



*Morningstar Christian Academy
30513 North Gate Lane
Murrieta, CA 92563
(951) 551-1658*

Handbook

Introduction

Welcome to Morningstar Christian Academy. It is the hope of the writers of this handbook that most questions will be answered and concerns addressed herein.

Morningstar Christian Academy (herein referred to as MCA) is a Private School Satellite Program with an affidavit on file with the State of California as is required under California State Law.

Morningstar Christian Academy has been established to support home educating families whose beliefs are consistent with our Statement of Faith. We assist families in fulfilling their legal requirements by filing a Private School Affidavit and keeping those records that are required by law.

Mission Statement

"I, Jesus, have sent My angel to testify to you these things in the churches. I am the Root and the Offspring of David, the Bright and Morning Star."

Revelation 22:16

The primary mission of MCA is to testify of the Lordship of Jesus Christ, to reflect His love, shining it brightly in all that we say and do.

It is the mission of MCA to provide resources and guidance to families as they increase the spiritual and academic knowledge of their children.

Finally and specifically, the staff of MCA is called by the Lord to support our enrolled families through prayer, encouragement, fellowship, record keeping, curriculum assistance, teacher training and support and to help equip these families to submit their homes and home educating activities to the Lordship of our Savior, Jesus Christ, to His glory.

Statement of MCA Operating Structure

Morningstar Christian Academy does not have a governing board. The Pastor/Director and the Administrator make major decisions, after prayer and the seeking of wise counsel.

Finances are generated through tuition and late fees. Expenditure decisions are made by the Director and the Administrator.

Morningstar Christian Academy office hours are as follows:

Call and leave a message – anytime between 8 a.m. and 8 p.m. on any day.
(951) 551-1658.

Calls will only be returned in the afternoons. Pressing calls, we will try to return the same day. Otherwise, calls will be returned on weekday afternoons.

Never call after 8 p.m.

e-mail: cindybrisendine@verizon.net

Tuition Information

- Registration fee: \$30 per family per year. **Non-refundable.**
- **Joining HSLDA is also required. \$95.**
- Kindergarten – For students turning 6 during the academic year - \$55. We do not enroll students who will not turn 6 during the academic year.
- First – Eighth grades: \$75 per year per student.
- Ninth – Eleventh grades: \$85 per year per student.
- High School Seniors: \$225 per year per student.
- SAT Testing Fees are extra.
- **Tuition fees are non-refundable after 72 hours.**

Tuition may be paid by cash (in person – do not mail cash), check, or money order (made out to Cindy Brisendine). Returned checks will be subject to a \$20.00 extra fee. If this occurs a second time during your enrollment with MCA, you will thereafter be required to pay by cash or money order. If financial hardships arise, please make an appointment to discuss the matter with one of the MCA staff.

If you are mailing tuition payments, please address as follows:

Morningstar Christian Academy
30513 North Gate Lane
Murrieta, CA 92563

Other Fees

Any other fees will be announced as well as dates that fees are due. Other fees include (but are not limited to) standardized testing materials, health fees and preparation of college admissions packets. Some of the additional fees are optional. However, some (usually those pertaining to high school) are necessary.

Fellowship Opportunities

MCA is dedicated to coming along side families as they bring their children up in the “wisdom and admonition of the Lord.” (Ephesians 6:4). It is the goal of MCA to foster a strong bond of Christian support and fellowship within the PSP. If you are highly independent or a “loner” in your home educating philosophy, this group may not be best for your families’ personal goals.

Parental Responsibilities

Parents are required to read and agree to the policies covered in this Handbook.

Parents agree to educate their children using a reasonable course of study in keeping with the laws of the state of California and to provide appropriate supervision for their minor children during normal school hours.

MCA is available to provide curriculum suggestions but is in no way responsible for providing actual curriculum. It is the responsibility of the parents to provide appropriate and adequate curricular materials for their children.

Please carefully read the Statement of Faith. You must sign that you are in agreement with the Statement of Faith. Please do not sign the statement or join the group if you are not in full agreement with the Statement of Faith.

We meet personally with each family at least once. This “family to family” time of fellowship is mandatory. We do not have a Pastoral Reference form. Instead, we prefer to meet our families and get to know them.

Because of the ambiguous legal position of private home education satellite programs, please note that MCA cannot offer legal immunity and is only providing services to assist parents in the education of their children. **Membership in Home School Legal Defense Association (HSLDA) is therefore, required.** If you are a current member, please submit a photocopy of your membership card. If you need a membership packet, please call the office. We have a discount code number for our group. The submission of this number to HSLDA will qualify you for a discount, usually 10%.

Although MCA will be keeping your children’s records, it is in no way responsible for your children’s actual education.

In California, a school is required to keep a listing of teacher qualifications. Therefore, you have been asked to fill out a Teacher Qualifications section on the application. **This section must be completed.**

The safety of each child during any and all of MCA activities is the sole responsibility of his/her parent(s). If a child injures another person, is injured, or causes property damage, that child’s parents are responsible for any compensation required. Each family is required to have a signature on the Medical Consent Form indicating consent and release of liability, and signatures on the application in the Consent to Policies section.

Please do not use our MCA name in organizing any unauthorized field trips, outings, or group functions.

Both parents (including parents out of the home with custody rights and step parents as applicable) must be in agreement with and supportive of home education and the policies stated herein.

Report cards and Attendance Records are due on the following dates for elementary and Junior High school students:

November 30

January 30

April 30

June 30

Report cards and Attendance Records are due on January 30th and June 30th for High School students.

Late fees are \$20.00 per child for any and all late paperwork. If you are following a non-traditional schedule, please contact the administrator in advance for further instructions.

Completed Course of Study form is due September 30th for everyone.

Home School Legal Defense Association
(HSLDA)

MCA is considered by law a private school and has a private school affidavit on file with the State of California. However, MCA cannot guarantee anyone protection from harassment from legal authorities or from prosecution, thus it is **MANDATORY** to hold HSLDA membership. MCA exists for the purposes of support, record keeping accountability, and curriculum guidance. Neither Morningstar Christian Academy nor its staff is responsible for the education of your children. Therefore, MCA cannot be held accountable for the outcome of any contact by authorities.

If authorities contact you, HSLDA will supply you with the necessary information concerning your appropriate course of action. HSLDA provides a low-cost method of obtaining legal advice and defense if the situation were to ever arise. They are dedicated to assisting families with the rights and freedoms to educate their children at home without fear of facing legal threat alone. It is **MANDATORY** to join HSLDA as part of enrollment with MCA. **THERE ARE NO EXCEPTIONS!** Please read the HSLDA enrollment form and fill out the application portion if you are not already a member. If you did not get this form in your enrollment packet, please notify the office immediately. You are also able to enroll in HSLDA online at www.hsllda.org

If you are already a member, please submit a copy of your membership card with the application packet.

Membership in HSLDA is discounted for those who are enrolled in a participating Private School/PSP or Support Group. The fee for MCA members is reduced annually by 10%. If you are already a member of HSLDA, you may take advantage of the discount when your membership is up for renewal. If you are a current member, please submit a copy of your membership card with your enrollment packet. You will be required to submit proof of re-enrollment in HSLDA each academic year. New members, please turn in to the office the enrollment form and a check made out to HSLDA with your enrollment packet. HSLDA does not give refunds unless they reject your application.

If for any reason, HSLDA does not approve your application, we regret that we will be unable to accept your enrollment in MCA. In this event, your tuition and registration fees would be refunded.

HSLDA also has strict legal policies regarding public school involvement. If you would like a statement of their policies, please contact them directly at (540) 338-5600 or on their WEB site. Most of the information is included on your membership application. Students involved in government programs such as public schools, public school independent study programs (ISP's), charter school programs and/or Individual Educational Programs (IEP's) are not eligible for HSLDA membership. Your family will be automatically and immediately terminated from MCA if your membership in HSLDA lapses. Please notify MCA AS SOON AS POSSIBLE if a financial hardship delays your ability to keep up your HSLDA membership.

CHEA Membership

Membership in the Christian Home Educator's Association is highly recommended. CHEA of California is dedicated to uniting Christian Home Educating families in California, helping to protect their rights and freedoms and providing training and resources. These are provided through a periodical, WEB site, annual convention, training classes available on DVD or at the convention and a close working association with both Homeschool Legal Defense Association and Family Protection Ministries. E-Alerts are available to keep families informed by signing up on the CHEA WEB site:

www.cheaofca.org

Jury Duty

Jury duty is a responsibility in our free nation and also a privilege. However, it often feels like a stressful burden to the home educating family. In recent years, it has become more difficult to be excused from jury duty. Many courts are now offering childcare so that they feel justified in no longer permitting the care of young children to be an excuse. If you are summoned for jury duty, please do not procrastinate in responding to the summons. It is the recommendation of MCA that you contact HSLDA immediately and seek legal advice on how to respond to the summons. Please note that the Court system in Riverside County is not necessarily going to accept home education as an excuse. They may expect you to bring your child and the daily assignments with you for the duration of your jury service. MCA recommends that you ask for postponement until summer, as a request for excuse is not likely to be granted.

Attendance and Grading Schedule

We are operating on a 180-days per academic year, 45 days per quarter schedule. Paperwork is due at the end of each 45-day academic segment for elementary and Junior High families and each 90-day academic segment for High School families. Course of Study forms for each child are due by September 30th for everyone.

MCA desires to give families optimum flexibility. If you do not maintain a standard (September – June) academic schedule, please notify the office for due date adjustments. MCA requires 180 academic days every calendar year. MCA requires 180 academic days per grade level in order to advance children to the next level. For highly advanced or “fast track” students, please make an appointment to work out an individual schedule. “Summer School” for students in junior high and above is permitted for the purpose of gaining extra classes or for those who have a goal of early graduation. Summer course work may only be attached to the coming academic year, not the previous one. Summer course work is an extra, not a substitute, for a quarter during the regular academic year except in extenuating circumstances (surgery, illness, etc.). Please direct any questions to the MCA staff.

Early graduation is not generally recommended. If you have a goal of early graduation, please make an appointment as soon as possible to discuss this option. Early graduation is by approval only of

the Director of Morningstar Christian Academy. There is no guarantee that a request for early graduation will be granted.

There are two mandatory meetings per academic year in addition to your “family to family” meeting. The first is in summer and is to enroll, answer questions, set up appointments and obtain necessary record keeping forms. The second is only required of those also enrolling in Hands of Grace Christian Support Group and is for the purpose of enrolling, signing up for classes and clubs, and paying tuition. This meeting is also in summer. Often, for convenience, these meetings are held simultaneously.

The Course of Study, a record of attendance, and report cards are required by law and will be placed in the cumulative (CUM) files. These forms will be supplied to you. Lesson plan or journaling options will be provided upon request. An updated Course of Study form is required if you make curricular changes at the semester or any time during the academic year.

Attendance records are required by law and must be placed in the CUM file at the end of the year. Attendance is recorded on report card forms quarterly/semesterly. You are required to turn in an Attendance Form at the end of the academic year.

Report cards are included in the CUM file. Grading for report cards may be O-S-N (Outstanding, Satisfactory, Needs Improvement) type grading for Kindergarten through third grade but must be “letter grades” (A, B, C, D, F) for fourth grade through high school. Please copy the report card for your personal records and turn in the original.

1. Outstanding – Work and understanding are above average.
2. Satisfactory – Work and understanding are “average” for the child’s age, development, and grade level.
3. Needs Improvement – The child had difficulty with the type of work and understanding of concepts introduced. The introduced material will need to be repeated. If your child is in this category, please make an appointment for curriculum assistance.
4. A – Work and understanding are outstanding. Student is operating above grade level. (90 – 100%)
5. B – Work and understanding are above average. (80 – 89%)
6. C – Work and understanding are “average” for the child’s grade level. (70 - 79%)
7. It is not advisable to give + and – grades (A+, B- etc.)
8. Please check with the MCA administrator about honors classes, college level classes and extra credit and how to average these classes for GPA.
9. D – Work and understanding are below average for the child’s grade level. Covered concepts will need to be repeated. (60 – 69%). Please make an appointment for curriculum assistance if your child is in this category for any subject. **A “D” is not a passing grade at MCA.**
10. F – The child is unable to achieve any mastery of introduced subject matter. Testing scores and/or quizzes average to less than 60%. Please make an appointment immediately to discuss this matter if your child is in this category in any subject.
11. Obviously, an “F” (Failure) grade is not a passing grade. However, some institutions permit a “D” to be a passing grade. A “D” is not a passing grade at MCA.
12. I – Incomplete. This is a notation to be used if the quarterly reports or report cards are due while you are in the midst of a certain subject or unit, chapter, etc. Please note the reason for incompleteness on the report card in the comment section. Incompletes are not advisable especially in high school as they are viewed negatively for college admissions. MCA may ask you for details. Please contact the office if you are unsure when to note an incomplete.

Introduction/Mastery

There is often confusion regarding introduction of subject matter verses mastery. Parent educators are often unsure of themselves in this area. Generally speaking the formal subjects are introduced in the younger grades and a gradual building on the subject matter along with repetition will build mastery by the upper grades. For example, multiplication may be introduced as a concept with some beginning activities in the second grade, but mastery of the “multiplication tables” and applying this information to arithmetic exercises will not take place until fourth or fifth grade and beyond.

Curriculum Standards

One of the greatest benefits of home education is the rich variety of ways to teach any given subject and the materials available to teach with. However, to maintain our Biblical standards and to pass those standards on to our children, we must choose wisely and carefully. Therefore, it is advisable to choose curricula that present a Christian worldview. This is especially true in the historical and science disciplines. Nothing presents a better Christian worldview than the Bible itself. **Therefore the Bible is to be taught as a subject, not merely in a devotional format.** The staff of MCA highly recommends families to avoid non-Christian curricula or at least to be very cautious.

Any questions concerning the appropriateness of any curriculum may be directed to the MCA administrator. The administrator is available to help with curriculum decisions.

The administration of MCA is available to assist you in curriculum decisions and options, and to offer some reference sources. However, the administration is not certified to counsel. Therefore, it is solely the responsibility of the parent/teacher to research and design the scope and sequence for your child’s education.

At the junior and senior high school levels, children begin to be more and more exposed to other worldviews. Therefore, it is required for high school graduation that all students take a year of coursework on logic and worldview from a Biblical perspective. MCA also requires high school life science courses to contain a Biblical perspective on Creation.

Cumulative Files

A cumulative (CUM) file is the record kept by MCA for each student. The file is your child’s permanent academic record. **Please always make duplicate copies of all records for your home files.**

If you have previously educated your children at home through another PSP or had your children enrolled in a private or public school, the MCA office will request the CUM files. Please supply the office with the proper name and mailing address for this purpose.

If you have a child who has just reached the compulsory attendance age for California and you are beginning as a home educator, MCA will provide the CUM file. CUM files may be viewed at any time by appointment, but must always remain in the MCA office.

MCA requires CUM files to contain a copy of the child’s birth certificate, a general course of study for each year, health and immunization forms, attendance records for each year, report cards for each year and the results of any standardized achievement tests (SAT’s etc.). These requirements are state mandated. These forms will be provided to you to fill out. Work samples are to be kept in your personal home files.

Keeping Records

It is very important that families keep up-to-date and accurate records. These should include duplicates of all permanent records (those records sent to MCA to be placed in CUM folder) as well as selected work samples, recommendation documents, awards, etc.

Children With Special Needs

MCA is open to being of service to families with children who have specialized needs including mental, physical and/or learning disabilities. The staff of MCA does not have specialized training in these areas, but wishes to support parents who desire to home educate these special children. MCA staff is available to pray, lend practical support and to point families to helpful resources. Occasionally, the needs of these children exceed the limits of the typical family and specialized services through state or county agencies are beneficial to both the child and the family. Enrollment of special needs children in MCA will need to be considered on a case-by-case basis. A previous IEP (Individual Educational Plan) through a public institution must be brought to the attention of MCA **upon application. This is very important. IEP's are legally binding contracts and must be legally terminated before the child enrolls in a private institution/school.**

Adult/Student Conduct

As members of MCA, we represent the home education community and, most importantly, our Lord Jesus Christ, to those around us. In recognition of this fact, we should behave in a manner consistent with the instruction presented in God's Word.

MCA encourages all adults/students to follow the "Golden Rule" of Luke 6:31. As servants of God and one another, let us put aside our own selfish desires (I Corinthians 10:24), exhibit self-control (I Thessalonians 5:7) and seek to follow Christ (Hebrews 2:12).

The responsibilities mentioned above and conduct expectations will be enforced. Adults/Students who refuse to comply with these standards and are reprimanded twice will forfeit being a part of MCA social activities for the remainder of the academic year.

Dress Code

Guidelines for proper conduct and dress are important. Our Lord felt it necessary and prudent to give His children expectations for right and Godly behavior. You and your children will be asked to agree to abide by and to sign off on the Dress Code.

All final decisions concerning enforcement of the dress code are at the discretion of the Administrator and Director.

Terminating Enrollment

If you are terminating enrollment with MCA either at the end of an academic year or during the course of the year, please notify the MCA office AS SOON AS POSSIBLE! Notification must be given in writing. You are responsible for all fees until notice is received at the MCA office. The staff will assist by making sure your CUM files are complete. If your file is incomplete and the cumulative folder is lacking pertinent information, MCA is not responsible to provide paperwork and/or information above and beyond what you have submitted. **Therefore, keep complete duplicate records at home!** CUM files will not be released until all fees are up to date. Upon graduation from High School, CUM records will be remanded to the family.

Your cumulative records will remain on file with MCA until a request from your new academic institution is received at the MCA office. The request form is a legal document issued only by the academic institution you are joining. If you move to another state or out of the USA, it is advisable to check with Home School Legal Defense Association (HSLDA) for information on the requirements for home education in that locale if you plan to continue to educate your children at home. If an affidavit is required or you have decided to file your own affidavit, then please send MCA a letter on "school" letterhead requesting CUM files.

After receiving the proper release form/letter, MCA will send your records to the requestor. Please be aware that this process usually takes two to four months to complete and send a CUM file to a new institution.

Junior High and High School

Junior High School is considered to be grades seven and eight at Morningstar Christian Academy. These two years are an excellent time for families to begin concerning themselves with High School. Reading the *High School Handbook by Mary Schofield along with the California insert* is a good idea right now. Junior High is also a good time to start to discuss the student's life and career goals and to explore options and how the student's interests could be turned into a career or paying employment. For students who are looking to volunteer service activities, it is important to guide them toward flexible fields so that their personal ministry can be financed (II Thessalonians 3:8-10).

As you plan your child's high school years, it is helpful to keep in mind that junior high is a good starting place for personal responsibility and involvement in course planning. Also consider your child's goals for the future. Do they wish to attend college? Do they wish to attend a top ranking university? What do they wish to major in and which colleges offer the best program for that major? Are they going to attend two years of Bible College first? Are they considering the military? It is a good idea to consult with a guidance counselor at the local junior college. These people are trained to assist you in planning the high school years to reflect the student's college goals.

High School Information

At the beginning of each academic year, MCA requires the parents of high school students to turn in a detailed Course of Study, which outlines text titles, publishers, and course information for each subject. This must be on file in the office by September 30th. MCA also requires a general four-year goal form, called a Graduation Requirements Worksheet, to be filled out. You will be given a master of all necessary forms. Please make as many copies as your personal use requires.

It is the sole responsibility of the parent to prepare their children for high school graduation. It is strongly recommended that you obtain the *High School Handbook by Mary Schofield along with the California insert*. Along with basic state requirements, which are outlined in the California insert, MCA requires 40 credits of Bible (Bible every semester), 20 hours of Community Service per school year (80 hours total), a one year worldview/logic class from a Biblical perspective and a semester of creation science. Logic, worldviews, creation science, apologetics, or general philosophy from a Christian perspective are possible ways to combine and fulfill this requirement.

If you are home educating your high school student temporarily while awaiting acceptance into a Private High School, please notify MCA of this intent and obtain the specific requirements of the particular school as these may vary.

For High School graduation, some families opt to have students take and pass the CHSPE (California High School Proficiency Exam). Students are eligible to take the CHESPE at sixteen years of age. However, passage of the CHSPE at age 16 (or in the junior year) does not obligate MCA to confer a diploma on a student. MCA does not require the CHESPE for graduation.

High school juniors and seniors may take advantage of classes offered at their local junior colleges. It is important, though, to keep in mind that passage of the CHESPE disqualifies students for free or greatly reduced junior college classes. This course work may not be in excess of 50% of total course work per semester. HSLDA requires at least 50% of coursework to be administered in the home in order to be considered a “homeschooler”. Please check the enrollment requirements for the colleges and notify the MCA administration if you need a permission letter. Please turn in a course grade (grade card) for the CUM file. MCA’s logic/worldviews course requirement is recommended before the students take college courses.

It is the parent’s responsibility to supply all grades and attendance records while enrolled in MCA. Each high school student in MCA will have a formal transcript filed in their CUM. If copies are needed for college applications, work, college attendance, etc. please notify the administration.

Standardized Achievement Testing College Entrance/Scholastic Testing

Standardized Achievement Testing is available for all grade levels and recommended for 11th and 12th graders. These tests can be beneficial in monitoring your child’s general progress and helping you, the parent, make curricular choices. Please keep in mind, especially for college bound students, that college SATs are expected as part of most admissions packages. It is a good idea to check with the college of choice since some institutions may prefer ACTs to SATs.

Please note, however, Standardized Achievement testing, when taken below 11th and 12th grades, will not be considered by colleges, trade schools or universities. Testing below these grades is mainly for your personal information and benefit.

If your student is definitely going directly to the junior college level rather than the university level, then tests are optional, but still beneficial. A senior transferring to a junior college who elects not to

take the SAT will disqualify themselves from certain financial packages. Please check the requirements of the college being considered.

If you would like to personally test students who are below 11th grade, there are a number of companies that will sell tests directly to the public. For a personal evaluation of your child's progress, these tests are perfectly suitable. For college preparation, it is advisable to have ITBS, ACT, or SAT tests administered by a certified administrator. The Administrator of MCA meets these certifications and will administer tests to 10th, 11th and 12th graders in the spring. College entrance SAT's are administered at the local public high schools and colleges. MCA does not administer college entrance SAT's.

College entrance tests are generally administered at the local junior college. Please contact the local junior college at the beginning of your student's senior year. PSAT tests are administered during the 11th grade year at designated administration sites. This test is beneficial if your students desire to qualify for the National Merit Scholarship. Please contact your local school district in the spring of your student's 10th grade year for details.

Morningstar Christian Academy High School Graduation Requirements

Credits are based on 40 hours of course work equaling one semester, which is the equivalent of 5 credits. Basically, 5 credits are issued per course per semester, except Honors Courses. See below.

- ❑ Bible as a subject all 4 years (8 semesters). 5 credits per semester.
- ❑ English/Language Arts all 4 years (8 semesters). 5 credits per semester. This is to include all components – Literature (English and American), poetry, grammar, creative and technical/business writing, and Library/Research Skills. Including Public Speaking skills is also recommended.
- ❑ Mathematics: Three years which must include Algebra I and II and Geometry.
- ❑ Science for 3 years comprising at least one physical science and one life science. One course must include a lab. One semester must include Creation Science.
- ❑ Social Science (History) for 4 years (8 semesters). World and U.S. history, World and U.S. geography (both physical and cultural), and Government and Economics, one semester of each. Church and Biblical History may be combined with the Bible coursework but are required. Please see the administrator for other possible subject combinations and the resulting credit combinations.
- ❑ Fine Arts for 1 year.
- ❑ Foreign Language for 2 years (must be same language).
- ❑ Physical Education for 2 years (4 semesters). This may be combined in some cases with some Performing Arts. Please see administrator.
- ❑ Health for 1 semester.
- ❑ Driver's Education/Driver's Training. In California, driving is a privilege, not a right. You may not teach your child the driving portion of the course at home. It is recommended that you choose an accredited driving school to fulfill this graduation requirement. Please see the administrator for possible exceptions to this course as a graduation requirement.
- ❑ Community Service for all 4 years. This is broken down into 20 hours per year or 10 hours per semester. 80 hours for graduation, although no course credits are given.
- ❑ A course of logic/ethics taught from a Christian worldview. This should include basic Apologetics. Make sure any course you choose includes Aristotelian logic.
- ❑ Typing/Keyboarding – 1 year. This course should include computer skills.

The above results in 255 credits. California High Schools typically require 220.

Morningstar Christian Academy has a high standard for student preparation whether the student is “college bound” or not. The staff of MCA also recognizes that some of our incoming high school students will need flexibility in planning their graduation requirements and college transcripts. Please make an appointment or call the office if you have any questions.

The graduation requirements of Morningstar Christian Academy are designed to give the students a “Liberal Arts” Education. The word “liberal” as in “Liberal Arts” was, by the ancient Greeks and Romans understood to mean “liberated from the instructor”. The concept is that the student is “well rounded” in their education and no longer in need of the instructor, but is ready to learn independently with a mature approach to the future courses of study, such as college level material. It is the desire of MCA to encourage home educators within the program to give their children the tools they will need to be strong Biblical citizens wherever God may lead them, and to have a strong well-rounded Biblical worldview.

Electives chosen to reflect community or political involvement are considered favorably on college entrance documentation. If you would like help in obtaining ideas for other credits, please see the curriculum counselor at either the junior college level or at the MCA office.

The following chart is included to give students and parents comparative information for local high school requirements, those of the CSU and UC systems, and those of MCA. Public institution requirements lists taken from 2008 information.

MCA	Chaparral High School	Cal State University	University of California
Bible – 4 years			
English – 4 years	English – 4 years	English – 4 years	English – 4 years
Math – 3 years	Math – 3 years	Math – 3 years	Math – 3-4 years
Sciences – 3 years	Science – 2 years	Science – 2 years	Science – 2-3 years
Economics	1 - semester		
History (Social Science) – 4 years	History – 3 years World, US, Gov. Geog.	History – 2 years	History – 3 -4 years
Fine Arts – 1 year	Fine Arts – 1 year	Fine Arts – 1 year	Fine Arts – 1- 2 years
Foreign Language 2 years (Same Language)		Foreign Language 2 years (Same Language)	Foreign Language 2-3 years (Same Language)
Health – 1 semester	Health – 1 semester		
PE – 2 years	PE – 2 years		
Logic/Worldviews Logic and Ethics 1 year			
Driver’s Education 1 year			
Typing/Keyboarding Computer Skills 1 year			
Electives – As needed	6 Classes (60 Credits)	2 years	2 years

MCA Advanced Placement Recommended Course Schedule

It is recommended that both Algebra I and Physical Science be taken in 8th grade.

9 th grade	10 th grade	11 th grade	12 th grade
Bible	Bible	Bible	Bible
English Grammar and Composition	English Literature and Poetry	American Literature and Poetry	Technical/Business writing or English elective
Algebra II	Geometry	Trigonometry	Calculus or Consumer Math
Biology with Lab	Chemistry with Lab	Physics, Anatomy, Zoology or Marine Biology	Creation Science/Scientific Apologetics
World History and Geography	Church History	U.S. History and Geography	Government and Economics
P.E.	P.E.	Foreign Language	Foreign Language
Typing/Keyboarding/Computer Skills	Fine Arts	Driving Course	Worldviews/Logic
Community Service	Community Service	Community Service	Community Service
Health and Elective	Elective	Elective	Elective
80 Credits	80 Credits	80 Credits	80 Credits

Following the chart above results in 320 credits and fulfills the requirements of a highly competitive university.

Calculating Grade Point Average (GPA)

The following is designed to assist you in calculating your student's grade point average:

- A – 4 points
- B – 3 points
- C – 2 points

Add number of points for all classes (excluding P.E., Driver's ED, Work Experience and Community Service) and divide by total number of classes (again, excluding P.E., Driver's ED, Work Experience and Community Service). The resulting number is the student's GPA. "D's" are not passing grades and, therefore, are not counted in the student's GPA. If you have D's from previous institutions that were accepted as passing grades, please notify the administrator.

GPA for Honors Classes is calculated the same way using the following scale:

- A – 5 points
- B – 4 points
- C – 3 points

Honors Classes may not be counted for a grade below C.

Honors Credits created by taking Junior College coursework are only applicable to juniors and seniors.

The California State University system (CSU) balks at coursework from non-accredited institutions. It is therefore recommended that if your student is planning to attend a CSU school, they first attend a junior college for lower division classes, then transfer.

Grad Check

If a “Grad Check” form has not been issued to you in the spring of your child’s sophomore year, please contact the MCA office and request a Grad Check form. This form is for final planning of the Junior and Senior High School years so that all necessary requirements are sure to be fulfilled and graduation will occur on the desired timetable.

Work Permits

If your high school student is employed at a part-time job and the employer has requested a work permit, you must obtain the permit from the Designated Officer of Morningstar Christian Academy. Please call the office to obtain a work permit. There are exceptions to the Work Permit requirement. Please contact the MCA administrator for details.

Should you wish for your child to receive school credit for their work experience, please request a work experience form. This form is to be filled out by the employer and then filed in the CUM folder. Elective non-graded credit will be given for work experience.

The Staff of Morningstar Christian Academy

Our Director, Al Brisendine, is an ordained Minister. He and his wife, Cindy, have been married since 1985 and have one son. In addition to his pastoral duties, Al is a Surveyor for the California Department of Transportation. He holds a Bachelor’s Degree in Geography with an emphasis in Cartography.

Our Administrator, Cindy Brisendine, is like many home educating mothers – balancing homemaking, education of the children, ministry opportunities and church and family life. Cindy holds a Bachelor’s Degree in English with an emphasis in Linguistics. Cindy also holds a California teaching credential and has taught in both public and private Christian school settings.

Both Al and Cindy have sought the Lord in the formation of Morningstar Christian Academy because they believe the Lord Jesus has given them a heart and vision to minister to home educating families.

Conclusion

As with any work of the Lord, MCA is a “work in progress” (Ephesians 2:10). This handbook is also a “work in progress” and as such your input is welcomed and appreciated. Please be patient with the MCA staff and please do not hesitate to ask questions or make suggestions.