

## 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

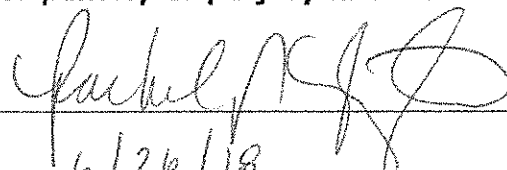
Please complete the information requested below concerning your independent school. This information will be listed on the South Carolina Education Oversight Committee's website, [www.eoc.sc.gov](http://www.eoc.sc.gov).

Independent School Name:	Hilton Head Christian Academy
Independent School Contact Person:	Rachel Bagenstose
Independent School Address:	55 Gardner Drive
City, State, Zip Code:	Hilton Head Island, SC 29926
Independent School Telephone Number:	(843) - 681-2878
Independent School Fax Number:	(843) - 681-9758
Independent School E-mail Address:	rbagenstose@hhca.org
Independent School Website Address:	www.hhca.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. - see attached	<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: 

Date: 6/26/18

Print Name of Signature Above: Rachel Bagenstose

Title: Chief Financial Officer

Email: rbagenstose@hca.org

**Return this form to Melanie Barton**

- Phone: 803.734.6148
- E-mail: [mbarton@eoc.sc.gov](mailto: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

## DESCRIPTION OF SERVICES – HILTON HEAD CHRISTIAN ACADEMY

*\*\*\*Pulled directly from our website – [www.hhca.org/page/academics/academic-enrichment-opportunities](http://www.hhca.org/page/academics/academic-enrichment-opportunities).*

**Educational Therapy** addresses cognitive and perceptual processing deficits associated with learning disabilities. Educational Therapy targets the underlying causes of learning problems, not only subject-based difficulties.

NILD Educational Therapy is founded upon the theory and research of the Mediated Learning Experience and includes 26+ techniques combined with individualized instruction for each student. NILD Educational Therapy comprehensively addresses cognitive and perceptual processing deficits that are associated with the following learning difficulties:

- Visual/Auditory Perception, Memory, or Sequencing
- Visual-Motor Integration
- Processing Speed
- Spatial and/or Temporal Relations
- Cognitive Processing with emphasis on Critical Thinking/Abstract/Logical Reasoning
- Receptive/Expressive Language Processing
- Verbal/Nonverbal Reasoning
- Specific Academic Area (Spelling, Reading, Writing, Math)

For more information on NILD Educational Therapy, go to <http://www.nild.org> or contact [Anne Poole](#) or [Jennifer Hubbard](#).

**Tutoring** is considered to be a specific subject area focus for short-term intervention or remediation. In addition to the 3:00-3:30 tutoring time offered by classroom teachers, students can contact HHCA's Academic Resource Center for additional classroom support. ARC teachers can assist in matching students with tutors who meet their needs. A list of outside tutors is available upon request as well.

## Levels of Services and Fees

- **Tier 3**

This is our highest level of support and intervention. Students in this tier receive individualized educational therapy from our NILD certified instructors. They also receive support in the form of study strategies, organizational strategies, and targeted tutoring as needed in specific content areas. Students in this tier attend the ARC for support five days per week in lieu of an elective period. Students in this tier receive classroom and testing accommodations as indicated in their psychological report.

**Requirements:** A current (within two years) Psychological Evaluation

- **Tier 2**

This is our most common level of support and intervention. Students in this tier do not receive educational therapy. Rather, they receive support in the form of study strategies, organizational strategies, and targeted tutoring as needed in specific content areas. It is not uncommon for students in this tier to be able to work within small groups of similar students led by our ARC

instructors. Students in this tier attend the ARC in lieu of an elective period. Students in this tier receive classroom and testing accommodations as indicated in their psychological report.

**Requirements:** A current (within two years) Psychological Evaluation

- **Tier 1**

This tier is for students who could benefit from additional academic support structures. Unlike the other tiers, there is no psychological report required for this tier. However, sessions are scheduled and billed on an individual basis and are subject to scheduling and space limitations. Students in this tier can take advantage of additional coaching in study and organizational strategies. They can also receive subject area tutoring as available from our ARC instructors. Sessions are scheduled during the student's elective period as a pullout activity. In cases where a student does not have a psychological report indicating the appropriateness of classroom and testing accommodations,

**Requirements:** An interview between the student's parents and ARC staff is required. Tier 1 services are subject to availability once the needs of all Tier 2 and Tier 3 students have been met.

- **Lower School Track**

Students in the lower school track receive individualized educational therapy, subject area tutoring, and classroom support. Students in this track will work with our ARC instructors during times scheduled as pullout sessions from their specials periods. ARC staff will work with parents and the student's teachers to schedule the sessions in a manner most beneficial to the student.

**Requirements:** Students may be admitted to the Lower School Track if a Psychological Evaluation is being sought, but not yet completed.

## **Accommodations**

According to the National Center for Learning Disabilities, "accommodations are alterations in the way tasks are presented that allow children with learning disabilities to complete the same assignments as other students. Accommodations do not alter the content of assignments, do not give students an unfair advantage, or in the case of assessments, do not change what a test measures. They do make it possible for students with learning disabilities to show what they know without being impeded by their disability." Accommodations that HHCA can reasonably offer students include:

1. Permission for the use of laptop computers in the classroom.
2. With permission from the instructor, the use of a recording device in the classroom.
3. Assistance with note taking.
4. Extended time for students to complete tests and classroom assignments.
5. The use of a word processing program for spelling and composition.
6. In cases of extreme disability in a given area, alterations in course requirements may be considered on a case-by-case basis.
7. Oral reading and/or interpretation of directions and test questions.
8. Testing in a separate location.

**Document B  
Grants Received**

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

Independent School Name: Hilton Head 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
33	\$216,915

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:** Hilton Head 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?** 374

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

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

<b>Grade</b>	<b>English language arts (Reading)</b>	<b>Mathematics</b>
1	<b>See attachment</b>	
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.

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:** Allison Suddeth  
**Title:** Business Office Asst  
**Telephone Number:** 843-681-2878, ext 223  
**Email Address:** asuddeth@hhca.org





# Hilton Head Christian Academy

## Standardized Testing Summary 2017-18

Grade Level	Test			
	Average SAT Scores			Average ACT
	ERW	Math	SAT Total	
12	578	566	1144	21.5
11	551	546	1097	21.7
Average PSAT Scores				
	ERW	Math	PSAT Total	
10	505	474	980	
9 (PSAT 8/9)	475	439	914	
Iowa Tests (Percentiles)				
	Reading	Language	Math	Total
8	62	59	61	61
7	69	67	62	66
6	68	67	69	68
5	73	82	77	80
4	74	71	68	70
3	77	69	78	75
Iowa Tests (Grade Level Equivalents)				
	Reading	Language	Math	Total
8	10.1	10.0	9.9	10.0
7	9.5	9.9	8.9	9.4
6	8.1	8.5	8.2	8.3
5	7.3	8.9	7.5	7.8
4	6.1	5.9	5.8	5.9
3	5.0	4.6	4.8	4.7
MAP Tests (Percentiles)				
	Reading		Math	
2	71		73	
1	65		67	
K	58		62	

**Document D**  
**Compilation, Review or Compliance Audit**

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

Independent School Name: Hilton Head 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](http://www.eoc.sc.gov).

Please answer the following questions:

	<b>YES</b>	<b>NO</b>
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 <b>Yes</b> , 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 <b>December 30, 2018</b> ? 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 <b>No</b> , 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 <b>June 30, 2019</b> 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"/>

*n/a*



# Robinson Grant & Co., P.A.

CERTIFIED PUBLIC ACCOUNTANTS  
MEMBERS OF THE AMERICAN INSTITUTE OF CPAS & S.C. ASSOCIATION OF CPAs

Writing Address for Hilton Head and Bluffton  
PO BOX 10000  
HILTON HEAD ISLAND, SC 29925-2999

5 BELHAIR VILLAGE DRIVE  
BLUFFTON, SC 29910  
(843) 875-6161  
FAX (843) 875-6365  
www.robinsongrant.com

200 BOUNDARY STREET  
PO BOX 10000  
HILTON HEAD ISLAND, SC 29925-2999  
(843) 875-6161  
FAX (843) 875-6365

## Independent Accountants' Report on Applying Agreed-Upon Procedures

December 27, 2018

Hilton Head Christian Academy, Inc.  
55 Gardner Drive  
Hilton Head Island, SC 29926

SC Education Oversight Committee  
502 Brown Building  
Columbia, SC 29211

We have performed the procedures enumerated below, which were agreed to by Hilton Head Christian Academy, Inc. regarding their internal procedures and records related to the Educational Credit for Exceptional Needs Children (ECENC) program as of May 31, 2018. Hilton Head Christian Academy Inc.'s management is responsible for the internal procedures and records related the Educational Credit for Exceptional Needs Children. The sufficiency of these procedures is solely the responsibility of Hilton Head Christian Academy, Inc. 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.

Our procedures and findings are as follows:

- 1) Procedure: Review Hilton Head Christian Academy, Inc.'s internal records to confirm that any/all grants received by them and under the Educational Credit for Exceptional Needs Children program were for students enrolled in their school during the 2017-18 school year.

Finding: Our procedure confirmed that any/all students for which Hilton Head Christian Academy Inc. received scholarship funds from the Educational Credit for Exceptional Needs Children program were for eligible recipients enrolled at Hilton Head Christian Academy during the 2017-18 school year.

- 2) Procedure: Review internal school and accounting records to confirm that Hilton Head Christian Academy can document the total amount of each grant received per student.

Finding: Our procedures confirmed that internal school and accounting records can document the total amount of grant funds received per student.

- 3) Procedure: Review internal school and accounting records to determine that no grant funding received during the 2017-18 school year exceeded \$11,000.

Finding: Our review of internal school and accounting records confirmed that no grant funding received by Hilton Head Christian Academy, Inc. exceeded \$11,000.

- 4) Procedure: Determine that Hilton Head Christian Academy, Inc. returned a prorated amount of grant fundings to the SC Education Oversight Committee for any student that withdrew from the school during the school year.

Finding: Our procedures discovered that no students which were awarded grant fundings through the Educational Credit for Exceptional Needs Children program withdrew from Hilton Head Christian Academy during the time period for which the fundings received on their behalf applied. As a result, no grant fundings were applicable to be returned.

- 5) Procedure: Determine 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.*

Finding: Our procedure confirmed that all of the grant fundings received by Hilton Head Christian Academy from the Educational Credit for Exceptional Needs Children program were applied directly towards tuition costs.

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 an examination or review, the objective of which would be the expression of an opinion or conclusion, respectfully, on the records of and procedures applied by Hilton Head Christian Academy related to the 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 Hilton Head Christian Academy, Inc. and the SC Education Oversight Committee and is not intended to be and should not be used by anyone other than those specified parties.

*Johnson & Co., P.A.*