



Christian Educators Academy August 2014

Summer is Almost Over, New School Year Begins!

All good things must come to an end, even summer. Some students, who did NOT follow calendar dates, had to work over the summer. For the few of you still working, remember you need to complete all course work by August 15th. Students not finished will receive an **INC (incomplete)** on their transcript if they are transferring to another school, or may have their graduation delayed with financial consequences. If students are returning to CEA, they will be required to complete any unfinished work before new classes are added, after the new school year tuition has been paid. Contact the business office for specific information.

As you know, we have a limited enrollment policy in order to maintain our LOW teacher-to-student ratio. We have hired new teachers, and are ready for the 2014-2015 school year. We are now taking NEW registrations for both returning students and new students, and space is filling up FAST! Remember, we always hold space for returning students and their families until the end of August, but registering early is important!

Please email or call Mrs. Z today if you are planning to return to CEA, and have not previously contacted the business office. **Use our new 800 number** for all calls:

800-886-0501!



*TIME
&
Attendance*

MANY STUDENTS struggled to keep calendar schedules and meet course attendance requirements last year. Private online schools are not required to take daily attendance, but all students must meet these requirements:

1. Log into each active course and complete assignments a minimum of 1-3 days each week, working at least 20 hours per week.
2. Complete each semester within 3-5 months.
3. Spend a minimum of 35 hours of course time to complete each semester in most courses.

IN THIS ISSUE:

RATED AS A TOP 4 ONLINE SCHOOL!
NEW APEX UNLOCK CRITERIA!
NEW STUDENT EXPECTATIONS
ATTENDANCE REQUIREMENTS FOR 2014



Over the summer, a professional organization investigated over 100 online schools, and rated the top 50. Schools were evaluated based on their curriculum programs, accreditation status, state approval, performance, inclusivity, student and parent reviews, personal attention, and cost. We are proud to announce we were

**#4 on the list,
of the TOP 50 schools!**

Check out our website for the link.

Thank you, for your continued support!



Every year, AdvancED requires us to administer surveys to our student and parents. These survey results are very helpful for us at CEA. We take your positive, and not so positive comments very seriously. **The only significant issue from both parents and students** regarding Apex is the scheduling of due dates, and the dreaded UNLOCKS! Miss Gentile and Mrs. Z have worked with Apex support to try and offer support and a few changes to help our students be more successful.

1. **Due dates must be set**, that is the only way the parent email of status is accurate. First semester work will be scheduled to complete December 19th, the day before our scheduled Christmas Break begins. **Date change requests must be made by the parent only.**
2. Students are required to complete all assignments in order, in each unit. Failure to do so may result in additional Skyped Unit tests by Mrs. Z.
3. The **CST and TST tests are UNLOCKED**, helping students to complete all work in the unit.
4. The **first assignment in all other units will be LOCKED**, until teachers have graded the TST and CST, thus approving student work completion and mastery in the unit.
5. **Mastery scores** have been lowered to 70%, instead of 80%. (Honors is still 80%) This means, if a student fails an individual assignment in the Unit, he/she will still be required to contact their teacher. Students are **LOCKED OUT** until contacting the teacher.
6. Students must complete any revisions within 3 days. Teachers can lock assignments until work has been completed as directed. Remember, we are a Mastery-based school.

WHY IS YOUR CHILD LOCKED OUT?

Students must complete all assignments in the unit, or pass all assignments. , If this requirement is not met, students are LOCKED out, and must contact their teacher. Teachers have 24 hours to respond to the unlock request, **Monday through Friday Only**. They must contact their teacher during business hours for their teacher, **not CALL Mrs. Z**.



Some of the NEW 2014 Student

- Keep all emails and attachments sent to a teacher, or the Director for one school year. It is your responsibility!
- **Complete each semester within 3-5 months.** Usually 1st semester BEFORE Christmas break, 2nd semester by Summer Break.
- **Log into each active course and complete assignments a minimum of 1-3 days each week.**
- Spend a minimum 18-20 hours EACH week completing class work (more for honors students).
- **Download calendar for weekly schedules.** Complete all assignments listed within the week they have been assigned.
- **Due Date change requests must be made by the parent only**, and called into Mrs. Z, 800-886-0501.
- Spend a minimum of 35 hours of course time to complete each semester in most courses.
- **Complete ALL work in order (including written work) NO SKIPPING assignments!**
- Complete all Unit assignments **BEFORE** completing the Unit tests. Failure to do so may result in locked and "surprise" Skype exams..
- Teachers will move you forward or complete unlocks of the next unit, work days. See a list of each teacher's office hours on Apex. Know that all work must be completed, BEFORE a teacher will unlock the next unit's work.
- **Give teachers 1-2 days, Monday through Friday to grade assignments.**
- Ask a teacher for tutoring help BEFORE taking a unit test. Teachers cannot help you during the test.
- Email teachers if you are locked out of a class because of a failed quiz or test.
- Complete any revisions assigned within 3 days or you will be given a failing grade or locked out of new assignments.
- DO NOT ASK for a zero: **WE DO NOT GIVE ZEROS FOR UNFINISHED WORK.**
- **Contact the Director by phone or email, if you do not hear from your teacher within 3 days, NOT before.**
- Take semester finals in core subjects with each teacher via Skype. Be sure to give your teacher advanced notice.
- **Direct all questions, unlocks, or requests for help to your classroom teacher FIRST by email. If you do not hear from your teacher, send a copy of your request by email AND your completed assignments to ceamsrz@gmail.com for assistance.**