

**Hope Christian Academy  
Family Equity Policy  
2020-2021 School Year**

**Introduction**

The purpose of this school is to provide quality Christian education at reasonable cost to families, without profit to the organization. We are aware that “reasonable cost” is different for every family. We desire to aid those who desire a Christian education for their children but cannot afford the tuition.

As a new school operating without profit, we need to use the funds that God provides for maximum benefit to the school. We have jobs to fill but need to develop the means to hire and pay regular employees. This Family Equity policy addresses the needs of the school and families for tuition assistance. It would allow families to use volunteer hours to pay some of the financial costs of tuition each month.

**Opportunities**

Volunteer hours may be worked in jobs that the school would otherwise need to hire someone to do. They include secretarial, janitorial, grounds care, teaching, teaching aides, and any other jobs deemed necessary by the Board. Jobs will not be created to meet the families’ financial needs; instead, only jobs deemed necessary for running the school will be available. The school does not guarantee the availability of hours. This program is for the 2019-2020 school year. It will then be re-evaluated by the Board.

**Participation**

Families who believe they have a financial need may request participation in the program. The Board shall make the determination if there is both a financial need and a school job available that the parent is qualified to fill. Only the tuition cost is eligible for the program. Registration and Curriculum fees should be met by the family or their Church. Before the start of a new school year, all participants will review and re-evaluate the needs. The Board has the discretion to start or end this program at any time and the authority to reassign hours to another individual if a job is not being adequately performed.

**Implementation**

- Family makes a request for participation. This must be done in writing.
- Board reviews and makes decision on participation.
- All participants will file all required clearances before working at the school.
- Participant signs in and out when working at the school.
- Hours may be earned by any family member approved by the Board. This may include immediate family members and grandparents.
- Family Equity hours cannot exceed the cost of one-half of one year’s tuition. All extra hours will be considered unpaid volunteer hours.
- Hours will be calculated monthly and the amount earned taken off the next month’s tuition payment.
- The 2018 minimum wage rate is \$7.25/hour. To simplify the program all hours would be considered at \$8.00/hour. This would mean a monthly tuition cost of \$200 would need 25 hours/month or approximately 6 hours/week.
- After the application is received an interview with the applicant(s) by three members of the board will be scheduled.