

*The Veritas Academy SCHOOL POLICY MANUAL shall be referred to below as the “SPM.” All of the formal policies in the Parent/Student Handbook and Staff Handbook are contained within the School Policy Manual. Therefore, for most standards the Parent/Student Handbook and Staff Handbook will not be referenced separately. The SPM contains ALL the board-approved, formal, written policies of Veritas Academy.*

**Please access the [Exhibits Folder](#) for the supporting exhibits. Please select the desired document and scroll to the specified page(s).**

**A. Mission, Vision and Planning.** The school must show evidence that it is and has been meeting its published school mission and goals, that its vision is consistent with the ACCS, and that it engages in a planning process.

**A.1. Classical Christian Commitment:** The school must demonstrate that it promotes itself as a classical Christian school, has a mission and vision statement, a statement of faith, that school programs incorporate these statements, and that it serves the cause of Christ consonant with the distinctives of ACCS.

- i. Mission Statement: “Classical Christian” education is the core of our mission. The mission statement of Veritas Academy is to assist parents in the education of their children by cultivating truth, goodness, and beauty in students through a distinctly Christ-centered, classical, and covenantal education. (**Exhibit.1.School.Policy.Manual.3.1-page.2, Exhibit.2.ByLaws.3.2.C, and [website](#)**).

Our mission as a “Classical Christian” school is referenced on the home page of our website ([VeritasSav.org](#)), in our downloadable brochure ([brochure](#)), and throughout our website.

- ii. Vision Statement: The vision of Veritas Academy is expressed in our Foundational Commitments (**Exhibit.1.School.Policy.Manual.3.2-page.2** and on our [website](#)), Approach (**Exhibit.1.School.Policy.Manual.3.3-page.3** and on our [website](#)) and in our Goals (**Exhibit.1.School.Policy.Manual.3.4-page.4** and on our [website](#)).

The Foundational Commitments of Veritas Academy are A) Christian Worldview, B) Classical Liberal Arts, C) Covenantal Family Based School, D) Wisdom and Virtue, E) God-honoring Excellence, and F) Appropriate Forms and Habits.

From these Foundational Commitments flows our Approach: Providing instruction in a “Condensed-Day Format” (shorter school day) and utilizing Trivium Based classical Christian instruction.

The Goals (**Exhibit.1.School.Policy.Manual.3.4-page.4**) provide the portrait of a graduate at Veritas Academy.

- iii. Statement of Faith: The Veritas Academy Statement of Faith (**Exhibit.1.School.Policy.Manual.3.5-page.5, Exhibit.2.ByLaws.4.2-page.2**) is for convenience divided into three sections. Section one affirms that our primary doctrinal foundation is the Westminster Standards. Section two is a statement that affirms historically evangelical beliefs consistent with the ACCS Statement of Faith. The section two statement allows some staff and teachers to serve at Veritas Academy without affirming all the Westminster Standards. Section three of our Statement of Faith contains Veritas Academy’s Beliefs on the Sanctity of Life, Marriage, Gender, and Sexuality. Sections TWO and THREE must be affirmed and adopted by all board members, administrators, directors, teachers, and staff. Section ONE (Westminster Standards) must be affirmed by all administrative leadership, a super majority of board members, and a majority of teachers.

- iv. Explanation of how Scripture is integrated into school programs and curriculum: The first Foundational Commitment of Veritas Academy is “Christian Worldview: We believe that every aspect of our children’s education must be intentionally founded upon biblical truth” (**Exhibit.1.School.Policy.Manual.3.2-page.2** and on our [website](#)). The mantra “Teaching and Learning under the Lordship of Christ” is the heartbeat of Veritas Academy. The Scriptures are integrated into the programs and curriculum at Veritas Academy in the following ways.
- a. Veritas provides formal classroom Bible instruction at all three stages of the Trivium. Kindergarten and First grade classrooms memorize Scripture and read/apply daily Bible stories (**Exhibit.3.Grammar.Curriculum.Guide-pages.111-112**). Grammar school students conduct a survey of the Old Testament (2<sup>nd</sup> and 3<sup>rd</sup> grade) and New Testament (4<sup>th</sup> and 5<sup>th</sup> grade) (**Exhibit.3.Grammar.Curriculum.Guide-pages.113-117**). 7th grade students do a survey of the entire Bible, focusing on the historical and biblical theology themes of the Old Testament and New Testament (**Exhibit.4.Logic.Rhetoric.Curriculum.Guide-pages.80-81**). 10<sup>th</sup> grade students take a Christian Foundations course which includes one semester of systematic theology and one semester of apologetics (**Exhibit.4.Log-Rhet.Curric.Guide-pages.86-87**).
  - b. Scripture is integrated into classroom lessons (**Exhibit.77.Lesson.Plan.6thGrade**)
  - c. Scriptural integration by teachers in the classroom is assessed in their teacher evaluations (**Exhibit.21.TeacherEvalForm -see section III**).
  - d. Veritas designates a “Hymn of the Month” (**Exhibit.5.Hymns.of.the.Month**) that is sung daily in each classroom and on Fridays in our corporate assembly.
  - e. Every classroom enjoys daily Bible reading, prayer, and worship (singing the Hymn of the Month).
  - f. Our corporate assemblies (PreK-12<sup>th</sup>) on Friday mornings always include Scripture recitation, Scripture reading, prayer, worship, and a biblically based Virtue Sound off (**Exhibit.6.Virtue.Sound.Offs**).
  - g. Families are asked to commit to 10-15 minutes of daily home chapel/family devotions and Bible instruction for your children (**Exhibit.7.Admissions.Application-page.4**). Veritas provides a schedule of Bible reading/memorization and hymns/psalms which parents may use as a resource for this requirement (**Exhibit.8.Home.Chapel.Guide**).
  - h. Students sing a doxology and pray before lunch each day. The school designates a new doxology for each quarter of the school year (**Exhibit.9.Doxologies**).

**A.2. Strategic planning:** The school board has a mid-term and long-range plan for the overall improvement of the school.

- i. Veritas Academy has a mid- and long-range strategic plan for 2023-2028 (**Exhibit.10.Strategic.Plan**).
- ii. The board established three committees in March 2022. The three committees were:
  - a. Mission/Governance and Administrative Development
  - b. Long-term Financial Stability and Independence
  - c. Facilities

The three committees each met regularly from March to August 2022 to discuss plans and conduct research for the strategic plan. The committees reported back to the board in August 2022 with recommendations for the strategic plan. The entire board functioned as a strategic plan committee with Mr. Woelke Leithart (board vice chair) serving as facilitator of the process. The board allotted time to discuss the plan in its monthly meetings through February 2023. A draft was written by Woelke Leithart and Scott Taylor (headmaster) and presented to the board in March 2023 and a final plan was approved in April 2023.

In October 2023, the board revised its committee structure to four committees to oversee meeting objectives and carrying out initiatives for the strategic plan.

- a. Enrollment, Growth, and Development
- b. Facilities
- c. Finance and Personnel
- d. Board Development

**A.3. Goals:** The school must be able to document that its program is meeting its published goals for student achievement and advancement.

- i. Philosophy of education: The Philosophy of education at Veritas Academy is expressed in our Foundational Documents (Mission, Foundational Commitments, Approach, Goals and Statement of Faith) (**Exhibit.1.School.Policy.Manual.3.1-3.5-pages.2-7**).

The philosophy of education at Veritas Academy is consistent with the educational philosophy, goals, methods, and content of the Association of Classical Christian Schools.

- ii. Our description of a graduate is articulated in our Goals Statement (**Exhibit.1.School.Policy.Manual.3.4.page.4**).

Our aim, in conjunction with the family and church, is to graduate young men and women who; A. Love God with all their heart, soul, mind, and strength. B. Evaluate all human knowledge and experience in the light of the Scriptures. C. Are equipped to engage and shape the culture with the Truth of Scripture. D. Have their thinking and affections oriented by the truth, goodness, and beauty of God and His created order. E. Listen carefully, reason soundly, articulate precisely, and speak persuasively. F. Have mastered a core body of knowledge and are capable of discussing great ideas. G. Possess a life-long passion for learning and know how to apply the tools of learning. H. Lead and serve their family, church, community, and nation with humility, gratitude, and grace.

- iii. Results from parent surveys: Parents were surveyed in November-December 2022 (**Exhibit.11.Parent.Survey.Dec.2022**).

The survey results show that the parents of Veritas Academy affirm that Veritas Academy is providing a high quality classical, Christian, and covenantal education consistent with its missions and commitments.

- iv. School profile (showing matriculations). (**Exhibit.12.School.Profile.2023-2024**).

The school profile shows that Veritas graduates have matriculated to more than thirty different universities and have performed well on college entrance exams.

**B. Accountability, Independence, and Stability.** The school must demonstrate these qualities in several areas.

**B.1. Financial Stability:** The school must be able to document general stability with respect to financial resources and continuing constituent support for the school mission.

- i. Annual budget (showing year to-date income and expenditures). The 2023-2024 Financial Report for September 2023 shows the annual budget and year-to-date income and expenditures (**Exhibit.13. Financial.Report.Sept.2023**).
- ii. Profit and loss statements for the past three to five years. The P&L statements for 2018-19, 2019-20, 2020-21, 2021-22, and 2022-23 demonstrate financial stability (**Exhibit.14.P&L.Five.Years**)
- iii. Explanation: Note: Comments should explain whether or not a school is borrowing income from the following year to meet current year obligations.

The Profit and Loss Statements for 2018-2023 all show a budget surplus (net profit) for each school year. Veritas has had a budget surplus every year from 2012-2023. For the current year, 2023-2024, a \$40,000-\$50,000 deficit is forecasted. This shortfall is due to an unexpected decline in enrollment. Veritas has maintained a reserve of \$600,000-\$700,000 for the past several years and will cover the projected deficit with cash on hand. Veritas has not borrowed income from an upcoming year to meet current year obligations.

**B.2. Financial Independence:** The school’s financial support must not create an environment where a single donor (or a single external funding source) has the potential to threaten the future operation of the school by withdrawing support, or attaching new guidelines to funding that would threaten the school’s mission. Similarly, if any single financial source through a third-party scholarship program or para-government organization represents a significant portion of the school’s budget, it must not encumber or threaten the mission of the school.

- i. Anonymous list of donor contributions. (**Exhibit.15.Donor.List.Three.Years**)  
 No single personal donor has contributed more than \$25,000 per year to Veritas Academy in the past three years. The three largest yearly contributions to our budget (except tuition income) are the [Apogee Scholars Program](#), [Arete Scholars Program](#), and the Independent Presbyterian Church Jenkins Charitable Foundation. Apogee and Arete are state of Georgia Qualified Education Expense Credit (QEEC) programs (see response to B.3.ii below). The Independent Presbyterian Church Jenkins Charitable Foundation is an endowment under the management of IPC that contributes funds annually to the church and to a “Presbyterian school in Savannah” (Veritas Academy).
- ii. Budget that shows the total amount of donations relative to total budgeted revenue. Total donations relative to budgeted revenue are shown in **Exhibit.13.Financial.Report.Sept.2023** and **Exhibit.14.P&L.Five.Years**

2023-2024 (projected)

Tuition Income (paid by families)	\$1,089,981
Non-Tuition Income	\$295,717
Total Budgeted Revenue	\$1,385,698
Percent Covered by Tuition	74%

<u>2022-2023</u> (actual)	
Tuition Income	\$1,129,862
Non-Tuition Income	\$368,245
Total Budgeted Revenue	\$1,498,107
Percent of Revenue Covered by Tuition	78%

<u>2021-2022</u> (actual)	
Tuition Income	\$1,030,640
Non-Tuition Income	\$309,684
Total Budgeted Revenue	\$1,340,324
Percent Covered by Tuition	77%

- iii. Veritas has not received any non-cash, or in-kind gifts, or gifts of products and services in the past five years. The sources of income for Veritas Academy are tuition, cash donations from individuals, Apogee Scholars Fund, Arete Scholars Fund, and the IPC Jenkins Charitable Foundation. **(Exhibit.13. Financial.Report.Sept.2023 and Exhibit.14.P&L.Five.Years.)**
- iv. Explanation: Veritas has been operating under the eighty percent target of tuition revenue relative to total budgeted revenue. This is primarily due to two factors. Veritas provides instruction in a “condensed-day” format (PreK-6<sup>th</sup>: 8:00 am - Noon and 7<sup>th</sup>-12<sup>th</sup>: 8:00 am - 1:35 pm) which means that the school does not charge the tuition rates of regular full-day (8:00-3:00) schools. We are committed to the shorter school day model but fully realize that it affects our revenue. We have been raising tuition 5-6% annually in recent years and anticipate 5% increases or more in the future. The second reason is that Veritas is blessed with two unique income sources that provide for a stable budget even though we are below the eighty percent threshold. The Apogee Scholars Fund and the Jenkins Charitable Foundation Funds in recent years have added \$200,000-\$250,000 per year to our revenue. These two funds have been very stable and enable the school function well with lower tuition rates.

**B.3. Outside Influence (was Legal Independence):** The original voucher policy was reviewed given new instruments for government funding models, including those that offer private vehicles with strings attached. Voucher Policy 5.09 was replaced with Outside Influence Policy 5.10.

- i. Veritas Academy’s “Government Voucher and Outside Funding Policy” **(Exhibit.1.School.Policy.Manual.24.8-page.36)** states that Veritas Academy will not accept government vouchers or any other funds from government or private organizations if there are strings attached.
- ii. Veritas receives funding from the following outside sources
  - Apogee Scholars Fund:** The only requirement is that the independent/private school be accredited or in process of accreditation with one of seven State recognized organizations, ACCS via the Georgia Private School Accreditation Council ([GAPSAC.org](http://GAPSAC.org)) is one of the seven recognized organizations.
  - Arete Scholars Fund:** The requirement is that the school be physically located in Georgia, be accredited in Georgia, and have a written/published non-discrimination policy ([Arete Scholars Program](#))

**Jenkins Charitable Foundation:** The requirement is that Veritas Academy is a Christian school operating in Savannah that is committed to Reformed and Presbyterian doctrine (**Exhibit.16.JenkinsGrantApplication2022**).

- iii. Profit and Loss statement for the past five years show sources of all tuition and non-tuition revenue (**Exhibit.14.P&L.Five.Years**).

**B.4. Financial Accountability:** The school must provide a financial integrity report verified by an independent accounting source.

- i. Veritas Academy's Financial Integrity Report was completed and provided by James L. Van Grouw, CPA, Bluffton, SC. His report affirms the school's financial stability and integrity. Mr. Van Grouw is independent of Veritas. (**Exhibit.17.Financial.Accountability.Report.Oct.2023**)

**B.5. Public Perception:** The school must have been free of public ethical scandal or have taken appropriate action in resolving the same.

- i. Veritas Academy is free of public ethical scandal (**Exhibit.18.ScandalFreeLetter-Aug.2023**).

**B.6. Enrollment and Employment Stability:** The school must disclose data for the past five years in the following areas along with an explanation of the trends and what they mean for the school: student enrollment and retention rates; retention of school administrators; teacher retention rate (year by year). Employee attrition and retention must indicate stability and support for the school mission.

- i. Enrollment numbers for the past five years showing grammar enrollment, secondary enrollment, and total enrollment are given in **Exhibit.19.EnrollmentData**.
- ii. Teacher retention has averaged 85% per year for the past five years. The year with the low retention (2020-2021 at 72%) saw many disruptions and transitions because of the Covid pandemic (**Exhibit.20.TeacherRetention.Data**). Exhibit 20 includes data for part-time and full-time teachers and staff members.
- iii. Scott Taylor has served as the Headmaster of Veritas Academy from August 2012 to present. Doug Le Mahieu was hired as Assistant Headmaster in July 2022. He continues to serve in this role. For the past twelve years administrator retention has been 100%.

**C. Governance and Administration.** The school must have established adequate structures and procedures for governance and administration to achieve its mission.

**C.1. Constitutional Organization:** The school must have a written constitution and/or bylaws that clearly and comprehensively provide a basis for school administration and governance; lines of authority and areas of responsibility must be explicit.

- i. Veritas Academy has written Bylaws (**Exhibit.2.ByLaws**) and a Board Handbook (**Exhibit.22.Board.Handbook**)
- ii. The Bylaws outline the governance structure of Veritas Academy (**Exhibit.2.ByLaws, Articles V-X**). Veritas Academy is governed, per the Bylaws, by a self-perpetuating board of permanent members and term members. The school functions with a policy governance model in which the headmaster administrates and leads in accord with board approved policy. The headmaster reports to the board and all other employees report to the headmaster. The responsibilities of the board, administrative leadership, directors, teachers, and staff and the chain of are outlined in **Exhibit.2.ByLaws, Article X, and Exhibit.1.School.Policy.Manual.18-20-pages.19-23,**

**C.2. Board Governance:** The school must have a board of control that determines policy in the areas of administration, business management, academic affairs, and student life, as evidenced by a single, comprehensive policy manual. The board shall ensure that it manages conflict of interest issues in its own composition and its oversight of the school.

- i. Veritas Academy's policies are contained in a single, comprehensive policy manual (**Exhibit.1.School.Policy.Manual**).
- ii. Board minutes from August 2022 through August 2023 are found in Exhibit 23 (**Exhibit.23.Board.Mtg.Minutes.Aug22-Aug23**).
- iii. Conflict of interest policy: **Exhibit.1.School.Policy.Manual.21-page.24**
- iv. The School Policy Manual (**Exhibit.1.School.Policy.Manual.18-21-pages.19-24**) contains all of the formal board approved policies of Veritas Academy. The Board Handbook (**Exhibit.22.Board.Handbook**) contains all of the policies directly related board governance from the School Policy Manual plus additional "guidelines" that serve as practical aids to board functioning.

**C.3. Records:** The school must have complete, accurate, legible, and securely maintained records. These are to include board minutes, school personnel files, student files, and administrative reports. Any of the following may be provided in addition: high school diploma, transcript, secondary report card, staff contracts, rental agreements, etc.

- i. Preservation and Protection of School Records Policy: **Exhibit.1.School.Policy.Manual.23.7-pages.30-31**
- ii. All records are stored in locked cabinets in locked offices. Student academic records, family enrollment documents, and personnel files are stored in locked cabinets in the school office. Financial documents are stored in locked cabinets in the bookkeeper's office. Background check records are stored in a locked cabinet in the headmaster's office. Long-term storage of records more

than 3-4 years old are stored in locked cabinets in the locked basement (Axson Building) of the Independent Presbyterian Church.

**C.4. Conflict Resolution:** The school must have constructed and promulgated biblical and public policies for resolving school conflicts concerning policies, administrators, faculty, and students.

- i. Grievance and Communication Policy **Exhibit.1.School.Policy.Manual.10-pages.13-14, Exhibit.25.Staff.Handbook-page.14, and Exhibit.24.Parent-Student.Handbook-pages.13-14**

**C.5. Executive Leadership:** The school's head administrator must have a clear job description, obviously act as the liaison between the board and staff and be sufficiently available to the teachers for support and guidance. Schools must have a policy ensuring that the head of school receives an annual evaluation from the board. Boards must complete an annual evaluation for the head of school.

- i. Head of school job description:  
Qualifications: **Exhibit.1.School.Policy.Manual.25.5-pages.39-40, and 20.1-page.21**  
Job Description: **Exhibit.26.Headmaster.Job.Description**
- ii. Veritas Academy has a policy requiring that the Headmaster receive a formal written assessment of job performance at least once a year by the board of directors (**Exhibit.1.School.Policy.Manual.25.10-page.43**).
- iii. The Veritas Academy Headmaster has received a formal written evaluation from the board in each of the past five years.

**C.6. Board of Directors:** Board members must meet ACCS and documented school standards for their office and must be able to articulate, at an appropriate level, the classical Christian vision for their school. The board must provide adequate training for all board members in classical Christian philosophy and school board practices common to long-term ACCS-accredited schools.

- i. Board member qualifications and election are given in the Bylaws, School Policy Manual, and Board Handbook.  
**Exhibit.1.School.Policy.Manual.19.1.B-page.20**  
**Exhibit.2.ByLaws.5.1-5.2**  
**Exhibit.22.Board.Handbook.pages.13-14** (see also **Board Member Profile.page.22**)  
Board Training is outlined in **Exhibit.22.Board.Handbook.pages.28-30**.

**C.7. Compliance with the Law:** The school must meet state and local health, safety, and security requirements as well as any state statutory requirements for operating a private school.

NOTE: While Veritas satisfies [state and local requirements for private schools](#), it is not required to do so by the Department of Education in Georgia. Since Veritas operates on a condensed day schedule (fewer hours) it is not formally/legally classified as a "private school" in Georgia. Veritas students are classified as homeschoolers and complete a [Home Study Declaration of Intent](#) each year with the GA DOE expressing their family's intent to "homeschool." Veritas functions as a private school in every



practical way and is accredited as a private school (ACCS/GAPSAC) while its students register with the state of Georgia as homeschoolers.

- ii. Veritas complies with state requirements for vaccination and immunization reporting. **(Exhibit.27.Immunization.Compliance)**
- iii. The most recent Fire Marshall inspection **(Exhibit.28.Fire.Marshall.Inspection)** was conducted in January 2020. Because of Covid related delays and backlogs the Fire Marshall has not inspected our building since January 2020.

Veritas is required to conduct monthly fire drills, severe weather drills in November and February, and one intruder drill each year. Veritas complies with this requirement **(Exhibit.30.Safety.Drills)**

Veritas is required to perform an annual Emergency Light Inspection and complies with the requirement **(Exhibit.29.Emergency.Light.Inspection)**.

- iv. Veritas has a written Emergency Response Plan. Teachers and staff receive training on responses to emergencies (fire, severe weather, and intruders) during back-to-school orientation and in at least one teacher meeting session each year. **(Exhibit.31.Emergency.Response.Handbook)**
- v. The 2023-2024 and 2022-2023 School calendars demonstrate that Veritas provides 180 instructional days **(Exhibit.32.2022-2024.Veritas.Calendars)**.

**D. Cultivation of Student Virtue (II Peter 1:5-6, Phil 4:8) and the School Community.** The School must recognize that its missional success is tied to a systemic school community, and that all aspects of the school's operation should seek to bring about the cultivation of Christian virtue and living.

**D.1. Admissions Process:** The school must exercise family and student admissions and retention policies that are consistent with the school's mission (missional or covenantal), and that support a biblical Christian ethos of the school.

- i. Our Family and Student Admissions Policy (**Exhibit.1.School.Policy.Manual.27-pages.43-45**) requires that one parent be able to provide a credible testimony of a saving relationship with Christ, that at least one parent be in essential agreement with the school's Statement of Faith and policies, and that the student meet basic academic benchmarks for admittance. Admitted families must be in essential agreement with the school's biblical affirmations on the Sanctity of Life, Marriage, Gender, and Sexuality (**Exhibit.1.School.Policy.Manual.3.5.iii-pages.5-7**).

Per our admissions policy (above), if a family professes unbelief or openly practices non-biblical lifestyles their children are not admitted for enrollment.

**D.2. Aesthetics:** The school must apply appropriate aesthetic standards to its classrooms, hallways, facilities, programs, and staff.

- i. Veritas leases classroom and office space from the [Independent Presbyterian Church](#) of Savannah, founded 1755. The facilities of IPC and the beautiful environs of the Savannah Historic District provide an aesthetically rich setting for Veritas Academy (see photos from our website [here](#), [here](#), and [here](#)). However, since the buildings are shared with the ministries of IPC, are "historic" in nature, and have an aesthetic that is carefully guarded, Veritas is very restricted on the nature and amount of classroom decorations, art, and modifications. In most of our spaces we can display some academic maps, charts, and posters during the school week, but all such items must be taken down for the weekends.
- ii. One of the Foundational Commitments of Veritas Academy is *Appropriate Forms and Habits: We believe that true education recognizes that hearts and minds are shaped not only by ideas and knowledge, but also by practices, habits, routines, and liturgies.* (**Exhibit.1.School.Policy.Manual.3.2-pages.2-3**).
- iii. Teachers have been instructed to lean away from classrooms, especially for upper elementary and above, decor dominated by primary colors, cartoonish graphics, and comic sans font.
- iv. Because of their theological content, musical complexity, aesthetics, and corporate singability, Veritas uses music exclusively from the Trinity Hymnal and Trinity Psalter for its "Hymns of the Month" (**Exhibit.5.Hymns.of.the.Month**) and Quarterly Doxologies (**Exhibit.9.Doxologies**) which are sung daily in our classrooms, lunchroom, and assembly (chapel). Ambient music in classrooms (when appropriate) is generally restricted to classical music.

**D.3. Habits and Manners:** Habits, manners, and decorum of the students and staff should comport with Christian and Western tradition appropriate to the mission of the school.

- i. Our weekly assemblies (chapels) include corporate singing of our hymn of the month (**Exhibit.5.Hymns.of.the.Month**), recitation of the Virtue Sound-off (**Exhibit.6.Virtue.Sound.Offs**)

(advancing and applying one prompt/response per week over the course of the school year), recitation of a select Scripture or Liturgical passage, and singing the school song (Non Nobis) The weekly recitations of Scripture or a liturgical passage have been I Peter 1:3-9 (2023-2024), Psalm 100 (2022-23), and the Heidelberg Catechism Q&A #1 (2021-2022).

- ii. Students also sing one of the quarterly doxologies each day (Upper school students during morning worship, and Grammar school students before lunch.) (**Exhibit.9.Doxologies**).
- iii. Annual school wide programs include a rich variety of sacred and classical choral music performances.

**Exhibit.33.Christmas.Programs**

**Exhibit.34.Music&Art.Showcase.Programs**

**Exhibit.35.Grandparents.Day.Programs**

- iv. One of the Foundational Commitments of Veritas Academy is *Appropriate Forms and Habits: We believe that true education recognizes that hearts and minds are shaped not only by ideas and knowledge, but also by practices, habits, routines, and liturgies.* (**Exhibit.1.School.Policy.Manual.3.2-pages.2-3**).

Veritas is very intentional about practicing liturgies of respect and kindness in our school.

-Students stand and greet adult classroom visitors. Boys are required to hold the door for girls.

The Headmaster and Assistant Headmaster greet and shake hands with every student every morning as they enter the building from morning drop-off. The etiquette of personal greetings is emphasized and put into practice with students every morning.

Hand --shake, firm and cheerful, eyes on eyes, respond in kind.

How are you? --Well, thank you. How are you?

-These ‘liturgies’ are reviewed and practiced in assemblies each year and sometimes included in the Virtue Sound Off (**Exhibit.6.Virtue.Sound.Offs**).

-Students wear uniforms that reflect aesthetic values and emphasize the difference between boys and girls (**Exhibit.1.School.Policy.Manual.29-pages.54-55** and **Exhibit.36.Uniform.Guidelines**).

- vi. Rhetoric school students receive formal etiquette training. Ninth and Tenth grade students participate in an annual formal etiquette luncheon in which they are taught meal etiquette and conversation skills (**Exhibit.37.Etiquette.Luncheon**). Tenth and Eleventh grade students also meet with the headmaster each spring for general etiquette and manners training (**Exhibit.38.Etiquette&Manners**). All Rhetoric school students receive formal ballroom dance instruction each year (waltz and foxtrot). Junior and seniors participate in a formal Headmaster’s Dinner each spring that includes formal attire, a formal meal, training in giving toasts, a conversation menu, and dancing.
- vii. Basic Rules and Guidelines for School Order are also applied at Veritas (**Exhibit.25.Staff.Handbook.pages.54-55**).

**D.4. Activities:** Non-classroom activities are consistent with the school’s vision for providing moral and spiritual training to students.

- i. At Veritas Academy, we believe that God uses athletics as a tool to disciple and equip students in many ways. To that end, we offer athletics to help students develop their God-given physical abilities while teaching commitment, self-discipline, sacrifice, respect, responsibility, and cooperation.  
  
The Veritas Athletics Handbook outlines policies and guidelines that set qualifications and expectations for the Athletic Director and coaches (**Exhibit.39.Athletics.Handbook-pages.2-6**) and provide spiritual and behavioral standards for the Athletic Director, coaches, parents, and students (**Exhibit.39.Athletics.Handbook-pages.2-6** and **pages.11-12**).
- ii. Veritas sets academic and behavioral standards for participation in our athletics and extracurricular programs. (**Exhibit.39.Athletics.Handbook-pages.7-9**).

**D.5. Discipline:** The school has and adheres to adequate overall discipline and behavioral standards.

- i. Veritas adheres to overall discipline program (**Exhibit.1.School.Policy.Manual.11-pages.15-16**, **Exhibit.24.Parent-Student.Handbook-pages.15-16**, and **Exhibit.25.Staff.Handbook-pages.16-17**).
- ii. Veritas trains teachers every August in orientation on how to implement Covenant Classroom Discipline (**Exhibit.67.Cov.Discipline**, **Exhibit.57.Teacher.Training.2019-2024**).
- iii. Veritas adheres to an overall Code of Conduct Policy (**Exhibit.1.School.Policy.Manual.8-pages.11-12**, **Exhibit.24.Parent-Student.Handbook-pages.11-12**, and **Exhibit.25.Staff.Handbook-pages.12-13**).
- iv. Veritas has a Cell Phones and Personal Electronic Devices Policy (**Exhibit.1.School.Policy.Manual.8.1-pages.11-12**) that provides requirements for students and a Computer Use Policy that applies to the overall use of computers for staff, teachers, and students (**Exhibit.1.School.Policy.Manual.23.5-pages.28-30**).
- v. Social Media Policy (**Exhibit.1.School.Policy.Manual.23.6-page.30**).

**D.6. Male and Female Roles:** The school encourages male/female roles that are consistent with biblical Christian virtues. Leadership is encouraged in difference ways between boys and girls.

- i. Our Statement of Faith affirms “We believe that God wonderfully and immutably creates each person as male or female” (**Exhibit.1.School.Policy.Manual.3.Iii-page.6**).
- ii. Our Code of Conduct affirms that since “God created male and female in His image . . . gentlemanly etiquette [is required of boys] and . . . ladylike etiquette [is required of girls] at all times. (**Exhibit.1.School.Policy.Manual.8.1.D-page.13**).
- iii. Our Covenant Classroom Discipline training includes the guidance to teachers to “Discourage Premature Romances. Do not allow note passing during or between classes. Do not allow coupling or pairing off between boys and girls. Do not tease or joke about boyfriends and girlfriends.” (**Exhibit.67.Cov.Discipline.page.5**).
- iv. The Physical Privacy and Sexuality Policy requires that Veritas students and adults use restrooms, showers, and bathrooms designated only for their biological sex (**Exhibit.1.School.Policy.Manual.23.9-page.32**).

**D.7. In Loco Parentis:** Parents are the authority from which the school operates and must therefore work in concert with the school in educating their children.

- i. Veritas intentionally functions “in loco parentis”

In Loco Parentis Policy (**Exhibit.1.School.Policy.Manual.9.D-page.12**).

One of our Foundational Commitments is to a Covenantal Family-Based School: “. . .We believe God has granted to parents the responsibility and authority for raising their children, including the responsibility of educating them. We seek to assist parents in this God-given responsibility. We also believe that God’s work in the life of children occurs primarily in the home and through the ministry of local churches . . .” (**Exhibit.1.School.Policy.Manual.9.D-page.12**)

The Condensed Day format of Veritas Academy “enables parental involvement in the student’s education, and maximizes the family’s role in shaping the child’s faith and character . . . Afternoons are devoted to home-based academic work, requiring involvement of parents. While Veritas provides the bulk of academic instruction in the classroom and does not expect parents to teach formal lessons at home, Veritas does desire parents to be involved in their child’s education. (**Exhibit.1.School.Policy.Manual.3.3.A-page.4**).

- ii. Sample Weekly Parent Email (**Exhibit.68.Weekly.Parent.Email**)

Periodic “From the Headmaster” articles are [posted on the website](#) and emailed to all parents.

**E. Academics.** The school must provide adequate classical and Christian curriculum requirements to achieve its mission. The content and goals of the entire curriculum should be challenging and of high quality.

**E.1. Sayers and Gregory:** Instructional and teaching methods should reflect an understanding, application, and value for those ideas described by Dorothy Sayers in “The Lost Tools of Learning” and by John Milton Gregory in *The Seven Laws of Teaching*. Note that training plans and records of past training should include material consistent with Sayers and Gregory.

- i. Veritas Academy teachers receive regular training that is consistent with Sayers and Gregory. Training takes place at orientation in early August and throughout the year at teacher meetings (**Exhibit.57.Teacher.Training.2019-2024**).

At minimum, the teachers review a summary of the Seven Laws of Teaching (**Exhibit.78.SevenLaws.Summary**) every year and read Sayers, *The Lost Tools of Learning*, together every two or three years.

**E.2. Program and Graduation Requirements:** The complete school program inclusive of graduation requirements must be well-organized, realistic, and publicized in its entirety.

- i. High-school graduation requirements are published in **Exhibit.1.School.Policy.Manual.28.8-pages.49-50** and **Exhibit.24.Parent.Student.Handbook.-pages.29-30**. The Parent Student Handbook is provided to parents each school year.
- ii. Veritas Academy offers one diploma track which meets the ACCS academic standards. The course of study is provided on **Exhibit.41.Logic.Rhetoric.Scope.Sequence**. Promotion requirements for all grade levels are published in **Exhibit.1.School.Policy.Manual.28.7-pages.48-49** and **Exhibit.24.Parent.Student.Handbook.-page.29**.
- iii. Veritas Academy holds an annual graduation ceremony in May to recognize the graduates and their accomplishments and to present the diplomas **Exhibit.42.Graduation.Program.2023**.

**E.3. Complete Curriculum.** The school must provide adequate classical Christian curriculum requirements to achieve its mission. The content and goals of the entire curriculum should be challenging and of high quality. The entire curriculum must be documented in a clear and specific manner within the school’s curriculum guide(s).

- i. Veritas Academy provides its students with a classical Christian curriculum which is documented in our curriculum guides. (**Exhibit.3.Grammar.Curriculum.Guide** and **Exhibit.4.Logic.Rhetoric.Curriculum.Guide**).
- ii. All courses taught in the grammar and secondary schools are listed on the class/course schedules. (**Exhibit.45.Grammar.School.Schedules** and **Exhibit.46.Logic.Rhetoric.Schedule**)
- iii. The Christian Foundations course (Grade 10) (**Exhibit.4.Logic.Rhetoric.Curriculum.Guide-pages.86-87**) examines the primary doctrines of Protestant, Reformed Christianity. Students study and contemplate the attributes of God, His word, Christ, and the plan of salvation. Following this, students study apologetics and the essentials of a Christian worldview. The Christian Foundations course fulfills school goals (**Exhibit.1.School.Policy.Manual.3.4-pages.4-5**) by challenging students to love God with all their heart, soul, mind, and strength, training students to evaluate all human knowledge and experience in the light of the Scriptures. The apologetics aspect of the course

equips the students to engage and shape the culture with the Truth of Scripture. The entire course in conjunction with their other coursework orients their thinking and affections to the truth, goodness, and beauty of God and His created order. The socratic dialogues and written assignments challenge students to listen carefully, reason soundly, articulate precisely, and speak persuasively. The course is designed for mastering a core body of knowledge in theology and doctrine that they may be capable of discussing great ideas in theology. The course aims to cultivate a life-long passion for learning the Scriptures. Students trained in the foundations of Christian theology and apologetics will be prepared to lead and serve their family, church, community, and nation with humility, gratitude, and grace.

**E.4. Academic Program Requirements:** The academic program must require the following for all students:

**E.4.A Phonics:** For all schools in their elementary academic program, instruction in reading through the use of phonics

- i. Veritas Academy teaches reading through the use of phonics in grades K-1.  
(**Exhibit.3.Grammar.Curriculum.Guide-pages.7-11**)

**E.4.B Latin or Greek:** At least four years of Latin or Greek instruction, with at least two years in the secondary (i.e., after sixth grade).

Veritas Academy students receive eight years of Latin instruction in third through tenth grades. Students have the option to take Latin or Greek for grades eleven and twelve.

- i. Grammar school Latin curriculum can be found in **Exhibit.3.Grammar.Curriculum.Guide-pages.121-128**. Logic and rhetoric Latin and Greek curriculum can be found in **Exhibit.4.Logic.Rhetoric.Curriculum.Guide-pages.64-79**. Latin instruction in grades 3-4 is two hours per week. Fifth grade Latin meets 45 minutes per day, four days per week. Sixth grade Latin meets forty minutes per day, five days per week. Seventh through twelfth grade Latin and Greek classes meet for two one-hundred-minute class periods and one seventy-minute class period each week.

**E.4.C Logic and Rhetoric:** For all schools in their secondary education, provide at least one year each of formal logic and formal rhetoric.

Veritas Academy students receive two years of formal logic and two years of formal rhetoric instruction.

- i. Formal logic is taught in eighth and ninth grades. Formal rhetoric is taught in eleventh and twelfth grades. All logic and rhetoric classes are taught for two one-hundred-minute blocks each week.  
(**Exhibit.4.Logic.Rhetoric.Curriculum.Guide-page.82-91**).
- ii. The graduation requirements for Veritas Academy students include two credits of logic and/or rhetoric. (**Exhibit.1.School.Policy.Manual.28.7-page.49**)
- iii. Seniors at Veritas Academy complete a thesis project outlined in **Exhibit.58.Thesis.Manual**.

**E.4.D Western Civilization:** Significant study in Western history and a canon of Western literature

Veritas Academy provides significant study in western history and a canon of Western literature throughout all stages of the trivium.

- i. Classical and modern western history is required throughout the grammar, logic, and rhetoric curriculums. Second grade history meets for 1.5 hours per week, third grade meets for three 45-

minute periods each week. Grade four meets for three 1-hour periods per week. Grade five meets for three 40-minute periods per week. Grade six meets for two 1-hour 20-minute periods each week. Students in grades 7-12 meet for four 100-minute periods per week of humanities which includes history and literature. **Exhibit.3.Grammar.Curriculum.Guide-pages.54-66**  
**Exhibit.4.Logic.Rhetoric.Curriculum.Guide-pages.14-30**

- ii. Students in grades 7-12 read extensive and challenging works of Western literature.  
**Exhibit.47.Logic.Rhetoric.Canon.Reading.List**

**E.4.E Writing:** Training in writing (both prose and poetry, grammar, spelling, and composition

Veritas Academy students are trained in writing (both prose and poetry), grammar, spelling, and composition at all grade levels. Students start out with exposure and modeling in the lower grades and move on to composition in third grade.

- i. Writing instruction takes place in our English classes in the grammar school. (**Exhibit.3.Grammar.Curriculum.Guide-pages.27-46**). In logic and rhetoric writing instruction is addressed in our literature and rhetoric courses. (**Exhibit.4.Logic.Rhetoric.Curriculum.Guide-pages.3-14, 88-91**)
- ii. **Exhibit.48.Writing.Curriculum.Guidelines** provides specific guidelines for the 7<sup>th</sup>-12<sup>th</sup> writing curriculum

**E.4.F Bible:** Training in the Scriptures, should include and foster a well-integrated scriptural understanding of all subjects

- i. Bible instruction at the grammar school level focuses on reading, understanding, memorizing, and obeying the Word of God. Veritas students begin with a general overview of the Old and New Testaments in kindergarten and first grade and then go deeper in grades two through five. (**Exhibit.3.Grammar.Curriculum.Guide-pages.111-117**). The OT is studied in grades 2-3 and the NT is studied in grades 4-5. (**Exhibit.49.Grammar.Scope.Sequence**). Students in grade seven have Bible Survey class and tenth grade students take Christian Foundations. (**Exhibit.4.Logic.Rhetoric.Curriculum.Guide-pages.80-81,86-87**).  
Additionally, Scripture is woven into every class offered at Veritas Academy. In reading and literature instruction the wisdom and virtue exhibited by story characters are always viewed through the lens of Scripture. Divine providence is understood as integral to all events and history. Math and science are viewed as displays of God's glory, wisdom and order.

**E.4.G Mathematics:** Training is required in general mathematics, arithmetic, algebra, and geometry, at a minimum, with trigonometry offered, but not required.

- i. Veritas Academy students begin general mathematics and arithmetic in kindergarten and continue through seventh grade. (**Exhibit.3.Grammar.Curriculum.Guide-pages.69-90** and **Exhibit.4.Logic.Rhetoric.Curriculum.Guide-pages.32-45**)  
The graduation requirements of Veritas Academy published in **Exhibit.1.School.Policy.Manual.28.8-pages.49-50**, requires all students to take algebra I, algebra II, geometry, and pre-calculus. Calculus is offered for seniors.

**E.4.H Science:** Training in general science, biology, chemistry, and an opportunity to take physics. Science instruction supports student's faith in Scripture.



- i. Training in science takes place at all grade levels at Veritas Academy. **(Exhibit.3.Grammar.Curriculum.Guide-pages.93-108)**. Physical science and general science are taken in logic school. Rhetoric students take biology, chemistry, physics, and one elective science. The current elective offering is human anatomy and physiology. **(Exhibit.4.Logic.Rhetoric.Curriculum.Guide-pages.46-63)**
- ii. For creation we teach that God created the Heavens and the Earth by His Word *ex nihilo* (out of nothing) in six days, allowing that Christians may reasonably differ on their interpretation and application of Genesis chapter one. Veritas also teaches that God created man specially in His image and that Darwinian evolutionary theory is false. **(Exhibit.1.School.Policy.Manual.6.G-pages.9-10)**

**E.4.I Theology:** Notes should identify the pages in the curriculum guide for the apologetics course or training in theology. Course objectives and textbook materials should also be included.

- i. Veritas Academy students take Christian Foundations in tenth grade. This class includes one semester of systematic theology (Bavinck) and one semester of apologetics (Frame) . **(Exhibit.4.Logic.Rhetoric.Curriculum.Guide-pages.86-87)**

**E.4.J.a Art:** During the grammar and logic stages, the curriculum includes required instruction in the theory and practice of the *visual arts*. "Visual art" refers to drawing, painting, sculpture, etc. In the rhetoric stage, there are some required credits in *fine arts* (excluding music). "Fine arts" include the historic arts of painting, sculpture, architecture, and poetry, the performing arts of theatre and dance, and modern forms such as film, photography, and design. (Music, also a historic art, is addressed separately in standard E.4.J.b.)

- i. Art instruction is included in our kindergarten curriculum and offered as an extended day option for grades 1-6. All grammar school students in grades 1-6 are required to take two years of art instruction. **(Exhibit.3.Grammar.Curriculum.Guide-pages.139-146)** Logic and rhetoric school students are required to take one year of art instruction once at the logic level and once at the rhetoric level. **(Exhibit.4.Logic.Rhetoric.Curriculum.Guide-pages.96-99)**
- ii. The grammar school extended day offerings including art can be found in **Exhibit.50.Extended.Day.Schedule**.
- iii. Logic and Rhetoric students have the option of taking art studio and drama as electives. **(Exhibit.50.Extended.Day.Schedule)**.
- iv. The graduation requirements of Veritas Academy require ½ credit of art taught over the period of one school year. **(Exhibit.1.School.Policy.Manual.28.7-page.49)**

**E.4.J.b Music:** During the grammar, logic, and rhetoric stages, the students receive required instruction in the theory and practice of the music. Music can be inclusive of instrumental or vocal training. Instruction does not have to be a class (however, students should show evidence of vocal training when they sing).

- i. Veritas Academy students receive music instruction during each stage of the trivium. Music instruction is included in our kindergarten curriculum and offered as an extended day option for grades 1-6. All grammar school students in grades 1-6 are required to take two years of music, once in grades 1-4 and again in grades 5-6 **(Exhibit.3.Grammar.Curriculum.Guide-pages.130-136)**. Logic and rhetoric school students are required to take one year of music instruction at both the logic level and the rhetoric level **(Exhibit.4.Logic.Rhetoric.Curriculum.Guide-pages.92-95)**. In addition to formal music classes, our students begin each day singing hymns in their classrooms.
- ii. The grammar school extended day offerings including music can be found in **Exhibit.50.Extended.Day.Schedule**.

- iii. Logic and Rhetoric students have the option of taking chorale as an elective.  
**Exhibit.50.Extended.Day.Schedule.**
- iv. The graduation requirements of Veritas Academy require ½ credit of music taught over the period of one school year. (**Exhibit.1.School.Policy.Manual.28.7-page.49**)

**E.5. Academic Evaluation and Assessment:** The academic program will be regularly evaluated by documented, annual administration of an appropriate, nationally recognized, standardized exam and other academic assessments that reflect classical pedagogy.

- i. Veritas Academy students take the ERB CTP (Comprehensive Testing Program) standardized test in the spring of grades 3, 6, and 9. Rhetoric school students take the PSAT in grades 10 and 11, the CLT10 in grade 10 and the CLT in grades 11 and 12. Most of our students also take the SAT for college application purposes.
  - a. **Exhibit.51.ERB.CTP.Score.Reports.2019-2023**
  - b. **Exhibit.52.PSAT.Score.Reports.2019-2023**
  - c. **Exhibit.53.SAT.Score.Reports.2019-2023**
  - d. **Exhibit.54.CLT.CLT10.Score.Reports.2019-2023**
  - e. **Exhibit.55.AP.Score.Reports.2019-2023**
- ii. Veritas Academy publishes standardized test results in the Annual Report each year for informational purposes. (**Exhibit.56.Annual.Reports.2019-2023**)
- iii. Veritas Academy uses test scores as a general indicator of the effectiveness of our academic program. The tests give a general idea of student progress, how our students are faring in relation to other norm groups and may help confirm learning difficulties among individual students. We do not have targets for student learning in relation to test scores.

**F. Faculty and Instructional Resources.** The school must have sufficient faculty, instructional, and facility resources to achieve its mission.

**F.1. Faculty Requirements:** The school must demonstrate that each of its faculty meet the school’s written requirements for the position(s) that they hold.

- i. **Exhibit.20.Teacher.Qualification&Retention.Data** shows a list of all teachers with years of experience, academic degrees, and courses taught.
- ii. **Exhibit.1.School.Policy.Manual.25.1-pages.36-37** is the school’s hiring policy.  
**Exhibit.1.School.Policy.Manual.25.6-pages.40-41** gives qualifications for teachers.
- iii. **Exhibit.1.School.Policy.Manual.25.6.B.n-page.41** requires that “all children of administration, directors, and full-time teaching staff (greater than two-thirds time) must be enrolled as full-time students at Veritas Academy” (allowing for some exceptions).
- iv. The Hiring Policy (**Exhibit.1.School.Policy.Manual.25.1.J-page.37**) requires all employees to clear a federal fingerprint criminal history background check

**F.2. Class Size:** The school must show that its program for assigning teaching responsibilities and its student-faculty ratio is consonant with its stated goals. ACCS expects schools to be consistent with their own policy. ACCS does not have a specified class size. Schools have adopted class sizes for enhanced marketing, for facility limitations, or for tradition. ACCS recognizes that the adopted class size has a direct correlation on teacher salaries.

- i. **Exhibit.1.School.Policy.Manual.28.13-page.52** states the Veritas Class Size Policy.
- ii. **Exhibit.69.Class.Lists is our list of enrolled students for 2023-2024.** Please note that first grade exceeds the class size limit. The overall class dynamics and the ability to have a teacher's aid assigned to the classroom has allowed the class to function well.
- iii. Because Veritas operates on a condensed day schedule (K-6<sup>th</sup> meets 8:00-Noon. and 7<sup>th</sup>-12<sup>th</sup> meets 8:00-1:35) prep periods are not designated for teachers. Grammar teachers are free to leave for home at 12:15 pm. Logic and Rhetoric level teachers generally have two 100-minute periods free over the first four days of the week (Monday through Thursday) and about two hours free on Fridays.

**F.3. Books and Ad Fontes:** An obvious love and respect for reading and books should be evident throughout the entire school's program. For example, there should be a wide variety of literature available to the students in classroom and/or school libraries.

- i. Veritas Curriculum Guides demonstrate a clear emphasis on reading and literature throughout the K-12 program. (**Exhibit.3.Grammar.Curric.Guide-pages.3-24, Exhibit.4.Logic.Rhetoric.Curric.Guide-pages.3-14**)
- ii. The At-Home Reading Lists (**Exhibit.70.K-6.Reading.Lists**) and Boni Libri lists (summer reading for 7<sup>th</sup>-12<sup>th</sup> grades -**Exhibit.71.Boni.Libri.Reading.Lists.7th-12th**) are provided to students to encourage the development of good reading tastes and habits. The books in these lists include the integration of history-based literature (historical fiction, biographies and historical non-fiction), as well as literary classics and other excellent books. Parents are required to read aloud to their children a specified number of books through 6th Grade. Students beginning in 1st Grade are also required to independently read a specified number of books each year at home.
- iii. The Headmaster regularly writes email blogs about the importance of reading for students and parents (**Exhibit.72.Headmaster.Blog-Reading -see page 3**). The Headmaster also provides a list of recommended books each December to parents from some of his personal reads of the past year. The primary aim of this list is to offer suggestions to parents who are not regular readers -so they might grow become more engaged with reading (**Exhibit.73.Book.Recommendations.2012-2022**).
- iv. The New Family Application and yearly Enrollment Contract, both require commitments from families to follow the At-Home Reading Lists and to set aside a daily reading hour in their homes. (**Exhibit.7.Admissions.Application-page 4 Exhibit.40.Enrollment.Contract-page 2**).
- v. Veritas Academy maintains in each classroom well-stocked libraries of grade level books for students to read and borrow.

**F.4. Teacher Development:** The school must have an established, ongoing teacher development program, which is consistent with the ACCS vision. This should include taking advantage of ACCS approved conferences, training, audio/video recordings, and/or materials.

- i. Teacher training meetings provided during summer orientation programs as well as during the school year. **Exhibit.57.Teacher.Training.2019-2024** shows topics/issues covered in August orientation and in twice-monthly teacher meetings from 2019-20 to 2023-24.
- ii. Veritas sends select teachers and administrators to an ACCS Teacher Training and/or ACCS Annual RTR Conference each year.  
ACCS Regional Teacher Training, Stonehaven Academy, Marietta, GA -July 2023, 9 attendees  
ACCS RTR Annual Conference, Pittsburgh, PA -June 2023, 3 attendees  
ACCS Regional Teacher Training, Rockbridge Academy, Rockbridge, MA -July 2022, 4 attendees  
ACCS RTR Annual Conference, Frisco, TX -June 2022, 3 attendees  
ACCS Regional Teacher Training, Logos School, Moscow, ID -July 2021, 6 attendees  
ACCS RTR Annual Conference, Frisco, TX -June 2021, 3 attendees
- iii. Required faculty readings for ACCS teacher certification are provided in **Exhibit.76.Teacher.Certification.Plan**. Periodic readings that were discussed and applied in teacher meetings are in **Exhibit.57.Teacher.Training.2019-2024**.

**F.5. Classroom Observation:** The school shall have written procedures that describe regular and ongoing supervision and classroom observation of all teachers. Policies should require written year-end evaluations for every teacher.

- i. **Exhibit.25.Staff.Handbook.page.37** gives the Evaluation./Personnel File Policy requiring that all teachers receive a written formal evaluation each year.
- ii. The Headmaster completed observations and evaluations for grammar school teachers. The assistant headmaster did observations and evaluations for the upper school teachers.  
**(Exhibit.26.Headmaster.Job.Description, Exhibit.79.Asst.Head.Job.Description)**
- iii. During the 2022-2023 back-to-school orientation in August 2022 all teachers (K-12) reviewed the Ten Pedagogical Essentials of Classical Christian Education (material adapted from C.A.P., Circe, and others). The Ten essentials were 1) Festina lente: Make haste slowly. Take the time to master each step along the way. 2) Multum non multa: It is better to master a few things than cursorily cover content that will soon be forgotten. 3) Repetitio mater studiorum –repetition is the mother of learning. 4) Learning is Embodied: The form is just as important as the content. 5) Songs, chants, and jingles: The most important content/skill we wish to create should be taught or reinforced with a song, chant, or jingle. 6) Wonder and curiosity: We should seek to impart a love for truth, goodness, and beauty by regularly modeling our love for that which is lovely. 7) Educational virtues: We should cultivate virtues of love, humility, diligence, constancy, and temperance in the lives of our students. 8) Scholé, contemplation, leisure: We should provide adequate time for reflection, contemplation, and discussion of ideas. 9) Docendo, discimus: By teaching, we learn. 10) Optimus magister bonus liber est: The great books contain enduring wisdom and excellence that shape students.  
  
The teachers discussed how they could practically apply each of these essential principles in their classroom.
- iv. Faculty observations and evaluations during the 2022-2023 school year involved four components.  
1) Multiple informal observations and meetings were conducted to discuss the teacher's

performance, students' learning, and classroom issues. New and newer teachers had more meetings and drop-ins than seasoned teachers. 2) Formal observations were scheduled and conducted for each teacher. The teacher was permitted to select the date and lesson for the formal evaluation. 3) A follow-up meeting was held to discuss the evaluation, provide feedback, and give suggestions for improvement. 4) Further follow-up drop-in observations and discussion were held throughout the remainder of the school year.

**G. Student Work Samples.** The school must provide sample student work **from all levels** along with the self-study.

- i. Assignments that show instruction in phonics. **Exhibit.59.Phonics.Samples**
- ii. Writing assignments from all levels. **Exhibit.60.Writing.Samples**
- iii. Poetry writing from all levels. **Exhibit.61.Poetry.Samples**
- iv. Assignments from Latin. **Exhibit.62.Latin.Samples**
- v. Assignments from Logic. **Exhibit.63.Logic.Samples**
- vi. Tests from all levels. **Exhibit.64.Test.Samples**
- vii. Assignments from Rhetoric I and Rhetoric II classes including senior thesis.  
**Exhibit.65.Rhetoric.Samples**
- viii. Photos of student artwork from all levels. **Exhibit.66.Art.Samples**

## **H. Exceptional Standards**

**H.1. Teacher Certification:** (Renewal Only) [The school must provide a record of the implementation of the school's teacher certification plan and the status of each teacher in that plan.]

- i. Veritas Academy Teacher Certification -status as of October, 2023

**Exhibit.75.Teacher.Certification.Progress**

Our teacher certification plan was submitted to ACCS Director of Accreditation for review and approval in 2018.

**H.2. Addressing Recommendations and Discrepancies:** (Renewal Only) Provide a letter from the school explaining the correction of each discrepancy and any action taken on each recommendation.

**Exhibit.80.Response.Feb.2019.Recommendations**

**I. State Guidelines:** See Appendix D in the Accreditation Handbook for additional requirements for these states:

Georgia School/GAPSAC- Georgia School Accreditation Addendum

GAPSAC Requirements and References

I. Library/ Media Center

- a. In clear realization of the increasing need of students to have computer skills in acquiring information, the school should implement and follow a plan to provide computers sufficient in number to give students instruction in accessing the Internet.
  - i. Veritas Logic and Rhetoric students are given instruction and review at the beginning of each school year in conducting Internet use for writing and research. The instruction includes Internet basics and online research basics. Students are provided the following handout during the instruction:  
**Exhibit.81.Accessing.Utilizing.Internet.Research**
- b. Internet use and access should be governed by the school in accord with the school’s philosophy and objectives.
  - i. The Computer Use Policy in the School Policy Manual includes a policy concerning computer use (**Exhibit.1.School.Policy.Manual.23.5-pages.28-29**)
- c. Each school should spend a minimum of \$30 per student or \$500 per year on library/ media center materials (whichever is less).
  - i. Veritas Academy maintains well-stocked classroom libraries of books for students to borrow. The chart below shows the amount spent the past three years on library materials.

School Year	Amount Spent
2021-2022	\$927
2022-2023	\$1,214
2023-2024	\$1,003

II. Required Standardized Testing

- a. Reports of this testing shall be included in the annual report to the accrediting organization to which the school belongs.
  - i. Students in 3rd, 6th and 9th Grades participate in standardized testing every spring. The ERB-CTP has been administered each year since the 2016-2017 school year. Results are reviewed and evaluated by the headmaster and teachers. Copies of student results are given to their parents.  
**(Exhibit.51.ERB.CTP.Score.Reports.2019-2023)**
  - ii. Veritas Academy students in 10th and 11th Grade participate in the PSAT every October. Rhetoric school students take the PSAT in grades 10 and 11, the CLT10 in grade 10 and the CLT in grades 11 and 12. Most of our students also take the SAT for college application purposes.

- a. **Exhibit.52.PSAT.Score.Reports.2019-2023**
  - b. **Exhibit.53.SAT.Score.Reports.2019-2023**
  - c. **Exhibit.54.CLT.CLT10.Score.Reports.2019-2023**
  - d. **Exhibit.55.AP.Score.Reports.2019-2023**
- iii. Veritas Academy publishes standardized test results in the Annual Report each year for informational purposes. (**Exhibit.56.Annual.Reports.2019-2023**)