

**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>	Hawthorne Christian Academy
<b>Independent School Contact Person:</b>	Michelle Cassady
<b>Independent School Address:</b>	790 Hawthorne Rd - PO Box 801
<b>City, State, Zip Code:</b>	Chester, SC 29706
<b>Independent School Telephone Number:</b>	(803)-377-8235
<b>Independent School Fax Number:</b>	(877)-250-1832
<b>Independent School E-mail Address:</b>	mcassady@hawthornechristian.com
<b>Independent School Website Address:</b>	www.enrollathca.org

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.

<b>STANDARDS</b>	<b>YES</b>	<b>NO</b>
<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
<p>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 <b>September 1, 2019</b>.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>2. Your school will submit to the EOC by <b>September 1, 2019</b> a statement of services that documents your school:</p> <p>(a) provides a specially designed program or learning resource to provide needed accommodations based on the needs of exceptional needs students; or</p> <p>(b) provides onsite educational services or supports to meet the needs of exceptional needs students; or</p> <p>(c) exists specifically to meet the needs of only exceptional needs students with documented disabilities.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>3. Your school will submit to the EOC by <b>November 15, 2019</b> 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.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>4. If your school received grants from Exceptional SC in school year 2018-19, the school will submit by <b>November 15, 2019</b> <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.</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>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 <b>November 15, 2019</b>.</p>	<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: Michelle D. Cassady

Date: 6/19/19

Print Name of Signature Above: Michelle D. Cassady

Title: Administrator

Email: mcassady@newthornechristian.com

**Document A  
Grants Received**

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

**Independent School Name:** Hawthorne Christian Academy

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?** 61

**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.

<b>Total Number of Grants Received</b>	<b>Total Amount of Grants Received</b>
<b>7</b>	<b>\$12,950</b>

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:** Michelle D. Cassady

**Date:** 8/31/2019

**Print Name of Signature Above:** Michelle D. Cassady

**Title:** Administrator

**Email:** mcassady@hawthornechristian.com

**Document B  
Statement of Services**

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

**Independent School Name:** Hawthorne Christian Academy

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: Michelle D. Cassidy

Date: 8/31/2019

Print Name of Signature Above: Michelle D. Cassidy

Title: Administrator

Email: mcassady@hawthornechristian.com

## Statement of Services for Special Needs Students

Hawthorne Christian Academy seeks to meet the needs of families in our community by providing excellent academic services as well as meeting student needs in other developmental areas. At Hawthorne, we strive to maintain small classes so that our teachers have the ability to provide differentiated instruction and consider the needs of each student.

Hawthorne Christian Academy is a traditional independent school. We offer services and make accommodations for students who have been diagnosed as exceptional. We accept recommendations and existing Individualized Education Plans from school psychologists for students who have a specific diagnosis and work with parents to prepare an individualized plan for accommodations for each student. When we encounter students who are experiencing difficulties in certain areas while enrolled at Hawthorne, we collaborate with parents in identifying any specific learning disabilities by cooperating with the evaluation process they choose, whether it be private psychologists or the local school district. We develop accommodation plans for our students. Our accommodation plan committee usually consists of the administrator, the classroom teacher(s), the parents, and the evaluating psychologist.

The accommodations available at Hawthorne Christian Academy include (but are not limited to):

- Alternate test setting
- Additional or unlimited time on tests
- Ability to record lectures and photograph notes
- Oral testing
- Tutoring
- Small group and individual instruction
- Additional breaks
- Use of computer technology alternatives
- No penalty for issues with handwriting quality
- Alternate test formats or reduction of number of questions
- Speech therapy.

**Document C  
Assessment Data**

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

**2019-20**

**Independent School Name:**      **Hawthorne Christian Academy**

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.

<b>Grade</b>	<b>English language arts (Reading)</b>	<b>Mathematics</b>	<b>Other</b>
K-12	Iowa Test of Basic Skills	Iowa Test of Basic Skills	
10-12	SAT	SAT	
9-11	PSAT	PSAT	

**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.

HCA administers the Iowa Test of Basic Skills to all K-12 students (61 in the Spring 2019 Administration). Less than 10 students are administered the test in each grade level, therefore HCA reports at the school level. Please find the school level scores reported in the assessment file submitted with this document. HCA also administers the PSAT and SAT to students in grades 9-12. This data is also included in the assessment file submitted with this document.



790 Hawthorne Road ▪ P.O. Box 801 ▪ Chester, SC 29706

(803) 377-8235 ▪ [www.hawthornechristian.com](http://www.hawthornechristian.com)

To Whom It May Concern:

Hawthorne Christian Academy tests less than 10 students per grade level. To protect the privacy of our students, we report whole school scores only. The scores for the IOWA Skills Assessment from the 2018-2019 school year are listed at the bottom of this letter. These scores reflect all grades from kindergarten through twelfth and every student in the school was tested at his/her grade level (61 students total). Due to the low number of students tested, the variance in scores across grades is large and one or two students exhibiting very poor performance can have a large effect on the total. In addition, Hawthorne administers the PSAT and SAT to students in grades 9-12. School level scores for these tests are also included below.

Sincerely,

Michelle D. Cassady  
Administrator

**Iowa Assessments School Level Scores**

Score Averages

	Reading	ELA Total	Math Total
Standard Score	220	223	217
National Percentile	52	54	49
National Stanine	5	5	5

Score Ranges

	Reading	ELA Total	Math Total
Standard Score	117-336	118-349	126-330
National Percentile	1-96	1-98	1-88
National Stanine	1-9	1-9	1-7

Score Medians

	Reading	ELA Total	Math Total
Standard Score	219	213	222
National Percentile	61	57	51
National Stanine	6	5	5

SAT School Level Scores (10 students tested in grades 10-12)

	Total Score	Reading	Math
Average	997	533	464
Range	780-1210	420-640	360-570
Median	985	515	455

PSAT School Level Scores (11 students tested in grades 9-12)

	Total	Reading	Math	Reading	Writing and Language	Math
Average	877	452	426	24	22	21
Range	580-1180	300-650	280-530	14-34	16-31	14-26.5
Median	870	430	420	25	20	21

## Individual Student Assessment Results

If your school received grants from Exceptional SC in the prior school year, the school must submit by **November 15**, individual student test scores on national achievement or state standardized tests for any student in grades one through twelve who received a grant from the program during the prior school year.

The data will be collected using a secure portal. No personally identifiable information will be published; instead, the information will be aggregated.

Please identify one or more staff persons from your school who will provide the individual student test scores from this school:

**Name:** Michelle Cassady  
**Title:** Administrator  
**Telephone Number:** (803) 899-2294  
**Email Address:** mcassady@hawthornechristian.com

**The individual submitting school-level assessment information and the name of the staff person to provide individual student assessment data must sign below.**

**Signature:** 

**Date:** 10/30/2019

**Print Name of Signature Above:** Michelle Cassady

**Title:** Administrator

**Email:** mcassady@hawthornechristian.com

# *Montgomery & Yarbrough, PA*

## *Certified Public Accountants*

Members of The American Institute of Certified Public Accountants

186 Columbia Street  
PO Box 429  
Chester, SC 29706

Phone (803) 377-4162  
Fax (803) 581-5526

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

To Management and the Board of Trustees  
Hawthorne Christian Academy and  
The South Carolina Education Oversight Committee

We have performed the procedures enumerated below, which were agreed to by Hawthorne Christian Academy's (the "school") and the South Carolina Education Oversight Committee (the "committee") (the "specified parties") related to the School's eligibility to participate in and compliance with the requirements of the Educational Credit for Exceptional Needs Children Program (the "Program") for the program year ended June 30, 2019. The School's management is responsible for its financial records, internal controls and compliance with Program and State laws and regulations. The sufficiency of these procedures is solely the responsibility of the specified parties. Consequently, we make no representations 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. We obtained documentation to verify that the grants received under the Educational Credit for Exceptional Needs Children Program were for eligible students enrolled to attend the School by obtaining official transcripts from the School as well as confirming eligibility per correspondence with Exceptional SC, the scholarship funding organization (SFO").

No exceptions were found as a result of applying the procedure.

2. We compared the total of grants received by the School for each child per the School's records to the amount disbursed from the SFO to the School.

There was an overpayment of \$150.00 in the December 19, 2018 payment which was repaid by Hawthorne Christian Academy on November 7, 2019.

3. We obtained documentation to verify that no student's grant exceeded \$11,000 for the 2018-2019 school year by vouching receipts provided by the School identifying the related student recipient and the amount of each grant as provided from the School's accounting records.

No exceptions were found as a result of applying the procedure.

4. If Applicable, we verified that the School returned to the SFP a prorated amount of a student's grant if a student withdrew from the School during the year. For program recipients that did not withdraw during the year, we obtained official year end transcripts from the School.

No exceptions were found as a result of applying the procedure.

5. We obtained documentation that 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" by comparing the amount of the grant received to the School's 2018-2019 annual tuition rate to determine that the grant amount did not exceed annual tuition, and by vouching application of the grant proceeds to the student's account within the School's account records.

No exceptions were found as a result of applying the procedure.

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 and audit or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the School's eligibility to participate in and compliance with the requirements of the South Carolina 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 Hawthorne Christian Academy and the South Carolina Education Oversight Committee and is not intended to be and should not be used by anyone other than those specified parties.

*Montgomery & Harbrough, PA, CPAs*

November 12, 2019