



DISCLOSURE INFORMATION

2022-2023

HOPE CHRISTIAN SCHOOLS DISCLOSURE INFORMATION

Table of Contents

CONTACT INFORMATION	2
GOVERNING BOARD	2
NON-PROFIT STATUS	2
APPLICATION PROCESS AND APPEALS	3
PROMOTION	3,4
NON-HARASSMENT POLICIES	4,5
GENERAL POLICY SUMMARY	4
STUDENT REPORTING OF HARASSMENT	5
SUSPENSION, EXPULSION, COMPLAINT PROCEDURES	6
SUSPENSION POLICY	6
EXPULSION/DISMISSAL POLICY	6
EXPULSION/DISMISSAL APPEALS	6
TRANSFER OF CREDITS	7
SCHOOL VISITORS	8
POLICY FOR ALL VISITORS	8
PARENT/GUARDIAN VISITATION	8
CHILDREN VISITATION	8
TRESPASSING	9
ACADEMIC STANDARDS	10
COPY OF 501(C)3 ISSUED BY THE IRS	11

DISCLOSURE INFORMATION

The following information is being provided to all parents/guardians who apply for enrollment for the 2022- 2023 school year at HOPE Christian Schools in compliance with Wisconsin Act 28.

Contact Information

HOPE Christian School:
Prima 2345 N 25th Street
Milwaukee, WI 53206
Phone: 414-931-0350

HOPE Christian School:
Fortis North 3601 N Port Washington Ave
Milwaukee, WI 53212
Phone: 414-264-6284

HOPE Christian School:
Caritas 8920 W Brown Deer Rd
Milwaukee, WI 53224
Phone: 414-600-1045

HOPE Christian School:
Fortis South 3215 N Dr. Martin Luther King Dr
Milwaukee, WI 53212
Phone: 414-264-4476

HOPE Christian School:
Fidelis 4200 W Douglas Ave
Milwaukee, WI 53209
Phone: 414-203-5270

HOPE Christian School:
Semper 3040 W Capitol Dr
Milwaukee, WI 53206
Phone: 414-763-2683

HOPE Christian School:
Via 3502 Douglas Ave
Racine, WI 53402
Phone: 262-800-9021

Governing Board

- CJ Szafr
- Al Ruppel

Non-Profit Status

HOPE Christian Schools is a nonprofit 501(c)3 organization. IRS form available upon request.

Application Process and Appeals

HOPE Christian Schools only rejects a Choice applicant if the application does not provide or meet the Private School Choice Program's (PSCP) residency, income (if applicable), and age requirements for applicants entering grades K4, K5, and 1, and prior year attendance requirement if the student is participating in the Racine Parental Choice Program (RPCP).

119.23(3)(a) states that a school must, "Within 60 days after receiving the application...notify the applicant, in writing, whether the application has been accepted. If the private school rejects an application, the notice shall include the reason." A school may only reject an applicant for not meeting income and residency requirements, or for losing a random selection lottery. Under the HOPE Christian Schools appeals process, a rejected applicant has five working days from the date of receipt of their notice of rejection to provide written evidence to the school principal that the applicant was improperly rejected. The evidence must include income and residency documentation.

The school Principal shall respond to the applicant's appeal within five working days of receipt of the appeal notifying him or her of the acceptance or rejection of the appeal.

Additionally, if an accepted student's family does not attend the school's parent orientation, and does not attend the first 3 days of the school year without informing the school of the absence in writing in advance – the student will lose their previously accepted seat through a no-show expulsion and need to reapply. It is the family's responsibility to inform the school of all phone number and address changes following the submission of their choice application.

Promotion

- Academic Standards: For promotion to the next grade, scholars must earn a cumulative GPA of 1.5.
- Standardized Testing: Decisions to promote or retain scholars will also be based on their scores on the MAP or other standardized test. Scholars who are performing significantly below grade level on assessments may be retained.
- Behavioral Standards: The principal reserves the right to request that a student repeat a grade level for lack of organization and/or lack of maturity.
- Scholars will almost certainly be retained if they are absent for 10 days or more.

8th Grade Promotion Standards:

- Scholars must submit a high school acceptance letter to Dean of Students
- Academic Standards: For promotion to the next grade, scholars must earn a cumulative GPA of 1.5.
- Standardized Testing: Decisions to promote or retain scholars will also be based on their scores on the MAP or other standardized test. Scholars who are performing significantly below grade level on assessments may be retained.
- Behavioral Standards: The principal reserves the right to request that a student repeat a grade level for lack of organization and/or lack of maturity.
- Scholars will not be promoted if they have below 90% attendance.

Non-Harassment Policies

General Policy Summary Any behavior, either physical, verbal or virtual that hinders the learning/teaching environment or that can be interpreted as threatening to others will not be tolerated. In addition, all HOPE schools are committed to maintaining a learning environment that is free from bullying, sexual harassment and sexual violence, where all employees and students can work and study comfortably and productively. HOPE School prohibits any form of sexual harassment or sexual violence. Examples of prohibited behavior that is unsolicited and unwelcome and/or sexual in nature include:

- **Visual Contact** - suggestive looks, leering, or staring at another's body, gesturing, displaying sexually suggestive objects or pictures, cartoons, posters, magazines, Facebook, Twitter or other social network postings.
- **Written Contact** - sexually suggestive or obscene letters, notes, invitations, or drawings. This also includes computer or mobile phone-generated messages, e-mails, or internet postings, text messaging and instant messaging.
- **Verbal Threat** - sexually suggestive or obscene comments, threats, jokes including those about racial and gender specific traits, any sexual propositions, as well as comments about another student's body that are negative or embarrassing.
- **Physical Contact** - any intentional pats, squeezes, touching, punching, pinching, repeatedly brushing up against another's body, assault, or blocking free movement of any person.
- **Verbal Harassment** - ribbing or joking, including sexually suggestive language. Harassment is cause for disciplinary and/or police intervention and could lead to a student being expelled from HOPE School.

- **Weapons** - weapons of any kind are not allowed on school grounds and could lead to expulsion. Student Reporting of Harassment Any student who believes that s/he has been harassed should notify their teacher, the Dean of Students and/or the Principal for appropriate follow-up. The school can initiate an investigation with or without a complaint or complaining party in any case in which a staff member observes or becomes aware of any potentially harassing behavior. HOPE recognizes that the severity of a reported incident may vary from incident to incident. Such reports could range from a student calling another a disparaging name to a more serious report of a sexual assault.

The following steps will be taken, as appropriate to the reported incident, when dealing with incidents that involve harassment to any degree:

- A clear account of the incident will be recorded and given to the Principal.
- The Principal (or his/her designee) will interview all concerned and record incident.
- Parents will be informed through a phone call and letter.
- If the Principal determines that a violation of the School's harassment or bullying policy has occurred, punitive measures will be used as appropriate and in consultation with teachers and parents but not limited to:
 1. Official warning
 2. Detention out of classroom
 3. Exclusion from certain activities, e.g. recess
 4. Short-term in-school suspension
 5. Expulsion

Students who believe they are the subject of harassment or bullying should immediately report such behavior to any teacher, the Dean of Students and/or the Principal. All teachers and staff who receive a report from a student of harassment or bullying must notify the School Principal.

Suspension, Expulsion, and Complaint Procedures

Suspension Policy

The Principal or Dean of Students has the authority to suspend students. Suspension shall mean temporary removal from classes and/or school. Suspensions shall be made solely after the Principal or Dean of Students has made an investigation and determined that such suspension is necessary as a result of a disciplinary infraction, a disregard for school policies, to help any student, to further school purposes, or to prevent interference with school operations. Initiation of suspension may begin immediately or at the discretion of the Principal or Dean of Students. The length and type of the suspension (either in-school or out-of-school) shall also be at the discretion of the Principal or Dean of Students. If the suspension is to start immediately, the Principal or Dean of Students will attempt to inform the parents by phone or letter. The suspension process will include the opportunity for a meeting with the Principal, student and parents.

Expulsion/Dismissal Policy

If a student is facing disciplinary action that could result in expulsion (permanent removal from school), the following will occur:

1. Parents will be called and notified. A parent or someone designated by the parent must immediately remove the student from school.
2. The school principal and leadership team will meet to make a decision for the terms of re-entry or permanent expulsion.
3. Parents and student will be notified of the principal and dean of student's decision and the terms for reentry or permanent expulsion.
4. If the student is permitted to return to HOPE, prior to his/her return, a conference with the Principal, parents and student must occur to review and sign a statement agreeing to the terms of reentry.

Expulsions may occur at any point in the school year.

Expulsion/Dismissal Appeals and Formal Complaint Policy

In order to appeal an expulsion/dismissal or file a formal complaint the following procedures must be followed by parents:

1. Parents must submit a written complaint to the principal. (email or in writing)
2. The principal will respond to the parent or guardian via email or formal letter within seven school days of submission of the grievance.
3. If the parent or guardian is dissatisfied with the response of the principal, they can then submit the complaint in writing to the Executive Director of HOPE. The principal's response is to be submitted to the Executive Director. Any action taken by the Executive Director must be done so in compliance with all applicable privacy laws and in accordance with HOPE policy.
4. The Executive Director has final say concerning appealed expulsions/dismissals.

Transfer of Credits

HOPE Christian School Elementary Schools do not use a system of credits. Students will be admitted into their grade level based on the last recorded grade level on their previous school's report card.

School Visitors

Policy for all Visitors

All visitors, parents, guardians, etc. (“Visitors”) who visit the School for any reason (i.e. volunteering in the classroom, observation, meeting with school staff, etc.) are required to enter the School through the main/front doors, sign in, provide legal photo ID, wear a visitor badge and report to the School Office. In order to ensure the safety of the campus community, entrance to the School through other entrances is not permitted by visitors. Visitors who do not pass the Hall Pass background check process will not be permitted entry.

Parent/Guardian Visitation

HOPE always welcomes and encourages visitors, both from within and outside of our school community, to our school. However, in order to assure the safety and well-being of all students and staff, all visitors – including parents and guardians – are required to sign-in with the receptionist at the main entrance. All visitors must wear a Visitors Badge and have it visible at all times. It is critical that students are able to focus on learning and therefore we ask parents schedule classroom visits 1 day in advance in order to limit the number of distractions each day. When observing in the classroom, parents are asked not to disrupt the education of their child or of other children or to attempt to conduct individual conversations with the teacher during instructional time. Parents who are disruptive to the educational process will be asked to leave. Please have cell phones off while in the hallways and classrooms. In order to protect the privacy of our students, no photos or videos are allowed by parents on school grounds during the school day. In order to ensure the safety of the campus community, entrance to the school through other entrances is not permitted by visitors. All visitors must sign-out in the front Office.

We know it takes a village to raise a child and we appreciate everyone’s love and care for all of our scholars. If you see a scholar making a poor choice please seek a staff member to redirect the scholar rather than correcting the behavior yourself.

Children Visitation

Children visiting the school for class projects must have prior approval of the Principal. Students are not allowed to bring children to school at any time. No one under the age of 18, who is not otherwise a HOPE School student at school for an approved purpose is allowed in the building without permission of the Principal.

Visits of a social nature are not allowed. Visits of an educational nature must be approved at least 24 hours in advance by the School office.

Trespassing

Trespassers may be prosecuted. Any individual who enters the school without following the above named visitor procedures will be considered trespassing.

ACADEMIC STANDARDS

HOPE Christian Schools uses the Wisconsin adopted Common Core Standards for Language Arts and Mathematics (<http://www.corestandards.org/>).

HOPE Christian Schools uses Wisconsin Model Academic Standards for geography and history (<http://dpi.wi.gov/standards/ssintro.html>), and science (<http://dpi.state.wi.us/standards/sciintro.html>).

**COPY OF 501(C)3 ISSUED BY THE IRS AVAILABLE UPON
REQUEST**