

# **Christian STEM Education Group Policies**

## **1.1 STRUCTURE**

1. Program Division
  - a. Humanities & Social Sciences (HSS)
    - i. Director
    - ii. Tutor(s)
  - b. Science, technology, engineering, and mathematics (STEM)
    - i. Director
    - ii. Tutor(s)
2. Enrollment
  - a. Priority enrollment
    - i. Priority given to Classical Conversations families
      1. Additional family members grandfathered in for future priority enrollment
    - ii. Priority given to students enrolling in full day of CSEG (to include HSS & STEM classes)
  - b. Students and parents must complete an enrollment application and in-person interview with the CSEG Director. Program suitability and enrollment acceptance is at the discretion of the CSEG Director.
3. Size
  - a. Classroom Size
    - i. HSS: 12 Students
    - ii. STEM: 20 Students
  - b. Number of classrooms
    - i. HSS: 1 classroom
    - ii. STEM: 1 classroom
4. Age groups
  - a. Grades 7-9 (Ages 12-15)
  - b. Grades 10-12 (Ages 15-18) - Beginning Fall 2027

## **1.2 COMMUNITY GUIDELINES**

1. HSS Program
  - a. Opening
  - b. Duration: 8:30am - 12:00pm
  - c. Classes offered: Logic & Philosophy, World History & Literature, HSS Elective (Speech & Debate, Art, Foreign Language, Biblical Studies, etc.), Language Arts
2. STEM Program
  - a. Opening: 12:50pm Assembly (Opening prayer and announcements)
  - b. Duration: 1:00pm - 4:00pm

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- c. Classes offered: Core Sciences, STEM Elective (Aerospace, Astronomy, Cybersecurity, Robotics, etc.), Hybrid Mathematics
- 3. Duration
  - a. HSS & STEM programs consist of 30 weeks, meeting one day per week (Mondays).
- 4. Safety
  - a. A parent or legal guardian is required to be on site for all children at all times. CSEG classes are NOT drop-off events.
  - b. Background checks for sexual offenses will be performed on all CSEG members, tutors, assistants and any other adults who regularly attend Monday classes. Anyone listed on the public Registry of Sex Offenders is prohibited from attending any CSEG event.
  - c. Parents are responsible for informing teachers and anyone responsible for their child of environmental and/or food allergies.
- 5. Classroom conduct
  - a. Students are expected to purchase curriculum for enrolled classes and come prepared to class with curriculum when attending.
  - b. Attending class on a weekly basis is optional, however, students are expected to come prepared when they do attend.
  - c. Students are expected to follow code of conduct and treat others with respect and kindness.
  - d. If students attend a class, they are expected to participate, be punctual, listen, complete assignments and be respectful. Students who fail to do so may be asked to leave class for the day. If the problem persists, the student may be dropped from the class without refund.
- 6. Discipline policy
  - a. Parents are expected to oversee their own children and address any concerns.
  - b. The Director's responsibility is to protect the community and learning atmosphere of the classrooms.
  - c. Directors and Tutors are to inform parents of disciplinary concerns in a timely manner.
  - d. The CSEG Director is responsible for proactively presenting any specific disciplinary guidelines in their parent orientation or handbook.
  - e. Students must be respectful of the Tutor and other students as well. Dismissal from class or the program altogether, is an option if parental involvement does not help.

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## **Policies**

### **1.3 MEMBERSHIP**

1. Age of membership
  - a. Children must be age 12 by September 30th up to age 15.
  - b. For Fall 2025 enrollment the maximum age is 13 (8th grade).
2. CSEG Membership
  - a. Students can enroll in HSS only, STEM only or both.
3. Requirements
  - a. Students & parents must sign and agree to the Code of Conduct.
  - b. Students & parents must sign and agree to the Statement of Faith.

### **1.4 FEES**

1. Facility Fee
  - a. Covers facility tithing & liability insurance.
2. Program Tuition
  - a. Covers tutor salaries.
3. Curriculum & Lab Materials
  - a. To be purchased separately by students.
4. Scholarships
  - a. A scholarship fund will be available for financial assistance. Private contributions to the scholarship fund are accepted.