

**South Carolina Education Oversight Committee (EOC)
Annual Standards Assurance Form**

H.4077 (R.247) as Signed by the Governor on May 18, 2018

2018-19

Document A – Application for Continued Participation in ECENC Program

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:	Hawthorne Christian Academy
Independent School Contact Person:	Michelle Cassady
Independent School Address:	790 Hawthorne Road - P.O. Box 801
City, State, Zip Code:	Chester, SC, 29706
Independent School Telephone Number:	(803) -377-8235
Independent School Fax Number:	(803) - 250-1832
Independent School E-mail Address:	mcassady@hawthornechristian.com
Independent School Website Address:	www.enrollathca.org

Please review the standards below based on H.4077 (R.247) as signed by the Governor on May 18, 2018. An "eligible school" is defined as "an independent school including those religious in nature, other than a public school, at which the compulsory attendance requirements of Section 59-65-10 may be met," and does not discriminate based on the grounds of race, color, 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 state law.

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. Please	<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, the South Carolina Independent Schools Association, or the Palmetto Association of Independent Schools.	<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. Please provide a summary of the services provided based on exceptional needs of students served.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Did this school receive any grants last fiscal year (July 1, 2017 until June 30, 2018) from Exceptional SC from the Educational Credit for Exceptional Needs Children Fund? Please complete Document B.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. By December 31, 2018, will your school submit school-level test score results from the prior school year on national achievement tests and individual student test scores for students who received a grant from Exceptional SC in the prior school year? Please complete Document C.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. By December 31, 2018, will your school provide a "compilation, review, or compliance audit of the organization's financial statements as relating to the grants received, conducted by a certified public accounting firm"? Please 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 state law, is true, accurate, and complete under penalty of perjury in accordance with Section 16-9-10 of the South Carolina Code of Laws.

Signature: Michelle D. Cassidy

Date: 7/5/2018

Print Name of Signature Above: Michelle D. Cassidy

Title: Administrator

Email: mcassady@hawthornechristian.com

Return this form to Melanie Barton

- Phone: 803.734.6148
- E-mail: mbarton@eoc.sc.gov
- Mail: P.O. Box 11867
Columbia, S.C. 29211
- Fax: 803.734.6167
- Physical Location:
1205 Pendleton Street
Room 502 Brown Building
Columbia, SC 29201

Statement of Services for Special Needs Students

Hawthorne Christian Academy seeks to meet the needs of families in our community by providing excellent academic services as well as meeting student needs in other developmental areas. At Hawthorne, we strive to maintain small classes so that our teachers have the ability to provide differentiated instruction and consider the needs of each student.

Hawthorne Christian Academy is a traditional independent school. We offer services and make accommodations for students who have been diagnosed as exceptional. We accept recommendations and existing Individualized Education Plans from school psychologists for students who have a specific diagnosis and work with parents to prepare an individualized plan for accommodations for each student. When we encounter students who are experiencing difficulties in certain areas while enrolled at Hawthorne, we collaborate with parents in identifying any specific learning disabilities by cooperating with the evaluation process they choose, whether it be private school psychologists or the local school district. We develop accommodation plans for our students. Our accommodation plan committee usually consists of the administrator, the classroom teacher(s), the parents, and the evaluating school psychologist.

The accommodations available at Hawthorne Christian Academy include (but are not limited to):

- Alternate test setting
- Additional or unlimited time on tests
- Ability to record lectures and photograph notes
- Oral testing
- Tutoring
- Small group and individual instruction
- Additional breaks
- Use of computer technology alternatives
- No penalty for issues with handwriting quality
- Alternate test formats or reduction of number of questions
- Speech therapy.

**Document B
Grants Received**

**Application for Continued Participation
Educational Credit for Exceptional Needs Children (ECENC) Program
2018-2019**

Independent School Name: Hawthorne Christian Academy

An independent school continuing to participate in the Educational Credit for Exceptional Needs Children for Fiscal Year 2018-19 is required to submit the following information:

Total number of grants and total amount of grants received in the preceding fiscal year, from July 1, 2017 through June 30, 2018.

Please complete the following chart. If no grants for any qualifying student were received from Exceptional SC in Fiscal Year 2017-18, please indicate with "0" grants received and "\$0" in total amount of grants received.

Total Number of Grants Received	Total Amount of Grants Received
6	\$9,325.00

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 \$11,000.

Document C
Student Assessment Data

Application for Continued Participation
Educational Credit for Exceptional Needs Children (ECENC) Program
2018-2019

Independent School Name: Hawthorne Christian Academy

An independent school applying for continued participation in the Educational Credit for Exceptional Needs Children Program for Fiscal Year 2018-19 is required to submit the following information **by December 31, 2018**:

Student test scores, by category, on national achievement or state standardized tests, or both, for all grades tested and administered by the school receiving or entitled to receive scholarship grants pursuant to this section in the previous school year. The school shall also provide individual student test scores on national achievement or state standardized tests, or both, for any student in grades one through twelve who received a grant from the program during the prior school year. The information must be used to provide program level reports to determine whether students participating in the program have experienced measurable improvement. Students with disabilities for whom standardized testing is not appropriate are exempt from this requirement.

Section 12-6-3790(E)(1)(b)

The information will be used to issue an annual report.

Annually, the Education Oversight Committee shall issue a report to the General Assembly documenting the impact of the Educational Credit for Exceptional Needs Children Program on student achievement. In addition, the report must include information on individual schools if at least fifty-one percent of the total enrolled students in the private school participated in the Educational Credit for Exceptional Needs Children Program in the prior school year. The report must be according to each participating private school, and for participating students, in which there are at least thirty participating students who have scores for tests administered. If the Education Oversight Committee determines that the thirty participating-student cell size may be reduced without disclosing personally identifiable information of a participating student, the Education Oversight Committee may reduce the participating-student cell size, but the cell size may not be reduced to less than ten participating students.

Section 12-6-3790(E)(6)

Schools applying for continued participation in the ECENC Program must provide the following:

- 1. School-level assessment results** for school year 2017-18 on national achievement tests for all grades tested in the school and for each grade with at least 10 students tested. Information should be provided for English language arts (reading) and mathematics achievement of students in the grade. Examples include: *TerraNova*, *Stanford 10*, *Iowa Test of Basic Skills*, etc. For grades 9-12, the school may provide average PSAT, SAT, ACT, or other scores as appropriate.

For schools that specifically exist to meet the needs of only exceptional needs students with documented disabilities, the EOC will work with the schools to provide information (including formative assessments, portfolios, etc.) that document the students' academic and social development.

How many students were enrolled in your school in 2017-18? 46 (K-12)

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

Iowa Test of Basic Skills (Grades K-12)

**2017-18 School Year Results for (NAME OF ASSESSMENT)
National Percentiles, Mean (Average) Scale Scores, Grade Equivalents, etc.**

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

- 2. Individual student test scores** on national achievement tests for any child who received a grant from the program during the 2017-18 school year. No personally identifiable information will be published; instead, the information will be aggregated at the school or state level as stipulated in law.

HCA administers the Iowa Test of Basic Skills to all K-12 students (46 in the Spring 2018 Administration). Less than 10 students are administered the test in each grade level, therefore HCA reports at the school level. Please find the school level scores reported in the assessment file submitted with this document. HCA also administers the PSAT and SAT to students in grades 9-12. This data is also included in the assessment file submitted with this document.

Each school will have access to a secure data portal to upload individual student assessment results, which will include personally identifiable information. The portal will capture, at a minimum, the following information:

- Name of the student who received a grant from Exceptional SC in the prior school year along with data including date of birth, sex, grade level, etc. to ensure that the assessment results can be matched to the individual student who received a grant;
- For each student who received a grant, the results of a national assessment or assessments in 2017-18 and if possible, in 2016-17 as well to document academic growth. The name of the assessment as well as scale scores for students or national percentile ranks must be included; and
- If a student received a grant but due to the student's exceptional needs was not able to be assessed with a national assessment, the school must provide an explanation by student of the reason why a national assessment was not administered and how the school is measuring academic and personal growth for each student not assessed.

Please identify one staff person from your school who will provide the individual student test scores from this school:

Name: Michelle Cassady

Title: Administrator

Telephone Number: (803) 899-2294

Email Address: mcassady@hawthornechristian.com



790 Hawthorne Road ▪ P.O. Box 801 ▪ Chester, SC 29706

(803) 377-8235 ▪ www.hawthornechristian.com

To Whom It May Concern:

Hawthorne Christian Academy tests less than 10 students per grade level. To protect the privacy of our students, we report whole school scores only. The scores for the IOWA Skills Assessment from the 2016-2017 school year are listed at the bottom of this letter. These scores reflect all grades from kindergarten through twelfth and every student in the school was tested at his/her grade level (46 students total). Due to the low number of students tested, the variance in scores across grades is large and one or two students exhibiting very poor performance can have a large effect on the total. In addition, Hawthorne administers the PSAT and SAT to students in grades 9-12. School level scores for these tests are also included below.

Sincerely,

Michelle D. Cassady
Administrator

Iowa Assessments School Level Scores

Score Averages

	Reading	ELA Total	Math Total excluding Computation	Math Total
Standard Score	217	222	210	222
National Percentile	46	52	39	41
National Stanine	5	5	4	4

Score Ranges

	Reading	ELA Total	Math Total excluding Computation	Math Total
Standard Score	119-355	128-352	121-133	145-332
National Percentile	2-97	1-99	1-93	1-96
National Stanine	1-9	1-9	1-8	1-9

Score Medians

	Reading	ELA Total	Math Total excluding Computation	Math Total
Standard Score	203	213	197	207
National Percentile	51	58	38	38
National Stanine	5	5	4	4

PSAT School Level Scores (9 students tested in grades 9-11)

	Total Score	ERW Score	Math Score	Reading	Writing	Math
Average	887	446	441	23	22	22
Range	720-1210	320-620	360-590	14-31	14-32	18-30
Median	880	420	440	20	22	22

SAT School Level Scores (8 students tested in grades 10-12)

	Total	Reading	Math
Average	1019	534	485
Range	850-1200	420-640	410-560
Median	995	540	475

Document D
Compilation, Review or Compliance Audit

Application for Continued Participation
Educational Credit for Exceptional Needs Children (ECENC)
2018-2019

Independent School Name: Hawthorne Christian Academy

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

“a copy of a compilation, review, or compliance audit of the organization’s financial statements as relating to the grants received, 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 from Exceptional SC any grants in the prior fiscal year, between July 1, 2017 and June 30, 2018?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If Yes , will your school submit to the EOC a compilation, review, or compliance audit of the school’s financial statements as relating to the grants received during the prior fiscal year and conducted by a certified public accounting firm by December 30, 2018 ? Failure to provide the compilation, review or compliance audit will result in your school’s removal as an eligible school under the ECENC program.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If No , will your school submit to the EOC a compilation, review, or compliance audit of the school’s financial statements as relating to the grants received and conducted by a certified public accounting firm by June 30, 2019 to the EOC if you receive grants from Exceptional SC this fiscal year between July 1, 2018 and June 30, 2019? Failure to provide the compilation, review or compliance audit will result in your school’s removal as an eligible school under the ECENC program.	<input type="checkbox"/>	<input type="checkbox"/>

Montgomery & Yarbrough, PA

Certified Public Accountants

Members of The American Institute of Certified Public Accountants

186 Columbia Street
PO Box 429
Chester, SC 29706

Phone (803) 377-4162
Fax (803) 581-5526

Independent Accountants' Report On Applying Agreed-Upon Procedures

To Management and the Board of Trustees
Hawthorne Christian Academy and
The South Carolina Education Oversight Committee

We have performed the procedures enumerated below, which were agreed to by Hawthorne Christian Academy's (the "school") and the South Carolina Education Oversight Committee (the "committee") (the "specified parties") related to the School's eligibility to participate in and compliance with the requirements of the Educational Credit for Exceptional Needs Children Program (the "Program") for the program year ended June 30, 2018. The School's management is responsible for its financial records, internal controls and compliance with Program and State laws and regulations. The sufficiency of these procedures is solely the responsibility of the specified parties. Consequently, we make no representations regarding the sufficiency of the procedures described below either for the specified parties. Consequently, we make no representations regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Our procedures and findings are as follows:

1. We obtained documentation to verify that the grants received under the Educational Credit for Exceptional Needs Children Program were for eligible students enrolled to attend the School by obtaining official transcripts from the School as well as confirming eligibility per correspondence with Exceptional SC, the scholarship funding organization (SFO).

No exceptions were found as a result of applying the procedure.

2. We compared the total of grants received by the School for each child per the School's records to the amount disbursed from the SFO to the School.

No exceptions were found as a result of applying the procedure.

3. We obtained documentation to verify that no student's grant exceeded \$11,000 for the 2017-2018 school year by vouching receipts provided by the School identifying the related student recipient and the amount of each grant as provided from the School's accounting records.

No exceptions were found as a result of applying the procedure.

4. If applicable, we verified that the School returned to the SFP a prorated amount of a student's grant if a student withdrew from the School during the year. For program recipients that did not withdraw during the year, we obtained official year end transcripts from the School.

No exceptions were found as a result of applying the procedure.

5. We obtained documentation that 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” by comparing the amount of the grant received to the School’s 2017-2018 annual tuition rate to determine that the grant amount did not exceed annual tuition, and by vouching application of the grant proceeds to the student’s account within the School’s account records.

No exceptions were found as a result of applying the procedure.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not, conduct and audit or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the School’s eligibility to participate in and compliance with the requirements of the South Carolina Educational Credit for Exceptional Needs Children Program. Accordingly, we do not express such an opinion or conclusion. 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 Hawthorne Christian Academy and the South Carolina Education Oversight Committee and is not intended to be and should not be used by anyone other than those specified parties.

Montgomery & Yarbrough, PA, CPAs

December 27, 2018