(Due to the Covid guidelines, NO parents will be allowed to deliver items to the campus. Once we have moved through this time, we will return to the general policy.)** While students will forget homework assignments, their lunch or a project during the course of the school year, the office does not deliver these items to the student. It is the responsibility of the student to check in the office for the forgotten item.

### **DRESS CODE/UNIFORMS**

The middle school dress code policy has been developed in order to promote an environment that focuses on academics. Every Friday students will be encouraged to wear Spirit wear or shirts displaying college support.

The following standard dress guidelines describe proper dress while attending Holy Cross Lutheran Academy. The Administration and staff of HCLA feel that high expectations regarding modest and tastefully appropriate dress is a significant aspect of overall training in Christian living.

#### **DRESS CODE GUIDELINES**

##### **Boys:**

- Black or khaki slacks or walking shorts.
- Jeans on Spirit Day Fridays!
- Holy Cross Uniform Polo Shirts purchased through Skool Style.
- Holy Cross sweatshirt/jacket or solid black sweatshirt/jacket
- Friday Spirit Day, college sweatshirt/ jacket, HCLA Spiritwear
- Athletic shoes/ deck shoes
- Brown or black belt

##### **Girls:**

- Black or khaki walking shorts, slacks, skorts or skirts. **(must reach mid-thigh or longer)**
- Jean on Spirit Day Fridays! (no spandex material, no jeggings, no yoga pants)
- Holy Cross Uniform Polo shirts purchased through Skool Style
- Holy Cross sweatshirt/jacket or solid black sweatshirt/jacket
- Friday Spirit Day, college sweatshirt jacket, HCLA Spiritwear
- Athletic shoes/ deck shoes

##### **P.E. Uniforms**

- Red short-sleeve T-shirt (with school logo)
- Spirit Store PE shirt
- Black shorts

##### **Not Permitted**

- Visible tattoos (including stickers)
- Ripped or distressed/student altered clothing
- Sandals, light-up (led), sparkly shoes, clogs or sliders, cros
- Denim clothing (excluding jeans on Fridays)

- Tights, **leggings, yoga pants, jeggings**, and any other extreme form-fitting clothing
- Sweat pants, jogging pants, pants with elastic ankles
- Excessive jewelry and makeup
- Body piercing(s), with the exception of a single set of earrings for girls only. Boys are not permitted to have earrings.
- Unnaturally colored/dyed hair
- No shaved designs, mohawk or half-shaved scalps
- Boys' hair will not go beyond the collar of the uniform shirt
- Clothing with any kind of lettering, characters or advertising (including jackets and sweatshirts).

### ***Dress Code Violations***

All students are expected to be in accord with the Dress Code on a daily basis. Students arriving to school in violation of the dress code will be required to complete a discipline notice and parents will be requested to bring in appropriate dress. Repeated violations of the Dress Code would necessitate more severe action in keeping with discipline policies.

### **DISCIPLINE POLICY**

The HCLA Code of Conduct is a set of expectations for our students to work towards that instill the values of Christ – like behavior.

Our goal at HCLA is to work together with families to encourage positive growth in the area of discipline.

- We believe that a student is responsible for his or her own actions.
- We believe that students have choices about their behavior.
- We believe that by working as a team with families we can recognize positive behavior and redirect negative behavior.
- We believe students will learn to recognize that their consequences are a result of their choices.

### ***Possible Consequences***

- Student completion of the Violation Form
- Parent involvement
- Detention
- Discipline Contract
- Dismissal
- Serious issues may result in suspension and a discipline committee meeting

### **DROP OFF AND PICK-UP**

**(There will be a separate drop off policy during the Covid timeframe. Once this passes, the school will move back to the policy outlined below.)**

1. Students should enter school through the **Main entrance**.
2. Please bring your student to school on time.
3. Pick up your student on time. Notify the front office or teacher in writing (or by phone in the case of an emergency) of any changes in transportation.
4. No students will be released without proper notification.

**No person shall be allowed to pick up a student without appropriate authorization from a parent or legal guardian and picture identification. There will be no exceptions to this policy.**

### **EMERGENCY PROCEDURES**

HCLA has a Disaster Preparedness Plan in the event of any possible internal or external disaster or emergency.

- HCLA practices monthly fire, semi-annual intruder and severe weather drills.
- In the event of severe weather, listen to the weather reports on your local radio station for school closures.
- In the event of severe thunderstorms and/or lightning, students will be held in class until it has been determined safe for dismissal.
- If an evacuation of the Academy becomes necessary the students will be transported to a designated location and parents will be notified.

### **FIELD TRIP / ENRICHMENT ACTIVITIES**

Field Trip activities will be offered for HCLA students on and off campus. These activities are extensions of our school curriculum and will give students hands-on learning experiences and are directly connected to classroom activities. Student attendance on field trip days is important, and students are expected to consider a field trip day with the same importance as a school day on campus. Students need to have an official Field Trip Consent Form signed by the parent/guardian and dressed in the proper Field Trip attire to be permitted to leave the school grounds.

Siblings are not permitted to attend field trips. If the field trip requires parent drivers, a copy of each driver's insurance card and license must be on file in the office before each trip departure. Drivers must proceed directly to the approved location, no side trips allowed.

### **GRADES**

HCLA utilizes a web-based gradebook, [www.Sycamoreeducation.com](http://www.Sycamoreeducation.com) allowing students and parents to check their current grades and homework on line any time. Everyone has their own password so grades are always private. You may access Sycamore Education from any computer with internet access: Mac, Windows, FireFox, Internet Explorer, Safari, or Chrome. The Sycamore phone app will not provide the most complete or up-to-date information.

### **GOOGLE CLASSROOM**

Holy Cross Lutheran Academy will utilize Google Classroom as an instructional tool. This interactive program will provide students with the opportunity to post assignments, complete projects, and interact live with classmates and the instructor. This tool was partially used during the quarantine period, but not to its true capability. As we prepare our students for a technological world, it is our responsibility to provide the appropriate and responsible path. Our use of this instructional

tool will teach our students how to work in “real-time” with teachers and classmates, observe real-time instruction and take part in live discussions with classmates and the teachers.

### **GUIDANCE**

The Lutheran Counseling Services counselor will be available once a week to assist with student issues. The Upper School Principal will monitor behavior and will be available at all times for student’s needs.

### **HOMEWORK**

Holy Cross Lutheran Academy believes homework is an extension of the classroom. An opportunity for students to incorporate concepts and strategies into real life practice and relatable relationships. Every subject differs and while math may require repeated practice to solidify a method, science may require a student to model a lesson at home to verify consistent reactions. We believe if homework is assigned it will have a direct relationship to the learning process. **No late homework will be accepted. If a student is absent, he/she will have the number of days absent, plus one, to complete all missing assignments.**

### **HOURS**

***(During the Covid timeframe, students will be allowed to arrive and enter the building starting at 7:30. Please see separate arrival instructions)***

School starts each day at 8:00 am, students will be able to enter the building at 7:50 am, and should be picked up no later than 3:15 pm.

### **ILLNESS/MEDICATION POLICY**

***(BELOW IS OUR STANDARD POLICY PREVIOUS TO THE PANDEMIC. DURING THE OPENING OF THE 2020-2021 SCHOOL YEAR, HCLA WILL IMPLEMENT STRONG HEALTH GUIDELINES FOR STUDENTS’ ARRIVAL AND ATTENDANCE. THESE PROCEDURES WILL BE SENT IN A SEPARATE DOCUMENT)***

**Please do not send your student to school when he/she is ill.** We cannot provide care for students who are sick. If your student becomes ill while at school we will contact you, and you will need to make arrangements to pick up your student as quickly as possible. Please arrange a system with a family member or friend who can be notified in case of an emergency or sickness.

According to the Florida student Care Standards for health related requirements and Holy Cross, the following policies apply: 65C-22.004 (2) Communicable Disease Control

Any student suspected of having a communicable disease shall be removed from the facility. The student will be isolated until such time. **The student may not return without medical authorization or until the signs and symptoms have not been present for 24-hours.** The definition of signs and symptoms are as follows:

1. severe coughing, causing a student to become red or blue in the face or making a whooping sound
2. difficult or rapid breathing
3. stiff neck
4. diarrhea (more than one abnormally loose stool within a 24 hour period)
5. temperature of 100.4 degrees Fahrenheit or higher (FEVER FREE FOR 24 HOURS)
6. conjunctivitis (pink eye)
7. exposed, open skin lesions

8. unusually dark urine and/or grayish white stool
9. yellowish skin or eyes
10. yellow or green runny nose
11. questionable rashes
12. any other unusual sign or symptom of illness
13. vomiting
14. head lice – a student identified as having head lice shall not be permitted to return until treatment has occurred. Verification of treatment may include a product box, empty bottle or signed statement by parent or guardian that treatment has occurred.

We ask that you keep your student at home with any of the above symptoms, or any of the illness below:

1. Impetigo
2. Chickenpox
3. Measles
4. Mumps
5. Any other communicable disease

If your student is being treated with antibiotics, they need to be on the medication for at least 24-hours before returning to school. **Your student should stay home at least 24 hours after they no longer have a fever or signs of a fever. This should be determined without the use of fever-reducing medicines.**

#### **65C-22.004 (4) Medication**

Student care facilities and schools are not required to give medication; however, Holy Cross does choose to give medication according to the following guidelines:

1. Appropriate authorization forms must be filled out by parent and/or physician. These forms can be obtained at the front office or on Sycamore Education under Documents/ Medical.
2. Prescription and nonprescription medication brought to the school must be in the original container.
3. Prescription medication must have a label stating the name of the physician, student's name, name of the medication, and medication directions.
4. Non-prescription, or over the counter medication and creams will only be dispensed when accompanied with a physician's note. The note must be on the physician's letterhead, or prescription pad indicating the student's name, type of non-prescription medication, and dosage, and the date to discontinue medication, not to exceed one year from original date of prescription.
5. All medications will be stored at the front office, except for non-prescription diaper creams.
6. Medication that has expired or is no longer being administered shall be returned to the parent/guardian.

#### **LOCKERS**

Each student is assigned a locker for safekeeping of personal items and textbooks. The assigned locker is the property of HCLA. Inspection of lockers may be conducted at any time, without notice, without student consent, and without a search warrant. The school is not responsible for lost or stolen articles from your locker. Lockers should be kept neat and clean. Only magnets may be used to hang items in your locker. Materials that are deemed to be offensive and/or inappropriate for a Christian educational setting may not be in or affixed to lockers. Costs to clean or repair damaged, scratched,

or defaced lockers will be charged to the student.

### **LUNCHES**

It is important that your student receives a well-balanced lunch each and every day to enhance the educational and developmental processes. We encourage all parents to pack a healthy lunch for their students. **No candy, energy drinks or sodas will be allowed at school.**

Middle school students will have 30 minutes for lunch. Students will be given a designated area of the campus to have lunch. They will be monitored by staff and report to the next class on time.

Periodically campus clubs or departments will sell pizza/Chick-fil-A for lunch as a fundraiser. Advance notice will be sent via email.

### **NUT CAUTIOUS SCHOOL**

Recognizing that students in Upper school can be more responsible for their food choices, acknowledging the growing concern in our culture to nut allergies, and knowing that many of our students experience severe reactions to peanuts and tree nuts, our Upper School Campus will be a peanut and tree nut cautious campus.

### **OUR STAFF**

At HCLA we are truly blessed with an excellent staff. All of the Upper school teachers on our staff hold Bachelor degrees or higher and have achieved or are working toward certification for our own requirements and the State of Florida. Because of our emphasis on teaching students from a Christian worldview, we have gone to great lengths to ensure that our staff is composed of men and women who love the Lord Jesus Christ and are committed to a relationship with Him in all aspects of their lives.

**Mandated Reporting of Student Abuse and Neglect:** All teachers and staff personnel are mandated by law to report their suspicions of student abuse, neglect, or abandonment to the Florida Abuse Hotline in accordance with s. 39.201 of the Florida Statutes (F.S).

**Volunteers:** Parents/Guardian volunteers are welcomed here at HCLA. If the volunteer is a non-compensated volunteer on a regular basis (more than 40 hours per month) we are required to have the volunteer's background checked in accordance with section 402.3055, Florida Statutes of the Department of Children and Families.

### **PARENT-TEACHER COMMUNICATION**

**(Due to Covid, all conferences will take place via phone calls, Zoom calls or Google Meets)**

Teachers are available for individual conferences throughout the school year and may be requested by the parent or teacher. Please schedule these with the teacher ahead of time to provide the teacher adequate time to prepare and make sure they have your undivided attention. **Drop off and pick up times are not good times to discuss student progress or concerns** as the teacher has responsibility for multiple students and are not able to give the undivided attention that may be needed.

*Parents wishing to consult with the principal may schedule a meeting by calling the school office.*

**Report cards** are issued and published on Sycamore four times during the school year.

School news is posted on Sycamore and emailed to parents weekly while school is in session. Please sign in to Sycamore for news that may be posted in between email notifications. This is an excellent way to get the latest announcements, reminders and classroom news. Teachers may also email class or grade specific information.

### **PRIDE**

Being a part of Holy Cross Lutheran Academy is an honor and a privilege. We acknowledge that parents make a commitment to provide this level of education to their sons and daughters; we respect this and take pride in the strong partnership we develop. Pride is demonstrated in many ways: how we carry ourselves, how we speak about our school, and more importantly how we respect our school as a whole. This respect includes the treatment of the property, the use of materials appropriately, and respect for the grounds and all times.

### **PUBLIC DISPLAY OF AFFECTION**

The Lord teaches us in His Word that sexuality is a gift granted by God. The showing of public affection sometimes goes beyond moderation. The campus of Holy Cross is an academic environment, and not a place to explore or express sexuality. The display of affection in school such as kissing, caressing, and hugging of a sexual nature, etc. should be avoided. Whether an action is appropriate or not is at the discretion of the school staff. Students are encouraged to seek guidance and counseling from our staff regarding any sexual issues. Public demonstration of affection is not allowed at Holy Cross Lutheran Academy.

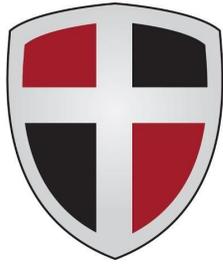
### **TARDIES**

In order to maintain a proper atmosphere for learning, Holy Cross Lutheran Academy expects punctuality for its students. It is also a preparation for students' future where tardiness continues to be the primary reason for employee termination. Tardiness is unacceptable. It is the desire that families partner with HCLA to encourage punctuality.

Students are expected to be on time to their classes. The teacher determines what is considered "tardy" in his/her classroom (i.e. not inside the classroom, not seated and working on the bell ringer activity, etc.) Three (3) tardies to any one class will result in an unexcused absence for that class. If a student arrives more than 20 minutes late to any class, the student is considered absent for that period. Likewise, students signed out early from a class 20 minutes or more, will be considered absent for that class.

### **TRAFFIC COURTESIES**

Please be aware of your speed at all times, the speed limit is 5 miles per hour in the parking lot. During a special school event, please park in the designated parking areas. We appreciate your effort in keeping our students, parents, and staff safe.



# HOLY CROSS

## LUTHERAN ACADEMY

*I have read, understand, and agree to the policies, procedures, and consequences of Holy Cross Lutheran Academy as stated in the Handbook. I understand that the policies, procedures, and consequences are in place to ensure the safety and academic success of all students and their Christian values.*

*Please sign and return this document to the first period teacher no later than Friday.*

*Parent Signature* \_\_\_\_\_

*Student Signature* \_\_\_\_\_

*Date* \_\_\_\_\_





**COVID-19 WAIVER OF LIABILITY AND INDEMNIFICATION**

1. I agree that I am personally responsible for allowing my child to attend Holy Cross Lutheran Academy. I agree to comply with all HCLA policies and rules, including but not limited to all HCLA policies, guidelines, signage, and instructions. Because HCLA is open for use by other individuals, I recognize that my child and myself may be at higher risk of contracting COVID-19. With full awareness and appreciation of the risks involved, I, for myself and on behalf of my family, spouse, estate, heirs, executors, administrators, assigns, and personal representatives, hereby forever release, waive, discharge, and covenant not to sue the Holy Cross Lutheran Academy, its board members, officers, agents, servants, independent contractors, affiliates, employees, successors, and assigns (collectively the "Released Parties") from any and all liability, claims, demands, actions, and causes of action whatsoever, directly or indirectly arising out of or related to any loss, damage, or injury, including death, that may be sustained by me related to COVID-19 whether caused by the negligence of the Released Parties, any third-party using HCLA, or otherwise, while participating in any activity while in, on, or around HCLA and/or while using any HCLA facilities, tools, equipment, or materials.

\_\_\_\_\_ (Initials)

2. I agree to indemnify, defend, and hold harmless the Released Parties from and against any and all costs, expenses, damages, claims, lawsuits, judgments, losses, and/or liabilities (including attorney fees) arising either directly or indirectly from or related to any and all claims made by or against any of the Released Parties due to bodily injury, death, loss of use, monetary loss, or any other injury from or related to mine or my child's use of the HCLA facilities, tools, equipment, or materials, whether caused by the negligence of the Released Parties or otherwise specifically related to COVID-19. \_\_\_\_\_ (Initials)

3. By signing below I acknowledge and represent that I have read the foregoing Waiver of Liability, understand it and sign it voluntarily as my own free act and deed, including without limitation the Release of Liability and Indemnification requirements contained in this document; I am sufficiently informed about the risks involved in having my child attend HCLA and am free to decide whether to sign this document; no oral representations, statements, or inducements, apart from the foregoing written agreement, have been made; as the parent or guardian of attendee I am competent; and I execute this document for full, adequate, and complete consideration fully intending to be bound by the same. I agree that this Waiver of Liability shall be governed by and construed in accordance with Florida law, and that if any of the provisions hereof are found to be unenforceable, the remainder shall be enforced as fully as possible and the unenforceable provision(s) shall be deemed modified to the limited extent required to permit enforcement of the Waiver of Liability as a whole. This waiver remains in effect until the State of Florida lifts all COVID-19 related mandates.

Parent or Legal Guardian Printed  
Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature \_\_\_\_\_

## **COURSE GUIDE**

Classes are offered as Standard and Advanced. Students must be recommended by previous teachers and qualify for placement in advanced classes. Advanced courses are accelerated curriculum programs offered within certain content areas. These classes are designed to cover the state requirements for credit and content in a subject area, but extra academic challenges require additional responsibility and work on the part of the enrolled students.

### **Holy Cross Lutheran Academy Recommended Academic Plans**

Subject Areas	HCLA Minimum Requirements
Christian Living (one course required each year)	3
English (standard and advanced)	3
Mathematics (Placement based on teacher recommendation. Students have the potential to earn high school credit.)	3
Science (selected 8th grade students may enroll for high school credit)	3
Social Science (standard and advanced)	3
Foreign Language (8th grade may enroll for high school credit)	1
PE	3
Electives	5

## General Information

### Recognition of Academic Excellence

All students, grades 6-8, may be recognized for academic excellence by one or more of the following:

**Honor Roll** Using all course quarter grades, Honor Roll certificates are presented to students earning a GPA of 3.50 to 3.99

**Principal's Honor Roll** Using all course quarter grades, Principal's Honor Roll certificates are presented to students earning a GPA of 4.00 .  
(recognitions listed are awarded following each semester)

### Grade Point Average (GPA)

Cumulative Grade Point Averages (GPA) are based on final grades and determined by dividing the total number of courses attempted into the total number of quality points earned.

Unweighted (4.0 scale)	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>F</b>
	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>	<u>0</u>

## THEOLOGY DEPARTMENT

Religious instruction at Holy Cross Lutheran Academy has at its core the goal of sharing the Good News of Jesus Christ. To that end, study includes both the Old and New Testaments of the Holy Bible and a clear understanding of what we as Christians believe centering on what does "living like a Christian look like?" Love God, Love Others and Love of Learning will be at the center of all instruction.

### Christian Living - Grade 6, Grade 7, Grade 8

The textbook for this course will be "One in Christ." This consumable textbook is published by the Concordia Publishing House and will serve as a guide for classroom discussions.

## ENGLISH DEPARTMENT

The Holy Cross English Department is committed to offering students a strong preparatory curriculum in language arts. We believe that effective and intelligent communication is a vital skill for all students. To that end, we provide integrated instruction in reading, thinking, speaking and writing in the four required English courses. Electives offer diverse opportunities for reinforcement and/or enrichment learning.

### **English Standard/Advanced Grade 6**

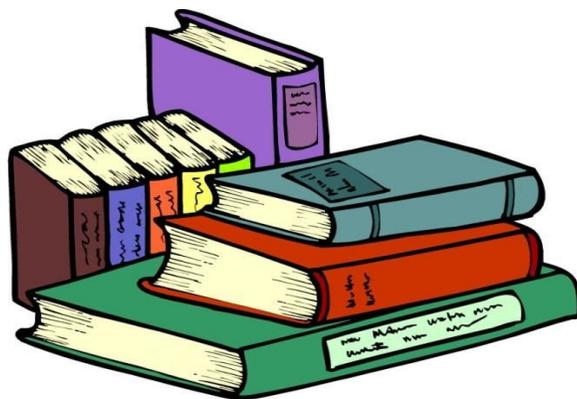
This comprehensive course is designed to reinforce and enhance writing skills and the grammar, mechanics and usage learned throughout elementary school. The writing portion of this class covers all elements of the writing process, practices writing the various types of essays, and culminates with a research paper. All writing is evaluated by both peers and the teacher. Literature components include fiction and nonfiction to increase comprehension and critical thinking skills. Students will be encouraged to discuss and relate the subject to real-life situations.

### **English Standard/Advanced Grade 7**

The focus of this course includes critical thinking and reading as well as oral and written communications skills. Literature components include fiction and nonfiction. The writing process is emphasized through a variety of writing experiences both formal and informal. Vocabulary development will increase in preparation for increased reading and writing skills.

### **English Standard/Advanced Grade 8**

This course focuses on various genres within American Literature. Throughout the course, students will look at the history of the nation and the backgrounds of the authors in order to understand both what influenced these writers and in turn, the impact their works had on society. In conjunction with the literature, students will produce a writing portfolio including compositions, critical essays and creative pieces. Vocabulary study is also included.



## SOCIAL SCIENCE DEPARTMENT

The Social Sciences Department offers not only courses required by the state of Florida, but a curriculum that prepares citizens for today's world. A solid foundation in history, comparative cultures, worldview and government operations as well as economics round out a student's perception of the world and prepare him or her to fully participate in society. Electives are offered to round out the curriculum for the student with special interest in exploring additional social studies courses.

### **World History Standard/Advanced Grade 6**

World History is a survey course which begins with the early civilizations and carries through to the 20th century. Themes for the course include the Classical Period, the Middle Ages, Renaissance and the Reformation as well as more modern topics including the Industrial Age, Imperialism, and the World Wars.

### **U.S. History- Early Times Standard/Advanced Grade 7**

This course is an in-depth study of the American people, their government and events that influence our history from early exploration to the Civil War. Economic, social, political and religious impacts will be studied as forces that shaped our nation. Students will do readings, projects for presentation and current events.

### **U.S. History - Modern Times Standard/Advanced Grade 8**

A comprehensive survey of United States History post Civil War to VietNam. Students will discover through the present, this course covers social, political, economic and ideological topics in our history. The curriculum stresses a factual knowledge of history, analysis of the implications of historical events, comparisons to happenings today, and the use of literature in conjunction with this course.



## MATHEMATICS DEPARTMENT

The HCLA Math Department offers courses ranging from integrated mathematics to AP calculus, fully meeting the need of any college bound student regardless of his/her aptitude for mathematics or choice of field for future study. Courses must be taken in sequence, and prerequisite skills must be mastered in order to insure success at each level of the curriculum. Math is different for every student; with that being said we encourage each student to sit down with the math instructor each year before selecting a course. We have listed several options, but these are just a small sample of possibilities.

### Suggested Middle School Math Course Sequence

#### Example A

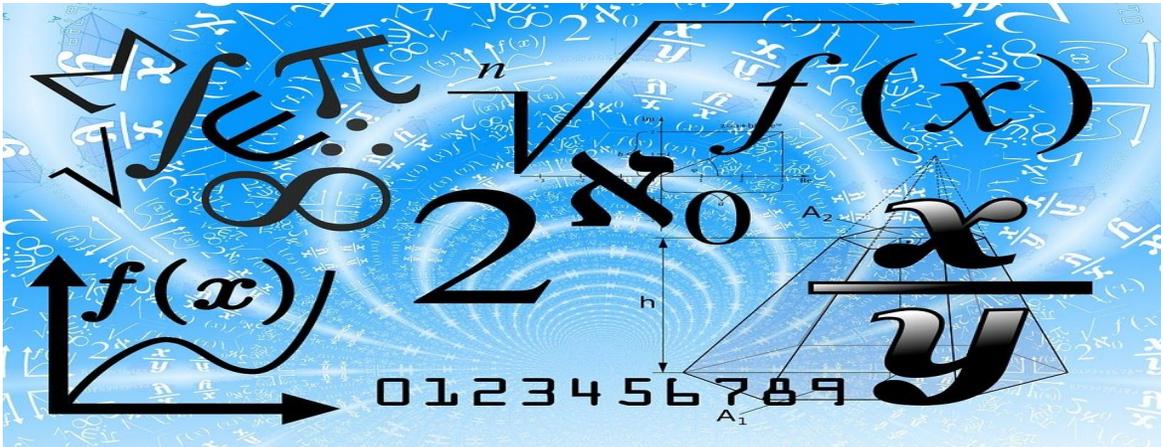
Grade 6 - Math Grade 6  
Grade 7 - Math Grade 7  
Grade 8 - PreAlgebra  
Grade 9 - Algebra 1 Honors

#### Example B

Grade 6 - Math Grade 6 Advanced  
Grade 7 - PreAlgebra  
Grade 8 - Algebra 1 Honors (high school credit)  
Grade 9 - Geometry Honors

#### Example C

Grade 6 - PreAlgebra  
Grade 7 - Algebra 1 Honors (high school credit)  
Grade 8 - Geometry Honors (high school credit)  
Grade 9 - Algebra 2 Honors (high school credit)



## **Math Grade 6**

In Grade 6, instructional time should focus on four critical areas: (1) connecting ratio and rate to whole number multiplication and division and using concepts of ratio and rate to solve problems; (2) completing understanding of division of fractions and extending the notion of number to the system of rational numbers, which includes negative numbers; (3) writing, interpreting, and using expressions and equations; and (4) developing understanding of statistical thinking.

## **Math Grade 6 Advanced**

In this Grade 6 Advanced Mathematics course, instructional time should focus on six critical areas: (1) connecting ratio and rate to whole number multiplication and division and using concepts of ratio and rate to solve problems; (2) completing understanding of division of fractions and extending the notion of number to the system of rational numbers, which includes negative numbers; (3) writing, interpreting, and using expressions and equations; (4) developing understanding of statistical thinking; (5) developing understanding of and applying proportional relationships; and (6) developing understanding of operations with rational numbers and working with expressions and linear equations.

## **Math Grade 7**

In Grade 7, instructional time should focus on four critical area: (1) developing understanding of and applying proportional relationships; (2) developing understanding of operations with rational numbers and working with expressions and linear equations; (3) solving problems involving scale drawings and informal geometric constructions, and working with two- and three-dimensional shapes to solve problems involving area, surface area, and volume; and (4) drawing inferences about populations based on samples.

## **PreAlgebra**

In PreAlgebra, instructional time will focus on three critical areas: (1) formulating and reasoning about expressions and equations, including modeling an association in bivariate data with a linear equation, and solving linear equations and systems of linear equations; (2) grasping the concept of a function and using functions to describe quantitative relationships; (3) analyzing two- and three-dimensional space and figures using distance, angle, similarity, and congruence, and understanding and applying the Pythagorean Theorem.

## **Algebra I/Algebra I Honors 1200310/1200320**

In this course, students will study the properties and rules of operations of equations and inequalities, exponents, factoring of polynomials, graphing, radicals and techniques of word problem solving. The honors level course involves a study of direct and indirect variation and methods to solve and graph the quadratic equation.

- Prerequisite: Successful completion of Pre-Algebra with a grade of “C” or higher and achievement test score above the 35th percentile
- Prerequisite for Honors: Successful completion of Pre-Algebra with a grade of A or B and teacher recommendation plus commitment to the Honors program
- Honors credit awarded for this course when taken at the honors level
- Full year course (1 Credit)

## **Geometry /Geometry Honors 1206310/1206320**

This course includes a study of the various geometric figures such as lines, planes, angles, polygons and circles. Both formal and indirect proofs, plus deductive and inductive reasoning are used. Concepts of space and plane geometry, construction and loci, coordinate geometry, and transformations and introduction to trigonometry are also included. Algebraic skills are reviewed and strengthened through application to problem solving in geometry.

- Prerequisite: Algebra I
- Honors credit and weighted grade will be awarded when taken at Honors level
- Full year course (1 Credit)

## SCIENCE DEPARTMENT

Holy Cross Lutheran Academy offers a comprehensive and expanding science curriculum that is taught within the framework of our Christian beliefs and includes both classroom lecture and laboratory components.

### **Integrated Science Standard/Advanced Grade 6**

Students in Science classes are given the tools needed to effectively understand and apply information for Life, Earth, and Physical Sciences. Emphasis is given to a hands-on approach that provides numerous opportunities for investigation, inquiry, and experimentation. Students will be required to complete a variety of projects—in class and at home—that will provide for more independent investigation as well as provide opportunities for in-class presentations.

Faith Based Objectives: • Learn more about God as Creator by using the Bible as the foundation for scientific reasoning. • Appreciate God's power and majesty in establishing and governing the universe and controlling and governing the forces of nature. • Recognize the constancy and order God designed for the natural world. • Respond to God's grace by helping make the world a richer, safer, more beautiful place for present and future generations. Content Specific Objectives: • Cells • From Bacteria to Plants • Animals • Chemical Building Blocks Technology Related Objectives: • Use technology to publish writing and use in presenting multimedia presentations. • Gather information and link research to online sources. • Interact and collaborate with others appropriately online or via other technologies

### **Integrated Science Standard/Advanced Grade 7**

Course Description: Students in Science classes are given the tools needed to effectively understand and apply information for Life, Earth, and Physical Sciences. Emphasis is given to a hands-on approach that provides numerous opportunities for investigation, inquiry, and experimentation. Students will be required to complete a variety of projects—in class and at home—that will provide for more independent investigation as well as provide opportunities for in-class presentations.

Faith Based Objectives: • Learn more about God as Creator by using the Bible as the foundation for scientific reasoning. • Appreciate God's power and majesty in establishing and governing the universe and controlling and governing the forces of nature. • Recognize the constancy and order God designed for the natural world. • Respond to God's grace by helping make the world a richer, safer, more beautiful place for present and future generations. Content Specific Objectives: • Ecology • Human Biology • Chemical Interactions • Sound and Light • Earth's Changing Surface • Astronomy Technology Related Objectives: • Use technology to publish writing and use in presenting multimedia presentations. • Gather information and link research to online sources. • Interact and collaborate with others appropriately online or via other technologies

### **Integrated Science Standard/Advanced Grade 8**

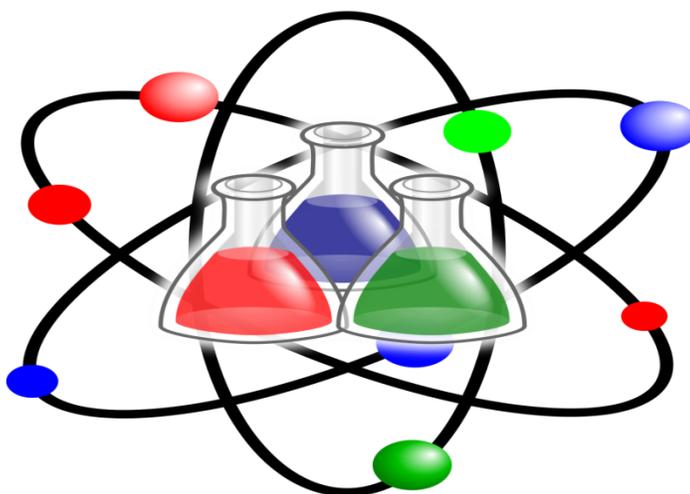
Course Description: Students in Science classes are given the tools needed to effectively understand and apply information for Life, Earth, and Physical Sciences. Emphasis is given to a hands-on approach that provides numerous opportunities for investigation, inquiry, and experimentation. Students will be required to complete a variety of projects—in class and at

home—that will provide for more independent investigation as well as provide opportunities for in-class presentations.

Faith Based Objectives: • Learn more about God as Creator by using the Bible as the foundation for scientific reasoning. • Appreciate God’s power and majesty in establishing and governing the universe and controlling and governing the forces of nature. • Recognize the constancy and order God designed for the natural world. • Respond to God’s grace by helping make the world a richer, safer, more beautiful place for present and future generations. Course Objectives: • Genetics and the Continuity of Life • Motion, Forces, and Energy • Electricity and Magnetism • Weather and Climate • Plate Tectonics, Earthquakes, Volcanoes, Rocks, and Minerals • Environmental Science Technology Related Objectives • Use technology to publish writing and use in presenting multimedia presentations. • Gather information and link research to online sources. • Interact and collaborate with others appropriately online or via other technologies.

**Environmental Science High School Credit  
Teacher Recommendation Required**

This is an introductory course for students who wish to study topics relating to the environment, its resources, quality and ethical issues. Environmental science is the study of the natural sciences in an interdisciplinary context that always includes consideration of people and how they have influenced various systems around us. It includes many aspects of biology, earth and atmospheric sciences, fundamental principles of chemistry and physics, human population dynamics, and an appreciation for the Earth and its natural resources. Within each chapter are several pages that cover topics such as energy and cycling of matter, stability and change in ecosystems, and human activities and technology on ecosystems.



## **FOREIGN LANGUAGE DEPARTMENT**

Holy Cross offers Spanish as our main foreign language choice for students because of its wide range of use across our world and in the business arena, especially in our home state of Florida. Two successful years of foreign language instruction is required for four year college entrance. HCLA offers an elective culture/music/language basics course for 6th and 7th grade students. Our 8th grade students may take the opportunity to earn 1 high school credit by enrolling in Spanish 1.

### **Spanish Elective Grade 6 and Grade 7**

This course will present the history of the Spanish language, the variations, the literature, the culture, the music and the customs. Spanish Elective is designed to solidify a background to the Spanish language and Spanish speakers. This is a one year course and can be taken only once.

### **Spanish I 0708340**

This course introduces the student to the language and culture of Spanish speaking countries. Oral, written and reading comprehension study skills are stressed. The student should have the ability to memorize and have knowledge of English grammar.

- Prerequisites: At least a grade of C in English plus teacher recommendation
- Full year course (1 Credit)

## **PHYSICAL EDUCATION & HEALTH**

The Physical Education Department strives to endow students with the knowledge and experiences to live healthy, productive, Godly lives. Knowing that our bodies are a gift from God and that we are to care for them and make good choices based on Scripture and good practice, students learn how to be physically active, participate in sports and follow good health habits.

### **Basketball**

A one semester class (may be taken repeatedly) focusing on skills, rules, courtesies and techniques. Participation in the course may include intramurals.

### **Field Sports**

A one semester class (may be taken repeatedly) focusing on team sports. I.e. soccer, kickball, flag football. Participation in the course may include intramurals.

### **Volleyball Techniques**

A one semester class (may be taken repeatedly) focusing on skills, rules, courtesies and techniques. Participation in the course may include intramurals.

## **Majorettes**

A full year class (may be taken repeatedly) focusing on skills, choreography, ensemble and performance. Participation in the course may include off campus events.

## **Healthy Fun**

A one semester course (may be taken repeatedly) focusing on many activities. The perfect course for students that thrive on variety. This will include group co-operation and cardio fitness games, Net sports, Court Sports, Diamond and Field Sports, hand-eye coordination skills and indoor gym games. Examples: capture the Flag, SPUD, Nerf Dodgeball, Elbow Tag, Kickball, Softball, Soccer, Fitness Challenge, Stick Polo, Gator Ball, Badminton, 4 Corners, 4 square, Yoga, Basic Dance

## **FINE ARTS DEPARTMENT**

The Art Department at Holy Cross Lutheran Academy is well recognized for both its quality and depth. Student artists display works in a variety of settings including, local exhibitions, festivals and school shows. It is the goal of the Art Department to expose students to the variety of art media and formats, art history and genres, as well as develop individual interest, talent and skills.

## **Creative Writing**

This semester course will provide students with the opportunity to practice and build their writing skills. Short stories, poetry, plays and possibly the start of the next great novel will be developed during this creative elective. Each progressive course will build on the skills and further develop writing skills. Students will be provided with the opportunity to enter competitions.

## **Connecting Literature**

Have you ever studied a topic in science or social studies and wanted to learn more? Have you ever thought, "this unit in World War 1 would make a great story?" In Connecting Literature students will select, read and discuss fiction and non-fiction books relating to areas of interest. No pressure, no tests, just read and take an active part in readers circle discussion.

## **School Praise Band**

### **Drum Corps**

The main purpose of this course is to offer students an opportunity to lead musical worship in our weekly chapel services. Students will be responsible for learning new songs, reworking traditional songs, and serving as leaders in worship as well as fellowship settings.

## **One Act/ Individual Thespians**

Students will prepare for District 2 Thespian Festival. Students may choose up to two events to prepare (monologue, duet acting, ensemble acting, solo musical, duet musical, small and large group musical, pantomime, improv, costume design, make-up design, publicity design, set design, playwriting). The class will be choosing material and rehearsing. Students must have a strong desire to work hard and perform in a competition setting. This course can provide a strong possibility of advancing to the State Festival.

### **Drama 1 Grade 6 and Grade 7**

This is a semester entry course. Students will learn the basics of the performing arts. Students are not required to perform at this level, but may develop the desire to move further in this Fine Art. The study will include the basics of stage craft, lighting, scenery and a stage presence.

### **Drama 2 Grade 7 and Grade 8**

This is a semester course and open to students that have completed Drama 1. Students will further develop stage techniques and performing styles.

### **Stagecraft/Production**

This is a year long course. Students will develop skills and techniques needed to produce one-acts, individual performances and the yearly musical. This is a hands-on course and requires dedication to creating an outstanding performance. (lights, sound board training, scenery, costumes, make-up, production)

### **Theater, Cinema and Film Production 0400660 Grade 8 Only**

This is a non-performance course that will study an overview of the Theatre, Cinema, and Film Production, a one-credit course, students explore the elements of film and cinematic techniques used by those who create movies. Students study the techniques in film that serve the story and articulate the theme. Students also prepare a comparative for theatre, film, and literature. Public performances may serve as a resource for specific instructional goals. Students may be required to attend or participate in technical work, rehearsals, and/or film production beyond the school day to support, extend, and assess learning in the classroom.

- Prerequisite: None
- Full year course (1 credit)

### **Bible Art**

This is a semester course. Students will develop art skills utilizing Bible stories, symbols of faith, recognition of religious holidays.

### **Intro to Art**

This is a semester course and may be taken only once. Students will develop the basic skills of various mediums in art. Introduction to Art is an art appreciation course created for individuals without any artistic background. This course introduces you to various art movements, cultural influences, artistic genres, artists, and their artwork.

### **Advanced Art (teacher recommendation required)**

This course is designed to further a student's understanding of art and all mediums. Students interested in pursuing unique skills, the use of varied mediums, drawing, painting, 3D examples are encouraged to enroll. Competitions will be a part of this course.

### **PreAP Art Grade 8 (teacher recommendation required)**

This course is a prerequisite for the AP Studio Art course. Students interested in studying art on a higher level are encouraged to enroll for this course. At the completion of the year long course, students will have developed a portfolio of varied work.

**Ceramics (second semester only)**

This is a one semester course and due to the high demand for this course, students will only be allowed to enroll one time. Students will develop pottery skills to include; design, create, fire, paint and present the artistic piece.

**Photography**

This is a year long elective course. During the first semester, students will learn the basic skills of camera operation, picture composition, shading, color, angle, and subject matter. The second semester will include work on the school yearbook.

**TECHNOLOGY****Introduction to Information Technology 0200305 Grade 8 ONLY**

This course is designed to provide an introduction to information technology concepts and careers as well as the impact information technology has on the world, people, industry and basic web design concepts. The content includes information technology career research; operating systems and software applications, electronic communications including email and internet services; basic HTML, web commands and design; emerging technologies and Web page design. This course meets elective requirements.

- Required course for all Freshman (unless completed in 8th grade)
- One semester (½ credit)

**Robotics**

This is a beginning course in robotics. We will be utilizing Lego Mindstorm kits, Robolab software and various Lego Robotics materials. The objective of this course is to introduce the student to basic programming as well as problem solving strategies. This course will involve students in the development, building and programming of a LEGO Mindstorm robot. Students will work hands-on in teams to design, build, program and document their progress. Topics may include motor control, gear ratios, torque, friction, sensors, timing, program loops, logic gates, decision-making, timing sequences, propulsion systems and binary number systems.

