

**South Carolina Education Oversight Committee
Annual Standards Assurance Form
S.C. Budget Proviso 109.15
2016-2017
Document A**

Please complete the information requested below concerning your independent school. This information will be listed on the South Carolina Education Oversight Committee's website, www.eoc.sc.gov.

Independent School Name:	Heritage Academy
Independent School Contact Person:	TINA SPROUSE
Independent School Address:	11 New Orleans Rd
City, State, Zip Code:	Hilton Head Island, SC 29928
Independent School Telephone Number:	(843) - 842-8600
Independent School Fax Number:	(843) - 842-9620
Independent School E-mail Address:	tina.sprouse@heritagehhi.com
Independent School Website Address:	www.heritagehhi.com

Please review the standards below based on the 2016-17 General Appropriation Act. An "Eligible school" is defined in the Proviso as "an independent school including those religious in nature, other than a public school, at which the compulsory attendance requirement of Section 59-65-10 may be met and that does not discriminate based on the grounds of race, color, religion, or national origin." Please indicate whether your school has met each standard to ensure the following academic requirements are being met. The S.C. Education Oversight Committee reserves the right to request additional documentation to show the school is in compliance with the 2016-17 General Appropriation Act.

STANDARDS	YES	NO
1. Offers a general education to primary or secondary school students.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Does not discriminate on the basis of race, color, or national origin.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Is located in this state.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Has an educational curriculum that includes courses set forth in the state's diploma requirements, graduation certificate requirements (for special needs children), and where the students attending are administered national achievement or state standardized tests, or both, at progressive grade levels to determine student progress.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Has school facilities that are subject to applicable federal, state, and local laws.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is a member in good standing of the Southern Association of Colleges and Schools, the South Carolina Association of Christian Schools or the South Carolina Independent Schools Association.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Provides a specially designed program or learning resource center to provide needed accommodations based on the needs of exceptional needs students or provides onsite educational services or supports to meet the needs of exceptional needs students, or is a school specifically existing to meet the needs of only exceptional needs students with documented disabilities. Provide evidence of services or supports.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Did this school receive any grants last fiscal year (July 1, 2015 until June 30, 2016) from any nonprofit scholarship funding organization under the Educational Credit for Exceptional Needs Children Program? If Yes, then Complete Document B.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will your school provide student test data from school year 2015-16? If Yes, then Complete Document C.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will your school provide a compilation, review, or compliance audit of the organization's financial statements, conducted by a certified public accounting firm? If Yes, then Complete Document D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

I assure that all documents submitted to the SC Education Oversight Committee for the purpose of applying as an eligible school, as defined by the Proviso, is true, accurate, and complete under penalty of perjury in accordance with Section 16-9-10.

Signature: Tina B. Sprouse

Date: 8-22-16

Print Name of Signature Above: Tina Sprouse

Title: Director of Admissions

Email: tina.sprouse@heritagehhi.com

Return this form to Melanie Barton

- Phone: 803.734.6148
- E-mail: mbarton@eoc.sc.gov
- Mail: (P.O. Box 11867)
502 Brown Building
Columbia, S.C. 29211 (29201)

HERITAGE ACADEMY

Accredited by the South Carolina Independent Schools Association

Helping Students Excel in the Academic Support Center

The purpose of the Academic Support Center (ASC) at Heritage Academy is to ensure that each individual student's learning needs are addressed to help meet the unique and vigorous challenges of Heritage Academy's curriculum with success and a sense of competence. Academic assistance is available to any student who is having academic difficulty at Heritage, with a particular focus on serving students with learning differences.

**All students, including students diagnosed with a learning difference, must meet the same requirements for admission and promotion at Heritage Academy.*

The ASC is directed by a learning specialist who provides support to students who have been identified and assessed with specific learning needs in sixth through twelfth grade. The learning specialist provides differentiated learning support, comprehensive academic resources, monitoring of, and advocacy for the students. The focus is on helping students successfully navigate Heritage Academy's curricular expectations and maximize academic potential.

Modified testing procedures can only be utilized by students who have the accommodation approved in their student support plan. Students who are granted accommodations are eligible for using the ASC.

Reasonable accommodation may include one or more of the following:

- extended testing time and writing assignments
- small group testing in a room with reduced distractions
- modified tests
- oral testing
- the assistance of a reader and/or scribe
- support for time management, projects, test and quiz preparation
- use of voice recognition software
- use of spelling and grammar assistive devices when permitted
- use of calculators when permitted
- assistance with written expression
- organizational skills support

This information was compiled by Melanie Wynne, Learning Center/Resource Teacher and has been reviewed and confirmed by Betsey Castellano, Director of Student Services.

Phone (843) 842-8600

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Hilton Head Island, SC 29928

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www.heritagehhi.com

<p>4. The independent school returned a prorated amount of the grant to the SFO if any student withdrew during the school year.</p>	<p>The scholarship recipient was enrolled in Heritage Academy for the entire 2015 – 2016 academic year. Obtained the recipient's transcript and verified the enrollment date along with classes taken and credits awarded for the 2015 – 2016 academic year.</p>
<p>5. The total amount of each grant was used for tuition, which is defined as "the total amount of money charged for the cost of a qualifying student to attend and independent school including, but not limited to, fees for attending the school and school-related transportation."</p>	<p>Obtained the Heritage Academy Tuition and Fees schedule for the 2015 – 2016 academic year and verified that the tuition amount exceeded the grant amount. Also obtained documentation from the Heritage Academy's accounting system and verified that the grant amount (\$10,000.00) was applied to the recipient's tuition account balance.</p>

We were not engaged to, and did not, conduct an audit, the objective of which would be the expression of an opinion on the accounting records. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of Heritage Academy and the South Carolina Education Oversight Committee and is not intended to be and should not be used by anyone other than the specified parties.

Webster Rogers LLP

Bluffton, South Carolina
August 19, 2016

**Document B
Grants Received**

**Educational Credit for Exceptional Needs Children (ECENC) Application
2016-2017**

Independent School Name: Heritage Academy

An independent school applying for or continuing to participate in the Educational Credit for Exceptional Needs Children Program for Fiscal Year 2016-17 is required to submit the following information:

Number and total amount of grants received from each nonprofit scholarship funding organization from July 1, 2015 through June 30, 2016.

Please complete the following chart. If no grants were received from a nonprofit scholarship funding organization indicate with "0" and "\$0."

Nonprofit Scholarship Funding Organizations	Total Number of Grants Received	Total Amount of Grants Received
Advanced Carolina SFO		\$
Donors Enriching Students' Knowledge (DESK)		\$
Palmetto Kids FIRST Scholarship Program, Inc.	1	\$ 10,000 ⁰⁰
St. Thomas Aquinas Scholarship Funding Organization		\$

Total number of grants is the number of individual children/students who received a grant even if the school received more than one grant for a specific child/student. The total amount of grants per child/student should not have exceeded \$10,000.

Return this form & report to EOC:

Fax: 803.734.6167
Phone: 803.734.6148
Mail: P.O. Box 11867
Columbia, SC 29211

Document C

Student Assessment Data

Educational Credit for Exceptional Needs Children (ECENC) Application 2016-2017

Independent School Name: Heritage Academy

An independent school applying for or continuing to participate in the Educational Credit for Exceptional Needs Children Program for Fiscal Year 2016-17 is required to submit the following information:

Student test scores, by category, on national achievement or state standardized tests, or both, for all grades tested and administered by the school.

In working with its nine-member advisory committee, the EOC has determined that, to maintain student privacy and to recognize the educational needs of students, each school must submit the following:

- Summative assessment data from the 2015-16 school year that documents for *each grade tested* and for *each grade with at least 10 students in the grade*, the English language arts (reading) and mathematics achievement of students in the grade. Examples include: *TerraNova, Stanford 10, Iowa Test of Basic Skills, etc.*
- For schools with less than 10 students per grade level, whole school results should be used for reporting purposes.
- For grades 9-12, the school may provide average PSAT, SAT, ACT, or other scores as appropriate.
- For Support Level III schools, those schools that specifically exist to meet the need of only exceptional needs students with documented disabilities, the EOC will work with the Support Level III schools to provide information (including formative assessments, portfolios, etc.) that document the students' academic and social development
- Please DO NOT provide personally identifiable student information.

The following is a **template** that you may use for reporting purposes. For questions, contact the EOC.

2015-16 School Year Results for _____ Assessment
National Percentiles Mean Scale Scores, Average Scores, Grade Equivalents, etc.

Grade	English language arts (Reading)	Mathematics
1		
2		
3		
4		
5		
6		
7 etc.		

Return this form and assessment data to EOC:

Fax: 803.734.6167

Phone: 803.734.6148

Mail: P.O. Box 11867

Columbia, SC 29211

HERITAGE ACADEMY

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2015-16 Standardized Testing Scores Heritage Academy grades 6-12

Average Stanford for grades 5-8 have not been submitted as there were less than 10 students in each grade

Average Stanford Grade 9	Reading – 74.6
	Math – 80.7
	Language – 52.5
	Language Mechanics – 44.5
	Language Expressions – 57.5
	Spelling – 66.6
	Science – 66.6
	Social Studies – 65.6
	Thinking Skills – 72.6

Average PSAT – Grade 10	Mean Total Score – 932.0
	Mean ERW Score – 470.0
	Mean Math Score – 470.7

Average PSAT – Grade 11	Mean Total Score -1009.0
	Mean ERW Score – 485.0
	Mean Math Score – 486.0

Average ACT	
English	19.1
Math	21.2
Reading	21.7
Science	20.6
Composite	20.8

Average SAT	
Verbal	491.4
Math	581.8
Total	1098.0

Advanced Placement (AP) -

25 AP exams were given to students and of those score results, 17 were 3 or higher = 68%

61% of the total students who took the AP exams, earned a 3 or higher

This information was compiled by Betsey Castellano, Director of Student Services
And submitted by Tina Sprouse Director of Admissions

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Hilton Head Island, SC 29928

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Document D

Educational Credit for Exceptional Needs Children (ECENC) Application 2016-2017

Independent School Name: HERITAGE Academy

An independent school applying for or continuing to participate in the Educational Credit for Exceptional Needs Children Program for Fiscal Year 2016-17 is required to submit the following information:

A copy of a compilation, review, or compliance audit of the organization's financial statements, conducted by a certified public accounting firm. By law, the compilation, review or compliance audit will be posted online at www.eoc.sc.gov.

Please answer the following questions:

	YES	NO
Did your school receive any grants last fiscal year, between July 1, 2015 and June 30, 2016, under the ECENC program?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>If Yes, are you attaching a compilation, review or compliance audit conducted by a certified public accounting firm to this Document and submitting it to the EOC by December 30, 2016.</p> <p>Does the audit:</p> <ul style="list-style-type: none"> • Document and verify that all grants received under the Educational Credit for Exceptional Needs Children Program in 2015-16 were for eligible children enrolled in the school? • Document the total amount of each grant per child from every scholarship funding organization (SFO)? • Document that no grant exceeded \$10,000 during school year 2015-16? • Document that the independent school returned a prorated amount of the grant to the SFO if any student withdrew during the school year? <p>Also, document that the total amount of each grant was used for tuition which is defined as "the total amount of money charged for the cost of a qualifying student to attend an independent school including, but not limited to, fees for attending the school and school-related transportation."</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If No , will your school submit a compilation, review or compliance audit conducted by a certified public accounting firm by June 30, 2017 to the EOC if you receive tuition grants this fiscal year, between July 1, 2016 and June 30, 2017?	<input type="checkbox"/>	<input type="checkbox"/>

Return this form & report to EOC:

Fax: 803.734.6167
 Phone: 803.734.6148
 Mail: P.O. Box 11867
 Columbia, SC 29211

HERITAGE ACADEMY
AGREED-UPON PROCEDURES
FOR THE YEAR ENDED JUNE 30, 2016

**INDEPENDENT ACCOUNTANTS' REPORT
 ON APPLYING AGREED-UPON PROCEDURES**

To Heritage Academy
 and the South Carolina Education Oversight Committee:

We have performed the procedures enumerated below, which were promulgated by the South Carolina Education Oversight Committee (through its 2016-2017 Application requirements) and agreed to by Heritage Academy (the "Academy"), solely to assist you with respect to the verification of compliance with the requirements of the Educational Credit for Exceptional Needs Children Program of Heritage Academy for the year ended June 30, 2016. Heritage Academy's management is responsible for the Academy's accounting records. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Heritage Academy is an accredited member of the South Carolina Independent School Association; and is also accredited by the Southern Association of Colleges and Schools.

Our procedures and findings are as follows:

Agreed-upon Procedure	Findings
1. The independent school can document and verify that all grants received under the Educational Credit for Exceptional Needs Children Program in 2015-16 were eligible children enrolled in the school.	Heritage Academy received one scholarship grant for the 2015 – 2016 academic year. Obtained the proof of eligibility form, which was based on an evaluation performed August 25, 2014 and is signed by a licensed psychologist. Observed documentation regarding the special accommodations needed by the recipient based upon the recipient's most recent psycho-educational evaluation.
2. The independent school can document the total amount of each grant per child from every scholarship funding organization (SFO).	Heritage Academy received one scholarship grant from Palmetto Kids FIRST Scholarship Program, Inc. (the scholarship funding organization). Obtained and verified appropriate documentation related to this grant.
3. The independent school can document that no grant exceeded \$10,000 during the school year 2015-16.	Obtained documentation from Heritage Academy related to the one scholarship received in the amount of \$10,000.00.

<p>4. The independent school returned a prorated amount of the grant to the SFO if any student withdrew during the school year.</p>	<p>The scholarship recipient was enrolled in Heritage Academy for the entire 2015 – 2016 academic year. Obtained the recipient's transcript and verified the enrollment date along with classes taken and credits awarded for the 2015 – 2016 academic year.</p>
<p>5. The total amount of each grant was used for tuition, which is defined as "the total amount of money charged for the cost of a qualifying student to attend and independent school including, but not limited to, fees for attending the school and school-related transportation."</p>	<p>Obtained the Heritage Academy Tuition and Fees schedule for the 2015 – 2016 academic year and verified that the tuition amount exceeded the grant amount. Also obtained documentation from the Heritage Academy's accounting system and verified that the grant amount (\$10,000.00) was applied to the recipient's tuition account balance.</p>

We were not engaged to, and did not, conduct an audit, the objective of which would be the expression of an opinion on the accounting records. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

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