

Covenant Learning Co-op Application

Document Signatures:

Thank you for your careful attention to the following details when you sign and date your Covenant Learning Co-op documents:

- ✓ Each parent must sign and date the Affidavit of Character and Medical Consent forms in the presence of a witness.
- ✓ Each Senior Practicum student must sign and date the Affidavit of Character in the presence of a witness.
- ✓ To verify that the witness of signing occurred, the witness must sign and correctly date the form on the appropriate lines.
- ✓ It is *not* essential that each parents' and/or Senior Practicum student's signatures are secured and witnessed at the same time.
- ✓ It *is* essential that each signature is witnessed and that the witness signs and dates each form next to the signature that he or she witnessed.
- ✓ All dates written by the signer and the witness must agree.
- ✓ A witness may be a person who is 18 years or older and not living in the same household.

Important Application Details:

- Applications for membership will not be accepted after June 30 for fall classes of that year.
- Every application must include a **\$125 non-refundable Administration fee**. *A \$25 late fee will be charged if application is received after April 25 for fall classes of that year. Please make checks payable to: CLC*
- Every CLC member family must commit to register for at least two hours of CLC classes.
- Questions? Contact Rachel: 530-635-2211 or adamandrachel@hotmail.com
- Please verify that all forms are signed and included – incomplete applications cannot be considered.
- Hand-deliver to: Rentas mailbox at FCOG during CLC hours (please avoid hand-deliveries to the house) or Mail to: Rachel Rentas 1621 E Shawnee Rd, Berrien Springs, MI 49103

Important Information Regarding Early Courses

Some of the Covenant Learning Co-op high school courses have been allotted longer class time which will be used for lectures, discussions, and labs. In order to facilitate the additional class time from 11:55 a.m. to 12:30 p.m., the parent of a student in this course may be assigned to serve as a supervisor during that half hour. The assignment may last several months, or it might be permanent for the school year depending on the number of families participating in the early time.

Regretfully, CLC cannot accommodate families to eat lunch inside the church.

All early course families with current assignments, including instructors, will be expected to convene in the gym for announcements and prayer at 11:55 a.m. before being dismissed to their assigned locations. Students not enrolled in an early course and parents are also expected to reconvene in the gym for the regular 12:30 p.m. announcements and prayer before being dismissed to the Hour 1 classes.

If you have a student who is registered for an early class and have other students who are not in an early class, they will be supervised in the gymnasium.

Thank you for understanding that the Leadership Team reserves the right to make adjustments to these assignments as necessary due to the number of students in each location.

Any family enrolling students in a course that meets at 11:55 please complete the **Early Course** form below:

- ☐ I plan to drop off my early student at CLC and return at 12:30 p.m., unless I am assigned supervising duties. I understand that only students enrolled in an early hour course may be left without a parent during that time.
- ☐ I plan to begin CLC at 11:55 a.m. all year. I understand that my children not in an early course will be assigned to a location by age, and I will be assigned a supervising duty for the year.
- ☐ I am an early instructor or helper and will be at CLC by 11:55 a.m. all year with my children who are listed on the Early Course time form.
- ☐ I have an 11th or 12th grade student who would be willing to supervise children in the gym or study hall during the early hour.

Course Development and Administrative Task Participation Form

Covenant Learning Co-op could easily be called a teaching co-op as much as a learning co-op. Without teaching, there is no learning. It is understood that when a family joins CLC, a parent (usually the mom, but dads are welcome) is agreeing to teach in some areas at some level. Additionally, CLC requires much in the way of administrative tasks. Most of these are done by those on the leadership team; however, several tasks could be done by those not on the leadership team. To facilitate the multiple tasks required to keep CLC up and running, we would like to know in which **teaching** areas you would like to be involved and in which sorts of **administrative** tasks you have experience or would like to participate.

You do not need to be experienced in a particular area in order to serve in that teaching or administrative role. Most of us did not bring expertise into CLC; but a desire for moms to learn, grow, and contribute can yield great dividends in the lives of our students.

Please circle your first choice, and indicate additional choices by putting a number in the left margin (e.g. "2" for second choices, etc.).

Science- (Enrichment Science, Gen'l Science, Phys. Science, Biology, Chemistry, Physics, Adv. Biology)

Using the Apologia curriculum, we teach science at every age level within our co-op, with a two-year rotation to cover the high school level sciences. If you have a degree in any science, or you just have a passion for the sciences, this might be the group for you.

Communications - (7/6/5 Writing Fundamentals, Core Writing, Competency Writing, Creative/College Writing, Essay/Research, Adv. Grammar, Literature, Speech, Logic, and Debate)

The writing courses mainly use *Institute for Excellence in Writing* (IEW) curriculum for the beginning levels of instruction in grammar and writing. Even if you have little or no experience with teaching writing, the curriculum is set up in such a way that anyone with an interest will be able to facilitate the IEW courses. If you prefer oral communications, you may like to be involved in teaching speech, logic, or debate.

Foreign Language- (Spanish, Latin, Others)

God has gifted many of our co-op moms with a passion for foreign languages. As He provides, these languages will be offered to our students. If you have a background in Latin, Spanish, French, or another language, this could be your area in which to serve CLC..

Social Science- (Government, Economics, Worldviews, Lightbearers, Personal Finance)

If you have a keen interest in what is happening in the world around us and are passionate about preparing our students for what lies ahead as they enter the world, these classes could be your niche.

Creative Arts/Physical Ed – (Art, Chorus, Yearbook, Fit for Service, Enrichment PE, Other Enrichment)

These classes are for moms who have a passion for helping students express their thoughts and feelings in creative and physical ways.

Also, please circle which age group you prefer teaching or helping with:

- elementary
- middle school
- high school

In addition to teaching, I have the following interests and skills that I would like to use for CLC.

I like:

- | | |
|--|---|
| <input type="checkbox"/> Accounting | <input type="checkbox"/> Organizing events |
| <input type="checkbox"/> Analyzing & Synthesizing Data | <input type="checkbox"/> Organizing information |
| <input type="checkbox"/> Cleaning things up | <input type="checkbox"/> Organizing papers |
| <input type="checkbox"/> Communicating with others | <input type="checkbox"/> Organizing spaces |
| <input type="checkbox"/> Composing emails | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Computers | <input type="checkbox"/> Record Keeping |
| <input type="checkbox"/> Delegating & Following up | <input type="checkbox"/> Scheduling |
| <input type="checkbox"/> Editing/ Proofreading | <input type="checkbox"/> Shopping for supplies |
| <input type="checkbox"/> Encouraging others | <input type="checkbox"/> Spreadsheets |
| <input type="checkbox"/> Giving a devotional | <input type="checkbox"/> Solving problems |
| <input type="checkbox"/> Graphics Work | <input type="checkbox"/> Word processing |
| <input type="checkbox"/> Leading prayer | |
| <input type="checkbox"/> Making copies | |
| <input type="checkbox"/> Mentoring others | |

Please describe the area(s) in which you believe the Lord has gifted you. Consider your talent, college, work, and homeschool experience.

Covenant Learning Co-op (CLC) Application for Enrollment

Family Name: _____

By signing here, we note that we have read the CLC Application Information packet, we understand the cooperative nature of this group, and we agree to covenant with CLC families to educate our children

Additionally, we give permission for CLC to use, without charge, any photograph of me or my children taken by CLC adults or yearbook students while participating in any CLC activity. Photographs will only be published on the CLC website, in the CLC Yearbook, or on leaflets promoting CLC events (ex. plays, hayride). Any photos taken are not permitted to be published on any social media site or any website other than the CLC website.

Signature-Husband Date

Signature-Wife Date

Husband _____ Email: _____ Cell: _____ Church: _____

Please give a brief personal testimony, telling about how you came to know Jesus Christ as Savior and your current life as a Christian.

Wife _____ Email: _____ Cell: _____ Church: _____

Please give a brief personal testimony, telling about how you came to know Jesus Christ as Savior and your current life as a Christian.

Please explain briefly why you homeschool.

Statement of Faith

Since we believe the following, in all co-op matters we will teach nothing that contradicts the following:

1. We believe that the 66 books of the Old and New Testaments of the Bible constitute the Holy Scriptures which alone is the inspired and infallible Word of God, fully inerrant in the original writings. There are no other infallible sources of truth and authority beside it. It is the only reliable record for the beginning of history. (Psalm 18:30; Proverbs 30:5-6; Timothy 3:16-17; 2 Peter 1:20-21)
2. We believe there is only one God and He is sovereign, eternally existing in three distinct but not separate persons: the everlasting Father, His only begotten Son, Jesus Christ, and the Holy Spirit, the giver of life. (Deuteronomy 4:35, 32:39; Psalm 83:18; Isaiah 43:10; Matthew 28:19; John 1:1,14, 14:26, 15:26, 17:21; 2 Corinthians 3:17-18, 13:14; 1 Peter 1:2)
3. We believe that Jesus Christ, fully God as the only eternal Son of God took to Himself a fully human nature when He was conceived by the Holy Spirit, and was born of a virgin. He lived a sinless life, was crucified, died, and was buried. He was bodily resurrected, ascended into heaven and is now seated at the right hand of the Father, and will come again to earth in power and glory to judge the living and the dead. (Isaiah 9:6 53:9; Matthew 1:18-23; Luke 1:34-35, 22:69, 23:44-46; 2 Corinthians 5:21; Ephesians 1:19-20; 1 Timothy 3:16; 2 Timothy 4:1; Hebrews 7:26, 12:2; 1 Peter 2:22)
4. We believe that the Holy Spirit, truly and eternally God indwells and transforms a person for his salvation and is given by God to him as a seal of salvation. Further, we believe that the Holy Spirit gathers, guides, directs and protects the church in the work of the gospel until the day of Christ's return. It is through the Holy Spirit that God guides us into all truth. (John 3:5-6, 16:13; Luke 12:12; Acts 13:2, 16:6; Romans 8:14; 1 Corinthians 6:19-20; 2 Corinthians 1:21-22; Ephesians 1:13-14, 4:30; Titus 3:5-7)
5. We believe in one, holy, universal church, which is the body of Christ, its head, and is made up of those who have placed their faith for life and death in His gospel. (1 Corinthians 12; Ephesians 1:11-13, 3:10, 14-15; Acts 13:48; Colossians 1:18)
6. We believe that God directly created in His own image Adam and Eve, the historical parents of the entire human race. Those first parents sinned against God, and as a result no human beings are without sin; they thereby incur not only physical death but also spiritual death, which is separation from God. Likewise, through their sin, creation itself is also held in bondage to decay. These are the things that account for the problem of evil in our world. (Genesis 1:26-27, 3:17-19; Romans 3:23, 5:12-19, 8:19-21; Ephesians 2:3)
7. We believe that the one-time, complete and perfect substitutionary sacrifice of Jesus Christ provides the only grounds for justification of sinners before God. Man contributes no merit or effort toward his own justification; it is purely by God's grace. (Isaiah 53:3-12; Matthew 1:21; Romans 3:21-24, 4:24-25; 1 Corinthians 15:3-4; 2 Corinthians 5:21; Ephesians 2:4-5, 8-9; Titus 3:5; 1 Peter 2:24)
8. We believe that faith alone is the means by which the righteousness of Christ is given to man and forgiveness of sins is received. (John 1:12; Acts 16:31; Romans 1:16-17, 4:24, 10:9-10, 13, 17; Ephesians 2:8-9; 1 John 5:13)
9. We believe in the bodily resurrection of the dead, with everlasting conscious punishment for the lost and everlasting conscious blessedness for believers. (Job 19:25-27; Matthew 25:41, 46; Luke 14:14; John 3:36, 5:28-29; Romans 8:11; 2 Thessalonians 1:8-9; Revelation 20:10-15)
10. We believe that the triune God spoke into being the earth, heavenly bodies, all vegetation, and every kind of water creatures. God formed all birds of the air and beasts of the fields, each according to its kind. God formed man from the dust of the ground and God formed woman from the rib of man in God's image and likeness. (Genesis 1-2, 1 Corinthians 15:38, 39; Hebrews 11:3)
11. We believe life, beginning at conception, is a blessing and privilege and that one's days are numbered and ordained only by God. (Genesis 1:26-28; Psalm 127:3-5, 139:13-16; Ecclesiastes 3:1-12; Luke 1:26-38; 1 Corinthians 3:16-17)
12. We believe the institutions of family (marriage between one man and one woman), government, and church are established and blessed by God and that God has given parents the responsibility for the care and training of their children. (Genesis 2:20-25; Deuteronomy 4:9; Malachi 2:15; Matthew 19:5; Mark 10:6-9; Romans 1:26-27, 13:1-5; Ephesians 6:1-4)
13. We believe that corporate prayer and Bible reading are modeled in Scripture. (Matthew 6:9-13; Luke 18:1; Acts 2:42)

For teaching purposes at Covenant Learning Co-op only the following Bible translation are approved: New International Version (NIV), King James (KJ), New King James (NKJ), English Standard Version (ESV), and New American Standard (NASB)

_____ Father	_____ Date	_____ Sr. Practicum Student	_____ Date
_____ Mother	_____ Date	_____ Other	_____ Date

Affidavit of Character

Members of Covenant Learning Co-op believe that children are a special gift from God, to be nurtured, loved and treated with dignity and respect. In an effort to provide a safe environment for all people involved in this endeavor the following guidelines have been adopted.

1. Two approved adults must be present before, during, and after any activities with all students.
2. One adult must never be alone with one child (other than your own) behind closed doors without windows. Doors without windows are to be propped open when only one child is in a room with one adult. When one adult accompanies a nursery-age to grade five-age child to the bathroom, she must stand in the doorway to the bathroom with the door open if the child needs only supervision. If a child needs direct assistance, leave the bathroom door open using the doorstop, enter the bathroom and assist as required. Never close a stall door while in the bathroom stall with a child. Students in grades 6-12 do not need to have an adult accompany them to the bathroom.
3. Covenant Learning Co-op Leadership Team members and leaders at First Church of God will be encouraged to make random visits to all classrooms and other areas being used by Covenant Learning Co-op.
4. Discipline will not include corporal punishment or derogatory words.
5. Children will be released only to their parent or other pre-authorized adult. Enrichment-age students will be escorted to the next class or to the area where they will be released to parents.
6. Parents are responsible for their children's behavior and should not allow them to roam freely before class begins or after they have been released.
7. In all things, avoid even the appearance of evil or any hint of sexual immorality.

I have read the above guidelines and agree to abide by them.

Neither my child(ren) who will be attending Covenant Learning Co-op nor I are currently under investigation for, or have been convicted of criminal sexual conduct, neglect of a child, or physical abuse against a child, youth or adult. If while a member of Covenant Learning Co-op such an investigation arises, I will notify the leadership team immediately.

_____ Father	_____ Date	_____ Witness	_____ Date
_____ Mother	_____ Date	_____ Witness	_____ Date
_____ Sr. Practicum Student	_____ Date	_____ Witness	_____ Date
_____ Other	_____ Date	_____ Witness	_____ Date

Medical Consent and Emergency Contact

Please list all children participating in Covenant Learning Co-op (CLC):

[illegible]

Please Print

Parent Names: _____

Address: _____

Home Phone: Mobile Phone: Work Phone:

Person to contact in case of emergency if the above listed cannot be reached:

Name: _____ Relationship: _____ Phone: _____

Insurance Provider and ID number: _____
(May also attach a copy of insurance card)

In the event that I cannot be reached in the case of a medical emergency, I give permission for a Covenant Learning Co-op Leadership Team member to seek appropriate medical care for the child or children listed above.

Father

Date

Witness

Date

Mother

Date

Witness

Date

Please indicate if an attending parent and/or student(s) hold any medical training or certification such as first aid, CPR, AED, RN, MD, Pharmacist, etc. Please indicate the expiration date.

Name: _____ Training: _____ Expiration: _____

Name: _____ Training: _____ Expiration: _____

Parent Covenant

I recognize that my attitude, behavior, and appearance should reflect godly character, and I choose to covenant together with the members of Covenant Learning Co-op (CLC) in the following areas:

1. I will ensure that my family is on time for announcements, classes and assemblies.
2. I understand that *one* Covenant Learning Co-op parent must be available to assist, monitor, or teach classes each week during co-op, with only **infrequent, unusual circumstances** preventing one of us from being present.
3. I understand that I must abide by the guidelines set forth in the CLC Procedures Manual regarding my duties as a helper or a teacher in the classroom. (*see separate pages*)
4. I will notify the Schedule Coordinator of any family member's impending absence and I will notify all of my children's teachers of any impending absences as early as possible.
5. I understand that I am responsible to ensure that my child(ren) and I are clothed according to the Covenant Learning Co-op dress code. (*see separate dress code pages*)
6. I will oversee or monitor all Covenant Learning Co-op assignments.
7. I will have control over my children and will be responsible for any property damage done by my child, whether intentional or otherwise.
8. I understand that any offenses on the part of my child will be brought to my attention if they are not otherwise successfully resolved. I realize that my child's attitude and behavior problems are my responsibility.
9. I understand that only the students taking each course are welcome in the classroom.
10. I will not bring a sick child to class. (*see guidelines set in the Policy Manual*)
11. I understand that various electronic devices may be used by my child as tools in CLC classes as required by teachers. No other use by my child is permitted during CLC meeting hours. Photographs taken at CLC activities may be posted on the CLC website and printed in the CLC yearbook that may be produced. Any other public posting of these images is prohibited.
12. I will not hold Covenant Learning Co-op, First Church of God, teachers and/or leadership of such organizations liable in the event that my children or one of us is injured.
13. I will lead by example and abide by all guidelines as listed in the Student Covenant.
14. I understand that keeping this covenant is a criterion for continuing membership with the group.
15. I give permission for the use of CLC-related photos of our children to be posted on the CLC website and printed in a CLC yearbook that may be produced. Any other public posting of images is prohibited.

I have read the above covenant, agree to the guidelines, will support Covenant Learning Co-op in enforcing these policies, and understand that the CLC Leadership Team has the responsibility to amend these guidelines during the course of the year as necessary.

Father

Date

Mother

Date

Parent Covenant for Enrichment Class Students

My Parental Responsibilities Relating to My Child's Participation in Covenant Learning Co-op
I recognize that my children's attitude, behavior, and appearance should reflect godly character, and I choose to covenant together with the members of Covenant Learning Co-op (CLC) in the following areas:

1. I will ensure my child is on time for announcements, classes, and assemblies.
2. I will help my child come prepared for class and turn in all assignments on time.
3. I will encourage my child to have a cooperative spirit and an attitude of respectfulness toward all adults, fellow students and property, as well as an attitude of attentiveness in all classroom situations.
4. I will encourage my child to participate fully in the classes he attends (i.e. he cannot excuse himself because he "doesn't feel like playing" in PE class.)
5. I will ensure that my child is clothed according to the Covenant Learning Co-op dress code. *(see separate dress code pages)* Additionally, my child may need to follow class-specific requirements related to his clothing.
6. My child understands that various electronic devices may be used as tools in CLC classes as required by teachers. No other use by my child is permitted during CLC meeting hours. Photographs taken at CLC activities may be posted on the CLC website and printed in the CLC yearbook that may be produced. Any other public posting of these images is prohibited.
7. My child understands that he may have no gum, food, or drink inside the church except as designated by the classroom teacher or leadership.
8. I will encourage my child to take care of all bathroom needs before or after class except in the case of emergencies.
9. My child understands that he will be with an adult at all times in the building and will only be in those parts of the building designated for Covenant Learning Co-op use.
10. Realizing that younger students watch and emulate those older than themselves, I will encourage my child to be a desirable role model for the younger students.
11. My child understands that any offenses may be addressed to him or to me, and that repeated offenses may result in his or the entire family's expulsion from Covenant Learning Co-op.

I have read the above covenant and will ensure my enrichment class students understand it. I agree to the guidelines, will support Covenant Learning Co-op in enforcing these policies, and I understand that the CLC Leadership Team has the responsibility to amend these guidelines during the course of the year as necessary.

Father_____
Date_____
Mother_____
Date

Our enrichment class students with whom this covenant has been discussed:

1. _____
2. _____

3. _____
4. _____