



ECHO BASICS 2024-2025

1. WHO WE ARE: We are a group of educators, each of whom has a walk with the Lord, an excellence in our subject areas, and a passion for seeing students succeed. Some of us are Oklahoma State Certified educators, some of us are certified in other states, and some of us are accomplished in professional fields. Some of us are longtime homeschool educators and some are recent-college grads. We are an extension of your homeschool team!

2. WHO WE ARE NOT: ECHO is not a school. These homeschool extension classes are just that: an extension of your homeschool program. ECHO does not replace the homeschool classroom; we come along side in support of your family's homeschool program.

3. MISSION: Our desire is to *echo the heart and desire of the homeschool parent in your academic journey.*

4. PARENT RESPONSIBILITY:

***Read & Print ECHO Basics and Sign and RETURN Participant Agreement and Liability Form**

*Pray for your ECHO student and instructor as they study.

*Review assignments for completion and mastery by holding your student accountable.

***Check your email weekly! This is our main form of communication!**

*Schedule mandatory safety station time on Sign-Up Genius.

*Pay instructor tuition and supply fees on time, the first Tuesday of every month August-April.

*Each 1hr class = \$35/mo - *Each 1-1/2hr class = \$45/mo - *Each 2hr class = \$70/mo - *CAT time (Study Hall) = \$10/mo

*Supply fees are listed online with the class description.

5. SELF-GOVERNING is a necessity for students who attend ECHO. Safety for all is at stake. If your student is not ready to willingly comply to self-govern, ECHO is not a good fit at this time.

6. STUDENT RESPONSIBILITY: *Read ECHO Basics and Sign Participant Agreement

*Students **MUST SIGN-IN and SIGN-OUT** at Sign-in Desk when arriving and leaving.

*Come to class with homework **complete**.

*Come to ECHO able to demonstrate **self-governing** through obedience and courtesy.

***Contact instructor** with questions/clarification as needed.

7. INSTRUCTOR RESPONSIBILITY:

***Read & Print ECHO Basics and Sign and RETURN Participant Agreement and Liability Form**

*We will come to class prepared, eager to share and mentor.

*We will return work in a timely fashion.

*We will make progress known in a timely fashion.

*We are available for questions/parent/student inquiries.

*We will pray for your student and your family.

*We will be prepared to communicate specifics about classwork to our students during weather cancellations.

8. FAMILY ENROLLMENT FEE: **1ST SEMESTER \$75 IS DUE AT ORIENTATION IN AUGUST. 2nd Semester \$75 is due January 14, 2025, the first day back from Christmas break. You are welcome to pay for the whole year in August. All enrollment, lunch and yearbook costs can be paid with a check written to ECHO or exact cash, (exact cash should be in a labeled envelope). Tuition can be paid with a check written directly to the instructor or exact cash. If the instructor has an electronic form of payment, they will let you know. You can turn in all of these payments at the sign-in table or downstairs at the welcome table. You can also hand your tuition directly to the instructor.**

9. SIGN-UP GENIUS SAFETY STATION HOURS: For the safety of every student at our ECHO facility, in order to attend ECHO, it is **MANDATORY** for each family to Sign-up for **2 safety station spots EACH semester (4 total for the year)**. You will do this via Sign-up Genius. These stations include sitting at the sign-in or a hallway table,

monitoring students as they go to and from class. You have been emailed the link to do this in your enrollment response email. If you cannot fulfill your safety station requirements then the alternative requirement is to pay ECHO \$25 per spot for someone to take your place. You may do so with a check written to ECHO or exact cash and turn it in at Orientation. The ECHO team will find that substitute for you and pay them.

10. DROP OFF & PICK UP: Students **MUST SIGN-IN and SIGN-OUT** at Sign-in Desk when arriving and leaving. Parents must do the same, along with receiving a visitor lanyard, if visiting in the building for anything other than dropping off or picking up their students. Drop off/Entrance doors will be on E. Kittyhawk Dr. at the breezeway doors and at the church office doors. **The doors in the Fuquay building on E. Lockheed Drive (at the half circle drive) will be open until 9:15 AM ONLY, after that, they will be locked.** Pick up/Exit doors will be the same as drop off, plus students may use the E. Lockheed Dr. doors to exit-only, after class.

11. PARKING: Available on the corner of Kittyhawk & Rickenbacker AND along Rickenbacker next to the church AND corner of Harmon & Rickenbacker AND lastly there is a football stadium parking lot along E. Lockheed Drive across from the church; **THIS stadium lot can ONLY be used between the hours of 9am-1:45pm.** If you will be at ECHO past 1:45pm, **do not** park in the stadium lot. MWC High School uses the stadium parking lot and we have agreed to these times.

12. CELL PHONES/ELECTRONIC DEVICES: are to be **silenced and put away during class**, completely out of sight. Be very wise with content selection via your electronic device(s) while at ECHO. Inappropriate material will result in collecting the device and a call to parent.

13. IF your driver-licensed student has your permission to leave the ECHO campus for lunch, your student MUST SIGN-OUT when leaving and SIGN BACK IN when returning. *Sitting in and/or eating in cars and hanging out in the parking lot is **NOT** allowed at any time while attending ECHO. **While on campus**, your student is required to either be in class or in CAT (Common Area Time).

14. WEATHER CANCELATIONS: you will receive a notice VIA EMAIL, REMIND message and see ECHO listed on Closings via KFOR Channel 4. Monthly tuition is not reduced due to weather cancelations, teachers will make virtual accommodations for teaching.

15. ABSENTEEISM: When a student is going to be absent, please contact your instructor(s).

16. CAT = Common Area Time (Study Hall): If a student has a break between classes, they are expected to be assigned to CAT while on campus. CAT is designed as a quiet area to be used for reading and study first; quiet visiting is secondary to the primary atmosphere. The CAT Monitor is Robin Bandy. One hour CAT fee is a flat \$10.00 per month, per student (i.e. 1hr/Tuesday=\$10/mo; 2hrs/Tuesday=\$20/mo). **If the parent/adult guardian is present, there is no fee.** If the student is in CAT because of a 30-minute default time between classes, there is no fee. **ALL STUDENTS WILL SIGN-IN AT THE WELCOME TABLE IN THE CAT ROOM AND BE SEATED.**

17. ECHO LUNCH: Bring your lunch each week and/or you may choose to order Eagle One Pizza on the FIRST Tuesday of each month. Order at the welcome table downstairs. **SEE CALENDAR for pizza days.**

18. EMAIL & REMIND: PLEASE CHECK YOUR EMAIL REGULARLY. THIS IS HOW WE DO ALL OF OUR COMMUNICATION! We email an "ECHO NEWSY NOTE" to all ECHO families EVERY Monday. **This email is important for you to read each week.** If you do not receive it, please look in your junk/spam folder, then if you still don't receive it, please let us know. We use the REMIND App for emergencies ONLY, e.g. school cancelations, weather updates, lost and found, and a rare reminder. If you did not receive the REMIND invite, or are not already signed up, please send a text to: 81010 with this message: @b98hf.

STUDENT EXPECTATIONS

1. Because the focus at ECHO is on honoring the Lord, behavior of every individual should reflect this. Students should be respectful of themselves and others in their speech, behavior, and dress, remembering we are each image bearers of God.
2. Speech should be as reflecting Ephesians 4:29, "Let no corrupting talk come out of your mouths, but only such as is good for building up, as fits the occasion, that it may give grace to those who hear."
3. Behavior should be respectful and reflect a desire to "consider others as more important than yourself" as we're called to in Philippians 2:3.
4. Dress for both our young men and young women should be modest, respecting ourselves and those around us. The ECHO dress code is discussed at length during Orientation. Self-governing is best displayed as a student participates with the ECHO dress code.
5. If students have a fever or feel ill, they should stay home.

ECHO DRESS CODE

...let us encourage one another...to good works. (Hebrews 10:24)

Our ECHO day's focus is academic. We expect our students to participate in that focus by dressing in a manner which does not draw undue attention to the individual. Our students are encouraged to put forth excellence in their dress for their personal relationship with Christ.

For the ECHO Gals:

- ✓ **No** short-shorts or mini-skirts (*at least mid-thigh length*)
- ✓ **No** tank tops or spaghetti straps
- ✓ **No** mid-drift tops or low-scooped necklines
- ✓ **No** athletic uniforms
- ✓ **Leggings** are permitted ONLY WHEN worn under dresses and long tunic tops just above the knee in length.

For the ECHO Guys:

- ✓ **No** short-shorts (*at least mid-thigh length*)
- ✓ **No** tank tops
- ✓ **No** saggy pants at the waist
- ✓ **No** athletic uniforms

DISCIPLINARY STEPS

In the event a student's behavior becomes disruptive, steps will be taken to resolve the situation. Parents will participate in the process to bring about a successful outcome.

1. Classroom instructors will ensure expectations are clearly outlined. Students are expected to be self-governing and respectful in their compliance.
2. Instructors will attempt to redirect unwanted behavior. They may report the instance to the ECHO Team and ask for assistance if necessary. Instructor may contact parent.
3. In the case a student is purposely disrupting the learning environment; the instructor will attempt to resolve the situation. If the instructor is unsuccessful, the ECHO Team will step in to try to resolve the issue. They will decide if any disciplinary action is necessary. These actions may include but are not limited to instructor/staff verbal reprimand, written reprimand, removal from class, and possible dismissal from ECHO.
4. Should the ECHO Team make a decision that is undesirable to the student, the parent may appeal this decision to the board after 10 days.

The goal of each of these steps is to create an environment for all students to learn without disruption. As such, the ECHO Team, parents and students will work together to find solutions that are mutually beneficial for everyone.

ECHO 2024-2025 Calendar

1st Semester

August 13	Tuesday	Meet-n-Greet/2024-2025 Enrollment <u>ORIENTATION* DUE: 1st SEMESTER FAMILY FEE</u> <u>TEACHER MEETING</u>	9:30AM-11:45AM NOON-1:30PM 1:30PM-2:30PM
August 15	Thursday	<u>ORIENTATION* DUE: 1st SEMESTER FAMILY FEE</u> <u>Teacher Set-Up: 9:00AM-NOON</u> <u>Teacher Meeting: 10:30AM-NOON</u>	6:30PM-8:00PM
<i>*ORIENTATION IS REQUIRED for at least one parent and all ECHO student(s) to finalize enrollment. Students will not be able to begin classes until one orientation is attended. CALL MS. POWELL WITH YOUR QUESTIONS @ 405-388-0366.</i>			
August 20	Tuesday	First Day of Class/ <u>AUG. TUITION DUE</u>	9:00AM-3:45PM
August 27	Tuesday	Class Day	9:00AM-3:45PM
September 3	Tuesday	Class Day/ <u>SEPT. TUITION DUE/Eagle One Pizza</u> <i>SENIOR Graduation Meeting</i>	9:00AM-3:45PM NOON-12:45PM
September 10	Tuesday	Class Day	9:00AM-3:45PM
September 17	Tuesday	Class Day	9:00AM-3:45PM
September 24	Tuesday	Class Day	9:00AM-3:45PM
October 1	Tuesday	Class Day/ <u>OCT. TUITION DUE/Eagle One Pizza</u> <i>SENIOR Graduation Meeting</i>	9:00AM-3:45PM NOON-12:45PM
October 8	Tuesday	Class Day	9:00AM-3:45PM
October 15	Tuesday	<u>FALL BREAK</u>	<u>NO ECHO CLASS</u>
October 22	Tuesday	Class Day	9:00AM-3:45PM
October 29	Tuesday	Class Day	9:00AM-3:45PM
November 5	Tuesday	Class Day/ <u>NOV. TUITION DUE/Eagle One Pizza</u>	9:00AM-3:45PM
November 12	Tuesday	Class Day	9:00AM-3:45PM
November 19	Tuesday	Class Day	9:00AM-3:45PM
November 26	Tuesday	<u>THANKSGIVING BREAK</u>	<u>NO ECHO CLASS</u>
December 3	Tuesday	Class Day/ <u>DEC. TUITION DUE/Eagle One Pizza</u>	9:00AM-3:45PM
December 10	Tuesday	Class Day/ <i>Winter Performance @ Noon</i> <i>(Downstairs in Cornerstone Room)</i>	9:00AM-3:45PM
December 17	Tuesday	Class Day/ <u>LAST DAY OF FALL SEMESTER</u>	9:00AM-3:45PM

ECHO 2024-2025 Calendar

2nd Semester

January 14	Tuesday	First Day of Class/<u>JAN. TUITION DUE</u> <u>DUE: 2nd SEMESTER FAMILY FEE</u>	9:00AM-3:45PM
January 21	Tuesday	Class Day	9:00AM-3:45PM
January 28	Tuesday	Class Day	9:00AM-3:45PM
February 4	Tuesday	Class Day/ <u>FEB. TUITION DUE</u> / <i>Eagle One Pizza</i> <i>SENIOR Graduation Meeting</i>	9:00AM-3:45PM NOON-12:45PM
February 11	Tuesday	Class Day	9:00AM-3:45PM
February 18	Tuesday	Class Day	9:00AM-3:45PM
February 25	Tuesday	Class Day	9:00AM-3:45PM
March 4	Tuesday	Class Day/ <u>MARCH TUITION DUE</u> / <i>Eagle One Pizza</i> <i>SENIOR Graduation Meeting</i>	9:00AM-3:45PM NOON-12:45PM
March 11	Tuesday	Class Day	9:00AM-3:45PM
March 18	Tuesday	<u>SPRING BREAK</u> <u>CURRENT FAMILY Enrollment Begins</u>	<u>NO ECHO CLASS</u>
March 25	Tuesday	Class Day	9:00AM-3:45PM
April 1	Tuesday	Class Day/ <u>APRIL TUITION DUE</u> / <i>Eagle One Pizza</i> <i>SENIOR Graduation Meeting</i> <u>OPEN Enrollment Begins</u>	9:00AM-3:45PM NOON-12:45PM
April 8	Tuesday	Class Day	9:00AM-3:45PM
April 15	Tuesday	Class Day	9:00AM-3:45PM
April 22	Tuesday	Class Day <i>ECHO Presentation of Music/Drama/Art</i>	9:00AM-3:45PM 7:00PM
April 29	Tuesday	Class Day - <u>LAST DAY OF SPRING SEMESTER</u>	9:00AM-3:45PM
May 3	Saturday	ECHO GRADUATION CEREMONY	1:00PM

ECHO PARTICIPANT AGREEMENT 2024-2025

An ECHO Lifestyle(*)

The Educators for Christian Homeschoolers of Oklahoma (ECHO) is a not-for-profit (501c3) educational support organization. We exist to come alongside homeschool families who are in pursuit of raising their children in the training and instruction of the Lord (Ephesians 6:4). Approaching all that we do from a *Biblical worldview (**)* perspective, the ECHO expectation is that each adult and student who is involved with ECHO will conduct themselves with Biblical integrity. One's lifestyle will reflect God's design for personal and family relationships, a teachable spirit, a willingness to live contentedly under authority, and a commitment to follow the Matthew 18:15-20 principle should an issue arise with another ECHO adult or student.

**Lifestyle*: the way in which a person or group lives

***Biblical worldview*: a collection of attitudes, values, convictions, and expectations about the world around us. A Biblical worldview helps us make sense of God, the world, and our relationship to God and the world—affirming that God is the sovereign and almighty Lord of all existence.

PARENT OR TEACHER:

- 1) I agree to intentionally support the ***Biblical Worldview* that is foundational to the ECHO principles and protocols.
- 2) I agree to intentionally review the Participant Agreement and ECHO Basics with my child.
- 3) I agree to intentionally review my child's class assignments for completion/comprehension.
- 4) I agree to intentionally participate in the mandatory Safety Stations with the goal of providing all ECHO participants a safe place at FBCMWC facility.
- 5) I agree to intentionally pay my monthly tuition and yearly family enrollment fees on time.

Parent OR Teacher Signature(s): _____

STUDENT:

- 1) I agree to intentionally practice and encourage my peers, others, and myself to display the best in Christ-like thinking and conversation and behave in a manner which contributes to the emotional and physical safety of all ECHO participants.
- 2) I agree to intentionally come to class on time with my assignments completed to the best of my ability; I will intentionally be prepared to participate in class. If I need clarification on an assignment, I will intentionally reach out to my instructor before the class work is due.
- 3) I agree to intentionally initiate being helpful in keeping clean classrooms, the CAT area, the building and grounds of the church building by picking up after myself and helping others do the same; when asked to assist in set-up, clean-up, take-down, I will respond with courtesy and be helpful.

Student Signature(s): _____

ECHO LIABILITY WAIVER 2024-2025

First Baptist Church Midwest City

In exchange for the participation of attending homeschool extension classes organized by ECHO and First Baptist Church Midwest City, of 705 E. Rickenbacker St., Midwest City, OK 73110 (herein referred to as ECHO and FBMWC), and/or use of property, facilities, and services of ECHO and FBMWC, **I agree for myself and all my family members** to the following:

1. I agree to follow any and all oral and written instructions or directions given by ECHO and FBMWC or the employees or representatives of ECHO or FBMWC.
2. I assume full responsibility for personal injury or illness to myself and all family members and further release & discharge ECHO & FBMWC for injury, loss of damage arising out of me or my family's use of or presence on the facilities of ECHO & FBMWC or other 3rd parties.
3. I agree to indemnify & defend ECHO & FBMWC against all claims, causes of actions, damages, judgments & costs of expenses including attorney fees & other litigation costs, which may *in any way arise from me or my families use of or presence upon* the facilities of ECHO & FBMWC.
4. I agree to pay for all damages to the facilities of ECHO or FBMWC caused by me or my family's negligence, reckless or willful actions.
5. Any legal or equitable claim that may arise from participation in the above shall be resolved under Oklahoma Law.

Parent OR Instructor Name: _____ **Children:** _____

Address: _____, _____, OK _____

In Case of emergency, please call: _____ Relationship: _____

Cell # _____ Email: _____

I HAVE READ THIS DOCUMENT AND UNDERSTAND IT; I FURTHER UNDERSTAND THAT BY SIGNING THE RELEASE, I VOLUNTARILY SURRENDER CERTAIN LEGAL RIGHTS (*see 1-5 above*).

Signature: _____ Date: _____

Do you or your family members have any medical conditions we need to be aware of?

Please list student(s) name and condition:
