

Loveland Master's Hand Homeschool Enrichment Program

2010-2011 - Welcome to our 8th year of classes!!

Policies and Procedures

Kathy Anderson, Director 970-396-7781 (cell) katherinesa@msn.com

Master's Hand is Structured to Serve You

- **Our teachers are independent contractors and choose their own courses and curriculum** - students are taught by enthusiastic teachers excited about the year of learning ahead.
- **Teachers sign a statement of their Christian faith proclaiming Jesus as Lord and the Bible as absolute truth** – our commitment to Christian values is unwavering.
- **A state-wide background check is completed for each teacher** - your children's safety is of utmost importance to us.
- **A director-appointed parent advisory board oversees the entire program.** Our board members for this year are Aaron and Shelly Vogel (970-532-0835), Cindy Haubert (303-774-8239), Carrie Matthews (303-776-2096), Laurie Johnson (970-532-4015), Christian and Kathy Anderson (970-396-7781)– prayer and wise counsel precede the decisions made at Master's Hand.
- **Master's Hand purchases our own liability insurance and pays a monthly fee to our host church-** we desire to be a blessing to the church in which our program meets.
- **We provide this wonderful registration packet full of vital information including policies, tuition schedule, and teacher contact information.** Please read it carefully and familiarize your children with policies and guidelines – we will try to communicate effectively to all parents, students, and teachers.

The Master's Hand Homeschool Enrichment Program Mission Statement

The Master's Hand is a Christian Homeschool Enrichment program offering outstanding classes taught by qualified, loving teachers. Our desire is to serve and support homeschool families on the Front Range. Our purpose is to impart knowledge, guide discovery, nurture Godly character, and show love to every student and family member. It is the goal of our staff to truly be an extension of the Master's Hand in the life of every student we teach.

**Loveland Master's Hand
Classes meet on Monday**
at
Faith Evangelical Church
2707 N. Wilson
Loveland



Parent Opportunity!

1. Close building at the end of the day (close windows, empty trash, check restrooms....).

Tuition for art class (one child) will be waived in exchange for closing the building. Contact Kathy Anderson for more details (katherinesa@msn.com)

REGISTRATION PAYMENT Registration is \$55.00 per family. Make your check payable to Master's Hand. This is due with completed registration form. **The registration fee is not refundable.**

TUITION PAYMENTS First tuition payment is the first day of class or at the open house. Elementary and middle school tuition is \$22 per month for each course taken. High school tuition is \$27.00 per month for each course taken. Tuition payments are due 8 times during the school year. Payments are to be made directly to the teacher (there is a file box with a file folder for each teacher) the first Monday of each month. **(No tuition is due in May)** The 32 class days are divided into eight sections each covering four (4) class periods. **See parent info (page 4) for tuition schedule.**

Please visit our website at www.mastershandhsep.com
Download the full registration packet and see class photos, too!!

Class Cancellations and Weather

There will be no rescheduling or fee reimbursement if classes are cancelled due to weather. We will follow the weather-related decisions of the Thompson School District. If classes are cancelled due to a teacher's absence, a substitute will be found. If this is not possible, families will be notified and class will be cancelled and tuition for the following month will be prorated.

Tuition Reimbursement

If you decide to withdraw your child/children from a class prior to the end of a month, there will be no tuition reimbursement for that month. If your child does not attend class for an entire month but you want his/her class slot held for future attendance, you must pay tuition for every month. **Tuition is not prorated due to student illness or family outings.**

Changing Your Schedule

In rare instances, there is sometimes a need to withdraw your child from a class. If you feel this is necessary, please follow these guidelines:

- 1- Pray and then speak with the teacher about the situation.
- 2- If you withdraw from the class, we must receive written notice (one copy to the teacher and one to Kathy Anderson). Tuition is expected until written notice has been received. E-mails are acceptable.

Adding classes after the beginning of the school year may be done with permission from the teacher. Please notify the teacher and Kathy Anderson in writing if classes are added.

Note of Thanks

All classes run for a full academic year. The teaching staff is sincerely grateful to those families who fulfill the year long commitment to the classes their children attend. It is very difficult for teachers and classmates when students discontinue a class (we really miss them!).

High School Classes

We are offering several high school courses. These classes may be taken for credit. Individual teachers will give a suggested number of credits for each class. **Parents will be responsible for determining actual credit for each course.**

Materials

Please have students bring a backpack or book bag, labeled with their name, to every class. All other materials will be provided unless otherwise noted in the class description. It is also a good idea to bring paper and pencil each week. Individual class descriptions will indicate if materials fees are required. If such a fee is due, it may be paid with the first month's tuition or at the open house in August. **Please do not pay materials fees with your registration.**

Lunch

Students who remain with us for lunch will need to bring a sack lunch. Lunches can be left in the fellowship hall upon arriving for classes in the morning. **Students do not have access to kitchen facilities or a microwave. Please send water to drink so that spills will not damage the carpet.** A staff member will supervise during lunch. **Absolutely no food is to be eaten in any room other than the gym.** **Due to liability issues, students are not allowed outside during the lunch period unless there is an adult with them.** Parents are welcome to join us for lunch.



Student Safety

It is critical that we have students in a supervised setting at all times. The safety of your child/ren is of utmost importance to us.

1. **If your child/ren have an hour without a scheduled class, you must be with them.** The the David room is available for a study hall room. **Parents using the study hall at the same times are welcome to work out a rotation schedule.** Staff members are not to be asked to supervise children that are not enrolled in their class.
2. **Students waiting to be picked up must wait inside the church entry way; not outside.** Even with parent 'permission,' students are not allowed to leave the campus during their school day. If students choose to disregard this rule, they will be asked to discontinue the program.
3. **It is important for students to sign in when they arrive for classes (parents need to sign in for students under 8 years of age). Signing out is only necessary if a student leaves early. The sign-in sheet is located at the entrance of the church.**
4. Emergency evacuation procedures will be explained by the teachers during the first few weeks of class.

Master's Hand Student Conduct

Our young people do a great job of respecting others and behaving in ways that are pleasing to the Lord! Please continue to be mindful that our dress and our conduct are ways of serving God and honoring others.

When attending Master's Hand classes, all students need to follow these rules:

1. Clothing must be modest. No spaghetti straps or stomach areas showing between pants and shirts, underclothing should not be visible, shorts and/or skirts should be knee-length, and no hats or caps in class. It is our goal to do everything to the glory of God (I Cor. 10:31), not conform to this world (Rom. 12:2) and not cause others to stumble (Rom. 14:13).
2. Physical actions/language (absolutely no profanity allowed) should be appropriate for church activities.
3. Do not use unauthorized rooms or the stage.
4. Do not bring sharp objects to school (including pocket knives).
5. Due to several instances of gum on the church carpet, no gum is allowed on campus.
6. Food is to be eaten outside or in the gym only. Please remember that only clear liquids should be brought inside the church building.
7. **Please do not bring bikes, roller blades, or skateboards to Master's Hand** unless you have an adult to supervise. Absolutely no 'trick' riding allowed.
8. Please do not use the church phone. Kathy Anderson has a cell phone for any student needing to make a necessary call.
9. Students need to be prepared for class and ready to learn. This includes bringing all completed homework, books and materials each week.

CHEC (Christian Home Educators of Colorado) Guidelines

According to CHEC, enrichment classes do count toward each students required instructional hours. You, the parent, may choose how your child's schooling is accomplished. Classes do not have to be taught by certified teachers in order for you to credit the hours to your child/children's instructional time. Parents are responsible for all documentation of hours.

We Need Substitutes!

When teachers are ill or need to be away we would like to have substitutes instead of canceling classes. We are trying to generate a list of people who would be willing to substitute. Subs will be paid for the classes they teach. Teachers will provide lesson plans and activities for the day. If you would be interested in subbing for us, please email Kathy Anderson at katherinesa@msn.com, or indicate it on your registration form. All subs must complete a teacher application and agree to a background check.

Loveland Teacher Information

**MASTER'S HAND
2010-2011
Parent Information Page!
(tear it off and put it on
the refrigerator door!)**

Name	Teacher	Phone	E-Mail
Anderson	Kathy	970.396.7781	katherinesa@msn.com
Butler	Julie	720.652.6426	jbutlerteamcolorado@hotmail.com
Kleeman	Beth	970.663.4463	awack@mail4me.com
Shattuck	Jeannie	970.461.1342	musicstagejs@yahoo.com
Vogel	Aaron	970.532.0835	savogs@comcast.net
VonSeggern	Alice	970.532.5254	vonsegg@msn.com
Weinmaster	Eric	970.223.7429	eweinma@celestica.com



Loveland Tuition Schedule

Tuition Due	Sept 13	Oct. 4	Nov. 1	Dec. 6	Jan 3	Feb 7	Mar 7	April 4
Dates covered by tuition	Sept 13	Oct 11	Nov 8	Dec 13	Jan 24	Feb 21	Mar 21	April 25
	Sept 20	Oct. 18	Nov 15	Jan 3	Jan 31	Feb 28	Apr 4	May 2
	Sept. 27	Oct. 25	Nov. 29	Jan 10	Feb 7	Mar 7	April 11	May 9
	Oct 4	Nov 1	Dec 6	Jan. 17	Feb 14	Mar 14	April 18	May 16

Hot Lunches!
(served the 2nd week of each month)

Sept. 20 – pizza
Oct. 11 – hamburger
Nov. 8 – burrito
Dec. 13 – pizza
Jan. 10 – hamburger
Feb. 14 – burrito
March 14 – pizza
April 11 – hamburger
May 9 – burrito

There will be an envelope in Mrs. Anderson's room the first week of each month. Please fill out the order form and place payment (cash only) in the envelope.

School Calendar

Sept. 9 – 3-5 pm, Field Day, bring a snack to share, visit with old friends, make new friends, and play some games-Kroh Park-behind the Habitat Thrift Store on Hwy 287

Sept. 13 – First day of classes

Nov. 22 – Thanksgiving Break

Dec. 20 and 27 – Christmas Break

March 28– Spring Break

May 16 – Last day of classes

Two opportunities to meet teachers, ask questions, and see curriculum!

May 10, 2010 – 2:45-4:00 pm, class preview day - Register early before classes fill!
August 28, 2010 – 9-11 am, Fall Open House

Faith Evangelical Church
2707 N. Wilson

Loveland Master's Hand Class Schedule for 2010-2011

Student ages are noted under the course title followed by the teacher's name.

	Gym	Daniel	Moses	Ruth	David-north	Joseph	David-south
9:00-9:55		Middle Sc. Grammar & English 11-14 VonSeggern	Marine Biology (class begins at 8:30) 13+ Vogel	Cultures & People of The World 8-12 Kleeman	Study Hall (parent or other adult must be present)	Adventures In Art Level 2 12-18 (H.S.Credit Option) Anderson	Music Stage Choir 5-12 Shattuck
10:00-10:55		High School English 14-18 VonSeggern	General Science 11+ Vogel	Fun With Numbers 8-12 Kleeman	Study Hall (parent or other adult must be present)	Adventures In Art Level 1 5-10 Anderson	
11:00-11:55	P.E. 13+ Vogel	Upper Elem Grammar & English 9-11 VonSeggern		3-2-1 Liffoff 5-8 Kleeman	Study Hall (parent or other adult must be present)	Adventures In Art Level 1 7-17 Anderson	
12:00-12:25	Lunch						
12:30-1:25	P.E. 5-8 Vogel	Speech 13-18 VonSeggern		Logic & Strategies 11-13+ Kleeman	Study Hall (parent or other adult must be present)	Adventures In Art Level 1 7-17 Anderson	Theatre 8-12 Butler
1:30-2:30	P.E. 8-12 Vogel	Middle Sch. Creative Writing 11-15 VonSeggern	General Business 12+ Weinmaster	K'Nex 6-9+ Kleeman	Study Hall (parent or other adult must be present)		Theatre 12+ Butler

Classes are filled on a first come, first served basis. Register early!!

Course Descriptions

Teachers are listed in alphabetical order

Contact the teacher for permission to enroll students who do not fit the class age range.

Kathy Anderson has a bachelor's degree in education and holds a current Colorado teaching certificate. She has been teaching for 26 years. Her classroom experience includes public school, private school, private tutoring and 12 years with Master's Hand. She has also completed 2 years of instruction in the 'One Stroke' method of acrylic painting. She counts it a blessing to be in her 13th year of homeschooling! 970-396-7781 (cell), katherinesa@msn.com.

Adventures in Art – Another year of fun!! This year we will create all new projects with an emphasis on the elements of design (line, color, value, shape, form, texture, and space) and color theory. We will also delve into a bit of art history and discover the lives and works of Catlin, Eakins, Bierstadt, Copley, Cole, Arcimboldo, Rousseau, and Warhol. Projects will include masks, 3-D drawings, 'food' flowers, a textured aspen grove, bleach flowers, mosaic designs, Op Art, symmetrical paper portraits, magazine 'echoes', a pop-out coral reef, and more. Students will experience a wide variety of art medium including acrylic paint, watercolor paint, oil pastels, colored pencils, markers, bleach, and 3D O's when creating their designs. I can't wait for another year of guiding your children through the world of art and seeing their creativity blossom! Each year I continue to be impressed by student's amazing work! Class minimum is 8 students and maximum is 20 students. The materials fee is \$20.00. Each student needs to supply a plastic 'pan' set of watercolor paints (Prang is best). If you have a set of oil pastels from last year, we will use them too. If you don't have oil pastels, I will supply crayons.

Level 1 classes (10:00, 11:00, 12:30) – We will complete all projects listed in the above description. Older students will be given the option of completing a more advanced version of many of the pieces. Younger students (age 5 and 6) must have sufficient eye/hand coordination (copying basic shapes from the board and following directions) to complete projects without individual assistance.

Level 2 class (9:00) – This class is geared for older students (age 12-17). In addition to the projects listed above, they will complete pieces using tessellations and Huichol Yarn Painting. Students will also be expected to complete the advanced version of each project. For those wanting to assign high school credit, I will supply a list of topics for an essay or short paper. It is suggested that 2-3 papers be completed throughout the year. I will comment on the content of each paper but will not be addressing writing skills. The monthly tuition for this class is \$22/month.

Julie Butler-I'm returning for my fourth year as the theatre instructor at Master's Hand in Longmont and my second in Loveland. I'm a homeschooling mom and an actor/singer. I have onstage experience both locally and across the U.S. in musical theatre and as a vocalist. I continue to hone my craft by auditioning, performing and taking workshops related to acting, singing and choreography. You can regularly find me performing locally at the Jesters Dinner Theatre in Longmont. My desire is to show young people how they can use and develop their talents to honor God and share His message. Home: 720-652-6426. Cell: 720-581-0385. Email: jbutlerteamcolorado@hotmail.com.

Theatre for 8-12 year olds-We will begin the year emphasizing acting techniques through FUN theatre games. Our focus will be stage presence, spontaneity, improvisation and creativity. The goal will be to grow in these areas and develop skills in being an "honest" actor. Later in the year we will build upon these foundations as we move into performance mode by working on our Spring Performance piece. The script choice will be dependent upon casting and class size. Some possible choices will be: 'Everyone', by David Chase, 'No Wrong Answers' by Warren Sager and 'The Complaint Booth' by Jack Kurtz. You may email me and request a summary of each of these titles.

Homework will consist of script memorization for performances. Performances will likely take place at Jesters Dinner Theatre in Longmont. Required supplies: 3 Ring notebook, paper and pencil. Students will be responsible for acquiring their costumes and props with assistance from instructor. Materials fee: \$10

Theatre for 12+ -This class will explore the same dramatic aspects through theatre games as the younger class. We will also build upon these foundations as we move into performance mode with a full length play script from Award Winning Los Angeles Christian playwright, Sandy Boikian. I'm extremely excited to work with Master's Hand students on her plays. Options I'm currently favoring are, 'Exit Smiling', Cast Size: 12 (7 F, 4 M, 1 F or M) and 'Not of This World', Cast Size: 13 (5 F, 2 M, 6 F or M). Enrollment will be based on instructor approval and when the casting is filled I will not be able to accept more students. Early enrollment is suggested if interested in this class! For more information on these scripts and this playwright, please visit: <http://christiantheatrescripts.webs.com/> Homework will consist of script memorization for performances. Performances will likely take place at Jesters Dinner Theatre in Longmont. Required supplies: 3 Ring notebook, paper and pencil. Students will be responsible for acquiring their costumes and props with assistance from instructor. Materials fee: \$15

Beth Kleeman I have a BS from CU and am a former EMT Paramedic having instructed at Front Range and Colorado Mt. College. I've taught 30 day Wilderness Experiential Education Courses in several states and Canada with Outward Bound and similar organizations. This is my 4th year at Master's Hand in Loveland and my first year in Longmont. I've done 12+ years of co-op teaching through the 12 years of homeschooling my 5 children. I love to teach through experience...hands on...see 'it', feel 'it', do 'it'.

3-2-1 Lift Off is a NASA curriculum designed to introduce basic rocketry through Science, Language Arts, Math, and Technology activities. Using hands-on lessons, basic information into rocketry and an introduction to International Space Station will be covered. We'll explore how the ISS was developed and process to its completion. Through cutting, pasting, interspersed stories, and videos we'll learn how things work in space. Ages 5-8. Class size 5-16. Materials fee is \$25.00. Materials required: folder for projects, crayons (colored pencils or markers), scissors and a glue stick and pencil.

Cultures and Peoples Around the World – In this class we will map out the world learning of each culture's needs, resources, their language, foods and traditions, as well as faiths and Christian influences. This will include outside reading to share with the class, and opportunities to pray for the people we study. Hopefully we'll experience some food and song and maybe even dances depending on student involvement and interest. Journaling will be encouraged with recommended purchase of Walking with God: The Young Person's Prayer Diary published by YWAM. Every child should be building a foundation for an active prayer life, one that goes beyond reciting a wish list. Keeping a prayer journal is an amazing tool to help one walk closer to God and mark your journey. Come join our adventurers exploration of God's world. Ages 8-12. Class size 6-20. Material fee: \$10.00 (copies and supplies). Required materials: folder for projects loose-leaf paper, pencil, color pencils, scissors, and glue sticks.

Fun With Numbers – We'll play tons of math games such as 'MATH IT' and Dominoes to work on money, measurements, fractions, percent, decimals, graphs and especially math facts (including multiplication and division). This is a great supplement for any of your math programs at home. This will be the 3rd year for this class but this year we will boost the level of difficulty. I will continue to add more fun and games – some of which your child may create and bring home! Come join us for a fresh look at math concepts. Ages 8-12. Class size 5-16. Materials required: folder or binder with paper, 1 package of colored paper, crayons (colored pencils or markers), scissors and a glue stick, and pencil. Material fee for copies: \$5.00.

K'Nex is a fun and educational class that requires no prior experience. We learn to work as a team while using our leadership skills to conquer challenging projects. Some will use 'blueprints' for the 1st time. Creativity is enhanced with 'make it larger' or 'more stable'. We will sharpen our Elementary Math and Geometry skills with projects including: Simple Machines, Bridges, Transportation vehicles with electric motors, Towers, and a favorite – Race Car Competition. Projects will be geared towards students' skill level, interest and time limitations. 2 competent k"Nexer High School student assistants needed. Please contact me ASAP if you would like to help. Ages 6+. Class size 6-20. Material fee: \$12.00

Logic and Strategies - Join us for lots of fun and skill building with games! We will develop your game strategy, budget your resources, learn to be patient while you move to carry out your agenda, work as a team, and seek wisdom and counsel in making the 'Big' decisions. These games will develop such skills as problem solving, resource management, summarizing and explaining information, social interaction, reading for details, and following directions. Such games as Omega Expedition, Settlers of Catan, Enter In, and more will be played. I will be taking suggestions as well. Some of the games will take more than 1 class to complete. Ages 11+ (adults welcome). Class size 4-16. Material fee \$10.00 (to add new games). Materials required: notebook and pencil.

[Jeannie Shattuck](#) has been teaching children's choirs in churches, private schools, and internationally for over 30 years. She has shared her passion for music with children from pre-school to eighth grade, leading both polished performance choirs in concert and neighborhood kids at convalescent homes. Her heart's desire is to share God's love through music to those she teaches and to those who hear. Whether directing choirs as massive as 250 elementary children or as intimate as five down syndrome little ones, Jeannie makes music come to life as she teaches kids to "make a joyful noise." 970-461-1342 or musicstagejs@yahoo.com.

THE MUSIC STAGE Choir - The Music Stage is the Master's Hand's elementary choir. All that is required is a heart that wants to sing. Children from kindergarten through sixth grade are welcome to join us. We will be preparing four musical programs throughout the year which we will share with seniors in our community and then again with our families and friends. Each program will include some drama/choreography to enhance our music - thus our name, the Music Stage. This year we will enjoy singing and learning about American folk songs, Black spirituals, some classics (with lyrics), and Christmas carols. Come ready to have fun as we make a joyful noise. No grumpy faces allowed. Age range: 5 to 12 years of age. Class size: 12 to 30 children

[Aaron Vogel](#) - I have a BS in education with Majors in Biology, Physical Education and Health and a minor in theology and coaching certifications in many sports. I also have a degree in sports medicine. I taught Biology, Physical Education and Health at a Christian academy in Minnesota for 6 years and have coached college, high school and club soccer for 8 years, track and field for 5 years and gymnastics for 4 years. Another experience has been teaching Adventure Safaris, a science cam school for home school coops. I enjoyed taking students on marine biology studies in Belize and the Bahamas. savogs@comcast.net 970-532-0835

SHARP ARROW EDUCATION "Children are like sharp arrows in a man's hand." Psalm 127 Those arrows should be sharp and stick to their target. I aim to sharpen young people's minds, and shoot them straight to Christ.

By Aaron Vogel

Discover General Science in the Bible: *New Focus* This is a general science course. I will be following the units in the **Apologia general science** book. A special emphasis will be put on the use of scripture by looking up verses when they apply to the topic. A unit example would look like this: Read how the eye is referenced in scripture. Study the text on the eye and sight. Dissect the eye. We could then conclude that the eye is powerful, should be guarded and fixed on Jesus and sight is a miraculous gift. Many, but not all of the labs, in the text will be included along with dissections, simulations, group activities, videos, teaching and discussions. Reading, studying and testing will be done at home. Go to www.apologia.com for outline. Textbook needs to be purchased by each student and brought to class every week. Age range: 11 and older. Class size: minimum 10. Materials fee: \$40.00

Exploring Creation through Marine Biology - In order to take this course, students must have completed a first-year biology course, preferably Exploring Creation With Biology. This course concentrates on marine wildlife and marine habitats. It provides a survey of members of each biological kingdom that live in marine environments. The student will learn about the microscopic organisms that make life in the ocean possible, including details about their interesting habits and life cycles. The student will also learn about the anatomy of many macroscopic marine creatures such as clams, starfish, and sharks. The student will then learn how these creatures and their physical surroundings form marine ecosystems such as intertidal zones, estuaries, coral reefs, continental shelf communities, epipelagic communities, and deep-ocean communities. The course ends with a study of marine resources and our relationship with the sea. I will be using the Apologia text. Go to www.apologia.com for additional information. Textbook needs to be purchased by each student and brought to class every week. Minimum 6 students. Tuition= \$45/mo. Materials fee is \$75 and includes use of the companion CD and CD-Rom resources in class.

Marine biology trip: Summer 2011. This is an optional snorkeling and diving trip to study and experience the marine environment. I have led trips to the Bahamas and Belize and will be trying for one of these unless I find a better option. Scuba certification will be completed here so that time is not taken out of the trip for this. I am praying for a chance to help a mission for a few days while we are there. An experience of a lifetime for sure.

Details will depend on number of students.

Physical Education: P.E.ME - Who's ready for P.E.? "Everyone in your spots"

Every child should be building a foundation for an active, healthy life; one that glorifies Christ with the gift of their bodies. All physical education classes are designed to develop strength, balance, flexibility and coordination through fun warm up routines, games and stretching. Then each quarter two or three organized games or sports will be taught. Soccer, Tinickling, kickball, volleyball, team handball, wall ball, ultimate frisbee, frisbee golf, golf swing, flag football, basketball, jump roping, circus, beanbags, driveway games, orienteering, badminton, cup stacking, and more! Specific skills will be broken down and games and fun drills will be played to put these skills into action. One game or sport will be taught each quarter that is great for home play so that the student can organize and participate at home with family or with friends. Part of physically educating them is teaching them about amazing ways God has designed their bodies to perform physically. Muscle physiology, training principles, body facts, safety and recovery include a few. As the students are having fun being challenged, scriptural principles like perseverance, forgiveness, encouragement, self control, running the race, working hard, God's strength vs. our own, working as a unit, aiming high, and many more will be applied. P.E. should be taught from a Biblical world view too! You do not get that from rec. programs, options, or the local fitness or gymnastics center. Please consider that each unit is taught over three years with emphasis given to one phase. Year one: basic skills. Year two: team, and individual strategy. Class size: min. 10. Max. 25. Ages. 5-8, 8-12, 13 and up. Materials fee: **\$10**.

Alice Von Seggern has been teaching with Master's Hand and in the Berthoud area for many years. She received her teacher's certificate from the University of Northern Iowa and has been home-schooling her own sons for the past twelve years. She and Brad have two sons and six exchange-student daughters and sons. Alice has loved having the opportunity to teach in a Christian environment and to share the excitement of learning with your children. Home phone # 970 532-5254, cell # 303 746-0648, email vonsegg@msn.com.

English/Grammar for Upper Elementary is a wonderful chance to prepare your child for writing and English in upper grades. It teaches a variety of skills, including report writing, grammar, diagramming, etc. We play games, have contests, and make English fun. Kids love the class and gain the foundation for success with as they move to upper grades. This class covers an entire year of curriculum, so homework will be assigned. There is a \$40 material fee and the class is offered to children ages 9-11.

Middle School English/Grammar is a must-take class for students age 11-14. It teaches all aspects of grammar in a fun, easy-to-learn format. We have games, prizes, and do lots of class exercises to ensure mastery in English skills. The class covers an entire year of curriculum, lightening the load for parents. The students will get semester evaluations. There is a \$40 materials fee and homework is required most weeks.

High School English covers one the high school requirements for graduation. It includes a full year of English curriculum including, some writing, grammar, usage, diagramming, etc. We have fun together, play games, share ideas, and have treats and prizes. Assignments are given most weeks, work is checked, and evaluations are given at semester. There is a \$40 materials fee for this class offered to ages 14-18.

Creative Writing for Middle School is a great way to get kids excited about writing. We have a terrific time getting our ideas down on paper and sharing them. We will use the textbook, "Jump In" and the materials fee will be \$30. Kids will need paper, pencils, a writing folder and will be given assignments most weeks. The class is offered to students ages 11-15. Evaluations are given at the end of each semester.

Speech covers another graduation requirement and is a fun way to get kids comfortable presenting topics to a group. The class is offered for students ages 13-18 and will have a \$25 material fee. We will have a great time sharing ideas and topics. Students will have homework and evaluations will be given.

Eric A. Weinmaster - Eric holds a BBA in Finance from the University of New Mexico and an MBA from Colorado State University. He has 19 years professional experience as a Senior Financial Analyst in banking and corporate finance. Eric was certified to teach at the University of Phoenix and has taught numerous seminars on finance and financial planning for adults as well as several Sunday School classes at Church for kids ages 5-15. This will be Eric's second year at Master's Hand. Home phone 970.223.7429. Cell phone 970.215.1192. Email: eweinma@celestica.com, shericwein@comcast.net.

General Business Fundamentals for kids ages 12+. Content will teach kids from the basics of cash management (keeping a checkbook) to the complexities of how a bank or manufacturing company operates in today's global environment. Student's will learn about marketing, supply chain, accounting, operations and management. Students will create and "run" their own business through the application of the topics covered in class. Managing money/business from a Godly worldview will be taught as THE most important core concept of business principles. Prerequisites: basic math understanding, willingness to learn, ability to gain controlled access to the internet (or local newspaper preferably) for current events. There will be one hour per week (max) spent on homework and class preparation (research/homework). Book(s): first semester - Common Sense Business for Kids by Kathryn Daniels \$8-\$10, second semester - Whatever Happened to Penny Candy? By Richard Maybury \$15 – both can be obtained at Amazon.com or Bluestocking Press etc. I will order all books to receive the group discount and to make sure all kids receive books at the same time. Age range 12+. Student minimum 5 - maximum 15. General supplies to be provided by the students - pens, pencils, calculators (general not "Business" specific). No material fee. 1 high school credit may be awarded by the parent.

Loveland Master's Hand Registration Form Date _____
 Please mail completed form to Master's Hand, 1151 Eagle Dr. #210, Loveland, CO 80537

How did you hear about Master's Hand? website ___ friend ___ enrolled ___ other _____

Parents' Name _____ Home Phone _____

Address _____ City _____ State _____ Zip _____

Father's cell phone _____ Mother's cell phone _____

Home Email Address _____ (most communication is done via e-mail)

Registration Fee: \$55 per family. **Reg. fees are nonrefundable.** Registration fees are paid to Master's Hand. Tuition payments are paid to each teacher. Your first tuition payment is due the first day of class or at the open house.

Tuition Rates:
 \$22 per month, per course for elementary and middle school classes.
 \$27 per month, per course for high school classes (\$45 for Marine Biology)

Student Name	Birthdate and Age	Grade (Fall of 2010)
1.		
2.		
3.		
4.		
5.		

In the grid below, list classes for student #1 in the first row, student #2 in the second row....Attach extra sheet for more students.

9:00 class	10:00 class	11:00 class	12:30 class	1:30 class
1. Class Title:	Class Title:	Class Title:	Class Title:	Class Title:
2. Class Title:	Class Title:	Class Title:	Class Title:	Class Title:
3. Class Title:	Class Title:	Class Title:	Class Title:	Class Title:
4. Class Title:	Class Title:	Class Title:	Class Title:	Class Title:
5. Class Title:	Class Title:	Class Title:	Class Title:	Class Title:

The Master's Hand Homeschool Enrichment Program- Waiver of Liability
(one form per family)

Health and Accident I/We the parents of _____ release the faculty, director and staff of Master's Hand Homeschool Enrichment Program from liability for damages or injuries resulting from my/our child's participation in all normal program activities. I/We will not hold the faculty or staff of Master's and Enrichment Program or Faith Church responsible, either jointly or severally, for injuries that result from my/our child's participation in Master's Hand.

Discipline I/We understand that the purpose of attendance at The Master's Hand Enrichment program is to enrich my/our child academically. I/We understand that if my/our child is disruptive during classes, the other children are not able to benefit from the instruction. The Faculty and/or Staff may find it necessary to notify me/us that my/our child should be sent home if this situation occurs. If disruptive behavior continues, the Faculty and/or Staff may require expulsion of my/our child from the class(es) he/she may be enrolled in at that time. I/We understand that if expulsion is required, program fees will be prorated from the day my/our child was expelled with the remaining balance returned to us/me within 30 days following expulsion.

Emergencies In case of emergency, I/we understand that every effort will be made to contact the persons listed below. I/We hereby authorize the Master's Hand Enrichment Program Staff, and/or a physician selected by the staff, to secure an indicated treatment, including hospitalization, to safeguard the welfare of my/our child. I/We will accept responsibility for all expenses incurred in treatment.

Permission Granted In signing this form we give Master's Hand permission to use photos of our child/ren in school yearbooks, curriculum, or publications for advertising purposes.

In case of an emergency, please contact:

Name _____ Phone _____

Name _____ Phone _____

Health Insurance? Yes or No Carrier _____ Policy # _____

If your family does not carry health insurance, please sign the health insurance waiver on page 12

Family Doctor/Pediatrician _____ Phone _____

Known Allergies _____

Individuals Authorized to Pick-Up my/our child/ren, other than parent:

Name _____ Phone _____ Relationship to child _____

Name _____ Phone _____ Relationship to child _____

Please note any other information that would enable us to provide the best education possible for your child/ren.

Master's Hand P.E. Waiver of Liability (one form per family)

To the best of my knowledge, I am in good physical condition and fully able to participate in P.E. and outside sporting events (field trips for high school P.E. students). I am fully aware of the risks and hazards connected with the participation in this event, including physical injury or even death, and hereby elect to voluntarily participate in said event, knowing that the associated physical activity may be hazardous to me and my property. I VOLUNTARILY ASSUME FULL RESPONSIBILITY FOR ANY RISKS OR LOSS, PROPERTY DAMAGE, OR PERSONAL INJURY, INCLUDING DEATH, that may be sustained by me, or loss or damage to property owned by me, as a result of participation in this course.

I hereby RELEASE, WAIVE, DISCHARGE, AND COVENANT NOT TO SUE, Master's Hand, their Board, their director, P.E. ME, Faithv Church, their officers, servants, agents, and employees (hereinafter referred to as RELEASEES) from any and all liability, claims, demands, actions and causes of action whatsoever arising out of or related to any loss, damage, or injury, including death, that may be sustained by me, or to any property belonging to me, while participating in physical activity, or while on or upon the premises where the event is being conducted.

It is my expressed intent that this release and hold harmless agreement shall bind the members of my family and spouse, if I am alive, and my heirs, assigns and personal representative, if I am deceased, and shall be deemed as a RELEASE, WAIVE, DISCHARGE, and CONVENTION TO SUE the above named RELEASEES. I hereby further agree that this Waiver of Liability and Hold Harmless Agreement shall be constructed in accordance with the laws of the State of Colorado.

In signing this release, I acknowledge and represent that I HAVE READ THE FORGOING Waiver of Liability and Hold Harmless Agreement, UNDERSTAND IT AND SIGN IT VOLUNTARILY as my own free act and deed; no oral representations, statements or inducements, apart from the foregoing written agreements have been made; and I EXECUTE THIS RELEASE FOR FULL, ADEQUATE AND COMPLETE CONSIDERATION FULLY INTENDING TO BE BOUND BY SAME.

Student Signature

Student Printed Name

Student Signature

Student Printed Name

Student Signature

Student Printed Name

Date all P.E. classes and extra events promoted by Mr. Vogel held at or outside the church facility
Event

Parent's Signature
(If under 18)

Parent's Print Name

Master's Hand Health Insurance Waiver

Master's Hand encourages you to evaluate your own health and disability insurance to determine if you have adequate coverage for any injuries your child might sustain while at Master's Hand or participating in Master's Hand activities, including P.E. and field day. Please be advised that Master's Hand does not carry insurance for your child on your behalf. Master's Hand has no liability for injuries that occur during classes, prior to classes, after classes or during any Master's Hand classes or activities.

I have read and understand this information.

Student(s) Name _____

Parent/Guardian Signature

Date

Note: Colorado Child Health Plan (CHP+) is a low cost health insurance plan for Colorado's uninsured children, 18 and under, whose families earn too much to qualify for Medicaid but cannot afford private insurance. To find out more about CHP+, call (800) 359-1991 or visit www.cchp.org.

We agree to the payment of fees associated with The Master's Hand Enrichment Program and agree to pay each month's tuition on or before the designated date. We also agree to abide by all Master's Hand policies explained in this packet and have read and understand each section. Failure to abide by these policies may result in the expulsion of our student(s).

Parent's Signature _____ Date _____

Student's Signature _____ Date _____

Student's Signature _____ Date _____

Student's Signature _____ Date _____

Student's Signature _____ Date _____

Student's Signature _____ Date _____

The Master's Hand Homeschool Enrichment Program shall not discriminate against any employee or employee-applicant, or against any student applicant because of race, color, gender, or national origin.

**Please return pages 11-14 and your registration fee (\$55 paid to Master's Hand) to
Master's Hand, 1151 Eagle Dr. #210, Loveland, CO 80537**

Note: The above waivers are required by our insurance company. We apologize for any inconvenience.