

New Hope Tutorials  
Parent and Student Handbook  
2007 - 2008

# 1.0 OUR MISSION AND PERSONNEL

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## 1.1 Mission Statement

New Hope Tutorials, Inc. provides families with a Christian, home-based educational option for grades 6-12 by offering academic support through highly-qualified tutors in a small-group setting.

## 1.2 Statement of Faith

Recognizing the diversity of Christian expression and traditions, New Hope Tutorials, Inc. is intentionally interdenominational and strives to recognize and promote areas of agreement for all Christians. To ensure that the Christ revealed in Scripture is the foundation of our educational philosophy, that His Kingdom remains the ground of our proclamation and our faith, and to affirm the common heritage of all denominations, New Hope has chosen to adopt as its statement of faith the Nicene Creed. Distinctive doctrines beyond the scope of this creed fall within the realm of parental and pastoral guidance and will not be promoted by New Hope or its tutors. New Hope requires that all its tutors, administrators and board members affirm their belief in this statement of biblical faith and see Christ as the foundation for all teaching and the single criterion for Truth. New Hope does *not* require registering families to adhere to the statements of faith embodied in this Creed; however, such families should be aware that tutors will teach from a decidedly Christian perspective and are encouraged to share their faith with their students.

## 1.3 The Nicene Creed

I believe in one God, the Father Almighty, Maker of heaven and earth, and of all things visible and invisible.

And in one Lord Jesus Christ, the Son of God, the only-begotten, begotten of the Father before all ages. Light of Light; true God of true God; begotten, not made; of one essence with the Father, by whom all things were made; who for us men and our salvation came down from heaven, and was incarnate of the Holy Spirit and the Virgin Mary, and became man. And He was crucified for us under Pontius Pilate, suffered, died, and was buried. And on the third day He rose again, according to the Scriptures, and ascended into heaven, and sits at the right hand of the Father; and He shall come again with glory to judge the living and the dead; whose Kingdom shall have no end.

And in the Holy Spirit, the Lord, the Giver of Life, who proceeds from the Father; who with the Father and the Son together is worshipped and glorified; who spoke by the prophets. And in one Holy, Catholic, and Apostolic Church. I acknowledge one baptism for the remission of sins. I look for the resurrection of the dead, and the life of the world to come. Amen.

## 1.4 Officers

Executive Director	Joan Smith	978.762.3606
Board of Directors	Dave Horn	978.468.1992
	John Pension	781.598.3385
	Silvio Vazquez	978.468.0220

Members generally remain on the Board of Directors for 3 years.

In addition to the above B.O.D. members, there exists a Parent Advisory Board, whose members also generally serve 3 years. The 2007-08 Parent Advisory Board consists of the following:

Sandy Fisher	978.468.3702 (3rd yr)
Brian Ocock	781.662.1179 (3rd yr)
Kathy Szatkowski	978.927.0940 (3rd yr)
Karen Meneghini	978.670.5724 (2nd yr)
Sharon House	978.535.7538 (2nd yr)
Mike Baker	978.948.2003 (2nd yr)

## 1.5 Board of Directors

The primary role of the Board of Directors, as individuals and as a body, is to preserve the vision of New Hope Tutorials, Inc. as articulated in its Mission Statement. Secondly, the Board's role is to create and maintain an administrative and financial infrastructure that will enable New Hope to continue to fulfill its mission. Board meetings are generally held quarterly.

## 1.6 Parent Advisory Board

The Parent Advisory Board (PAB) has three related purposes: first, to enhance communication within New Hope by serving as a communication link between parents and both the Executive Director and the Board of Directors; second, to advise and actively assist the Executive Director in her responsibilities; and, third, to make recommendations to the Executive Director and Board of Directors regarding issues that directly affect New Hope parents. Parents are encouraged to contact PAB members with any concerns. The PAB consists of parents appointed by the Board of Directors who commit to a 3-year term of service. Meetings generally take place four times a year, with additional meetings scheduled as needed. At times, the PAB will commission subcommittees to investigate certain issues or perform specific tasks.

Since its creation in January 2002, the PAB has discussed, made recommendations on, or assisted in creating the following:

Grading policy	Tuition	Parent Orientation
Course content	Tutor pay structure	Parent volunteerism
Workload	Parent Handbook	
Scheduling	Evolution/Creation component of biology curriculum	

## 2.0 CONTACT INFORMATION

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<b>By mail:</b>	New Hope Tutorials, Inc. P.O. Box 1133 Middleton, MA 01949
<b>By phone:</b>	978.750.3633
<b>By e-mail:</b>	<a href="mailto:newhope@newhopetutorials.com">newhope@newhopetutorials.com</a>
<b>Via website:</b>	<a href="http://www.newhopetutorials.com">www.newhopetutorials.com</a>

### 2.1 Directions to New Hope

From the north:

From Route 1S

- Follow Route 1S until you pass the Route 62 exits. Watch for the signs to Dayton Street.
- Exit onto Dayton Street and proceed one mile to Danvers Church of the Nazarene on right.

OR

- Follow Route 1S to Route 62E.
- Take Route 62E toward Middleton.
- Follow 2 miles to a set of lights (Dunkin' Donuts on your left at lights) lights
- Turn left at these lights (this is Gregory Street, becoming Dayton Street as you continue).
- One mile from the lights, you will see the Danvers Church of the Nazarene on your left.

From Route 95S

- Follow Route 95S to exit 51 (Endicott Street).
- Turn right at the end of the ramp.
- Follow about two miles to a set of lights and continue straight through the lights onto Gregory Street (which becomes Dayton Street).
- One mile from the lights you will see the Danvers Church of the Nazarene on your left.

From the south:

- \* Follow 128N to Route 1N.
- Take the Centre Street exit (just after the exits to Route 114).
- Bear right off the ramp and proceed under the highway to a stop sign. Comfort Inn will be directly in front of you.
- Turn right and proceed to another stop sign.
- Turn left onto Dayton Street and proceed one mile to Danvers Church of the Nazarene on your right.

From Routes 495 or 114E:

- Follow 114E to Middleton Center (8 miles from Route 495).
- Turn left on Route 62, follow one mile to a set of lights, and turn right onto Gregory Street. Gregory Street becomes Dayton Street as you proceed into Danvers.
- Follow one mile to Danvers Church of the Nazarene on your left.

## 3.0 PAYMENT, SCHEDULES & MAKE-UPS

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### 3.1 Payment

Payment is due the 1<sup>st</sup> of each month. You may deliver your tuition check to the “Tuition Mail Slot” in the office; otherwise it must be MAILED to New Hope’s mailing address. Please DO NOT hand-deliver checks to the director, and NEVER to a tutor! Please DO NOT leave your tuition checks “loose” on the Director’s desk.

Payments not received by the tenth of the month will automatically incur a late fee of \$20. If payment is not received by the end of the month, we reserve the right to suspend a student from attending tutorials until the tuition is up to date **OR an alternative payment plan is created.** Parents are encouraged to contact New Hope’s director, and to communicate clearly and in a timely fashion about any extenuating circumstances or unexpected financial difficulties during the course of the year. An alternative payment plan must be agreed to and set in writing for the benefit of both parties. New Hope is willing to work with parents to help resolve these situations.

Monthly payments are determined by calculating the total tutorial costs plus course fees for the year and dividing that amount evenly over ten months (September through June). Parents are also welcome to pay by the semester or by the year. **Since payments are the same every month, New Hope does not send out monthly statements; parents will receive just one statement at the beginning of the year.** This saves New Hope the time and cost of mailing monthly statements.

There are no credits for student absences. Regarding tutor absences: please see section on Make-Ups (new policy effective fall 2007).

### 3.2 Student Presence

Students are expected to stay on New Hope property from the time they arrive for their first tutorial until the end of their last tutorial. This includes students who may drive themselves to New Hope and those students who have a “free block.” Exceptions will be made only with a parent’s permission and direct communication with the Executive Director.

## 4.0 MAKEUP DAYS

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NOTE: The Tutor Advisory Board and Parent Advisory Board are currently reviewing the make up policy. The approved policy will appear in the finalized version of the 2007/08 Parent Handbook, which parents will receive at Parent Orientation.

### 4.1 Inclement Weather

In the event of inclement weather, check two sources to determine whether New Hope is closed or has a delay.

- WBZ (local channel 7 and Radio AM 1030) will list us in their weather closings. Check the website for any additional make-up schedules and delay information.

- Check the New Hope website. We will post information for that day if New Hope is closed. Always check the Current Families page.

## 4.2 Tutor Illness

One Friday per quarter is scheduled for the purpose of making up tutorials tutors may miss because of sickness or other unusual circumstances. These are noted on the New Hope calendar. If additional make-ups are needed, tutors may reschedule them according to their availability and that of the students. Some tutors have found it effective (and fun) to make up two tutorials at a time, breaking for lunch or snack in the middle of the marathon session. In this case, tutors should be sure to double check with other tutors to avoid conflict with another make-up session.

## 4.3 Monday Holidays

Monday holidays will be handled as follows:

Oct. 8, Columbus Day observed <i>(Make-up day: Friday, October 12)</i>	no tutorials
Nov. 11, Veterans Day (Sunday) <i>(regular Monday tutorials on November 12)</i>	n/a
Jan. 15, Martin Luther King, Jr. Day	tutorials <b>will meet</b>
May 26, Memorial Day observed <i>(no make up day needed)</i>	no tutorials

# 5.0 STUDENT EVALUATIONS, GRADES AND ABSENCES

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## 5.1 Grading Policy

High school level students receive letter grades.

Middle school level students do NOT receive letter grades.

New Hope has adopted the policy of giving grades to high school level students for two reasons: first, to provide students with grades for their college application transcript; and second, to prepare students for the experience of receiving grades at the college level. While we believe grading is legitimate for these reasons, we do not want to be “grade-driven” and we do make efforts to minimize the importance of grades. Homeschooled students by and large have cultivated a love of learning for its own sake and have personal standards of excellence that supersede any grading system imposed from the outside. We want to continue to nurture these positive attributes and have adopted the quarterly **Student Evaluation Form** as a means of assessment which incorporates a letter grade as well as personal comments from the tutor. These forms assess student performance in areas related to the subject (generally using a 1-5 rating scale) and also record absences, tardiness, and late assignments.

**Evaluations are mailed to the parents** rather than distributed to the students.

## 5.2 Late/Incomplete Assignments And Lack Of Preparation

New Hope's commitment to students goes beyond providing excellent academics. While we are certainly committed to excellence in the realm of academics, we also want to nurture such things as self-discipline, responsibility, timeliness, and accountability. Thus, students will be expected to arrive **NO LATER THAN 10 minutes prior to the beginning of their tutorial to ensure that tutorials start on time**, to come prepared for the tutorial, and to submit assignments when due. Failure in any of these areas will be brought to the attention of the student and the parents, and may impact the student's evaluation and grade.

### Late or Incomplete Assignments

Late or incomplete assignments will incur a penalty, determined by each individual tutor and clearly communicated to the students. Student responsibility in this area is clearly laid out in the **Student Contract**, i.e., the student should contact the tutor *ahead of time* if he/she is having difficulty with an assignment. Tutors are more than willing to work with students to help them complete the assignment in a satisfactory manner. If a student fails to notify the tutor ahead of time, the assignment will be considered late or incomplete and will incur an appropriate penalty.

### Lack of Preparation

Students are expected to come to their tutorial prepared to be an informed and active participant. Failure to do so will result in a lower grade.

## 5.3 Student Absences

### Excused and Unexcused Absences

In general, an absence is considered excused if the tutor or New Hope has been notified in advance; an absence is considered unexcused if the tutor or New Hope has not been notified in advance. An unexcused absence will be noted on the Student Evaluation.

If a student misses **more than four tutorials in one quarter**, that student will receive an "Incomplete" for that quarter's grade. Extenuating circumstances (such as serious illness or disruption of family situation) may be taken into consideration, at the discretion of the tutor and the Director.

### Notifying New Hope/Student Follow-Up

Please call New Hope, *not your tutor*, no later than 7:30 a.m. the morning of the absence. Failure to notify New Hope will result in an unexcused absence.

As stated in the Student Contract, it is the student's responsibility to call or e-mail the tutor following an absence in order to discuss the missed tutorial and to receive the necessary assignments.

Tutors are not required to make up class time missed for any student- or family-initiated absences or for absences due to student sickness.

## Family Vacations/Other Absences

New Hope wants to be very supportive of parent decisions regarding family vacations and student opportunities apart from New Hope. At the same time, New Hope asks parents to be sensitive to the fact that such absences do impact both the tutors and the other students. Since tutors see students just once or twice a week, even one missed tutorial means a significant amount of missed instruction. In addition, with our small tutorial sizes, the absence of even one student can significantly affect the dynamics of the tutorial. Absences during the last few weeks of tutorials pose particular problems, as final papers, oral presentations, and exams are staggered during those weeks to avoid having them fall on students all at once.

It is the responsibility of the parent to contact the tutor at least two weeks in advance of a planned absence. The student should expect to meet with his or her tutor and determine how the missed tutorials will be compensated for.

Students may need to work on a class assignment during their absence, depending on the length of the absence and the material that will be missed.

New Hope reserves the right to consider “unexcused” any extended absences that significantly affect the amount of time a student will be spending in tutorials over the course of a quarter or a year. *In general, as noted above, we consider four missed tutorials in one quarter to be an unexcused, extended absence.* Such cases may result in an “incomplete” on the student’s final evaluation.

Vacations or other activities planned when New Hope is in session will be considered excused absences *only* if the guidelines that appear above are followed.

## 5.4 Communicating With Tutors

As a parent-based organization, New Hope values parental input and encourages parents to contact New Hope with any concerns or questions. The following guidelines will expedite communication:

Questions about specific assignments may be directed to the individual tutor by phone or e-mail. **Parents are asked not to engage tutors in conversation during breaks between tutorials or during lunchtime.** This deprives tutors of valuable break time and can prevent a prompt start to the next tutorial. Kindly call or e-mail tutors with your concerns or questions or to set up a meeting.

Questions or concerns on broader issues (workload, class methodology, class dynamics, etc.) should first be directed to either the Director or a member of the Parent Advisory Board (see Officers information above).

## 6.0 GENERAL STUDENT POLICIES

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New Hope recognizes that there is great diversity in the parameters and guidelines parents set for their children regarding certain cultural and personal issues. To address this diversity, New Hope has attempted to adopt policies that respect and guard the parents’ role of nurturing the healthy moral and spiritual development of their children.

## 6.1 Student Attire

New Hope has intentionally chosen not to have a dress code (or, for that matter, *any* long lists of rules and regulations for students). As we tell new students in the Family Interview, New Hope has few rules but high expectations of our students. We place the responsibility for student behavior and appearance on the student and the parent, in the spirit of homeschool philosophy. The last paragraph of the Student Contract clearly expresses New Hope's expectations for all students in a variety of areas: **“I will show respect for the tutor and my peers and will not in any way use my attitude, behavior, speech, or dress to offend them or to infringe on either the tutor's responsibility to teach or another student's right to learn.”** New Hope therefore asks both parents and students to be conscious of the impact of students' appearance on those around them and for parents to be aware of their child's attire. Current fashions for young women can pose a particular challenge. In general, if a tutor or the Director feels a student's attire is inappropriate, the Director will call the parents rather than address the student directly. This policy is in keeping with our belief that this issue is most appropriately addressed with the students, not by New Hope, but by the parents within the context of the family.

## 6.2 Student Use of CD Players And Other Entertainment Technology

New Hope's day-to-day goals for students are two-fold. First, and most obvious, is the academic goal. At our Student Orientation this fall, we will impress upon students that they are *scholars*, i.e. serious learners who show respect for the learning process by consistently giving their best effort, conducting themselves with academic integrity and pursuing excellence both within the tutorial setting and at home. Our Student Orientation will also stress our second goal: that of building a community of scholars who show respect for each other. To that end we hope to nurture personal relationships (between students, between students and tutors) built on mutual respect as image-bearers of Christ. These two goals come together in our theme for our Student Orientation: “Building Our Community of Christian Scholars.”

These goals assume that while students are at New Hope, their focus is on academics and building relationships. Use of “entertainment technology” can be a significant distraction from this focus. Therefore, we ask students to leave all of this type of technology, including but not limited to iPods, MP3 players and cell phones either at home or securely out of sight (and out of use) in their backpacks. All cell phones should be turned off. If students need to contact parents while at New Hope, they may use the office phone. Parents wishing to contact students may call New Hope's office phone (see “Contact Information,” section 2.0) or the Director's cell phone (that number will be made available to parents at Parent Orientation.)

Laptops may be used in the classroom only with the tutor's approval, for note-taking (not to be used for listening to CDs or viewing DVDs).

## 6.3 Nudity on Screen and in Art

New Hope tutors will edit out any scenes of nudity in videos or DVDs shown within the tutorial setting and will not make use of art that includes the nude human form (exception: upper level art tutorials may occasionally view nudes within the context of art history and style; for example in tutor-approved books and on field trips).

## 6.4 Technology in the Tutorial

Videos, DVDs, Power Point presentations and other multimedia will occasionally be used in the classroom to enhance subject material or as an aid to discourse. All are seen as valuable tools that can be extremely helpful for different learning styles. However, it is the position of New Hope that technology must never replace or seek to drive the learning, which is best accomplished through discourse.

Any viewing of videos or DVDs within the tutorial will be noted in the course syllabus, or parents will receive advance notice of the viewing. Parents may then choose to preview the material and are encouraged to communicate with New Hope if they have any concerns.

## 6.5 Mature Themes in Literature

New Hope's literature program has been designed such that the most mature literature is taught in the upper levels (grades 11 & 12). This said, New Hope realizes that the study of literature at any age entails treating those aspects of human life the authors think worthy of storytelling (e.g., war, prejudice, interpersonal conflict, romance, the presence of evil in our world, etc.). It is New Hope's philosophy that as Christian parents, tutors and students, we should not be afraid to confront and discuss such issues; with Christ as *the criterion for Truth*, no issue or question presents an irresolvable challenge to our biblical worldview. Therefore, tutors will discuss such issues with sensitivity to the maturity of the students and always within the context of our Christian faith; the students themselves will be encouraged to deal with these themes in an appropriate and respectful manner.

## 7.0 SOME THOUGHTS ON OUR EDUCATIONAL MODEL FROM THE NEW HOPE DIRECTOR

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“So tell me--is New Hope going to be a school when it grows up?” Over the years, I have heard this question, or versions of it, numerous times. My answer is always the same: an emphatic “NO.” Why? While school has taken many forms throughout history, in our culture and time the word “school” has come to denote something very specific with its own equally specific nomenclature. When we hear the word “school,” we can’t help but picture a building where students are taught by “teachers” for five to six hours a day, five days a week, in age-segregated “grades” and, for older students, “classes” for different subjects. Other, and possibly more important, realities of “school” include educators and administrators who determine what a child will learn over the course of twelve years of schooling, how and when they will learn it, and the methodology that will be used to assess how *well* they have learned it.

New Hope does not fit this traditional model of American education. Our goal—indeed, the very reason we exist—is to support homeschooling, a very different model of education. Consequently, we have created an “educational hybrid,” a model that seeks to preserve the very best of homeschooling while recognizing the advantages of corporate learning under the guidance and direction of a person knowledgeable in their field.

What is this “very best of homeschooling” that we seek to preserve? We believe the best of homeschooling is found in its emphasis on the importance of parent, home and family. As homeschooling parents, we would all agree that it is *our* responsibility, not the responsibility of professional educators and administrators, to choose the content and progression of our child’s education, and that it is *home and family*, not the school, that should play the dominant role in the intellectual, moral and spiritual development of our young people. By offering a menu of small-group tutorials that meet just two days a week, New Hope preserves these key roles of parent, home and family while providing a valuable corporate learning experience in which the student is accountable to an instructor.

You may ask, “But, really, is nomenclature *that* important? Why not call New Hope a ‘school’ where students take ‘classes?’ Have you ever tried to find that one word to describe New Hope?!? ‘School’ is so convenient! What’s the big deal?” Our Board of Directors and I would say that it *is* a big deal, that words influence the way we think about New Hope and how we envision the future. If we want to remain a distinctive educational model with a very unique purpose, then we must define ourselves with words that support that uniqueness rather than words that would lead us in a very different direction. Judging from your enthusiastic response to New Hope over the years, we’re confident that we are meeting a very real need among homeschoolers.

We want to continue meeting that need, and that means being vigilant about preserving the very distinct nature of our educational model, and *that* means choosing carefully the words we use to describe New Hope. We must also remember that we have a public presence, and the words we use to describe New Hope to outsiders must present a clear and distinctive picture of who we are. We are proud of who we are and believe that New Hope has become a valuable educational alternative for parents in our area. Hence, our zeal for protecting and preserving what we are.

So if you happen to use the word “school” in the presence of our tutors or myself, don’t be surprised if you receive a gentle correction. Of course, *we* don’t always get it right, either, so feel free to correct *us* if we slip! And if you’re asked, “what is New Hope?” try this: “New Hope is a unique educational model that supports homeschooling,” and then go on to describe *how* we do that. It’s not a simple, one-word answer like “school,” but I guess that’s the price we pay for being “unique.”

## 8.0 STUDENT CONTRACT

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I recognize that it is my responsibility to be informed about the tutorials for which I am registering which includes reading the relevant course descriptions (available on New Hope's website) and understanding the course content and requirements.

I am making a commitment to attending tutorials for the entire year. In the event that I face difficulties, academic or otherwise, I will make them known to my tutor or the director of New Hope with the understanding that we will work together to resolve any concerns. If I am unable to attend a tutorial due to sickness or other situation beyond my control, I will inform my tutor as soon as possible that I will be absent.

I understand that as a student at New Hope, I am a scholar, a status that brings with it both rights and responsibilities:

I will show respect for the tutor and my peers and will not in any way use my attitude, behavior, speech, or dress to offend them or to infringe on either the tutor's responsibility to teach or another student's right to learn. I have the right to expect others to return this level of respect.

I will afford respect to my tutor(s) by taking it upon myself to be a proactive student. To that end, I will come to the tutorial prepared to be an active participant, will submit all assigned work on time, will contact my tutor about any absences, ask questions during and after tutorials, etc. In short, I will take personal ownership of my learning experience.

I will respect the learning process, giving my best effort and pursuing excellence both within the tutorial and when I am working on my own.

I will conduct myself with the highest academic integrity and will encourage others to do the same. I will not cheat or misrepresent another person's work as my own. I understand that intentional disregard for this standard of academic integrity can result in temporary or permanent dismissal from New Hope.

I have taken it upon myself to be informed of the policies of New Hope Tutorials. I have read the *Parent and Student Handbook* and agree to abide by any and all of its guidelines, including but not limited to "Student Presence," "Late/incomplete assignments and lack of preparation," "Student absences," "Student attire," and "Student use of iPods and other entertainment technology."

I will show respect for New Hope as an organization and will comply with its zero tolerance policy for illegal drugs or alcohol. I understand that either possession of said drugs or attending tutorials while under their influence will result in my immediate and permanent dismissal from New Hope.

Finally, I will show respect for New Hope as an ecumenical Christian organization that "strives to recognize and promote areas of agreement for all Christians" (taken from New Hope's Statement of Faith) by treating with kindness and dignity any students or tutors whose faith or traditions differ from my own. In addition, I understand that New Hope is committed to interpreting and evaluating all subjects in light of Scripture. If I personally do not hold to a Biblical or Christian worldview, I understand that I may express my opinions and ask questions

in a respectful and thoughtful manner with the expectation of receiving a respectful and thoughtful response.

## 9.0 TUTOR CONTRACT

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I acknowledge that parents have the final authority over and responsibility for the education of their children, and that my role is to support, and not to replace, the parents in the work of training and educating their children.

**I have committed myself to teaching a full year of tutorials for New Hope for the 2007-2008 school year.**

I will prepare written course descriptions and syllabi, including a list of texts and other materials, which will be distributed to parents and students in order to inform them of the content and requirements of each tutorial.

I recognize the impact of my personal life on the students and will seek to reflect Christ in my attitudes, speech and actions. I will seek to model the importance of Bible study, prayer, witness, and Christian unity. I will also model a genuine reverence for the Word of God.

I will uphold the Bible as the inspired Word of God, interpreting and evaluating subjects of study in light of Scripture, and I will encourage students to develop and apply a God-centered perspective to what they study and how they live.

I will treat students as persons made in the image of God and thus deserving of respect.

I will encourage my students to approach me with questions or concerns regarding course content or assignments and will work with the student to deal constructively with the same.

I will do my best to train students how to engage in independent study and research.

I will prepare a written evaluation of each student at the end of each quarter based on the following criteria:

- Timely completion of assignments
- Quality of written assignments or projects
- Participation in discussion

Scores from examinations or quizzes, if applicable

Students will receive their final evaluation for the year within two weeks of the last day of tutorials.

I will keep students, parents, and the administration informed of students' progress and also of any concerns regarding students' academic performance, attitude, or behavior.

## 10.0 PARENT CONTRACT

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I have made every reasonable effort to fully understand the goals, expectations and requirements of my child's tutorials--including reading course descriptions and meeting and/or talking with the tutor(s) and administration—in order to ensure the suitability of our choices for my child.

I understand that students are expected to attend every tutorial unless they are sick or there is a family emergency. New Hope will make every effort to make up tutorials missed due to inclement weather, funerals at the church, or tutor sickness (see Makeup Policy in the Parent-Student Handbook) but is not responsible for making up tutorials missed by the student.

I fully understand the extent of my financial commitment to New Hope, i.e. that unless I drop a tutorial before the publicized deadline of August 1, I will remain financially responsible for the entire year's tuition for that tutorial.

I realize that, by registering my child, I am delegating to the tutor(s) and the administration of New Hope a portion of my parental responsibility for my child's education. Thus, I acknowledge the right of each tutor and/or the administration to establish guidelines or parameters for the following:

- assignments;
- discipline during tutorials and while on New Hope property;
- methodology;
- evaluation of student's work as well as of their attitude and behavior within the tutorial.

I have read the *Parent and Student Handbook* (available on website) and agree to abide by all of its policies.

I realize that the success of New Hope Tutorials depends upon a partnership between parents, tutors and administrators, and I will support New Hope and the tutors by:

- attending Parent Orientation, Parent-Tutor Night, and other opportunities for instruction or dialogue with New Hope's director, tutors or Board of Directors;
- making every effort to donate two to three hours of my time to New Hope over the course of the year in areas outlined on the Parent Involvement Sheet;
- holding my child accountable for his/her compliance with the Student Contract with the understanding that repeated or blatant failure of a student to abide by the spirit or letter of the Student Contract may result in temporary or permanent dismissal from New Hope;
- assuring that my child arrives at New Hope no later than 15 minutes prior to the tutorial;
- recognizing the tutors' and director's responsibility to contact me if they have concerns about my child's academic performance, behavior, attitude, etc., and my responsibility to work with New Hope to address those concerns.