

Dominion Equippers

Equipping home school families for Kingdom advancement

Specializing in math, science and enrichment classes

Open to me the gates of righteousness
And I will go through them. Ps. 118:19

General Registration Procedure

Dominion Equippers' Fall 2010 Registration will be done through an online Family Information Form for each family and a Class Registration Form for each student coupled with physically mailing in the Emergency Consent & Oversight Forms requiring a signature. **Completing the online forms begins your sequencing in the registration cycle. However, physically receiving the 2 signed forms initiates the enrollment process to secure class spaces.** Registrations will be processed in the order the online forms are submitted when both signed forms are received.

The Classes-At-A-Glance, the Class Schedules & Class Descriptions are emailed as attachments along with this Registration Packet. Please email info@dominionequippers.org with any class related questions. Include your phone number if you would prefer a call back.

The graduation information is included towards the back of this packet. This often helps families determine which classes to take. A transcript workshop is held each fall semester and is open to all Dominion Equippers members.

Teachers' Tots Registration is not openly available. As teachers' priority registrations are processed, their younger children listed on their Family Info will automatically be enrolled in TTots for the hours they are teaching. Vital Partner roles will not be decided until the end of July/ beginning of August time frame. Teachers' Tots registration will be available once Vital Partners know which hours they will be serving. The availability of other TTots spaces being open for enrollment apart from Teachers and Vital Partners actively serving may be more limited this year.

Please also know that there is not a registration available for the Yearbook or Graduation classes yet. Both of these classes require a greater commitment than a normal class. It is easier in our database system to add classes to students' schedules than to drop them. Dropping a class in the database automatically retains the \$40 non-refundable deposit. To avoid families being charged the non-refundable deposit for these classes, registration is being delayed until after the Yearbook interviews and after the first Graduation parents' meeting. Then, these classes will be added as needed.

Anyone interested in the Yearbook class and being on the Yearbook staff is required to interview for 1 out of 10 positions. All students interested in being on the Yearbook staff should plan on attending the first Yearbook class to go through the interview process. The Yearbook class will then be added to students' schedules who are chosen to be on the Yearbook staff.

There will be a meeting with parents of seniors the first Monday evening of classes to go over graduation requirements, graduation details and what is required of each family participating. After that meeting, seniors desiring to graduate with Dominion Equippers, will be enrolled in the Grad class. This way, everyone will know what they are signing up for ahead of time without being charged the non-refundable deposit if they chose not to graduate with DE.

Please allow 2-4 weeks from the time you complete the online registration forms until you expect to receive your statement, if you also mail both signed Emergency Consent & Oversight

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Forms the same day. Not receiving the 2 signed forms will delay your class registrations from being processed! Please be sure to mail them the same day you complete the online forms!

Preliminary statements will be emailed as each registration is processed. Dominion Equippers offers an installment payment option at no additional charge! Payments may be divided into 7 increments or less. However, to use the installment payment option, postdated checks are required. An initial deposit is due by July 15 to secure your family's classes. However, the first deposit will not be made until August 1. Payment dates are August 1 & 15, September 1 & 15, October 1 & 15 and November 1. Families will be notified a few days before each postdated check is processed. Simply tell us if there is a need to wait on processing the payment. We try to work with families on payment processing as they communicate with us regarding financial changes, etc.

Vital Partner assignments will not be secured until August 2. More information will follow in July about signing up to Vital Partner. Each family is allowed to Vital Partner up to half of their class costs.

Registration questions will be fielded through info@dominionequippers.org .

Please email questions and do NOT call FBCFW.

Dominion Equippers' classes are graciously hosted by FBCFW,
but we do not maintain an office staff on site!

Dominion Equippers does not have a dedicated phone line.

Mail Signed Emergency Consent & Oversight Forms to:

**Dominion Equippers, Inc.
P. O. Box 546
Hurst, TX 76053**

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Online Family Information Procedure

The Family Information may be submitted ahead of the scheduled Priority registration times. Clicking on the link to the Family Information Form brings the form onto your screen. Completing each form is a fairly simple process. The forms step you through the process as you click on an answer for each question and then click on “submit” at the bottom of the form. The Family Information Form must be completed first. The link to the Family Information Form is:

<https://spreadsheets.google.com/viewform?formkey=dGFWYjlzRHNYZ1VrUHQySEtZVDIHAGc6MQ>

Online Student Registration Procedure

The Student Registration Form link will only be posted on June 15. Completing a Student Registration Form is needed for each student enrolling in classes with DE. Clicking on the link to the Student Registration Form brings the form onto your screen. Completing each form is a fairly simple process. The forms step you through the process as you click on an answer for each question and then click on “submit” at the bottom of the form. The links to the Student Registration Forms will be posted on June 15.

Math Placement Tests

Placement tests are required for all new students enrolling in DE math classes who have not taken math with Dominion Equippers the previous year. Take the math placement test for the level of math you completed this past year. Be sure to show all work!!! You can make a calculation error, but still demonstrate understanding of the concept and approach to solving the problem. Being able to demonstrate the correct approach to problem solving for each concept is what is need to progress to the next level.

The placement tests should not be graded by the parent or student. All of the work on the placement test should be the students’ work. Falsifying the placement results will only lead to frustration later in the course work. To ensure students are set up for success, specific building blocks are needed at each preceding math level.!

Locate the placement test for the level of math just completed. Take the placement test untimed according to the direction given for each test. Referring back to any math text recently used is fine. Using parents, Internet, siblings, or friends to help on the test is cheating! Students should sign their test with the following statement: “I verify that the work shown on this placement test is my own without using answer keys or any other resources other than a standard math text book.”

Math Placement Tests Links

Link to Saxon Placement Test for Math 54 through Algebra ½:

http://saxonhomeschool.hmhco.com/HA/correlations/pdf/s/SHS_PLT_middlegrades.pdf

Link to Saxon Placement Test for Algebra 1 through Calculus:

http://saxonhomeschool.hmhco.com/HA/correlations/pdf/h/hs_upper_placement.pdf

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Dominion Equippers' General Class Information!

- 1) Please note that the class times are different for PK-6th graders than for 7th-12th graders to enable 2 lunch times. PK-6th graders will have classes at 9:00, 10:00, 11:00, lunch from 12:00-12:30, classes again at 12:30, 1:30 and at 2:30 (on Mondays only.) Middle and High School age students will have classes at 9:00, 10:30, 11:30, lunch from 12:30-1:00, and classes again at 1:00, 2:00 and 3:00 (on Mondays only.)
- 2) Class costs are \$60 for most 1 day/week classes for all 12 weeks which equates to \$5/class hour. Class costs for most 2 day/week classes for the 12 weeks is \$120 still equating to \$5/class hour. Upper level (7th-12th grade) math and science classes meet 2 days/week and are \$168 for 12 weeks which factors down to \$7/class hour. The only other costs of enrollment are a once a year family membership fee of \$50 and class supply fees. Supply fees cover class items purchased by the teacher including copies. Both class cost and supply fees are listed for each class in the Class Descriptions. There no other hidden class costs, although there are lunch options available for purchase as well as microwaves on site to heat leftovers brought in sack lunches.
- 3) Student supplies needed are noted in the Class Descriptions. However, teachers may give a more detailed list with the Class Information handed out the first day of class. Some fees include the cost of the text. In those cases, the teacher thought it would be best to order the texts as a group order. Please note that if parents are responsible for purchasing the text, it should be purchased to have available on the first class day. While most supplies are noted, it is assumed that students will come to class with paper, a writing instrument and a notebook! Extra supplies will be available for purchase at the snack bar if these items are forgotten. However, if class essentials such as textbooks and homework are forgotten, parents may be called to bring them to the student so that the student receives the maximum benefit from the class time learning.
- 4) Homework time for each class is estimated. Please help your children and youth plan their time on Tuesdays, Thursdays and Fridays accordingly. With 2 12 week semesters, it is imperative that students stay caught up on homework! Class syllabi will be given on the first day of class. If parents have any questions on homework requirements, they should not hesitate to contact the teacher.
- 5) Homework expectations are geared to meeting the time requirement for Carnegie Credits for each class. For many of the classes meeting two days/week, the homework assigned on Monday will be due on Wednesday. Counting on completing all homework over the weekend is not reasonable. If core classes are being taken on Monday, you will need to plan time on Tuesday for the homework! This is a general guideline of homework expectations:

10 th -12 th grade	1.5-2 hours of homework for each hour in class.
7 th -9 th grade	1-1.5 hours of homework for each hour in class
4 th -6 th	Less than an hour of homework for each hour in class.

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Registration Recap Step-by-Step

Step 1 – Look at the Class Information posted on the web site June 1 or emailed to returning families ahead of time to see which classes each child or youth in your family would like to register for.

Step 2 – Follow the emailed link to complete the online forms, Family Info & Student Registration at your registration time. You will need to complete a form for each student registering. If you have trouble with the form link, contact Susan Lee or email info@dominionequippers.org. The Registration Form link will be posted on the web site June 15 for new families.

Step 3 – Immediately print, sign and mail the Emergency Consent & Oversight Forms. Class registrations will be sequenced by the online forms, but will NOT be processed until the 2 signed forms are received!

Step 4 – 2-4 weeks after your mailed in Emergency Consent & Oversight Forms are received, a statement will be emailed to the email addressed entered on the Family Info Form with payment information.

Payment Processing Dates for Fall 2010:

August 1 August 15 September 1 September 15 October 1 October 15 November 1

Reminders will be placed in file folders prior to the post dated checks being deposited each time.

Mail Signed Emergency Consent & Oversight Forms to:

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Emergency Consent Form for the

Family

Emergency Contact _____ Emergency Phone _____

Doctor's Name _____ Doctor's Phone _____

Insurance Company _____ Insurance Phone _____

Insurance Policy # _____

Medical Considerations or Allergies _____

CONSENT

I give permission for my child(ren) to participate in Dominion Equippers' activities, classes and events. I waive, release, and indemnify Dominion Equippers, its agents, directors, officers, coordinators, employees, and volunteers from all demands, claims, or liabilities, in law or in equity, which have arisen or may arise from any activity and which involves any damage, loss, or injury to me, my child(ren) or our property. In the event that I cannot be reached in an emergency during a Dominion Equippers' function, I hereby give my permission to the physician or dentist selected by the leadership to secure proper medical treatment for any of my children as deemed necessary, at no expense to Dominion Equippers or their representative. If a conflict develops, I agree to seek arbitration mediated by a pastor of each party's choosing and to abide by the decision of the pastoral authorities presiding over the arbitration.

_____ Initial

NON-REFUNDABLE INITIAL PAYMENT

I understand that \$40 per class is non-refundable .

I understand that supply fees are non-refundable.

I understand that full class payment remains due for any class dropped after the first 2 weeks.

I understand that the \$40 initial payment will **only** be refunded if a class is cancelled.

_____ Initial

Dominion Equipper's Christian Statement of Belief is the foundation for all classes taught. Guidelines for behavior at activities, on site or off, are set forth in the Dominion Equippers' Handbook and by the leadership. My family agrees to read, discuss and abide by the published policies of Dominion Equippers as well as leadership decisions made during the year.

Husband's signature

Date

Wife's signature

Date

Dominion Equippers' membership fee is \$50/year. Annual membership is effective August to July.

*Dominion Equippers does not discriminate on the basis of race, color,
national and ethnic origin in administration of its policies and programs.*

Print, sign and mail in this form with the Oversight Form to initiate your family's registration!

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Dominion Equippers' Oversight Policy

Children, 6th grade age and under, need an adult on site responsible for overseeing them. It is the parent's responsibility to provide the adult overseeing their children with emergency contact numbers. Please ensure younger children know who is overseeing them! Children should be supervised any time they are not in class. Children 6th grade age and younger must be seated directly with their parent, or the adult having oversight of them, or be in a homework room any time they are not in class.

Youth, 7th – 12th grade, may be left for classes and picked up afterwards. However, youth, without a parent on site, should be enrolled in a class or homework rooms the entire time they are on site. Any time youth are not in class or a homework room, they must be seated directly with their parent. Only youth seated directly with their parent can be in the lounge during class time. No other Oversight options are open to youth without special written permission from Sandy Grim.

Parents should already be onsite waiting by the time their child/youth finishes their last class of the day. If children/youth are waiting for a ride after the time of the next class beginning, they are required to go to the homework room. Parents will need to physically come in and check them out of homework room when they arrive late to pick them up. A \$5 charge will be accrued each time the student goes to, or is sent to, Homework Room without being enrolled in that Homework Room. Youth, without a parent on site, who are picked up late, after the end of the class day, are required to sit by the Administrative Desk until their ride arrives.

The privilege of parents of 7th-12th grade age youth not being on site may be revoked the first time the youth is not where they are supposed to be when they are supposed to be there, if the youth does not respond well to correction the first time it is given, if there is a repeated behavioral problem involving the youth, or if at any time the emergency contact numbers are tried and there is not a parental response.

Complete the Oversight Statement on the following form that applies to your family and return it with the Emergency Consent Form to initiate your Fall 2010 Class Registration. Enrollment in DE classes will not be transferred from the online form and processed until both the Emergency Consent Form and the Oversight Form are physically received. The postmark in conjunction with the time/date on the online form will determine the registration processing order.

Mail to:

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Oversight Statement for the _____ family.

For students with parents remaining onsite;

During the time that my children/youth are attending Dominion Equippers' Classes I will be staying on site with them. I understand that if my children are not in class, they should be seated directly with me in Fellowship Hall. **If my children/youth are not in class when I am Vital Partnering, I understand that they must be in a homework room.**

Signature: _____ Date: _____

For 7th – 12th graders with parents NOT remaining onsite;

During the time that my 7th – 12th grade youth are attending Dominion Equippers' Classes I will not be remaining on site with them. **My youth will be enrolled in a class or Homework Room the entire time he/she is on site.**

Signature: _____ Date: _____

For 1st – 6th graders with parents NOT remaining onsite;

During the time that my child(ren) are attending Dominion Equippers' Classes I will not be staying on site with them. I have asked another adult remaining onsite to be responsible for my child(ren) during my absence. I have made any allergies my child(ren) have clearly known to this person. My child(ren) have been instructed to go to this person for any personal needs that arise or with any problems which may come up. My child(ren) have also been instructed to respect and to respond to any verbal correction received. This person has emergency contact numbers for me. This person has agreed to oversee my child(ren) to ensure their whereabouts throughout the time that I will be away. I understand that it is my responsibility to communicate with the person having oversight of my children to insure that my children are in classes or homework room any time the oversight person is Vital Partnering or teaching. My children know that anytime they are not in class or homework room, they should be seated directly with the person agreeing to provide oversight of them. My children know that they should not sit unsupervised in Fellowship Hall. Be sure the Oversight person will be available during the Elementary lunch time from 12:00-12:30 pm.

Parent's Signature requesting oversight: _____ Date: _____

Children's names for whom oversight is being provided:

Person's Signature who is accepting oversight responsibility:

(Required prior to Class Enrollment being processed!)

Print, sign and mail in this form with the Consent Form to initiate your family's registration!

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High School Classes & Graduation Requirements

Homeschoolers in Texas have precious freedom to choose to educate our students with more Christ centered material and/or more in line with our students gifts, talents and abilities. The dilemma then is what should be required for home school students to graduate. That choice may be driven by the student's life call or higher education pursuits. For Christians to be equipped to take and occupy key, influential ground in the world today, a college degree may be needed. College admissions at major universities are extremely competitive! Admission for home schools students is primarily decided by college entrance test scores and transcripts. Transcripts are often screened initially looking for the minimum standard to have been met. That means that even home school transcripts will be evaluated on having met the state standard of courses required for graduation.

Families with students in 9th grade or above are encouraged to plan the high school years of study keeping in mind the goals for their student. Many courses have prerequisites or need to be taken sequentially over the 4 year time frame. For example, enrollment in Algebra 2 is needed for Chemistry. Completion of Algebra 2 is recommended for Physics. Biology, Chemistry and Physics are the three high school sciences. For those interested in applying to a major university, 4 years of science are needed typically requiring an advanced level science as well. That drives aiming to take Algebra 2 by 10th or 11th grade, if possible.

In light of the choices and freedom that home school families have, Dominion Equippers has set forth guidelines for those desiring to graduate with us.

*Dominion hosts a yearly Transcript Preparation seminar some time each fall
and is the most convenient way of answering Transcript related questions!*

Dominion Equippers' Graduation

Graduation is a celebration of completion of high school requirements. Parents should establish the requirements for their home school at the beginning of the 9th grade year. College bound home school students are encouraged to meet, or exceed, the state requirements for graduation. Set graduation standards are required to participate in Dominion Equippers' Graduation. Home school parents are free to graduate their children as they see fit. Dominion Equippers is also free to set standards for our group since membership and participation is voluntary. Seniors are welcome to take classes with Dominion, but specific requirements must be met to participate in Dominion Equippers' Graduation ceremony.

Part of Dominion's focus is desiring to educationally equip young adults to go on to pursue taking Kingdom ground on the 7 key mountains of government, education, church, family, media, arts, and business (which often depends upon scientific development). Excelling in high school level courses that prepare students for higher learning is worth promoting and rewarding!

Homeschoolers in Texas are considered a non-accredited private school. As such there are only minimum standards set forth while all other requirements are determined by the parent. The minimum home school requirements in Texas are having a curriculum which teaches reading, spelling, grammar, mathematics and a study of good citizenship, and pursuing that curriculum in a bona fide manner. Curriculum is the parent's choice and can consist of books, workbooks, written materials, or materials on an electronic monitor including computer or video screens, or any combination thereof. "Good citizenship" typically refers to civics such as. U.S. and Texas history, government, etc.

Based on the minimum requirements for home schooling in the state of Texas, these are the minimum graduation requirements for those participating in Dominion Equippers' graduation ceremony covering the cost of their own diploma (participation in Dominion's graduation is voluntary!):

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- 1) 4 years of Language Arts 9th grade and up
(i.e. Literature, Grammar, Essays, Reading, Spelling, etc.)
- 2) 4 years of math 9th grade and up.
- 3) 1 civics credit (Economics, Government, Texas, American, or World History)
- 4) "Bona fide manner" is defined for Dominion Equippers' purposes as passing with a course completion grade of 70%.
- 5) Providing a transcript demonstrating the above requirements validated by a parental signature.

If a senior does not pass required classes they are enrolled in their senior year, they will not be allowed to graduate with Dominion Equippers! Individual families are still welcome to decide to graduate their senior.

The cost of diplomas has been covered by private donations. The cost of the graduation facility and A/V techs have been covered by class tuition. The other costs such as cakes and decorating have been covered by snack bar proceeds. Primarily, the costs that graduating seniors have covered have been the cap, gown and invitations. To encourage more coursework along the line of college prep, having the diploma cost covered is an incentive and reward for completing college prep type courses. The requirements to have the diploma cost covered are more in line with the coursework needed for university level acceptance:

- 1) 4 years of Language Arts
- 2) 4 years of math (at least through Algebra 2)
- 3) 4 years of science
- 4) 2 years of American or World History, Geography, or Government/Economics type courses.
For Dominion's purposes, Bible classes definitely count as "Good Citizenship" credits, as well.
- 5) Passing all classes with 70%
- 6) Have taken at least 2 classes through Dominion within the past year.
- 7) Providing a transcript detailing the above requirements validated by a parental signature.
[2 years of Foreign Language is also required by many major universities, but is not required to participate in Dominion's Graduation.]

Graduating with Dominion Equippers is voluntary. There are other groups in the area who host home school graduations with no requirements. Families are also welcome to hold private ceremonies. Families choosing to participate in Dominion Equippers' Graduations will have 2 options for graduation. The first will be to meet the minimum requirements and cover their associated diploma costs. The second option will be to meet the college prep requirements and have the diploma cost covered. Cakes, decorating and programs will continue to be funded through snack bar sales. All graduating seniors will continue to pay for their own caps, gowns and invitations.

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Texas High School Graduation Requirements			
	<i>Minimum</i>	<i>Regular</i>	<i>Honors</i>
Total Credits	22	26	26
English Language Arts	4	4	4
	Eng. I, II, & III;		
	4th credit may be Eng IV, Research/Technical Writing,		
	Creative Writing, Literary Genres, Journalism, or dual college Eng.		
Mathematics	3	4	4
	(Alg.I & Geom.)	(Alg.I, Alg.2 & Geom.)	(Alg.I, Alg.2 & Geom.)
Science	2	4	4
	(Bio. & Int. Phy. with Chem.)	Bio, AP Bio, Chem, AP Chem	Bio, AP Bio, Chem, AP Chem
	Integrated Physics with Chemistry	Phy, AP Phy Physical Sci.	Phy, AP Phy Physical Sci.
	is equivalent to DE Physical Science		
Social Studies	2.5	3.5	3.5
	World Hist or Geogr	World History	World History
	US Hist post Recon.	Geography	Geography
	US Government (0.5)	US Hist post Recon.	US Hist post Recon.
		US Government (0.5)	US Government (0.5)
Economics	0.5	0.5	0.5
	Must emphasize Free Enterprise System and its benefits.		
Foreign Language	0	2	3
		2 levels of the same language.	3 levels of the same language.
Physical Education	1.5	1	1.5
	Personal Fitness (0.5)		
	No more than 2 credits.		
	Athletics, dance, band, etc. may be substituted.		
Health Education	0.5	0.5	0.5
		Health Sci. Tech may be subbed for 1 credit.	
Speech	0.5	0.5	0.5
Technology Applications	1	1	1
	Comp. Sci., Desktop, Publishing, Graphics, Animation, Video Tech, Multimedia, Web pub., Bussiness Comp.,		
Fine Arts	1	1	1
Academic Elective	1		
	World Hist.		
	Geography		
	Science		
Electives	5.5	3.5	2.5