

CBCCA

Community Bible Church
Christian Academy

2025-2026 Handbook

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School Code: 410122

HSLDA membership code: 298301

ABOUT CBCCA

CBCCA was started in the fall of 1992 before the laws in the state of South Carolina were friendly towards homeschoolers. At the time, the only legal option for homeschooling families was to go through the local school board. After reading some of the South Carolina educational laws and following the outcome of the South Carolina Association of Independent Home School's court case, Dr. Broggi began to wonder if we would be able to provide a similar umbrella "school" to help CBC families to homeschool their children. This would give our families a cohesiveness and connection with like-minded people who shared the same biblical philosophy about home education. Dr. Broggi sat down with Attorney Dee Black of the Home School Legal Defense Association as he researched the laws and came up with the ten requirements of CBCCA. This, in essence, was a pilot "school". It had never been tried before. CBCCA is a legal school but it is a school for home-based education. That means that the parents are still the teachers, the guidance counselors, the researchers, and the ones responsible for their own children's education.

CBCCA is a legally protected local church umbrella school for home-based education where the parents are the teachers, the children are the students and the home is the classroom. In order for the state of South Carolina to respect your right to homeschool through our Academy, you have to demonstrate that you share the same biblical and philosophical views, statement of faith, and like-mindedness as the teachings of CBC. Legally, we have to show that the Academy is a ministry-arm of our church and that there is a direct connection between your family and CBC. That's why you have to be an active member, sign the "Statement of Faith" and have it notarized. All of the steps in the registration packet are for your benefit and your protection. They are the minimal requirements yet they provide all the accountability you will need for your own legal protection for you to educate your own children as you see fit. This is really the only reason the Academy was set up.

CBCCA:

- will provide an Official Diploma at the completion of High School based on the grades that you provide and if you have met the requirements of CBCCA membership.
- will prepare all Official Transcripts.
- reserves the right to reject/dismiss anyone who does not keep the requirements of CBCCA.
- will provide transfer records; however, please see CBCCA's policy regarding the one-year waiting period for students who have transferred to a different school.
- will assist your student in applying for the Palmetto Fellows Scholarship because class rank based upon GPA is a requirement for eligibility.
- does not educate your children. That is your responsibility.
- does not provide curriculum. If you need help, check with other parents.
- does not provide guidance counselors, (that is YOU the parent) however we do provide an Academic Advisor.

- *is not responsible* for the quality of your child's education.
- *is not responsible* for your child's performance on standardized tests.
- *is not required* to offer testing services, although we do offer parent coordinated testing.
- *is not responsible* for assisting you with scholarships other than the Palmetto Fellows Scholarship. It will be your responsibility to do your own research on the other available scholarships.

CBCCA Fees: There is a \$50.00 per family administrative fee which is due with the annual membership application. This fee is not intended to cause hardship* on any family, but will allow CBC to continue to provide the resources that we do. This includes the use of the facilities for various classes and programs as well as the availability of the CBCCA Administrator, Claudia Gay and the Academic Adviser, Linda Navorska.

**Scholarships are available.*

FAQ's & FYI's

- **Do I need to be a member of Community Bible Church to join the Academy?** *At least one parent must be an active member of CBC who regularly attends services on campus.*
- **How do I pick a curriculum for my student?** *The best advice we can give is to talk to other parents to see what was effective for their students. Parents know their children best, and can determine not only which program to use, but also which form of curriculum will best suit their student.*
- **Do we need to join HSLDA?** *Membership in HSLDA is optional but recommended due to all the great resources available. CBCCA has a group number that you can use to get a discount on the annual membership fee. Our group number is 298301.*
- **When are Progress Reports Due?** *The Progress Reports for students in grade K-8 are due 3 times a year. Progress Reports for students in Grades 9-12 are due 2 times a year. Seniors must have their final reports turned in one week prior to graduation. Reports not submitted ON or BEFORE the due dates are considered LATE. Reports more than two weeks late will cause your family to be put in probationary status. After 30 days your membership will be withdrawn, and we will have to consider not accepting your application for the following school year if this is an issue. All due dates will be published on cbccahomeschooling.com*
- **What constitutes a Progress Report?** *Our preference is that you use the provided report template.*

You must include:

- ◆ a brief summary of your student's progress in each course. High School grades must be reported numerically.
- ◆ the number of days your family homeschooled for the reporting period. This must total 180 days by the end of the year.
- ◆ in the last report of the year, you must include a statement saying that the student has fulfilled all requirements for that school year and is being promoted to the next grade.
- ◆ One sample of work in each subject is needed.
- ◆ A sample page of your plan book or course schedule.
- ◆ Must be signed.

- **Do we need anything else to close out our file for the school year?** *For children in the 3rd grade and above, a copy of their standardized achievement test must be submitted. **Tests accepted by CBCCA** are as follows: PASS, Stanford, IOWA, Brigance, SAT, PSAT, ACT. Any test not listed above will not be accepted for CBCCA students.*
- **What curriculum does South Carolina require?** *State law does not require that a specific curriculum be followed, however it dictates that homeschools include the following:
Minimum Subjects Required in Grades 1-6:
Language Arts Reading Science Mathematics Social Studies
Beginning in 7th Grade the Following Must be Added: Literature Composition*
- **CBCCA high school students** *must be enrolled in high school level courses. We require this in order to ensure that they would be prepared for higher education if they would choose to continue. We want students to be able to function, succeed and be competitive in college and life in general. And we want them to be prepared for college now even if they would not choose to attend until later in life. If you have questions as to the level, The CBCCA Administrator can give guidance and help you determine if courses can count for High School Credit. As we have had many questions regarding math courses, please see the chart on the next page.*
- **CBCCA Academic Standards:** *Some of our standards at CBCCA are, indeed, above and beyond those of the State of South Carolina. We believe that, as believers in Christ, we ought to strive for excellence and maintain a strong testimony to the world, for the Lord's honor. Additionally, we desire to maintain high standards in order to keep our status as a South Carolina-registered home school association. There is much benefit in this to all our families, and we do not want to put our privilege of home schooling at any risk. CBCCA is officially listed as a high school in South Carolina and we don't want to put that into jeopardy.*
- **Can my 7th or 8th Grader take High School Classes for credit?** *Courses receiving high school credit must be legitimate high school courses and must reflect full coverage of the standards associated with the high school course. The high school courses offered in the middle school or junior high must be limited to core courses. English, Math, Science and Social Studies, career and technology education courses, and foreign language courses. You may not use middle school courses with middle school standards to receive high school credit. For example; PE or 8th grade physical science do not count as high school credit work, but Algebra 1, Biology or English 1 would count. The CBCCA Administrator can give guidance and help you determine if courses can count for High School Credit.*
- **For High School students, do I prepare an official transcript?** *Each teacher /parent is responsible for providing required transcript information to the CBCCA office using the provided High School progress reports. High school students' grades must be reported as numerical grades for college applications and for class ranking purposes. ALL Transcripts are generated by the office. If you have questions, please contact Claudia Gay.*
- **Meeting/Fellowship Attendance:** *We have set 8 or 9 total meetings during the school year. Each family is required to attend three meetings. We hold this standard, in part, to demonstrate the integrity of this home school association. We want to display that we are serious about education, and, of course, we also want to help parents in this endeavor of educating at home. A failure to maintain high standards could put all the families' privilege of home schooling into jeopardy. That said, please know that if you do not attend three meetings during the academic year, we will have to consider not accepting your application for the following school year. Again, our goal is to honor the Lord and maintain a strong testimony to a watching world. Dates will be published at cbccahomeschooling.com*
- **Can my high school student graduate early if he/she has enough credits?** *No, unless specifically approved by Pastor Broggi, your student must complete four years of high school as long as he/she is a member of CBCCA.*
- **Can my high school student take classes at the local college and count them as high school credit?** *Yes! Contact the Dual Enrollment coordinator at www.tcl.edu or www.uscb.edu the semester before you want to apply.*
- **Are home-schooled students allowed to participate in public school extra-curricular activities such as team sports, football, or school clubs?** *Yes. Act 203, the Equal Access to Interscholastic Activities Act, permits home-schooled students to participate in extra-curricular and interscholastic activities after statutorily-required conditions are met.*

Dr. Broggi has strongly suggested that parents tailor high school math courses to their teen's post high school plans as indicated below. After much research and consideration, CBCCA under the leadership of Headmaster, Dr. Carl Broggi has decided to allow Pre-Algebra and Algebra ½ for high school credit provided the student successfully completes Algebra 1 immediately after. This aligns with South Carolina Dept of Education standards for Mathematics.

Please note that in making this decision that we feel compelled to warn parents that Pre-Algebra and Algebra ½ may not properly prepare the student for taking the SAT and/or higher-level math offered at the college level. In addition there may be other Math classes taken for credit that are not listed. Always check with the Academic advisor to see if they fall within the Math Standards for High School. Also, to receive a High School Diploma students must take 4 years of math.

GENERAL HIGH SCHOOL TRACK is optimal for students preparing to join the workforce, seeking to apply for vocational training, or planning to enlist in the military.

Courses	Prerequisite
Algebra 1	Pre-Algebra
Accounting	Pre-Algebra
Business Math	Pre-Algebra
Consumer Math	Pre-Algebra
Finance	Pre-Algebra
Geometry	Algebra 1
Algebra 2	Geometry & Algebra 1

GENERAL COLLEGE PREP TRACK prepares students who will apply to colleges and universities. We strongly recommend checking the websites of potential colleges, which your teen plans to apply to, for specific requirements. The minimum math requirements for most colleges consists of 3-4 years, but students who begin Algebra 1 in the 8th grade should plan on completing 4 more years of math.

Courses	Prerequisite
Algebra 1	Pre-Algebra
Geometry	Algebra 1
Algebra 2	Geometry & Algebra 1
Trigonometry (often included in Alg. 2)	Algebra 2
Discrete Math	Algebra 2
Statistics	Algebra 2
Pre-Calculus	Algebra 2 & Trigonometry

RIGOROUS COLLEGE PREP TRACK prepares students who will apply to highly selective colleges and universities. We strongly recommend checking the websites of colleges, which your teens plan to apply to, for specific requirements. Most students will take Algebra 1 in the 8th grade, and they should take four or more years of the following math courses:

Courses	Prerequisite
Algebra 1	Pre-Algebra
Geometry	Algebra 1
Algebra 2 & Trigonometry	Geometry & Algebra 1
Pre-Calculus	Algebra 2 & Trigonometry
AP Calculus AB	Pre-Calculus
AP Calculus BC	Calculus AB

CBCCA Standards for Determining GPA/Rank

In order to have a standard for determining a student's GPA, all course Grade Points (GP) will be assigned according to the South Carolina Uniform Grading Scale. In addition our ranking policy is as follows:

- Ranking is based on the South Carolina Uniform Grading Policy (SCUGP);
- All academic classes at the end of the academic year (9th, 10th 11th 12th) will be ranked;
- Ranking will include the entire class based on submitted grades.
- Ranking is required for all high school students.
- Rank will be printed on final transcripts.

The South Carolina Uniform Grading Scale is used to calculate the GPA and class rank for high school students and will apply to all courses including units earned at the middle/junior high school level. GPA will be figured uniformly. The formula will yield each student's GPA which can then be ranked from highest to lowest rank in class. Computations will not be rounded to a higher number. All diploma candidates are included in the ranking period.

PLEASE NOTE THAT AN INDEPENDENT CURRICULUM REVIEW COMMITTEE WILL EVALUATE ALL HIGH SCHOOL CURRICULUM USED BY CBCCA MEMBERS IN ORDER TO ENSURE THAT STANDARDS ARE MAINTAINED FOR COLLEGE ENTRANCE AND SCHOLARSHIP PURPOSES.

Honors Courses

(SC DEPT OF EDUCATION Definition)

Honors courses, which extend and deepen the opportunities provided by courses at the high school level, are designed for students exhibiting superior abilities in the particular content area. The honors curriculum places emphasis on critical and analytical thinking, rational decision making, and inductive and deductive reasoning. School districts may designate honors courses and give the assigned weighting under the following conditions:

A. An honors course must have a published syllabus that verifies rigor sufficiently beyond the College Preparatory (CP) requirements.

B. Textbooks and other course materials must be differentiated and more rigorous than those used in CP courses.

C. Honors courses may be offered in English, mathematics, science, and social studies. Honors weighting may be designated in other content areas for the third and fourth level of the courses, provided that the two above standards are met. Honors weighting may not be designated in any physical education courses. One half of a quality point (.5) is added to the CP weighting for honors courses that meet the three criteria listed above. These criteria apply to all courses, including those offered online and in other nontraditional settings and those recorded on a transcript from an out state school that is accredited under the regulations of the board of education of that state or the appropriate regional accrediting agency: the New England Association of Colleges and Schools, the Middle States Association of Colleges and Schools, the Southern Association of Colleges and Schools, the North Central Association of Colleges and Schools, the Western Association of Colleges and Schools, or the Northwest Association of Colleges and School (as specified in State Board Regulation 43273, Transfers and Withdrawals).

South Carolina Association of Independent Home Schools: Honors Course Definition

An honors course is an academic course (usually in the core areas of English, math, science, or social studies) which is more demanding than a college prep course. Advanced course work and a greater time commitment are required of the student and course materials must be differentiated and more rigorous than those used in a college prep course. Honors courses are designed to place emphasis on critical and analytical thinking, rational decision-making, and inductive and deductive reasoning, and are, therefore, intended for students with superior abilities in the course content area.

Criteria:

- Additional reading and/or research on a particular concept or aspect of the course should be included (*For example, in an Honors English course, a student might read 5 additional books, depending on the rigor/length of each book; in an Honors science course, a student might read articles from scientific journals or books, and complete internet research on the topic chosen for a project.*)
- Additional writing – should include critical analysis of some kind
- Project(s) – (see guidelines below) and/or Research Paper(s)
- Presentation (of either a Project or a Research Paper)

CBCCA Guidelines:

- All textbooks/coursework must be completed in their entirety in the academic year in which the course begins.
- Honors course curriculum must be approved prior to the student receiving honors credit. An Honors Addendum listing the additional honors work that will be required of the student (see criteria above), should be attached to the course description of a college prep course and submitted before the course begins. Please submit to Claudia Gay either via email (cbcgay@gmail.com) or turned in to the main office to the attention of Claudia Gay at the beginning of the academic year.
- Honors designation should be documented on the Progress Report.
- Per State Department of Education policy, Honors credit cannot be earned for Special Topics courses, electives, and foreign language courses unless the student is earning a 3rd or 4th unit of credit in that content area.

DUAL ENROLLMENT PROGRAM- Technical College of the Lowcountry

You can earn both high school and college credit as a junior or senior homeschooler. "Dual enrollment" or "Early College Credits Opportunity" (ECCO) courses are college courses taken for college credit while in high school. These courses are college courses taken in high school for which the student receives both high school and college credit.

How much does it cost to take a dual credit course?

High school students are responsible for all current tuition, fees, textbooks, and course materials unless otherwise negotiated between the College and the local high school district. Fees resulting from schedule changes are also the responsibility of the student. Students may qualify for financial support through the South Carolina Education Lottery Tuition Assistance Program (LTA) to offset a portion of the costs.

Who is eligible to participate in TCL's Dual Enrollment Program?

Students enrolled in public, private, or approved home-schooled program that are in high school, have appropriate placement scores, and maintain a 3.0 GPA for all high school coursework are eligible to participate. We also accept AP Exam Scores, as well as SAT and ACT Test Scores.

What kinds of courses can be taken?

Any available course the High School approves may be taken on any of the TCL campuses; Beaufort, Hampton and New River.

- Arts and Sciences transfer classes in English, humanities, mathematics, language, physical sciences and social sciences.
- Career Development and Technology courses: Business (Computer Technology, Criminal Justice, Paralegal, or General Business); Pre-Allied Health; Industrial Technology (Building Construction, CAD, Civil Engineering, HVAC).

All courses are college level courses and use the same syllabus, texts, and materials as any section of the course. Successful completion means earning a grade of A, B, or C. All grades are posted on the student's official record at the completion of the course.

For more information, contact:

Sara Cain

Dual Enrollment Coordinator

Phone: 843-470-6046

Email: scain@tcl.edu

Email: dualenrollment@tcl.edu

Taylor Welborn

Director of Admissions and Recruitment

Email: twelborn@tcl.edu

Phone: 843-525-8336

USCB INFO:

University of South Carolina Beaufort

Office of Admissions

One University Boulevard

Bluffton, SC 29909

Phone (843) 208-8055

Fax (843) 208-8290

Email admissions@uscb.edu

TESTING INFO

CBCCA REQUIRES ALL STUDENTS IN 3RD THROUGH 12TH GRADES TO TAKE AN ANNUAL STANDARD ACHIEVEMENT TEST. ALSO, IT IS CBCCA'S RECOMMENDATION THAT ALL STUDENTS 8TH GRADE AND ABOVE TAKE THE SAT OR ACT AS THESE ARE THE TESTS THAT ARE GENERALLY USED AS QUALIFIERS FOR THE PALMETTO FELLOWS SCHOLARSHIP AND COLLEGE ADMISSION. Any tests not listed below will not be accepted for CBCCA students. However, this does not mean they are not good tests. While additional tests may be helpful to you as a parent/teacher, the tests listed below will be of most help to your student as they approach the time and need for college scholarships. And these tests are closest to the public school model, which is, of course, most widely accepted in our world and helps determine scholarship standards. If you desire an additional test for your student(s), please feel free to give that test alongside one or more of these, but it may not be a substitute. Tests accepted by CBCCA are as follows: PASS, Stanford, IOWA, Brigance, SAT, PSAT, ACT.

Some have asked about using the CLT exam (implemented in 2016) in lieu of the SAT (1926) or ACT exam (1959). If you are not familiar with the CLT exam, this online college entrance exam, focuses on verbal reasoning, grammar, writing and quantitative reasoning. It was designed especially with those trained in a classical education model or for those home educated with this same emphasis. The exam is considered rigorous with an emphasis on Western academic and theological thought. Of the approximately 5300 colleges and universities currently only approximately 250 accept the CLT as an entrance exam, 10 in South Carolina.

As the acceptance of this exam might change in the future, the board of CBCCA will be willing to reconsider the CLT assessment test as a viable alternative when & if that time comes. However, at this stage, because we want to do our best to prepare students for college and college entrance requirements, we will continue with the most utilized exams (SAT/ACT). We realize that while not all of our graduates go on to formal higher education, at this point we feel the wisest approach to prepare our students who do go on to higher education is to take the SAT or ACT to best prepare them for the vast majority of schools that will take these two exams only. Interestingly, most homeschool associations only accept the SAT & ACT for the required testing standard. The good news is that the CLT is less expensive and so for those wanting to take this exam for scholarships offered from this exam only, they are welcome to take this in addition to the SAT or ACT exam. We hope that in time, this test will become more widespread where CBCCA can reconsider this exam as a substitute for the SAT or ACT exams.

The P.A.S.S. Test: Personalized Achievement Summary System (Grades 3 - 8):

You may be concerned with the stresses involved in various testing programs and the destructive labeling that sometimes follows. However, you know that an evaluative tool is important in determining whether your student is progressing as well as judging what learning objectives still need to be met. For the homeschooling parent there is an added area of concern. You sometimes question your ability to teach your student or perhaps more accurately, to know whether your teaching methods are adequate to meet his or her scholastic needs. Testing will identify strengths and weaknesses in your student's skills and can be a confidence booster for you and your student. Annual testing helps you to obtain a more accurate measure of achievement. CBCCA offers the PASS Testing and information will be posted on the CBCCA blog usually at the first of the year.

The PASS Test was developed specifically for homeschoolers. It has certain similarities to other achievement tests in that it estimates student achievement in the subjects of reading, language, and math; however, it also has important differences. This test introduces four major improvements over most of the other achievement tests presently available:

- It was designed for parents to administer at home. This can greatly reduce the stress level of testing. We do not require that a certified teacher administer it.

- It is untimed, which helps students to relax.
- The student's approximate achievement level within his or her grade is initially identified by use of a brief accompanying placement test. This assigns each child to a test level where he or she is more likely to succeed, and it also allows for shorter tests. On most achievement tests, where the difficulty of the items varies greatly, students are frequently presented with items that are either too easy or too hard, creating problems in assessing academic achievement.
- Testing results show overall achievement as well as performance in each subject. The test is standardized and children's scores are compared with both national and home-schooling populations. This does not mean that the test is nationally normed, but that the scores are equated to those of public school students taking one of the nationally-normed tests.

OTHER OPTIONS:

The Brigrance Test for struggling/non traditional learners is available on a case by case basis. Contact the church office (Claudia) for more info.

The Stanford Achievement Test - Grades K5 - 12 Parent Administered
<https://www.setontesting.com/test-comparison-chart/>

Iowa Achievement Test Series - Grades K5 - 12

Bob Jones University Press offers for rent the most recent versions of the Iowa Test of Basic Skills (K-12), and Stanford Achievement Test (K-12). Check with Bob Jones University Press for prices on the Stanford and Iowa Achievement Test. Both can be combined with a learning ability test at an extra cost. Homeschoolers can order at any time of the year. Please place your order 4-5 weeks prior to the test date. It takes 4-8 weeks to receive results (consider this if you have a deadline to meet). You can order at the above address if paying by check or by phone if paying by credit card. The company that supplies the SAT requires that the tester be pre-approved. (Tester must have a college degree and have some knowledge of testing). In order to administrate the Iowa, you must have a college degree or a teaching certificate. Bob Jones will only mail to a qualified tester.

SAT 1-Scholastic Aptitude Test (Grades 8 – 12) and SAT II (Subject Test) (Grades 9 – 12): This is taken at the local high school. The test results from the SAT I are used for obtaining scholarships and college entrance. Some colleges may require the SAT II. The website for the SAT Program is www.collegeboard.org.

PSAT/NMSQT - Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test: The test can be taken in grades 7th – 11th. The State Board will pay for sophomores who are homeschooled to take the test. Students in their junior year of high school can take the PSAT to try to qualify for the National Merit Scholarship (The PSAT is taken at a local high school). The test is given each October. Check with the school for the cost. The website for PSAT/NMSQT is www.collegeboard.org/psat/student/html/indx001.html. Test sites in our area for PSAT/NMSQT are as follows:

Beaufort High School - Guidance Counselor's Office 322-2129 - Contact by May prior to the October test date.
 Battery Creek High School- Guidance Counselor's Office 322-5500 - Contact by mid-September

ACT-American College Testing: This is the assessment testing for college entrance and is given at various schools. You may pick it up at the local high school. The website for the ACT Test is:

www.sat-acttestprep.com/act.htm

MISC. INFO

Policy for Students Withdrawing from CBCCA

CBCCA has the utmost respect for those parents who make the prayerful decision to find an alternate school or association for their child's education. However, on a case-by-case basis, we will review the following policy when a student withdraws and then requests readmission to CBCCA: Unless there are special circumstances, we will have to enforce a required one-year waiting period before readmission. During that period, the student can be homeschooled through SCAIHS or other legal association for the following reasons:

1. We need to maintain CBCCA's validity and reputation; and
2. It has become costly (in time, resources, and copying fees) to duplicate student's records, as well as the costs incurred in mailing them.

This policy will not include those who have moved out of the area and then returned.

Letters to the Department of Motor Vehicles for CBCCA Members

CBCCA will issue letters to the DMV to establish residency and/or to apply for Learner's Permits/Driver's Licenses. Call the church office; 525-0089 PLEASE NOTE: CBCCA MUST BE GIVEN A 3-DAY ADVANCE NOTICE FOR THE PREPARATION OF THESE LETTERS.

NEED HELP? We are here for you!

Progress Report Help: Claudia Gay, 525-0089, cbcgay@gmail.com

Curriculum advice/planning/assessments etc; Linda Navorska lnavorska@outlook.com

Other helpful resources:

CBCCA Website: <http://cbccahomeschooling.com/> *Please sign up to get email notifications of blog posts– we send out lots of Important "stuff" about events, classes, curriculum for sale, meeting reminders and free stuff!*

Important Dates

2025-2026 Fellowships Must attend 3 total. **PLEASE CHECK [www.cbccahomeschooling](http://www.cbccahomeschooling.com/) AS DATES/TIMES ARE SUBJECT TO CHANGE.** Usually held on the second Tuesday of the month.

REPORTS

Progress Reports Grades K-8:	October 14, 2025	January 14, 2026	June 14, 2026
Progress Reports Grades 9-11:	January 14, 2026	June 14, 2026	
Grade 12:	January 14, 2026	May 14, 2026	