



2024/2025 HANDBOOK

WELCOME TO OUR SCHOOL



**MOUNT SINAI
ACADEMY**

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Welcome To Our School!



Miss Hope
Lead Teacher

Introduction

Welcome to Mount Sinai Academy! We are so blessed to have you here as a partner in our learning community! I know that God has great things planned for this school and I welcome you to the Mount Sinai family!

Meet the Teacher

As a former homeschool co-op student and a firm believer in Christ, I am so excited to be opening the doors to Mount Sinai Academy in the Fall of 2023. I am a proud product of the Classical Christian education model and cannot wait to deliver the same instruction to your students.

I am a "retired" public school educator with a bachelors degree in Elementary Education from George Fox University. After teaching 3 years in the public school system, I made the decision to leave and pursue higher education. It was during this transition that God put it on my heart to start this school.

Our goal is to nurture your students faith and education side-by-side. We believe that parents should have a say in their child's education and a strong relationship with their child's teacher. We seek to glorify God in everything that we do, including education and cannot wait to welcome you into this fellowship of learning!



MISSION & FAITH

01.

MISSION
STATEMENT

03.

COMMUNITY
AGREEMENT

02.

STATEMENT OF
FAITH

04.

STUDENT
FELLOWSHIP

Mount Sinai Academy

Mission Statement



01 Keep Christ at the Center

Mount Sinai Academy is a classical Christian academy for homeschool families of 3rd-5th grade students. Our goal is to nurture faith and education side-by-side.

Partner with Families 02

Our desire is to come alongside families and help them achieve their academic goals by providing a rigorous, systematic, age-appropriate education.



03 Honor God in Education

We desire to honor and glorify Christ in all that we teach, in how we nurture students, and in how we foster community among the families of our school.



Mount Sinai Academy

Statement of Faith

The following statements are the basic elements of Christianity which the policies and practices of Mount Sinai shall reflect, at all grade levels.

STATEMENT 1:

We believe the Bible is the Word of God, inspired by the Holy Spirit, inerrant in the original writings, infallible and the final authority in faith and life.

STATEMENT 2:

We believe that there is one living and true God, eternally existent in three persons: Father, Son, and Holy Spirit. We believe the God we serve is the creator and sustainer of all things, and the source of all truth. He is holy, righteous, good, loving and full of mercy.

STATEMENT 3:

We believe that God upholds, disposes, and governs all creatures, actions and things, and that God, in His ordinary providence, makes use of means, yet is free to work without, above, or against them at His pleasure.

STATEMENTS CONTINUED



Mount Sinai Academy

Statement of Faith

STATEMENT 4:

We believe in the true deity and full humanity of our Lord Jesus Christ. We believe in His virgin birth, in his sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father and in His personal return in power and glory.

STATEMENT 5:

We believe that all people are, by nature, separated from God and responsible for their own sin, but that salvation, redemption, and forgiveness are freely offered to all by the grace of our Lord Jesus Christ. When a person repents of sin and accepts Jesus Christ as personal savior and Lord, trusting Him to save, that person is immediately born again and sealed by the Holy Spirit. All sins are forgiven, and that person becomes a child of God, and is eternally with the Lord

STATEMENT 6:

We believe that salvation is by grace through faith alone, and that good works, done in obedience to God's commandments, are the fruits and evidence of a true and lively faith.

STATEMENTS CONTINUED



Mount Sinai Academy

Statement of Faith

STATEMENT 7:

We believe in the present ministry of the Holy Spirit, by whose indwelling and leading, the Christian is enabled to live a godly life.

STATEMENT 8:

We believe the only true basis of Christian fellowship is Christ's Agape love, which is greater than any differences we possess and without which we have no right to claim ourselves Christians.

Mount Sinai Academy

Community Agreement

Although parents of Mount Sinai Academy have employed a teacher to help meet their goals, they retain the primary responsibility for the education and upbringing of their children. Experience has shown us that the program provided by Mount Sinai Academy is most beneficial when combined with active, interested, an enthusiastic participation by the parents.

Mount Sinai requires close parent involvement. Each family is asked to do the following;

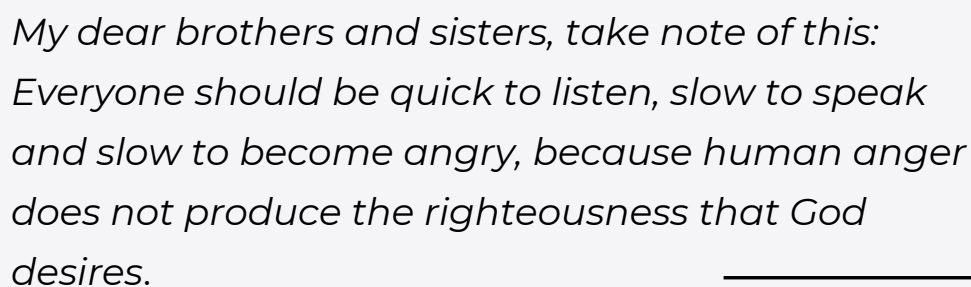
- Pray for your child, their teacher, and the direction of their education.
- Oversee your child's classwork and work with them on assigned homework.
- Provide diligent instruction on non-academy days and in the additional subjects that comprise the balance of your children's curricula.
- Stay in compliance with all Illinois State Homeschool laws including filing "Intent to Homeschool" with the Illinois State Board of Education and officially withdrawing your student from the local public school district.
- Confer with the student's teacher regularly.
- Be aware of and praise your child's progress.

Mount Sinai Academy

Student Fellowship

The Student Rules of Conduct must be read and reviewed by each child before they agree to them in the application.

Parents are expected to communicate in person or by phone with teachers if they have any concerns about behavioral issues in the classroom or on the playground.



*My dear brothers and sisters, take note of this:
Everyone should be quick to listen, slow to speak
and slow to become angry, because human anger
does not produce the righteousness that God
desires.*

James 1:19

Truth and grace are the cornerstones of consistent and loving discipline in our classroom and on our playground. Parents should encourage their children to pray for those with whom they have personality clashes, and they should model grace and kindness as a Godly way of resolving interpersonal conflicts.

The beauty of being in a Christian community is that we get to practice Biblical conflict resolution as we grow in grace.



CLASSROOM CONDUCT

01.

DRESS
CODE

02.

STUDENT CODE OF
CONDUCT

03.

DISCIPLINE
POLICY

04.

ATTENDANCE

05.

CLASS
CANCELLATION

Mount Sinai Academy

Dress Code



Head

- Hair should not cover the eyes in a way that obscures a student's view of their teacher
 - Hats are only to be worn outdoors.
-

Tops

- Solid colored polo shirt
 - Mount Sinai Academy shirt or sweatshirt
-

Bottoms

- Jeans or slacks in good condition
 - *Leggings, sweats, or other exercise pants are not permitted
 - Skirts that fall below the knee
 - Shorts that fall below the knee will permitted during the hot weather months
-

Shoes

- Closed toed shoes, suitable for running and playing during recess
 - *Flip flops and bare feet are not permitted
-

Jacket

- Weather-appropriate/waterproof jackets will allow for enjoyable outdoor recess.

Mount Sinai Academy

Student Code of Conduct

Christian conduct is expected of students at all times. As we commit ourselves to a code of conduct that glorifies the Lord no matter where we are, it will benefit others as well as ourselves.

Mount Sinai Academy is dedicated to developing young people of Christian character and integrity.

1. Our public conduct should be consistent with our basic philosophy of life – to love God above all and to love our neighbors as ourselves (Luke 10:27)
2. I will willingly submit to those in authority over me. (I Peter 5:5)
3. I will respect and honor other individuals. (Galatians 5:14)
4. I will respect the property of others. (Leviticus 19:11)
5. I will conduct myself with honor and integrity in both spoken and written word. (Titus 2:6-8)
6. I will use wholesome speech that respects the name of God, Christianity, and His Church. (Exodus 20:7 & Ephesians 4:29)
7. I will be modest in my dress and appearance. I have read and understand the applicable sections of the Student Handbook related to dress and appearance. (I Peter 3:3-5)
8. I will use cell phones, technology, and social media in an appropriate and responsible manner. (James 3:13-3)
9. I will inform the teacher if I learn about anyone threatening to harm themselves or others. (I Thessalonians 4:9)
10. Although friendship with the opposite sex is acceptable, physical displays of romance between students are not allowed at school or during school-related activities. (Hebrews 10:24-25)

Mount Sinai Academy

Discipline Policy

We believe that discipline means to direct or change a person's behavior in an effective and, whenever possible, non-degrading manner. **Discipline is a process**; therefore, our goal is to help students conduct themselves at all times in a manner becoming of a Christian.

The art of classroom discipline is primarily the responsibility of the teachers at Mount Sinai Academy, and they will handle the bulk of day-to-day behavior skills management.

If a student displays consistent problems, or if there is a single incident of a very serious nature, the teacher will confer with the student's parents to develop a specific plan of action.

Disciplinary options for a student may include...

- Removing the student from class for a set period determined by Mount Sinai Academy teaching staff
- In the event of a serious act of misconduct, it may result in removal from enrollment at Mount Sinai Academy.

*Removal from enrollment is done entirely at the discretion of the Mount Sinai teaching staff.

Mount Sinai Academy

Attendance Policy

A student enrolled at Mount Sinai Academy is expected to be present and on time every day classes are in session.

However, we understand that there are many reasons a student might not be present every day class is in session (illness, planned vacations, birth of a new sibling, etc.) So, we ask parents to prayerfully consider any planned absences, and communicate any absences to the teachers as soon as possible.



Short Term Absences

If a student needs to be absent from Mount Sinai Academy for any reason, please contact a teacher using our Remind messaging service, email, or text prior to the beginning of the school day, or as soon as possible.



Extended Absences

We will gladly cooperate with families taking their children from Mount Sinai Academy for vacations, mission trips, etc. For administrative purposes, please **submit notice of all planned extended absences** in person or through Remind messaging service, or email. Many activities done in the classroom cannot be replicated at home, so please keep this in mind when scheduling vacations during school days.

Mount Sinai Academy

Attendance Policy

Make-up Work

Whenever possible, the teachers will provide students with copies of missed work to be completed following an absence. However, many classroom activities are difficult to replicate at home and may need to be skipped in the case of an absence.

Students work each month to earn a 'homework charm' in recognition of completing all assigned work for the month. In instances of work missed due to illness, the teachers may excuse this missed work, allowing for the receipt of that month's homework charm.

Tardiness

Students are asked to arrive and be ready to begin morning prayer and announcements promptly at 9:30 am.

Classroom doors open at 9:30 am to allow students time to arrive and complete any necessary activities (filling up water bottles, using the restroom, hanging coats, etc.) to be ready on time.

Mount Sinai Academy

Class Cancellation

Mount Sinai Academy uses the Remind app for all regular and emergency notifications. This allows for quick and easy communication between parents and their teacher. Parents on the app can be contacted via text or email.

01 Inclement Weather

In the event of snow and inclement weather, Mount Sinai Academy will follow McLean County School District's decision as to school closures. If the McLean County School District delays classes by an hour due to inclement weather, Mount Sinai Academy will be open as usual with no delay. Students who can travel safely should do so. However, if travel is dangerous, then individual students may choose to remain home.

If inclement weather is possible *after the start of class*, parents must be able to check their phones for updates during the school day. If conditions change for the worse, parents will be contacted and asked to pick students up early to ensure they can safely return home.

02 Illness

If Miss Hope becomes ill, school will be canceled. Parents will be notified of this cancellation by 7am the morning of that school day. All assignments will be conveyed to families by way of email and to students via Google Classroom.



ACADEMICS

01.

LOCATION &
HOURS

03.

CLASSROOM
HOURS

05.

HOME
ASSIGNMENTS

02.

SUBJECTS
TAUGHT

04.

CLASSROOM
MATERIALS

Mount Sinai Academy

Location & Hours

Location

Mount Sinai Academy meets at Miss Hope's home in Normal, Illinois. It is located down the road from Sugar Creek Elementary School on Hanson Drive. An exact address will be provided to all students and their families upon admission.

Hours of Operation

Mount Sinai Academy serves 2 separate cohorts in order to keep class sizes small. Meeting times are seen below.

Cohort A: Mondays & Tuesdays

Cohort B: Wednesdays & Thursdays.

Class is in session each day from 9:45am-3:30pm. Classroom doors open at 9:30am for arrival until the school day begins.

Orientation is held during the second week of August and both cohorts begin classes the following week.

Mount Sinai Academy observes a Thanksgiving break, Christmas Break, and Spring break. With classes concluding at the end of May.

For more information about school holidays and hours, please refer to the academic calendar posted on our website.

Mount Sinai Academy

Areas of Study

Mount Sinai Academy provides classroom instruction for the following subjects:

*Please reference curriculum guide for specific texts

Bible

Christian Studies

Literature

Novels Vary By Grade Level

Latin

Latin For Children

Science

Mystery Science

Mathematics

Singapore Math

History

Story of the World

Writing

Classical Composition

Grammar

Shurley Grammar

Mount Sinai Academy

Classroom Hours

The classroom doors open at 9:30am. Class begins promptly at 9:45am and ends at 3:30pm.

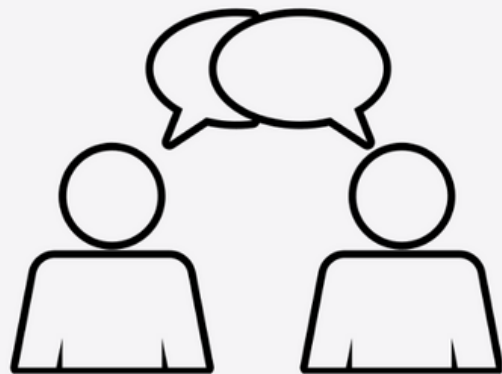
*Students are not allowed inside the classroom before that time. Students who arrive on campus before 9:30am must be supervised by a parent or carpool parent.

*Students who enter the classroom at 9:30 must stay in the classroom if their parent or carpool parent has left the school campus.



Recess will be held twice a day in Miss Hope's backyard. We will hold recess outside in all weather types (if possible) so bring a jacket for rainy days!

Students and families are welcome to stay on campus and enjoy fellowship with one another after class ends, however bathrooms will be unavailable after 4pm.

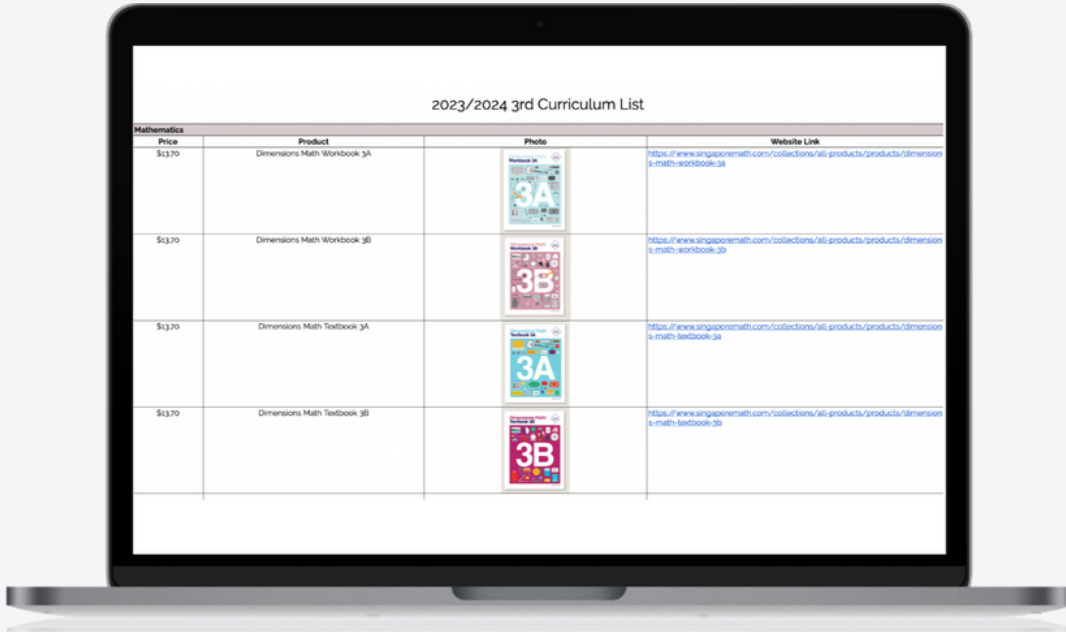






Mount Sinai Academy Classroom Materials

Parents are responsible for purchasing their student(s) items from the supplies and curriculum lists published each year.

-Curriculum list will post on July 1st-

The curriculum list will include resource names, prices, photos, and links to purchase, as seen below.



Price	Product	Photo	Website Link
\$13.70	Dimensions Math Workbook 3A		https://www.singaporemath.com/collections/all-products/products/dimensions-math-workbook-3a
\$13.70	Dimensions Math Workbook 3B		https://www.singaporemath.com/collections/all-products/products/dimensions-math-workbook-3b
\$13.70	Dimensions Math Textbook 3A		https://www.singaporemath.com/collections/all-products/products/dimensions-math-textbook-3a
\$13.70	Dimensions Math Textbook 3B		https://www.singaporemath.com/collections/all-products/products/dimensions-math-textbook-3b

Siblings can share non-consumable books, such as the novels we use for literature studies.

*The books/supplies list from the previous year can be shared upon request if a family is trying to approximate cost, or better understand the scope of the list.

Mount Sinai Academy

Home Assignments

Miss Hope will give home assignments to each student to reinforce concepts taught in the classroom. These assignments are expected to be completed at home on non-attendance days. These days are listed below:

Cohort A: Wednesday, Thursday, Friday

Cohort B: Monday, Tuesday, Friday

The principal reasons for home assignments are as follows

1. A substantial portion of the curriculum work is independent study (reading, copy-work, daily practice of Latin vocabulary/chants, etc.) that is best done outside of class.

2. Students often need some amount of extra practice in new or specific concepts, skills, or facts. In certain subjects, regular practice at home may be necessary for mastery. Therefore, teachers will assign homework to allow for necessary practice.

3. Repeated, short periods of practice or study of new information are often a better way to learn than one long period of study.

4. Home assignments enable parents to monitor the current topics of study in class and provide supplemental discussion and instruction.



ADMISSIONS

01.

HOMESCHOOL
ENROLLMENT

03.

AGE
REQUIREMENTS

05.

IMPORTANT DATES

02.

APPLICATION
PROCESS

04.

FAMILY
COMMITMENT

Mount Sinai Academy

Enrollment

Upon admission, families should complete the following steps to officially enroll their student as a homeschooler. All documents can be found on our website under the "Academics" tab.



Research State Guidelines

All homeschool state guidelines for Illinois can be found on our website or at isbe.net



Illinois Letter of Withdrawal

Fill out the letter on our website and mail it "Certified Mail/Return Receipt Requested" to the principal of the public school your child is currently attending.



Notification of Intent to Homeschool

Submitting this form is voluntary and will inform the Illinois State Board of Education of your intent to homeschool your student.



Attend Mount Sinai Academy

Miss Hope will keep all necessary attendance and grading records for you.

Mount Sinai Academy

Application Process

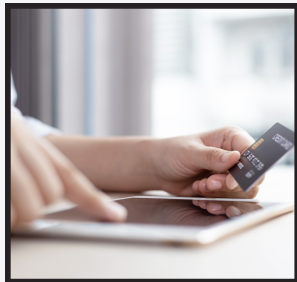
All documents for the application process can be found on our website under the "Admissions" tab.



Fill out Application

Google Form

Enter your email address and complete the Google Form form on our website.



Fill out Tuition Agreement

Printable PDF

Print and sign the tuition agreement. Pay enrollment and curriculum fees.



Fill out Medical Waiver

Printable PDF

Print and sign medical waiver. Scan and attach a copy of your insurance card.

*Upon completion of all steps above, your application will be officially considered for enrollment.

Mount Sinai Academy

Age Requirements

Students at Mount Sinai Academy are placed into grade levels based on age. Academic instruction will be appropriately matched to each individual based on grade and ability level.

Students will be placed into grade levels according to their age on the first day of class.

Age	Grade Level
8	3rd Grade
9	4th Grade
10	5th Grade

Mount Sinai Academy

Family Commitment

New Families

If your family has never had a student attend Mount Sinai Academy in the past, a phone interview may be scheduled after your application has been reviewed.

Returning Families

Returning students and families are given priority to commit to the next school year before new applicants are considered.

Additionally, openings for incoming 3rd grade students are filled first, followed by any openings for 4th and 5th grade students that are available once returning families have had a chance to confirm their return.

Since this is our first year open, we will be filling spots for all grades (3rd, 4th, and 5th). However, in future years vacancies for new students in 4th and 5th grade may be more limited.

Mount Sinai Academy

Enrollment Timeline

The enrollment process will begin at the end of January each year. Applications for new or returning students must be submitted before enrollment will be considered.





TUITION INFORMATION

01.

TUITION
PLANS

03.

WITHDRAWAL
POLICIES

05.

SIGNATURES

02.

ENROLLMENT &
CURRICULUM FEES

04.

TUITION
AGREEMENT FORM

Mount Sinai Academy

Tuition & Fees

Tuition Plan	Description	Cost
Annual Payment (1 payment)	-Tuition paid each year -Annual payment due by July 1	\$4,000
Bi-Annual Payment (2 equal payments)	-Tuition paid each semester -1st payment due by July 1 -2nd payment due by December 1	\$2,000
Monthly Payment (10 equal payments)	-Tuition paid each month -1st payment due by July 1 -All other payments due by the 1st of each month -Must be set up with auto pay	\$400

*All late payments will have a \$50 late fee applied to the cost

*Students may not attend without payment

Fees	Description	Cost
New Enrollment	-Due upon registration	\$50
Curriculum Fee	-Due upon registration -Price per student	\$150

*All fees are non-refundable

Mount Sinai Academy

Withdrawal Policy

Mount Sinai Academy is a 10 month financial commitment.

If your student is withdrawn after enrollment is complete, please reference the financial responsibility policy below.

*Exceptions may be made due to unforeseen circumstances such as employment chance/relocation, or other reasons mutually agreed upon.

Withdrawal Date	Description	Amount Due
Withdrawn on or before June 30	-25% of the tuition must be paid -No refund on enrollment or curriculum fees	\$1,000
Withdrawn on or after July 1	-100% of the tuition must be paid -No refund on enrollment or curriculum fees	\$4,000

*Termination of students enrollment due to an unresolvable disciplinary issue does not negate the financial agreement.

Mount Sinai Academy

Financial Agreement

Mount Sinai Academy is a 10 month financial commitment.

Tuition per student is \$4,000. Payments can be made...

- Annually: \$4,000
- Bi-Annually: \$2,000
- Monthly: \$400

All enrollment and curriculum fees are non-refundable.

There will be no refunds of tuition or fees should you choose to leave Mount Sinai Academy during the academic year or if the student is released due to an unresolvable disciplinary issue.

This policy is considered a "good faith" agreement between Mount Sinai Academy and each family. It allows Mount Sinai Academy to exercise stewardship in managing expenses and provides compensation protection for staff.

I/We agree to the tuition and payment terms in Mount Sinai Academy as set forth herein

_____	_____	_____
Parent 1 Printed Name	Parent 1 Signature	Date
_____	_____	_____
Parent 2 Printed Name	Parent 2 Signature	Date



MEDICAL INFORMATION

01.

EMERGENCY
CONTACTS

03.

INSURANCE
CARD

05.

SIGNATURES

02.

MEDICAL
INFORMATION

04.

MEDICAL
WAIVER/CONSENT

Mount Sinai Academy

Emergency Contacts

If emergency contact information changes throughout the school year, please contact Miss Hope to update your profile.

Parent 1

Name: _____ Phone: _____

Parent 2

Name: _____ Phone: _____

Emergency Contact

Name: _____ Phone: _____

Relationship to Student: _____

Additional Emergency Contact (*Optional*)

Name: _____ Phone: _____

Relationship to Student: _____

*Emergency contacts will be notified in the order they appear on the form.

Mount Sinai Academy

Medical Information

Category	Information
Allergies	
Medications	
Medical Conditions	
Physician	Name: Phone:
Insurance	Name: Address: Policy/Group #:

*Please include a copy of your insurance card when you submit this document.

Mount Sinai Academy

Medical Waiver/Consent

Upon completion of your students emergency contact and medical information, please sign the medical waiver below.

I/We understand the nature of these classes and their activities. With such knowledge I/We voluntarily release the host church and the administrators of Mount Sinai Academy and their representatives, agents, employees, including teachers and parent helpers, from any and all liability related to the activities of this program. I/We understand that, in the event that medical attention is required, Mount Sinai Academy will make all reasonable efforts to contact me/us. However, if I/we cannot be contacted, I/we give my/our permission to Mount Sinai Academy to secure the services of a licensed physician to provide necessary treatment including anesthesia, surgery, medication, and intravenous (IV) therapy for my/our student.

Parent 1 Printed Name

Parent 1 Signature

Date

Parent 2 Printed Name

Parent 2 Signature

Date



2024/25 CALENDAR

August 2023						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2024						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2024						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Important Dates:

- August 9 Back to School Orientation
- August 14/16 First Day of School (A/B)

- November 20-24 Thanksgiving Break

- December 11/13 Christmas Party (A/B)
- December 12/14 No Homework
- December 25- Christmas Break
- January 5

- March 25-29 Spring Break

- May 21/23 Last Day of School (A/B)

* Federal Holiday
 First/Last Day of School
 Cohort A School Day
 Cohort B School Day
 Event
 No Homework
 No School

***All dates subject to change**