

# Dominion Classical Christian Academy



Information Packet and Application  
New Students  
2009-2010



Dear Prospective Parent:

Thank you for your interest in Dominion Classical Christian Academy. We welcome your inquiry into classical and Christian education. Please use this informational packet to familiarize yourself with the distinctives of our school.

Dominion is committed to providing an excellent academic program within the framework of a Biblical worldview. We are enthusiastic about covenanting with parents in educating their children and extending the kingdom of God.

Dominion is, first and foremost, *Christ-centered*. Our primary aim in all that we do is to follow Christ. We are either for Christ or against Him. There is no neutrality. Today's Christian students are regularly operating under a secular, humanistic worldview. Therefore, everything that we do must emanate from the bedrock of Scripture. We seek to take every thought and every discipline and make it obedient to Christ. As such, we further seek to extend Christ's kingdom.

Scripture places the primary responsibility for a child's education upon parents. The model that Dominion follows is *covenantal*. Our school day is shorter, which encourages families to protect time at home, maintaining the family as the center of gravity, and striving to assist parents in following a discipleship model of education. This relationship will form the foundation for many blessings and provide the ground for discipline.

Dominion employs the *classical* tools of learning in order to teach students. The classical method teaches "with the grain" or according to a student's stage of development. The classical approach draws heavily from the rich heritage of Western Civilization and Christendom. The objective is to instill a love of learning and to cultivate a sense of wonder for God and His creation.

In His Service,

James Cain  
Headmaster

# New Student Admission Procedures

## **Step 1. Attend a Dominion Informational Meeting and Complete Required Readings**

All prospective families must attend a Dominion Informational Meeting and read the Dominion Statement of Faith, Student/Parent Handbook and *An Introduction to Classical Education: A Guide for Parents* (Perrin) before making application to the school. All items are available from Dominion.

## **Step 2. Pray for the Lord's guidance in this decision for your family.**

## **Step 3. Application Form and Fee**

Complete and return the Application form with a \$100 application fee for each student. This fee is non-refundable. If applicable, also complete and submit an Application for Financial Assistance.

## **Step 4. Family Interview**

Upon receipt of your completed Admission Application(s), other required documents, and fee (and financial assistance application, if applicable), a family interview with the board/headmaster will be scheduled.

At the interview, the family's questions about Dominion will be answered, and the school's expectations will be clarified. Each parent and student(s) must participate in the family interview.

## **Step 5. Student Testing**

Math, reading, and writing entrance assessments will be administered as part of the admissions process to determine that the student is at least on grade level in basic academic skills.

## **Step 6. Notification**

The school will contact the parents with the decision regarding acceptance. If accepted, the family will receive a letter of acceptance and an Enrollment Contract. The school will also notify parents with respect to decisions regarding any requests for financial assistance.

## **Step 7. Registration**

The Enrollment Contract must be signed and returned to the school with the registration fee (\$100 for K4, \$150 for K5 and \$200 for grades 1-5). All financial arrangements between the family and the school must be clearly understood before the admissions process is considered final. Families are strongly urged to attend the annual parent orientation meeting held at the beginning of the new school year.

# Statement on Finances

## Philosophy and Goals

In order to set an appropriate financial foundation for the long-term future of Dominion, we desire to exhibit prudent stewardship through tuition-based funding of 100% of the school's operating expenses. Many private schools do not make this commitment, but rather rely on fundraising to pay up to 25% of operating expenses each year.

We believe a full-time headmaster who has a thorough commitment to classical Christian education is essential to Dominion's success. This is our largest expense each year and one of the most important factors in the school's future success. The headmaster is our representative to the community, as well as the day-to-day hand that guides Dominion.

We also desire to continue hiring excellent teachers who are committed to classical Christian education and to pay them well. Our program allows our teachers to spend more time with their families and affords parents the time to take on a greater role in the education of their children. It also reduces tuition costs in comparison to the average private Christian school in Gwinnett County.

This philosophy and these goals have helped to shape our tuition and fee structure.

## Fundraising

Dominion has been incorporated as a non-profit organization in the state of Georgia and has received 501(c)3 tax-exempt status from the IRS. All donations to Dominion Classical Christian Academy are tax-deductible as defined by the IRS. We sponsor a limited number of focused fundraising activities each year, including the Dominion Fall Classic golf tournament and a silent auction in the spring, to benefit our:

**Firm Foundation Campaign**—Our vision is that Dominion be built upon a sure foundation and established as a generational reality extending the Kingdom of God. Proverbs 13:22 tells us that a good man leaves an inheritance to his children's children. This campaign provides for startup and operational costs that typically exceed tuition receipts in a school's early years. A sufficient balance in this fund ensures that Dominion avoids survival mode and demonstrates the families' commitment to a long-term future for Dominion.

**Dominion Campus Fund**—Our desire is to develop and build a long-term, active presence in the community we serve. This is best accomplished with a permanent campus. Our expectation is for a permanent home within the next five years based on our current growth rates.

**Tuition Assistance Fund**—Scripture admonishes us to care for those in need. In the spirit of this admonition, we seek to develop a tuition assistance fund for families that desire to have their children attend Dominion but have limited financial resources. We were able to provide tuition assistance for two families during the past school year.

## 2009-2010 Tuition and Fee Schedule

### Grammar School (Grades 1-5, to 1:30 p.m.)

Student #	Tuition	Full Payment	12 Monthly Payments
1	\$ 5,650	\$ 5,368	\$ 471
2	\$ 5,509	\$ 5,233	\$ 459
3	\$ 5,371	\$ 5,102	\$ 448
4+	\$ 5,237	\$ 4,975	\$ 436

### Electives (2:30 PM)

Tuition	Full Payment	12 Monthly Payments
\$ 6,650	\$ 6,318	\$ 554
\$ 6,484	\$ 6,160	\$ 540
\$ 6,322	\$ 6,006	\$ 527
\$ 6,164	\$ 5,855	\$ 514

### Kindergarten (K5)

Student #	Tuition	Full Payment	12 Monthly Payments
1	\$ 3,100	\$ 2,945	\$ 258
2	\$ 3,023	\$ 2,871	\$ 252
3	\$ 2,947	\$ 2,800	\$ 246
4+	\$ 2,873	\$ 2,730	\$ 239

### K5 With Enrichment (2:30 PM)

Tuition	Full Payment	12 Monthly Payments
\$ 3,600	\$ 3,420	\$ 300
\$ 3,523	\$ 3,346	\$ 294
\$ 3,447	\$ 3,275	\$ 287
\$ 3,373	\$ 3,205	\$ 281

### Pre-K (K4)

Student #	Tuition	Full Payment	12 Monthly Payments
1	\$2,000	\$1,900	\$167
2	\$1,950	\$1,853	\$163
3	\$1,901	\$1,806	\$158
4+	\$1,854	\$1,761	\$154

### K4 With Enrichment (2:30 PM)

Tuition	Full Payment	12 Monthly Payments
\$2,400	\$2,280	\$200
\$2,340	\$2,223	\$195
\$2,282	\$2,167	\$190
\$2,224	\$2,113	\$185

- A one-time \$100 application fee per student is payable with the application for new students.
- Upon the approval of a student's application, there is an annual registration fee of \$100 for K4, \$150 for K5 and \$200 for grades 1-7 to hold their spot in class for the upcoming school year. This is to be submitted with returning student applications.
- Full tuition payments made by July 1, 2009 receive a 5% discount as indicated above and should be paid directly to Dominion Classical Christian Academy by check or money order.
- There is a 2.5% discount for each additional student up to the fourth child per family as indicated above.
- Dominion must make substantial financial commitments each year based on the number of students enrolled (teacher salaries, adequate facilities, supplies, etc.). For this reason, all tuitions are non-refundable and non-transferable except in extreme circumstances. The Dominion board will consider cases on an individual basis if a student discontinues enrollment. Prepaid tuitions that are not refunded will be calculated and acknowledged as a charitable donation.
- A 12 month payment schedule is available and is administered through FACTS Tuition Management. Monthly bank drafts start in July before the upcoming school year. There is a \$41 annual fee charged the family by FACTS for this service.
- Note: Families of 1<sup>st</sup>-5<sup>th</sup> graders may choose 1 or all 5 electives, at \$200 per day, for a maximum of \$1,000. Pre-K and Kindergarten Enrichment is 3 days per week.

# STANDARD OF CONDUCT

Students and parents at Dominion Classical Christian Academy are expected to follow a standard of conduct in accordance with high Christian principles. As a Dominion Classical Christian Academy family, you will be asked to agree, by the grace of God to the following:

1. I will cooperate respectfully and obey willingly those in authority.
2. I will strive for excellence as a student.
3. I will conform to the dress code that has been set by the school.
4. I will refrain from dissension, gossip, grumbling and complaining.
5. I will submit to the discipline policy of Dominion Classical Christian Academy.
6. I will maintain high moral standards in words and actions, both on and off campus.

I agree with the above Student Standard of Conduct and will follow it, to the best of my ability. I realize that failure to do so may result in disciplinary action as outlined in the school's Discipline Policy.

\_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_  
Student Signature, Grade 3 and up      Date      Parent Signature, Grade K and up Date

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# Parental Partnership Agreement

*In the essentials, unity  
In the non-essentials, liberty  
In all things, charity  
--St. Augustine*

As a parent of a child (or children) who attends Dominion Classical Christian Academy (DCCA), I will seek to respect the stated mission of DCCA to educate children from Christian families under the Lordship of Jesus Christ according to classical pedagogy and with a classical curriculum. I understand that the faculty and administration of DCCA will seek to lead each student into a covenant relationship with Jesus Christ as Lord and Savior and will instruct children in the Scriptures and in the Westminster Confession of Faith and Catechisms.

I acknowledge my God-given responsibility to raise, educate and discipline my child (or children), and I intend to have DCCA assist me in these responsibilities and to act *in loco parentis* (in the place of a parent) while my child(ren) is/are at DCCA. I support the discipline policy of DCCA contained in the Student-Parent Handbook and Policy Manual, and will seek to cooperate with DCCA staff and administrators in the implementation of this policy.

If disagreements, misunderstandings, conflicts, offenses or other problems arise, I will handle all grievances according to the principles outlined in chapter 18 of the Gospel of Matthew, attempting to resolve such difficulties in a manner consistent with Christian behavior and the policies of DCCA. This means I will speak first privately with the particular teacher or appropriate staff member in a constructive and supportive attempt to get clarification or resolution. I will seek to refrain from speaking to other uninvolved parties about my grievances while attempting a resolution, except for the purpose of seeking counsel and wisdom. If honest attempts have been made and the issue remains unresolved, I will then speak to the appropriate administrator. If satisfaction is still not realized, I may bring the matter to the Board's attention in writing.

I will endeavor to conduct all my affairs with DCCA with honesty, grace and charity, seeking the common good of the entire school community and the glory of God.

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Signature

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Date

# Supplemental Admissions Questionnaire

(To be completed after **BOTH** parents have read the Student/Parent Handbook. This is an "open book" questionnaire. You will find our answers to these questions on pages 10-12.)

Name of Parent(s): \_\_\_\_\_ Date: \_\_\_\_\_

1. Do you fully support the following aspects of the school curriculum, policies and program?

Please circle your response:    Y = Yes    N = No    Q = Qualified Answer

Classical Instruction Methods	Y N Q	Memorization/Application of Scripture	Y N Q
Gender Statement	Y N Q	Discipline Policy	Y N Q
Uniform & Dress Code Policy	Y N Q	Communication & Grievance Policy	Y N Q
		Learning Disability Policy	Y N Q

Please explain any "N" or "Q" answers. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. If a conflict arises between you (or your child) and the classroom teacher, an administrator, or the school board, in your attempt to resolve the conflict, at what point, if any, would you call or write to other parents?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Which virtues would you most like your child to exhibit? \_\_\_\_\_

\_\_\_\_\_

4. What do you (as a parent) believe is a more important priority for your child: high achievement (e.g. honor roll, getting lead roles in school plays, leading the team in scoring, etc.) or doing one's best? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. If you found that your child was struggling academically, how would you respond? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Should a grade of "C" be a cause for sincere praise if a student is working to the best of his ability and potential?  
\_\_\_\_ Yes \_\_\_\_ No Why or Why not? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Would you expect a teacher in a class of 16 students to spend 25% of his effort on one child with academic, emotional, or behavioral problems, if that child were yours? \_\_\_\_\_ Yes \_\_\_\_ No If the child were not yours? \_\_\_\_\_ Yes \_\_\_\_ No Comments? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. How do you promote biblical faith and virtue in your home? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. What biblical principles guide you in the training and discipline of your children? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Father's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mother's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Answer Key to Supplemental Admissions Questionnaire

Why are we giving you an “open-book” test? It's similar to a driver's license examination. You get the questions and answers ahead of time because the goal is not to flunk applicants, but rather to make sure they read and understand the lesson. Every one of these questions deals with real issues and concerns we have at Dominion Classical Christian Academy. When you read these answers which reflect the school's philosophy, you may wholeheartedly agree, or you may not agree at all. If you do NOT agree, then you have three choices of action. First, you may decide not to enroll your child and choose another school more in keeping with your philosophy and goals. Second, you may honestly express your disagreement, but agree to comply with our policies and philosophy of education. Third, you may merely “say” you agree now and then object later, causing difficulties for your child, our staff and anyone else involved. If Dominion is not a school you can appreciate and support without significant reservations, the best course would be to back out gracefully now. The Lord God (Deuteronomy 6:4-9 and Ephesians 6:4) requires parents to be active leaders in the education of their children, but that responsibility does not include trying to re-shape an entire class or institution to fit their individual preferences. However, positive criticism and ideas are always welcome, especially when they are in line with our adopted philosophy. We are eager to answer any questions you may have which will help you make a wise decision for your children.

1. You would be surprised how often a parent will object to just one facet of the curriculum. They may love the reading program, but don't see why their child has to memorize, or take Latin, or wear a school-approved uniform. We have prayerfully made many choices concerning our curriculum and program, and we believe we have made sound decisions. We expect parents to support them. We constantly seek to upgrade the curriculum and make positive changes to our program. However, no aspect of the curriculum is optional, and school policies should be willingly obeyed. If your attitude is not supportive, your child will see it, and this will be reflected in his work and attitude at school.
2. Conflicts should be resolved at the lowest level possible, in accordance with the principles of Matthew 18. If you have a problem with a teacher, the principal, a board member, or other parents, you must first meet with the person involved, and if an agreement cannot be reached, both parties should then approach the next level of authority. You should never gossip with other parents about a problem at the school.
3. Answers to this question will vary from family to family and child to child. We simply wish to get an idea of what values are important to your family.
4. Wise parents will not contribute to modern society's worship of success by paying too much attention to the outward marks of achievement. Our goal is for every student to do his best and work up to his potential in every area. Not every student can slam-dunk a basketball and not every student can get “straight A's” at Dominion Classical Christian Academy. Each student has his strengths and weaknesses.
5. One of Dominion Classical Christian Academy's greatest strengths is academic excellence. Our curriculum goals are relatively rigorous and demand much effort from every student. We have “set the bar high” in our academic standards. The “average” student may have to work very hard to get average grades at Dominion. We define an

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average grade as a “C.” Parents of students who must work harder to keep up with the academic demands may well need to limit extracurricular activities, spend extra time helping with school work, or even secure an outside tutor to assist the student.

6. Students transferring into Dominion Classical Christian Academy will often find that good grades are harder to come by at this school. A grade of “C” may represent average achievement at Dominion, but may also represent excellent effort by a given student. That student who is working at their highest potential should not be made to feel inferior by a parent's unreasonable expectation for higher marks. If you want uniformly high grades, this may not be the school for you. If you want high achievement, it is.
7. A teacher's attention is never going to be evenly divided among students; nor is a parent's among his own children, but there is a point beyond which we are being unfair to the compliant majority. Dominion is a new school with a conservative budget and limited resources. As much as we would like, we simply can't be all things to all people. This applies to students with learning disabilities as well. Such students are welcome at Dominion, provided they can function in a traditional classroom setting and fulfill our academic and behavioral expectations without special or additional instruction from our staff. Whether a student is struggling to catch up to our expectations or has special learning needs, parents will be primarily responsible for providing and/or securing any additional assistance needed by the student.
8. There is no single correct answer here. We simply want to know what is important to your family and how you go about nurturing your children in their faith.
9. Although the Scriptures allow for a spectrum of parenting styles, we believe that the Bible provides parents with a number of key principles that should be applied in the training and discipline of children. These key principles include, but may not be limited to:
  - Parents should cultivate a distinctly Christian culture in the home (Deuteronomy 6:6-7; Ephesians 6:4).
  - God requires parents to train their children in a God-centered way (Deuteronomy 6:6-7).
  - The father is ultimately and primarily responsible for child training (Ephesians 6:4).
  - The chief goal must be to train children in the fear of the Lord (Ephesians 6:4).
  - Love requires faithful correction and discipline (Proverbs 23:13-14, 29:17; Hebrews 12:5-11).
  - Children are a heritage and blessing from the Lord (Psalm 127:3-5).
  - Children must be taught proper submission and obedience to authority (Romans 13:1-3; 1 Peter 2:13-14).
  - The child's heart must be the focus of training –as opposed to controlling only outward behavior (Matthew 12:14, 15:18; Luke 6:45).
  - Discipline must not exasperate children. It is never to be unjust or abusive (Colossians 3:21).