

HIGH SCHOOL PORTFOLIOS**Philosophy**

Tying directly into CCA's mission statement, the Governing Board recognizes that the purpose of high school is to build upon an educational foundation that has been properly laid in the elementary and junior high school level. It is at the completion of high school that the student must have his/her basic foundation (spiritually, emotionally, academically, and socially) firmly in place in order to effectively function in a society hostile to God and His laws.

Many colleges look beyond student grades and test scores and desire individuals that have demonstrated commitment and passion beyond the classroom - especially highly selective colleges. An academic portfolio can help demonstrate the breadth and depth of your learning and provide insight into who you are as a person. What special qualities do you offer?

Requirements

The Governing Board has adopted the following suggestions for all high school students in grades 11th-12th:

1. It is strongly recommended that students maintain a current portfolio (electronically, aka ePortfolio or a hard copy) of his/her work. Work samples should be placed in the student's portfolio throughout the school year in any given year.
2. Portfolios should document and highlight a student's educational achievements: academic, club participation, awards, references, curriculum, leadership experience, etc.
3. Decisions as to what is placed in the portfolio should be a joint effort by the teacher and the student. In other words, a portfolio's contents should be a combination of the teachers choice, the student's choice and mutual agreement. The Academic Advisor or the school administrator or his/her designee will be available to help in this area.
4. According to HSLDA, "Many colleges now routinely accept homeschooled students, who typically present "portfolios" of their work instead of transcripts. Each year Harvard University takes up to 10 applicants who have had some homeschooling. "In general, those kids do just fine," says David Illingsworth, senior admissions officer. He adds that the number of applications and inquiries from homeschoolers is "definitely increasing."

5. Minimally, portfolios should contain work samples from all core curricular subject areas. Portfolios may include but is not limited to the following:
 - a. One (1) or two (2) pieces of written composition showing a student's ability to write.
 - b. Written assignments (this could also include student journals) or narrative descriptions showing understanding or levels of mastery in math, social science, science, and electives such as art, music, home economics, industrial arts, photography, etc.
 - c. Narrative descriptions of projects which were done in math, history, science, and/or electives. Narrative descriptions should include the type and or title of project, purpose of the project, a brief description of the project, and what grade if any the student received on the project.
 - d. Student made audio or video tapes of school projects.
 - e. Evidence showing computer competence in keyboarding, program applications such as word processing, desk top publishing, etc.
 - f. Letters, honors, and/or awards showing student achievement socially or academically. Letters of recommendations from pastors, teachers, school administrators or employers.
 - g. Test scores or other forms of assessment (PSAT, ACT or SAT) showing levels of academic achievement.
6. All portfolios should contain documentation on the description of a student's home school teaching environment, names of the courses that were taken, titles of textbooks and a current copy of grades.
7. Portfolios should be organized in such a way as to give the greatest glory to our Lord and Savior Jesus Christ.
8. Student portfolios are usually evaluated in three areas: content, presentation, effort.
9. Students need to be prepared to explain or defend a portfolio's content.
10. Students should also be aware that a well-maintained portfolio is not based on quantity but quality.

Policy adopted: August 10, 2000

Revised: April 15, 2004; November 18, 2010