



# Registration Packet

2009-2010

# CHESSTeaching Co-op Table of Contents

Letter to Families.....	3
Co-op Board Contact .....	4
2009-2010 Calendar.....	5
What is the CHESSTeaching Co-op? .....	6-7
Policies and Procedures .....	8-12
Health Policy .....	13
Service Hours Request Form .....	14
Membership Application .....	15
Teacher Guidelines/Responsibilities .....	16
Teacher Application .....	17
Church Leader Letter/Application .....	18-19
Schedule of Classes .....	20
Course Descriptions .....	21-27

Dear Co-op Applicant:

Thank you for your interest in the CHESS Teaching Co-op. Enclosed, please find our 2009-2010 registration packet, which includes all the forms necessary for a complete registration.

The CHESS Teaching Co-op will meet on Mondays for 22 weeks. Fall classes will meet, September 14 through November 23. Spring classes will be held, January 4 through March 15. Classes will run from 12:30 p.m. to 3:30 pm. We wish to thank the congregation of the Wesley United Methodist Church for graciously allowing us to meet in their beautiful facility in Sulphur Springs.

We are pleased with our course offerings this year and are delighted to offer classes for varied age levels preschool through high school. Registration must be done in person or through the mail. There will be no registration over the phone. If, after you have registered, you wish to make class changes, the changes must be made in writing. Please note that you must be a member of CHESS prior to registering for the CHESS CO-OP.

Again, we thank you for your interest in the CHESS Teaching Co-op. May the Lord bless each of your families for the commitment you have made to the Godly education of your children.

**CHESS Teaching Co-op Board**

Jenny Mansfield	Tammi Cogburn
Lari Folmar	Tabitha Gauntt
Juli Garner	Shala Stone

## **2009-2010 CHESS Teaching Co-op Board**

**You've got questions? Be sure to call the right person!**

Director:	Jenny Mansfield	903-598-6674
Assistant Director:	Lari Folmar	903-243-2308
Secretary:	Shala Stone	903-473-2111
Registrar:	Lari Folmar	903-243-2308
Treasurer	Tabitha Gauntt	903-885-3724
Service Hour Coordinator:	Juli Garner	903-473-1313
Supply Coordinator:	Tammi Cogburn	903-768-3021

### **Co-op Location:**

Wesley United Methodist Church  
614 Texas Street  
Sulphur Springs, TX 75482

## CHES Teaching Co-op

### Fall 2009 Calendar

September	14	Co-op Week #1 (orientation at 12:00)
	21	2
	28	3
October	5	4
	12	5
	19	6
	26	7
November	2	8
	9	9
	16	10
	23	11
	30	Open House

### Spring 2010

January	4	Co-op Week #1
		(Mandatory Orientation for families new to co-op this semester 12:00)
	11	2
	18	3
	25	4
February	1	5
	8	6
	15	7
	22	8
March	1	9
	8	10
	15	11
	22	Open House

# **Christian Home Educators of Sulphur Springs**

## **CHESS Teaching Co-op**

### **What is the CHESS Teaching Co-op?**

#### **Mission**

The CHESS Teaching Co-op exists for the primary purpose of coming together to enrich the education of our children and to have Christian fellowship with other home school families. The Co-op is not designed to take the place of the parents educating the children at home, but to provide enhancement opportunities in the overall education of the student. Excellent nursery and preschool classes will be provided for families with children in the kindergarten through twelfth grade classes.

#### **Distinctly Christian**

The content of CHESS classes will reflect a Christian worldview. All science classes will be taught from a creationist position. Evolution may be discussed in some classes. If so, it will be explained as a theory.

Our intent is that every class will have an atmosphere that is pleasing to God. The classes will open with prayer led by one of the students or teachers. All teachers and teacher substitutes must be professing Christians and must agree to teacher guidelines and responsibilities as set forth by the CHESS Teaching Co-op and will have to have a church leadership letter of recommendation. (If you are unsure whether you are a Christian, or if you are not a Christian but are interested in knowing more about Christianity, please contact a member of the leadership team.)

#### **Where can I Get a Printed Registration Packet?**

Registration packets can be printed off the CHESS webpage at [www.chess-tx.org](http://www.chess-tx.org).

If you do not have access to a computer you can go to the library and access the CHESS webpage on their computer. Packets will be made available during our one on-site registration date for the price of printing.

**No packets will be mailed.**

#### **How do I register my children for classes?**

After renewing/becoming a CHESS member you may access and complete the CHESS Teaching Co-op registration packet. It must be postmarked by November 6, 2009. Any registration after that date must have board and teachers approval (parents will be responsible for securing all materials for the classes in which enrolled) Registration forms may be mailed to CHESS Co-op Attn: Lari Folmar, PO Box 794 Sulphur Springs, TX 75483.

**Mandatory Orientation**

To complete the enrollment for your child, at least one parent from each family and all students from 4<sup>th</sup> grade and up must attend the mandatory Orientation Meeting on September 14<sup>th</sup> at 12:00 p.m. For those who join the co-op in the spring, the mandatory orientation will be January 4, 2010 at 12:00 p.m.

**What does the Co-op Fee cover and how much is it?**

The Co-op Administrative Fee, \$15.00 per family plus \$2 per child per semester, covers cost for general supplies, set-up, clean up, administrative costs of the Co-op, and our church building fee for the year 2009-2010. This payment is due with your registration and must be made payable to CHESS Teaching Co-op.

**Whom do I call if I have a question?**

Please see page 4 for our CHESS Teaching Co-op Board, and call the appropriate person.

**How strict must I be on the age range given?**

Teachers determine the age ranges for the classes they will be teaching. All age guidelines will be strictly enforced. The teacher must approve any exceptions to the specified age guidelines.

**How do you determine who gets into the classes?**

All classes are filled on a first-come, first-served basis. There are waiting lists available for each class. If you have requested a class that is already filled, the registrar will place your student on the waiting list and contact you if the class opens up.

**How do you determine who gets which service hour positions?**

All service hours are filled on a first-come, first-served basis.

**What if I change my mind?**

Make all changes in writing, and submit to the Co-op registrar. Note that NO CHANGES will be done over the phone, and places in classes will not be "held". Plan to do all registration and changes in writing. Also, be aware that making changes to your student's schedule does not guarantee your service hours can be changed to coincide with the new schedule. Board will require more than 24hrs notice to consider any written request.

**Drop/Add Class**

Class changes will only be considered by Board after the first day of co-op. No class changes will be made during the remainder of the semester. All class change requests must be submitted to the Board in writing.

**What if my address or phone number changes after I have registered?**

Please send your updated address and/or phone number to [lpfolmar@isp.com](mailto:lpfolmar@isp.com) or call Lari Folmar at 903-243-2308.

# Christian Home Educators of Sulphur Springs

## CHES Teaching Co-op

### Policies and Procedures

Please read carefully. You are responsible for knowing and abiding by the following guidelines. It is very important that we demonstrate a good example of home schooling and protect the facility we have so graciously been allowed to use. Observance of the following guidelines will ensure that our objectives will be met. They can be summed up in this way: Show thoughtfulness and respect toward the teachers, parents, other students, and our host church facility and staff. At all times our actions and attitudes should honor our Lord Jesus Christ. "Whatever you do in word or deed do all in the name of the Lord Jesus." Col. 3:17.

#### **Service Requirement:**

Each family participating in Co-op classes is required to contribute to the success of the co-op. Each family will commit to the entire morning of the co-op and must participate in a class for every time period.

A parent from each participating family must serve in the co-op all hours. The parent's gifting and input will be considered when the schedule is made. Forms indicating areas and times that workers are needed are in the Registration Packet in order for the parents to choose their service preferences. These service forms must be submitted at time of registration. Parents are needed as classroom helpers, monitors of the halls, to help set up, etc. The Co-op Registrar and Service Hour Coordinator will organize the service assignments, according to a first come, first served basis, and, as much as possible, honor the parent's preference and convenience.

**Registration for Co-op classes will not be considered complete without a specific service commitment for the semester.**

In the event of illness, death in the family, or other circumstance in which you are unable to fulfill service hour obligations, please contact Juli Garner as soon as possible.

#### **Year Commitment:**

All families must be current CHES members to be eligible to register for the CHES Teaching Co-op. Once a family is registered for the co-op, they will be expected to stay in the Co-op for that year. If a family withdraws after the registration deadline, they will be ineligible to participate in Co-op for one semester. (Exceptions can be made on a case-by-case basis with board approval.)

Any request to drop a class must be made in writing and submitted to the Registrar for processing. It is not enough to simply inform a teacher that your student will be dropping (or adding) a class. **All registration fees are nonrefundable.**

#### **Registration Fees:**

Family fee- \$15 per semester General Supply fee - \$2 per child per semester

These fees go into CHES's Teaching Co-op checking account at Alliance bank.

All Board pre-approved purchases will be reimbursed by receipt and kept on file.

*\*If monetary issues prevent your family from joining please see a board member.*

**Daily Schedule:**

Classes meet from 12:30 p.m.-3:30 p.m. on Mondays. All Co-op participants should arrive (10 min prior) by 12:20 a.m. There will be three 55 minute classes. Classes must start and end at the appointed time. A bell will ring five minutes before each class ends and at the end of each class.

**Late Arrivals:**

If you are going to be late to co-op for any reason, you must call Juli Garner and let her know. Her cell is 903-229-9101. A fine of \$25 will be issued to anyone arriving 15 minutes late without a phone call.

**Absences/Substitutes:**

If you are unable to make a class because of sickness (you or your child(ren)), a death, or unavoidable travel, **YOU** must call Juli Garner 903-473-1313 by 9:30 am. You must also call the other teacher involved in the classes where you work. After you have made all the appropriate phone calls, ask another adult family member or adult CHESS member to be responsible for your well children so that they may attend their classes even though you are not onsite. \*PROVIDED service hour requirements are covered.

**For the courtesy and safety of all Co-op members**

\*\*If this procedure is not followed and the child arrives at Co-op with a non-CHESS member, then they will be prohibited from attendance for that Co-op day. If the child arrives at Co-op without approval with another CHESS member, the child's parent, as well as the parent bringing the child to Co-op that day, will be given a warning. If the problem occurs again both parties will be prohibited from attendance for that Co-op day.

**Cancellation of Co-op:**

Weather problems --- Co-op will cancel if SSISD cancels for weather. Regardless of our canceling or not, use your own judgment concerning weather.

Other problems --- Check the CHESS Yahoo loop on the day of Co-op. If you are not on the loop, you need to find a buddy to keep you informed.

**Class Clean-up (Clean up should begin when the warning bell rings: 5 min. before class time ends):**

1. Have the kids pick up all the little fluff and such off the carpet before they leave. Vacuuming may be avoided if this is done.
2. Put the furniture back as you found it.
3. Wipe table with cleaner and paper towels if needed.
4. If you are the last teacher in a class for the day, empty your wastepaper basket into one of the bathroom trash cans. If the classroom trash bag is in good shape, leave it in the basket and return the basket to the room. Turn the light off.
5. Feel free to stay and help with the building clean-up even if you are not currently scheduled. If you are not cleaning, you need to be out of the building by 3:10 p.m.

**Building Clean-up:**

Each week after Co-op the building must be cleaned. The areas of clean-up are wiping down the bathrooms, taking out trash, vacuuming/sweeping floors, wiping down classroom surfaces, and cleaning glass doors.

**Sickness:**

Please carefully read and abide by the Health Policy.

**Copyright laws:**

Copyright laws are to be taken very seriously. Please do not copy materials that are protected by copyright laws unless (1) you contact the publisher and obtain permission; OR (2) you are very sure that you are not infringing the copyright (for example, that your copying falls under the "fair use doctrine" or other exception to the law). When in doubt, call the copyright holder and ask. CHESS Teaching Co-op views this as a matter of Christian integrity.

**Nametags**

Nametags (which Co-op will provide) are required to be worn on the front of your shirt or blouse.

**Homework**

The students in classes in which homework is assigned will be expected to complete their homework. If a student consistently comes to class unprepared, they will be moved into an independent study class for that Co-op period and their parent will be notified. Unprepared students affect the ability of the teacher to have enriching class discussions and lower the work standard for the other students.

**Behavior:** (This section needs to be read by parents and all children.)

The standard of behavior for the children will be exceptionally high. **Please consider whether your child is prepared to participate in the classes in a way that he and those around him will benefit from his being there.** Children with special needs are welcome. Their parents may contribute to the co-op by shadowing their special-needs child.

**FAMILY CODE OF CONDUCT**

- 1 Member families will act in such a way that their words and actions promote the unity and encouragement of fellow CHESS Teaching Co-op families.
- 2 Member families will avoid acting in such a way that is considered disrespectful, offensive, immoral, intimidating or rude.
- 3 Member families will avoid gossiping about CHESS Teaching Co-op or its families.
- 4 Member families will be courteous, obedient, and polite at all times to Church staff.
- 5 Member families will be responsible for their own children's behavior to ensure they are acting in accordance with this code of conduct.
- 6 Any members that persist in violating this code of conduct are considered to be conducting themselves in a way that is contrary to the specific and primary purposes of the CHESS Teaching Co-op.
- 7 Members are encouraged to provide input and opinions about any aspect of CHESS Teaching Coop. Recommendations and/or disagreements that members may have are to be handled in a responsible and respectful manner. Such comment and discussion is to be directed to the appropriate leader(s) and, if needed, presented in a responsible manner to the CHESS Teaching Co-op Board.

## STUDENT CODE OF CONDUCT

1. All students will listen to, respond to, and quickly obey adults. They will respectfully listen during the class time. "Respectfully listen" means they will not only listen, but look like they are listening: keeping their eyes on the teacher and/or whatever the teacher is referring to and interacting on topic when it is appropriate. In the academic classes, students must not have side conversations. Comments to each other, even on topic, are distracting and impolite. All talking should be for the whole class and only when talking is appropriate.
2. There will be no inappropriate public displays of affection between boys and girls.
3. Students (and parents) will dress appropriately and modestly on class days.
  - 1 Students must not expose their midriffs or wear otherwise revealing clothes.
  - 2 Shorts and skorts (skirts with BUILT IN shorts) must be a fingertip length. Skirts and dresses must be knee length.
  - 3 Boys must remove hats before entering the church building.
  - 4 The Co-op Board reserves the right to make ongoing decisions concerning clothing and grooming issues.
4. We need to be excellent guests of the Church. When students are in the building, they must walk (not run or engage in horse play) and use quiet voices. We need to leave every room the way we found it, if not better.
5. Once students arrive at the co-op, they must stay under the supervision of adults at all times. Students with driver's licenses should arrive at the same time as their parents (or that day's parent substitute because of sickness/death) and leave at the same time as their parents. No one will be on site without a parent or a previously-arranged parent substitute. If a student strays from the supervision, the co-op discipline guidelines will be followed.
6. All parents have the freedom and responsibility during co-op classes to address discipline issues. If the child involved does not change his or her behavior, please let someone on the Board know.

Disruptive behavior will not be tolerated. If after discipline guidelines are followed and a child still cannot behave properly at Co-op, that child will be asked to delay their involvement in Co-op for the remainder of the 2009-2010 Co-op year. After that time, the child may be reconsidered for Co-op participation.

### **Discipline Guidelines**

Step one: Warning from teacher to the child

Step two: A discipline letter will be given to the parent explaining the child's disciplinary problem.

Step three: The board will meet with the parent to discuss their child's disciplinary problems and further actions to be taken.

\*If a flagrant disruption occurs, the child will be asked to leave the classroom with a board member and brought to their parents immediately, if their parents are not actively teaching. If the parent is actively teaching, the student will be supervised by a board member until the parent is not actively teaching.

## **FACILITY CODE OF CONDUCT**

"Even a child is known by his actions, by whether his conduct is pure and right."

Proverbs 20:11

Show respect for our host church by observing the following guidelines:

- 1 Use of a church phone is limited to emergencies only.
- 2 You are responsible for picking up your trash in each classroom, the hallways, and all other areas.
- 3 The bathrooms will be monitored and must be maintained and kept clean.
- 4 No running or roughhousing in the halls.
- 5 Food and drinks are only allowed in the lunch area. Food distributed for parties, birthdays, etc. must be packaged for consumption at a later time. Breakfast must be eaten before children arrive.
- 6 Do not chew gum in the church building.
- 7 No roller blades, shoes on rollers, skateboards, cleats, water guns, knives, laser pointers, or any other dangerous or distracting items (cell phones) are allowed at Co-op. Parent's cell phones must be turned to silent or vibrate.
- 8 Firearms are explicitly prohibited from the church premises.
- 9 Playing in the parking lot is prohibited.
- 10 No video games (hand-held or laptop).
- 11 Show respectful obedience to all church staff, parents, teachers, and Co-op monitors. Inappropriate language, conversations, and attitudes are not acceptable and will be subject to discipline.
- 12 Show respect and courtesy to the teachers and other students by arriving on time to class.
- 13 Students are expected to do class assignments, and parents can help by checking for completion of homework.

# Christian Home Educators Co-op of Sulphur Springs

## Health Policy

*In this document, the reference to teachers refers to volunteers working with our children. The conditions stated below apply to both students and teachers (to both children and parents).*

### Conditions for staying home from Co-op:

- **Influenza**- if diagnosed, you must be symptom free for 48hrs before returning to co-op or provide a written clearance from your doctor. This means no fever, muscle aches or cough for 48hrs without the aid of medication.
- \* Fever (within the last 24 hours)
- \* Diarrhea (within the last 24 hours)
- \* Vomiting (within the last 24 hours)
- \* Runny nose that has green or yellow mucus
- \* Head colds or persistent cough
- \* Sore throat
- \* Eye infections
- \* Uncovered skin lesions or wounds
- \* Skin infections
- \* Rash
- \* Staph Infections
- \* Impetigo
- \* Yellow skin or eyes (jaundice)
- \* Lice (must be nit free to return to co-op)
- \* Childhood diseases (Scarlet fever, German measles, mumps, chicken pox, or whooping cough)
- \* Rubella or shingles
- \* Active pulmonary tuberculosis
- \* Hepatitis
- \* Cold sores \*(IF you would be in Nursery through 3<sup>rd</sup> grade classrooms)
- \* Other communicable diseases

*Communicable diseases may be brought to Co-op by sick teachers or children, or by apparently healthy teachers or children, who are at the beginning or end of an infectious disease.*

**\*\*\*Therefore, please do not bring children in Nursery through 6<sup>th</sup> grade that have siblings with one of the above mentioned symptoms/illnesses. Please be considerate of others when deciding whether to bring children in 7<sup>th</sup> through 12<sup>th</sup> grade who have siblings with one of the above mentioned symptoms/illnesses.\*\*\***

\*\*\*If a parent does bring a child with any one of these conditions, it is the responsibility of the teacher to inform the parent of the health policy and request that the parent keep the child out of Co-op activities until symptoms subside. If a child becomes ill while at Co-op, the teacher must notify the age-appropriate coordinator, and the one notified will contact the parent. \*\*\*

## SERVICE HOURS REQUEST FORM

Name: \_\_\_\_\_

Each family participating in Co-op classes is required to contribute to the Co-op in any of the positions listed below. Please list your preferences for every hour (labeling 1st, 2nd, and 3rd choices). See example. The Co-op will strive to honor your requests; however, the needs of the Co-op will be given priority.

### Service Hours

<i>Example</i>	Nursery Ages 0-2 <u>1</u>	3 year olds  <u>3</u> —	4-5 year olds	1 <sup>st</sup> -2 <sup>nd</sup> Grades	3rd-4th Grades  <u>2</u>	5th- 6th Grades	7 <sup>th</sup> -8 <sup>th</sup> Grades	9-12 Grades
12:30- 1:25	Nursery  —	—	Center s  —	Little Literatur e  —	Drama  — OR Music  —	Creativ e Writing  —	Algebra 1  — OR Leadership  — OR Experienc e God  —	Chemistry  — OR Leadership  — OR Experienc e God  —
1:30- 2:25	Nursery  —	—	Story Snack Craft  —	P.E.  —	Art  —	Art  —	Physical Science  — OR Art  —	Geometry  — OR Literature  —
2:30- 3:25	Nursery  —	—	PE  —	Art  —	Swimming Creatures  —	Unit Study  —	American History 8 <sup>th</sup>  — OR American History 5 <sup>th</sup> -7 <sup>th</sup>  —	Yearbook  —

What are your talents, interests, gifts, and hobbies?

---



---

## CHESS Teaching Co-op 2009-2010 Membership Application

Last Name \_\_\_\_\_  
 Father's Name \_\_\_\_\_ Mother's Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone ( ) \_\_\_\_\_  
 Email Address \_\_\_\_\_  
 This is my \_\_\_\_\_ year to home school.  
 Do you have access to the CHESS e-loop: \_\_\_\_\_?

### Children (all participating)

Name	Grade	Date of Birth	Class 12:30-1:25	Class 1:30-2:25	Class 2:30-3:25

### Contract of Enrollment

I am enrolling my child/children in the CHESS Teaching Co-op for the year 2009-2010. I have read and indicated my agreement to all of the documents by signing below.

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

(Parent or Legal Guardian)

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

Please enclose your check payable to CHESS. **\$15 per family plus \$2 per child per semester**

Mail to: **CHESS Teaching Co-op P.O. Box794, Sulphur Springs, TX 75483**

**\*PLEASE NOTE:** Official CHESS Teaching Co-op registration is not complete until all required forms and fees are in and the family is a current member of the CHESS group.

# **CHES Teaching Co-op**

## **TEACHER GUIDELINES AND RESPONSIBILITIES**

(Applies to Primary teacher and teacher's assistant)

### **Prerequisites:**

1. Active Christian (receipt of reference letter from church leader required)
2. Home schooling at least 1 year (except for nursery and pre-k teachers) or having other verifiable teaching experience.
3. Member of CHES
4. Done on volunteer basis. Parents who teach or serve in other capacities should not expect compensation for their services.
5. Exceptions to #3 and #4 above may be made in some cases where it becomes necessary/preferable to hire an outside teacher for a particular course and is subject to Board approval.

### **Responsibilities:**

1. Be on time and prepared for all class periods.
2. If unable to attend, contact teaching assistant and Board member ASAP.
3. Provide curriculum/syllabus/supply list/ etc. to Board no later than August 1<sup>st</sup>.
4. Buy all student curriculum and supplies or make detail list of necessary and optional items available to parents by August 1<sup>st</sup>.
5. Abide by Code of Conduct.
6. Teach the approved curriculum for the entirety of each class period (some exception for younger classes as approved by the Board).
7. If homework is assigned, assignment sheets must be made and put into the student's communication folders before 3:00 pm. All families will be responsible for checking their communication folders prior to leaving co-op.

**CHES Teaching Co-op  
2009-2010 Teacher Application**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

I, \_\_\_\_\_, do hereby request to be a  
teacher/assistant teacher in the following classes and have read and agree  
to all of the information contained in the CHES Teaching Co-op Manual.

Teacher	Assistant Teacher
_____	_____
_____	_____

I also agree to a reference check from a Church Leader:

Home Church: \_\_\_\_\_ Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

**CHES Teaching Co-op**  
PO Box 794  
Sulphur Springs, TX 75483

Dear Church Leader:

You are receiving this letter because one of your church members has requested to be teacher or teacher assistant for the CHES (Christian Home Educators of Sulphur Springs) Teaching Co-op.

Each teacher or teacher assistant must have a recommendation from a Church Leader in their home Church. Please review the attached form and complete at your earliest convenience. Please do not give this form to the identified church member but return in the self-addressed stamped envelope provided to ensure confidentiality.

Our mission is to enrich the education of our children and to have Christian fellowship with other homeschool families. As part of this mission we want to ensure that all of our teachers and teacher assistants are spiritually growing and active in their home church. The information you provide will be strictly confidential and we thank you for taking the time to ensure that our children are protected and will receive quality Christian values in addition to educational training.

Thank you for your attention to this matter.

Please call with any questions:  
In His Name and for His Glory  
Lari Folmar  
903-243-2308

*To protect the confidentiality of this reference, the pastor/leadership must fill out the form & mail it in the self-addressed envelope provided.*

## **CHESSTeaching Co-op**

### ***Church Leadership Reference***

(From a Pastor, Sunday school teacher, Deacon, etc.)

Date: \_\_\_\_\_ Teacher Applicant's Name \_\_\_\_\_

1. In what capacity and for how long have you known the applicant?
  
2. What is the applicant's personal religious experience, as you perceive it? (Please circle one.)
  - A. The applicant is disinterested in growing spiritually.
  - B. The applicant is passively interested in growing spiritually.
  - C. The applicant is growing spiritually.
  - D. The applicant is growing spiritually and involved in church family.
  
3. Please describe any specific concerns or highlights you have on the spiritual growth and character of this applicant.
  
  
  
  
  
  
  
  
  
  
4. Is there any reason you know that this person should not be a teacher or worker with children?
  
  
  
  
  
  
  
  
  
  
5. Please add any further information that you think would be helpful to us.
  
  
  
  
  
  
  
  
  
  
6. May we contact you by phone for additional information? [ ] No [ ] Yes, my phone # is:

Thank you for help us evaluate this teacher. Please mail this form in the self-addressed envelope provided. CHESSTeaching Co-op Attn: Lari Folmar, PO Box 794, Sulphur Springs, TX 75483.

Please do not give the evaluation back to the applicant. Your comments are greatly appreciated.

**CHES** Teaching Co-op  
**2009-2010**  
**CLASS SCHEDULE**

	Nursery Ages 0-2	3 year olds	4-5 year olds	1-2 Grades	3-4 Grades	5-6 Grades	7-8 Grades	9-12 Grades
<b>12:30- 1:25</b>				Little Literature or Drama**	Drama** or Music	Creative Writing	Algebra 1 or Experience God or Leadership	Chemistry * or Experience God or Leadership
<b>1:30- 2:25</b>				P.E.	Art	Art	Physical* Science or Art	Geometry or Literature
<b>2:30- 3:25</b>				Art	Apologia Swimming Creatures	Chronicles of Narnia Unit Study or Amer. History	American History	Yearbook

\*Only open to returning co-op students

\*\*Only open to returning co-op STIC students

**CHESS TEACHING CO-OP**  
**2009-2010**  
**COURSE DESCRIPTIONS**

**NURSERY-3 CLASS**

**Nursery Ages: 0-2**

Babies and toddlers will hear, watch, and participate in Bible songs, Bible and character building stories along with traditional children books, nursery rhymes and stories. Puppets, stuffed animals and occasional age appropriate videos will also be incorporated into Nursery time. There will be lots of play time! Babies and toddlers will be fed and changed as needed per parent's instructions. Every effort will be made to keep babies and toddlers comforted and on their schedules.

*Material Fee: \$10 per semester*

*Materials to bring: Any food you want given to your baby/toddler during co-op hours outside of snack food that co-op will provide (please have already prepared), wipes, diapers, any comfort toys/pacifiers as needed.*

**3's CLASS**

This class is designed to help your child learn through structured playtime. The alphabet will be the springboard for each class with other activities revolving around the daily letter(s). These will be designed to help develop fine motor skills, balance and coordination, as well as social skills of taking turns, sharing, and cooperation. We will include handwriting, play games, read stories, make crafts, sing songs, learn some introductory sign language and generally have a good time.

*Material Fee: \$10 per semester*

**4's-5's CLASS**

**Centers (12:30-1:25)**

The alphabet will be the spring board for each class with other activities revolving around the daily letter (s). These will be designed to help develop fine motor skills, balance and coordination, as well as social skills of taking turns, sharing, and cooperation. We will include handwriting, sing songs and generally have a good time.

*Material Fee: \$10 per semester*

**Story time, Craft & Snack class description (1:30-2:25)**

This class is designed to help your child enjoy books.

There will be fun interaction with discussion, skits, crafts relating to the story &/or snack crafts.

*Material/Snack Fee-\$15 per semester*

**Gymnastics (2:30-3:25)**

Objective: Teach discipline through following instructions; strengthening of the body, flexibility and balance.

Goals: learn rolls (front, ankle, airplane, back) headstand, bridge, etc.

Students need to wear shorts that allow flexibility and do not have big legs. Girls will need to wear shorts under dresses and skirts.

*Cost: New Students: \$10 Returning Students: \$5*

## GRADES 1-2

### **Little Literature (12:30-1:25)**

Each week we will read a favorite picture book or poems in class. Do an activity to encourage your child's love for books. Parents will be provided with a list of books. It is not necessary to purchase these books, but each is a delightful! You may wish to check these out at the library or purchase to review them at home-especially during the week we cover it in class. The students will use various basic school supplies, such as glue, crayons, and scissors.

*Material Fee: \$10 New \$5 Returning Students*  
12 maximum per class

### **Unique Creative Movement (12:30-1:25) open to returning STIC students, only**

Unique creative movement using 'props' such as fabric, dowel rods, sign language or hand gestures, etc. to interpret lyrics of contemporary Christian music.

*Material Fee: \$5*  
12 maximum per class

### **Physical Education (1:30-2:25)**

Objective: Teach discipline through following instructions; strengthening of the body, flexibility and balance.

Goals: Learn rolls (front, ankle, airplane, back and double), headstand, bridge, cartwheel, round off, etc.

Students need to wear shorts that allow flexibility and do not have big legs. Girls will need to wear shorts under dresses and skirts

*Material Fee: New Students \$10.00 Returning Students \$5*

### **Art (2:30-3:25)**

Students will learn the elements and principles of art and drawing in a developmental and sequential way, as well as to study the art of other artists, cultures and historical periods. Students will learn the art concepts of line, color, shape and form, pattern, texture, space and composition.

*Material Fee: \$14 per semester*

*Materials to bring: normal school supplies glue, scissors, crayons, colored pencils, watercolors, oil crayons, a paint brush, and a sponge.*

12 maximum per class

## GRADES 3-4

### **Unique Creative Movement (12:30-1:25) open to returning STIC students, only**

Unique creative movement using 'props' such as fabric, dowel rods, sign language or hand gestures, etc. to interpret lyrics of contemporary Christian music.

*Material Fee: \$5*

12 maximum per class

**OR**

### **Music (12:30-1:25)**

Music has never been so much fun! No previous music skills are needed. We will be exploring music concepts through classical music, folk songs, poetry, movement, and playing non-percussion (drums, triangles, finger cymbals) and percussion instruments (glockenspiels). All children will also receive their own recorder and learn to play a variety of songs (which may differ depending upon ability level). All materials are provided.

NOTE: Children registering WILL be required to practice recorders at home during the week.

*Class Fee: \$20 per semester*

Class Maximum 15

### **Art (1:30-2:25)**

Students will learn the elements and principles of art and drawing in a developmental and sequential way, as well as to study the art of other artists, cultures and historical periods. Students will learn the art concepts of line, color, shape and form, pattern, texture, space and composition.

*Material Fee: \$10 per semester*

*Materials to bring: glue, scissors, crayons, colored pencils, watercolors, oil crayons, a paint brush, and a sponge.*

### **Apologia Swimming Creatures of the 5<sup>th</sup> Day (2:30-3:25)**

This course will introduce your students to the watery world of aquatic animals! Using the Charlotte Mason approach, engaging lessons incorporate notebook assignments to reinforce what students learn about whales, seals, amphibians, reptiles (including those scientists think have gone extinct), crustaceans, mollusks, sponges, tubeworms, and other denizens of the deep. Hands-on activities and projects use easy-to-find household items. Reading will be conducted by the student at home with discussion and projects completed during class time.

*Material Fee: \$15 per semester (includes materials needed for labs)*

*Materials Needed: Apologia Swimming Creatures of the 5<sup>th</sup> Day Textbook*

*normal school supplies (i.e. glue, scissors, crayons, colored pencils).*

## GRADES 5-6

### **Creative Writing (12:30-1:25)**

This class is designed to have FUN while writing! Yes, writing can be fun using creative and even hands-on methods! Using word play, word building, mind teasers, poetry, idioms, and the beginning use of a thesaurus, students will begin to see the importance of words and how to actually enjoy the writing process!

No book is required, only a notebook, pencil and a cheap thesaurus (that is age appropriate).

Teacher Resource Books (optional): "If You're Trying to Teach Kids How To Write.. You've Gotta Have This Book!" by Marjorie Frank; Complete Writing Lessons for the Middle Grades by Marjorie Frank

*Fee: \$5*

### **Art (1:30-2:25)**

Students will learn the elements and principles of art and drawing in a developmental and sequential way, as well as to study the art of other artists, cultures and historical periods. Students will learn the art concepts of line, color, shape and form, pattern, texture, space and composition.

*Material Fee: \$10 per semester*

*Materials to bring; normal school supplies (i.e. glue, scissors, crayons, colored pencils), watercolors, oil crayons, a paint brush, and a sponge.*

### **Unit Study Chronicles on Narnia (2:30-3:25)**

Unit study utilizing the Chronicles of Narnia series as it's springboard. Class will cover various subjects including, but not limited to, Bible, Critical Thinking, Literature, History, Science, Cooking, and Art. During class, we will have discussion time and LOTS of fun projects. Students will have fun learning and get excited about literature while placing an emphasis on the study of the Word of God. It is hoped that through this study, the student will learn about the character of the great I Am and our relationship with Him.

This course requires reading homework. This can be accomplished by the student independently or by listening to a parent or sibling read to them. Additional homework will be given, but not required. This homework is designed to aide in discussion during class, as well as to supplement your family's home school.

*Course Fee: \$15*

*Materials required: book-The Lion, the Witch and the Wardrobe*

*Normal school supplies (including pencil, map pencils or crayons or markers, paint brush)*

*3 ring binder*

Class Maximum: 12

**OR**

### **American History (2:30-3:25)**

This is a study of American history, using the book, A Child's Story of American History. The spring semester will start with a review of the Revolutionary War and move forward through American history. Most reading will be done at home and class time will be used for class discussion and hands on activities.

*Material Fee: \$10 for returning students (must have book)*

*\$25 for new students (includes book)*

## GRADES 7-8

### **Algebra 1 (12:30-1:25)**

Algebra 1 math facts will be taught in a progressive order. Lecture will cover the first 20-30 minutes with the remaining time to work individually with students on specific problems. Each student can use their own curriculum. The teacher will be available for tutoring assistance during the week. She prefers contact by email first and then via the telephone if needed.

*Class Fee: \$50/semester*

**OR**

### **Jeff Meyers Leadership Course**

For better or for worse, influence is a powerful tool in the hands of anyone savvy enough to wield it. In 12 teaching sessions, Dr. Meyers lays out the principles of developing leadership skills necessary to bring about change, and how to remain effective once you're in a leadership role. Find the key to change things for the better! This textbook accompanies the DVD course, giving you additional reading, review and coaching helps. 112 pages, soft cover.

*Class Fee: \$17 per semester*

**OR**

### **Experiencing God for preteens (12:30-1:25)**

Study course to help preteens gain an understanding of how they can know and do God's will throughout their life experiences. It has comic book style art stories, activities, and home Bible studies. Each of the 9 sessions contains four pages with story and activities to be used during the session, and one take-home page.

*Class fee: \$10/semester*

### **Exploring Creation with Physical Science (1st edition) (1:30-2:25) *open to returning students, only***

A preparatory course for high school biology, this detailed introduction to the physical environment and its laws. Topics include the atmosphere; hydrosphere; weather; structure of Earth; environmentalism; physics of motion; Newton's laws; gravity; and astrophysics.

There are many hands-on experiments to do, and they all use household items.

*Lab Fee: \$10 per semester*

*Materials Needed: Apologia Exploring Creation with Physical Science (1<sup>st</sup> Edition) Textbook*

Homework: Yes! Students will be responsible for reading assignments and for the OYO and study guide questions at home. A pacing schedule will be given at the beginning of the semester.

**OR**

### **Art (1:30-2:25)**

Students will learn the elements and principles of art and drawing in a developmental and sequential way, as well as to study the art of other artists, cultures and historical periods. Students will learn the art concepts of line, color, shape and form, pattern, texture, space and composition.

*Material Fee: \$10 per semester      Materials Needed: glue, scissors, crayons, colored pencils, watercolors, oil crayons, a paint brush, sponge.*

### **American History (2:30-3:25)**

America's Providential History by Stephen McDowell      We will be continuing with Providential History by Stephen McDowell learning, in more detail about the American Revolution, Continental Congress and onto the writing of the Constitution. We will be focusing on the Constitution for the last 5-6 weeks of class, educating students on the reasons why this document was God Breathed and should stand as the foundation of this great nation.

*Material Fee: Returning Students w/ Providential book \$10      New students \$25 (includes book)*

Class Maximum 12

## GRADES 9-12

### Exploring Creation with Chemistry (2<sup>nd</sup> Edition required) (12:30-1:20)

*open to returning students, only*

The lab will explore God's exciting creation through chemistry. Experiments will be conducted to explore matter and "how it changes". Students are required to read through their texts and answer appropriate problems to be prepared for each lab. The labs will cement the concepts read from text. Emphasis will be placed on formulas, measuring, data collection, and other related concepts. The students will be working in pairs for lab partners. **Safety is priority.**

*Lab Fee: \$5 per semester Each student will be required to purchase the textbook **Apologia Chemistry 2<sup>nd</sup> edition**. In addition they will need to supply a notebook to keep track of data and summaries of each experiment.*

**OR**

### Jeff Myers Leadership Course (12:30-1:25)

For better or for worse, influence is a powerful tool in the hands of anyone savvy enough to wield it. In 12 teaching sessions, Dr. Myers lays out the principles of developing leadership skills necessary to bring about change, and how to remain effective once you're in a leadership role. Find the key to change things for the better! This textbook accompanies the DVD course, giving you additional reading, review and coaching helps. 112 pages, soft cover.

*Class Fee: \$17 per semester*

**OR**

### Experiencing God for preteens (12:30-1:25)

Study course to help preteens gain an understanding of how they can know and do God's will throughout their life experiences. It has comic book style art stories, activities, and home Bible studies. Each of the 9 sessions contains four pages with story and activities to be used during the session, and one take-home page.

*Class fee: \$10/semester*

### Geometry (1:30-2:25)

Geometry math facts will be taught in a progressive order. Lecture will cover the first 20-30 minutes with the remaining time to work individually with students on specific problems. Each student can use their own curriculum. The teacher will be available for tutoring assistance during the week. She prefers contact by email first and then via the telephone if needed.

Students will use the Geometry Curriculum of their choice.

*Class Fee: \$50 per semester*

**OR**

### Art/Literature (1:30-2:25)

This exciting study integrates grammar, reading, spelling, vocabulary, handwriting, composition, and thinking skills. The course focuses on American Literature, using short stories, novels, essays, and poetry.

*Class Fee \$5 Class Requirements: access to a dictionary, thesaurus, and encyclopedia Required Materials and Books: \*Paper, Pencil, 3-ring Notebook \*Learning Language Arts Through Literature Gold Book-American Literature (can be purchased at Rainbow Resource for \$21.50)*

*\*The Red Badge of Courage, by Stephen Crane, publisher Random House ISBN 9780553210118*

*\*The Old Man and the Sea, by Ernest Hemingway, publisher Simon & Shuster ISBN 9780684801223*

*\*The Pearl, by John Steinbeck, published by Penguin Group ISBN 9780140177374*

**Yearbook (2:30-3:25)**

The goal of this class is to produce and create the 2009-10 CHESS yearbook! The students will learn how to take photographs with punch, design a layout, add creative copy, and see how a yearbook comes together. Each student will oversee pages, designing them with their own personal touch. This class also builds on a theme which the students will choose and continue that theme throughout their pages. Teamwork and a FUN attitude are the only prerequisite!

*Cost: \$10 for new students only (which will go towards their own yearbook!)*