

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

**School Year: 2019-20**

**Application to Participate in  
Educational Credit for Exceptional Needs Children (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, <https://eoc.sc.gov/>.

<b>Independent School Name:</b>	First Presbyterian Academy (formerly Shannon Forest)
<b>Independent School Contact Person:</b>	Dr. Craig Bouvier, Mr. Tom Roe, Ms. Pam Erwin
<b>Independent School Address:</b>	829 Garlington Road
<b>City, State, Zip Code:</b>	Greenville, SC 29615
<b>Independent School Telephone Number:</b>	(864) - 678-5107
<b>Independent School Fax Number:</b>	(864) - 678-5153
<b>Independent School E-mail Address:</b>	cbouvier@shannonforest.com, perwin@shannonforest.com
<b>Independent School Website Address:</b>	www.shannonforest.com

Please review the standards below that are based on Act 247 of 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." Please indicate whether your school has met or intends to meet each standard to ensure the following academic and reporting requirements are met. The South Carolina Education Oversight Committee reserves the right to request additional documentation to show the school is in compliance with state law. Failure to meet these standards or reporting requirements will result in your school being denied or removed from participation in the program.

STANDARDS	YES	NO
<b>1. Offers a general education to primary or secondary school students.</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>2. Does not discriminate on the basis of race, color, or national origin.</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>3. Is located in this State.</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>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.</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>5. Has school facilities that are subject to applicable federal, state, and local laws.</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>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.</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>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.</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

REPORTING REQUIREMENTS	YES	NO
1. If your school received any grants from Exceptional SC in school year 2018-19, then your school will report to the EOC the number and total dollar amount of grants received in the 2018-19 school year from Exceptional SC by September 1, 2019.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Your school will submit to the EOC by September 1, 2019 a statement of services that documents your school:  (a) provides a specially designed program or learning resource to provide needed accommodations based on the needs of exceptional needs students; or (b) provides onsite educational services or supports to meet the needs of exceptional needs students; or (c) exists specifically to meet the needs of only exceptional needs students with documented disabilities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Your school will submit to the EOC by November 15, 2019 the <u>school-level</u> assessment results for all grades in the school and for each grade with at least (10) students tested. Results should be provided for English language arts (reading) and mathematics achievement of students in each grade tested in school year 2018-19.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. If your school received grants from Exceptional SC in school year 2018-19, the school will submit by November 15, 2019 <u>individual student test scores</u> on national achievement or state standardized tests for any student in grades one through twelve who received a grant from the program during school year 2018-19. The data will be collected using a secure portal. No personally identifiable information will be published; instead, the information will be aggregated.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. If your school received grants from Exceptional SC in school year 2018-19, the school will submit to the EOC 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 November 15, 2019.	<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. Failure to report to the EOC the required data will result in the school being removed from the list of approved schools.

Signature: Craig Bouvier

Date: 2/7/19

Print Name of Signature Above: Dr. Craig Bouvier

Title: Head of School

Email: cbouvier@shannonforest.com

**Document A  
Grants Received**

**Educational Credit for Exceptional Needs Children (ECENC) Program  
2019-20**

**Independent School Name:** First Presbyterian Academy  
(formerly Shannon Forest)

An independent school participating in the ECENC Program is required to submit the following information by **September 1**:

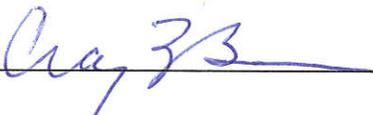
**How many students in kindergarten through grade 12 were enrolled in your school in the prior school year?** 424

**What is the total number of grants and total amount of grants received in the prior school year from Exceptional SC?** Please complete the following chart and sign below.

If no grants for any qualifying student were received from Exceptional SC in the prior school year, please indicate with "0" grants received and "\$0" in total amount of grants received from Exceptional SC.

Total Number of Grants Received	Total Amount of Grants Received
# <u>33</u>	<u>\$135,063.25</u>

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.

**Signature:** 

**Date:** 8/14/19

**Print Name of Signature Above:** Dr. Craig Bouvier

**Title:** Co-Head of School and Upper School Principal

**Email:** cbouvier@shannonforest.com

**Document B  
Statement of Services**

**Educational Credit for Exceptional Needs Children (ECENC) Program  
2019-20**

**Independent School Name:** First Presbyterian Academy  
(formerly Shannon Forest)

An independent school participating in the Educational Credit for Exceptional Needs Children is required to submit a Statement of Services by **September 1** that documents that the school:

- (a) provides a specially designed program or learning resource to provide needed accommodations based on the needs of exceptional needs students; or
- (b) provides onsite educational services or supports to meet the needs of exceptional needs students; or
- (c) exists specifically to meet the needs of only exceptional needs students with documented disabilities.

**Please sign below and attach a statement of services.**

**Signature:** 

**Date:** 8/14/19

**Print Name of Signature Above:** Dr. Craig Bouvier

**Title:** Co-Head of School and Upper School Principal

**Email:** cbouvier@shannonforest.com

The Accommodations that we provide for students at First Presbyterian Academy - The Academy at Shannon Forest Christian are as follows:

1. Extended time for in class writing assignments and assessments ( time and one half in class room up to 100% extra time with the LD program in place.
2. Oral testing
3. Use of a scribe or teacher outlines provided for in class writing and assessments.
4. Books on tape.
5. Use of a calculator for math assessments (for those diagnosed with dyscalculia/LD in math)
6. Use of laptop for note taking and in class assessments.
7. Oral reading for those diagnosed with dyslexia , as needed.
8. Foreign Language Waiver for dyslexic and auditory processing disorders.
9. Testing in non distracting environment, as needed.
10. Preferential seating

We have students with ADD/ADHD/executive function, reading, writing, and math learning disabilities, and/auditory processing disabilities. All formal written plans come from psycho-educational testing which is completed by licensed clinical psychologists off campus as we do not do administer them at Shannon Forest. These formal written accommodation plans are accepted by the College Board for AP and SAT testing as well as ACT.

Pam Erwin

8/13/2019

Learning Differences Director

First Presbyterian Academy - The Academy at Shannon Forest

**Document C  
Assessment Data**

**Educational Credit for Exceptional Needs Children (ECENC) Program**

**2019-20**

**Independent School Name:** First Presbyterian Academy  
(formerly Shannon Forest)

A school applying for participation in the ECENC Program must provide by **November 15** the following:

**School-level Assessment Results**

**In the chart below, please list the NAME of each national achievement test that was administered and the grade in which the test is administered for the prior school year.** Examples include: *TerraNova, Stanford 10, Iowa Test of Basic Skills, MAP, PSAT, SAT, ACT, etc.*

For schools that specifically exist to meet the needs of only exceptional needs students with documented disabilities, please document how the school documents students' academic and social development.

*See attached Summary*

<b>Grade</b>	<b>English language arts (Reading)</b>	<b>Mathematics</b>	<b>Other</b>

**For each national assessment listed above and for each grade with at least 10 students tested, please attach the results from the prior school year.** The manual provides a template for schools to use in reporting mean scale scores, national percentile rankings, etc.

**2018-2019 School Year Results for TerraNova Assessment**  
**\*National Percentile Scores**

<b>Grade</b>	<b>English Language Arts (Reading)</b>	<b>Mathematics</b>
1	82	72
2	84	76
3	58	58
4	70	65
5	76	68
6	80	75
7	76	76
8	65	63
9	76	67
10	63	54
11	Do not test	
12	Do not test	



**SWENSON**  
& ASSOCIATES, P.A.

CPAs Advisors Consultants

Ms. Judy Bishop  
First Presbyterian Academy Inc.  
The Academy at Shannon Forest  
829 Garlington Road  
Greenville, SC 29615

Dear Ms. Bishop:

We have performed the procedures enumerated below, which were agreed to by *First Presbyterian Academy Inc.* (FPA) solely to comply with the Eligible School Compliance Audit as required by the SC Education Oversight Committee of the Educational Credit for Exceptional Needs Children (ECENC) Program. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified users of the report. 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.

The procedures and associated findings are as follows:

1. Procedure: We will document and verify that all grants received under the Educational Credit for Exceptional Needs Children Program in 2018-19 were for eligible children enrolled in the school.

Finding: Andrea MacMeccan provided a list of enrolled and reenrolled students, as well as a separate list of withdrawals. Per our review, all students that received a grant were properly enrolled. It was noted that two grant recipients withdrew during the school year, see item 4 below.

2. Procedure: We will document the total amount of each grant per child from the scholarship funding organization (SFO).

Finding: Andrea MacMeccan provided a detail of grant recipients listing the amount and date received. Using the list identifying grant recipients provided by Exceptional SC and copies of deposit slips, we determined that her list was complete.

3. Procedure: We will document that no grant exceeded \$11,000 during school year 2018-2019.

Finding: Per review of the grant recipient detail listing, no grant exceeded \$11,000. Individual student awards ranged from \$600 to \$10,000.

4. Procedure: We will document that FPA returned a prorated amount of the grant to the SFO if any student withdrew during the school year.

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American Institute of  
Certified Public Accountants

South Carolina Association of  
Certified Public Accountants

Finding: One grant recipient withdrew at the end of Fall semester. FPA did receive his Spring scholarship and properly immediately returned it to the SFO. Another grant recipient withdrew on 5/3/19 and the prorated amount of the Spring semester grant, \$100.05, was properly returned to SFO on 10/23/19.

5. Procedure: We will document that the total amount of each grant was used for tuition.

Finding: Andrea provided the Facts Tuition Management System Activity Details Transition History for each family of a grant recipient. We verified the amount charged for tuition exceeded the grant amount received from the SFO for each student.

We were not engaged to and did not perform an audit, the objective of which would be the expression of an opinion on the financial statements or internal control system of FPA. Accordingly, we do not express such an opinion. Also, 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 use of FPA and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes.

October 24, 2019

*Svenson + Associates, P.A.*