

**Faith Christian School
Student Handbook**

2018-2019

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Dear Parents and Others Interested in Christian Education,

Thank you for your interest in Faith Christian School. We trust that this handbook will acquaint you with some of its philosophies and procedures. It is essential for parents and students to be familiar with its contents as the school will be operated according to it. If you have further questions after reading this handbook, please feel free to contact the school at 320-294-5501.

Faith Christian School (FCS) came into being in 1978, as a result of faith, specifically the prayers of Christian parents and other friends of Christian education. We are interdenominational in board and staff. Our average class scores on achievement test are well above the national averages.

FCS exists to aid Christian parents and churches in fulfilling a God-given mandate to "train a child in the way he should go" (Proverbs 22:6). In Deuteronomy 6:5-7, parents are commanded to teach their children the commandments of the Lord throughout the entire day and through the experiences of their lives. Because most parents cannot be with their children during the hours of their formal education, it is essential that parents take the responsibility for knowing who is teaching their children and what is being taught.

FCS offers a strong academic program in a Christian environment. Strong academic standards are maintained by the use of qualified staff and quality curriculum materials. We primarily use Logic of English, Deep Roots, Bob Jones and ACSI curriculum in the classroom. These are Christian programs, produced by Christian. We also use Saxon math, Houghton-Mifflin, and various novels.

The Christian environment at FCS is maintained by employment of committed Christian staff members, daily devotions, bi-weekly chapel services, rules regarding unscriptural conduct, a student pledge for students in grades 7-12, and an admission policy which requires that the parent and student support the school's policies.

FCS is committed to reinforcing the basic beliefs and values of the Christian home and church. We believe in Christian training to help prepare young people for a life of kingdom service.

PHILOSOPHY

We believe that what is taught at FCS must be based on truth. Since the Word of God is absolute truth (John 17:17), then it is only reasonable that it be our foundation. We believe that all truth, whether historical, scientific, moral, etc., is God's truth. His truth, as found in the Bible, is absolute and unchanging.

This does not mean that all knowledge is found in the Bible. The Bible is not a science, history, or math book, but when it touches on these subjects it is 100% accurate. Therefore, the word of God is our filter and instruction manual for what is taught as well as methodology and discipline in the classroom.

We strive to teach each subject from a Biblical viewpoint while encouraging students to do their best to the glory of God. Our goal is to prepare the student with a Biblical worldview while equipping them to carry out God's direction for their lives intellectually,

spiritually, physically and socially (Luke 2:52). Therefore, we make every effort to integrate the Scriptures throughout the curriculum.

MISSION

Faith Christian School is an interdenominational Christian school providing quality, Bible-based academics in a loving atmosphere.

VISION

To develop and strengthen Faith Christian School to be a dynamic resource for our community by preparing students academically, spiritually, and socially to respond to God's call for their lives and thus impact their community for Christ.

CORE VALUES

1. The education received at FCS will be founded on the Bible. The Bible is God's truth and anything contrary to it can be labeled as false. This does not mean that the Bible is the only source of truth, but it is the final authority. The Bible is not a history or science book, but when it speaks on these subjects it is 100% accurate. It is the only source of truth in relation to salvation.
2. FCS is an interdenominational school. FCS is not controlled by a church or denomination. Students attending FCS come from a variety of denominations. The school board is also varied in its denominational make-up. We believe this is a part of education for students to learn to work with those who may believe differently than they do about some of the minor areas of doctrine. Students and teachers are expected to respect denominational differences and practice unity with diversity.
3. Teachers will be those who have trusted Christ as Lord and Savior and who demonstrate their faith consistently. In order for education to be truly Christian, it must be administered by Christian teachers who have a thorough Christian philosophy of education. The Bible says that when children mature they will be like their teachers (Luke 6:40). The teacher is the "living curriculum" in the classroom, and they must model the Christian life consistently.
4. FCS serves Christian families or individuals. We are a ministry to the Christian home. At least one parent or guardian must profess Christ as Savior and be faithful in church attendance. It is only then that we can assist the home in training their children (Proverbs 22:6). In grades 7-12, students must also be believers who attend their church regularly.
5. It is the Biblical responsibility of Faith Christian School to work with the Christian home to nurture students to be Christ-like. On occasion, the atmosphere or conduct within a particular home may be in opposition to the biblical lifestyle the school teaches. This includes, but is not necessarily limited to sexual immorality, sexual orientation, or inability to support the moral principles of the school. In such cases, the school reserves the right within its sole discretion, to refuse admission of an applicant or to discontinue enrollment of a student.
6. FCS will strive to offer the best academic preparation to its students. We will make every effort to offer the classes that the students need in order to be prepared for God's next call on their lives. There may be limitations due to student abilities, facilities, and finances, but FCS will continually make it a priority to offer the best training possible.

7. Parents have the primary responsibility for the education of their children. *“And these works which I command you today shall be in your heart. You shall teach them diligently to your children and shall talk of them when you sit in your house, when you walk by the way, when you lie down and when you rise up” (Deuteronomy 6:6-7).* This clearly puts the responsibility of godly training on the parents. Since this training or education with a Biblical worldview is not done in the public schools of America, the Christian school exists to assist parents in *“training their children in the nurture and admonition of the Lord” (Ephesians 6:4).* FCS will always respect the parents’ authority in their child’s education. This authority also necessitates the responsibility of parents to assist their children in areas of spiritual, physical, social, and academic weakness.
8. The day to day operations of FCS are carried out by Biblical principles of integrity and stewardship. FCS is committed to Biblical principles in its dealings with students, parents, other schools, and in its financial responsibilities.
9. FCS will strive for an atmosphere of love and respect among our school family. *“As we have therefore opportunity, let us do good to all men, especially unto those who are of the household of faith” (Galatians 6:10).* Differences in appearance, race, social status, finances or academic ability will be handled without *“respect of persons” (James 2:1-9).* Differing opinions in the minor areas of doctrine (see #2) will be treated with respect.

FAITH CHRISTIAN SCHOOL CONSTITUTION

It is important that you are in agreement with our statement of faith and realize that we are not part of one particular church. We have had families from about 20 different churches attending our school. We openly extend an invitation to any family that loves the Lord to come to our school.

FIRST FIVE ARTICLES OF THE CONSTITUTION

Article I - The name of this organization shall be Faith Fellowship.

Article II - PURPOSE OF FAITH FELLOWSHIP - Faith Fellowship is the organizational governing body of Faith Christian School.

Article III - PURPOSE OF FAITH CHRISTIAN SCHOOL - We believe that the primary responsibility for spiritual and academic education rests within the family structure. Faith Christian School has been formed to assist parents in the spiritual and academic growth of their children. We have as a goal the purpose of preparing the student to live in the world, not sheltering him from it.

Article IV - STATEMENT OF FAITH - Faith Fellowship, Inc., the governing body of Faith Christian School, is based on the Old and New Testaments as the inspired and infallible Word of God, the only true basis for our faith and doctrine and guide for our life and conduct. Furthermore, members of Faith Fellowship, Inc., believe:

1. The **Scriptures**, both Old and New Testaments, to be the inspired Word of God without error in the original writings, the complete revelation of His will, the salvation of men and the divine and final authority for all Christian faith and life. Psalm 119:105; II Peter 1:19, 20; II Timothy 3:15-17.
2. In **one God**, Creator of all things, infinitely perfect and eternally existing in three persons: Father, Son, and Holy Spirit. Acts 4:24; Matthew 28:19; Psalm 83:18; I

John 5:7.

3. That **Jesus Christ** is truly God and truly man having been conceived of the Holy Ghost and born of the Virgin Mary. He died on the cross, a sacrifice for our sins, according to the Scriptures. He arose bodily from the dead, and ascended into Heaven, where at the right hand of the Majesty on High, He is our High Priest and Advocate. Matthew 1: 19-25; John 1: 14; Romans 4:25; Romans 3:8; I Corinthians 15:3; Hebrews 9:24.
4. The ministry of the **Holy Spirit** is to glorify the Lord Jesus Christ, and during this age, to convict man, regenerate the believing sinner, indwell, guide, instruct, and empower the believer for godly living and service. John 3:5; Titus 3:5; I Corinthians 3:16; John 14:26; I Corinthians 6:19.
5. **Creation:** God, out of nothing, made the heaven and earth and their contents. Children must learn that the world and man's calling in it can rightly be understood only in their relationship to the triune God who restores, governs, and directs all things to His ultimate glory.
6. That man was created in the image of God but fell into sin by choosing to disobey God and is, therefore, lost and only through regeneration by the Holy Spirit can salvation and spiritual life be obtained. Genesis 1: 27, 31; Genesis 3:6-24; Isaiah 53:6.
7. That the shed blood of Jesus Christ and His resurrection provide the only ground for justification and salvation for all who believe and only such as receive Jesus Christ as their personal Savior are born of the Holy Spirit and thus become children of God. Romans 5:1, 9; John 3:16; Isaiah 53:4, 5; Ephesians 2:8; John 1: 12.
8. That believer's baptism and the Lord's Supper are ordinances to be observed by the Church during the present age. They are, however; not to be regarded as a means of salvation. Acts 16:13-40; I Corinthians 11: 23, 24; Matthew 28:19; Matthew 26:17-30; Romans 6: 1-14.
9. That the true Church is composed of all such persons who, through saving faith in Jesus Christ, have been regenerated by the Holy Spirit and are united together in the body of Jesus Christ of which He is the Head. Ephesians 5:24-32; Acts 2:47; I Corinthians 12:12, 13.
10. That only those who are thus members of the true Church shall be eligible for membership in Faith Fellowship. Ephesians 5:24-32; Acts 2:47; I Corinthians 12:12, 13.
11. In the personal and premillennial and imminent coming of our Lord Jesus Christ and that this Blessed Hope has a vital bearing on the personal life and service of the believer.
12. We believe in the resurrection of both the saved and the lost; those that are saved unto the resurrection of life and those that are lost unto the resurrection of damnation. We also believe that Heaven and Hell are real places.

Article V - MEMBERSHIP - Members are parents and friends in agreement with Articles III and IV and are subject to the requirements of the by-laws.

* A full copy of the constitution may be obtained from the school office.

MATTHEW 18 PRINCIPLE

Matthew 18:15 says: “Moreover if your brother sins against you, go and tell him his fault...”

In this verse, we see guidelines for dealing with offenses. It says that if you have a problem with someone you need to talk to them alone first. If the person does not positively respond to the conversation, then, and only then, do you tell someone else and get them involved. This person should be someone who can help solve the problem. If a resolution has not been met, it should be taken to the next level.

This principle can be applied in our school. If parents have a problem with something a teacher has said or done, please talk to that person first. If the problem is not corrected, then go to the administrator. If nothing is accomplished, then go to the board. Probably the difficulty will be resolved at the first level.

Students should also apply this principle with regard to their relationships with teachers and students. They should be encouraged to not talk to others until they have discussed it with the offender first.

PARENT INVOLVEMENT

There are a number of ways for parents to be involved at FCS. The first is by becoming a member of the school’s Faith Fellowship and thereby having the privilege of voting in the school. School board members are chosen from the Faith Fellowship members.

Parents Club serves and supports our staff and students through prayer and encouragement and our families through fellowship and volunteer opportunities.

Fund-raising is another vital need for parents to be involved. There are Faith Saver Cards, Pork Chop Fry, assorted fundraisers etc. Fundraising brings in about half of the school's financial needs, so parents’ help has a direct impact on FCS.

Teachers also could use a helping hand. If you can assist a teacher even one hour a week or one time for a special event it will be greatly appreciated. Please check with your child's teacher to see how you might help.

ADMISSIONS CRITERIA

Faith Christian School has the goal of helping the Christian home in its responsibility to "train up children in the way they should go" (Proverbs 22:6). This requires an atmosphere conducive to Christian education. For this reason, there are certain criteria desired for admission to FCS.

All families should be regular attendees in a Bible believing church. Those who are not church attendees may find our teaching to be different from what is taught in their home, and our purpose would not be fully accomplished. There are rare exceptions to these criteria such as a strong influence by grandparents who take the children to church. In the case of a single parent, the adult who is the legal guardian would have this responsibility.

Mistakes will be made and children will be children, but a positive attitude towards spiritual things is an important element in maintaining a positive learning environment.

In the case of those children who have discipline problems in the school they now attend, there would need to be a documented behavioral change before enrolling at FCS.

All new students are enrolled on a probationary period of one semester. After the first semester a review meeting will be held between staff, parents and a board member.

ADMISSION PROCEDURE – CHECK LIST

For all parents interested in enrolling children, the following procedure should be carefully followed. It does not always have to be in this order, but it is important to you and your child that all areas are covered. For more information, call the school during business hours 7:50 AM – 3:30 PM at 320-294-5501.

1. Receive an application
 - Return completed application with registration fee (preschool – 12th grades) and testing fee (1st – 12th grades).
 - Registration fee is non-refundable unless student is not accepted.
 - Testing fee is non-refundable if test is taken.
 - After May 10th the registration fee will go up \$50.
2. School will set an appointment time for testing and parent interview.
3. After the interview (which usually lasts up to an hour), parents may then pick up the rest of the info packet, agreements, etc.
4. Once the registration forms are received by the school, the parent is then notified by mail, or by administrative phone call of acceptance decision. Once accepted, then all other forms must be received along with the first month's tuition and book fees
5. Students will not be allowed to attend until all fees are paid.
6. FCS does accept part-time students in grades 7-12. They must be on campus only for scheduled classes.
7. Pre-school screening is required for Kindergarten students. This is done by the local school districts.

TUITION

Tuition is due by the 1st of the each month. Each family is required to use ACH withdrawal (unless tuition is prepaid for the year). Tuition starts in August and ends in July of the following year.

Since it is important for the school to meet its financial obligations, it is important that families pay their tuition in a timely manner. Students whose tuition is in arrears may be dismissed from FCS until tuition is paid in full. Payments not received within ten days of the due date are considered delinquent.

A late fee of \$30.00 will be charged to any account whose tuition is considered late. If a financial problem is anticipated, parents need to contact the treasurer before the due date in order to make payment arrangements that are satisfactory to the school board. If the treasurer has to contact the parents about a delinquent account, then a late fee will be added to the payment.

If the account becomes more than one month past due, the student may be excluded from school until the balance is paid.

Students whose tuition is in arrears at the end of a school year may not attend FCS the following year until their tuition has been paid in full. For seniors needing a final transcript either in May or soon after school is out, please plan to pay ahead for the June and July tuition payments due before a transcript will be released. Transcripts are the property of Faith Christian School and will not be released until any outstanding balance has been paid in full.

SCHOLARSHIPS

A student may receive a whole or partial grant, according to the decision of the Finance Committee. The following factors are considered:

1. The situation must be presented to the Treasurer or other Finance Committee member.
2. A genuine need must be demonstrated by information provided.
3. All discussion, information, and grants are strictly confidential.
4. Aid is given on an individual basis.
5. Failure to keep any agreement may result in cancellation of this aid.
6. Some work may be required for this scholarship by either the parents or the Child.
7. Funds must be available

Families are encouraged to talk to the Treasurer about financial matters and not let the inability to pay the entire tuition be the final reason for a child not attending FCS.

TRANSPORTATION

Students living on the Princeton School District #477 are able to either ride the route bus or carpool from their home to the Princeton High School, where they can transfer to the shuttle bus that comes to FCS. They will return on the same shuttle bus to the Princeton Civic Center to be picked up by parents, or transfer to their public school route bus to be taken to their home.

If you are in the Milaca School District, you may use the public school bus system. Your child will be picked up at your home, transported to the Milaca Public School and then transferred to the bus that comes to FCS. Your child will return home after school in the same way.

Please remember that as long as the bus stop sign is out and lights are flashing, cars are not permitted to pass the bus in order to go into the parking lot to collect their students. All traffic is required by law to stay stopped until the lights are off and the sign is pulled back in. Your patience in picking up your student may help prevent a tragedy. **Once buses are in the parking lot, drivers must wait for them to leave.** Both buses are scheduled to pull out of the parking lot by 2:40 PM. Carpooling students may be picked up at 2:45 PM.

In the interest of student safety, no student will be permitted to walk in the parking lot (except to get on or off the bus) while buses are in the parking lot. Parents are asked to

refrain from taking their children into the parking lot when the buses are in the school parking area.

Students with driver's licenses are able to drive to school. Students must wait until the buses have left after school before going to their cars. This helps maintain a level of safety in the parking lot. All drivers need to drive safely into and out of the parking lot or privileges will be suspended. Upon arrival on school grounds, students are not permitted to leave without written permission from parents and approval of administration.

Student drivers are reminded that driving to school is a privilege. Reckless driving on school grounds will result in suspension of driving privileges.

Please communicate after school transportation arrangements with your child before he/she leaves for school in the morning. Though every effort is made, the office staff is not always able to deliver the number of immediate messages we receive at the end of each day. Also, if your child is riding home with anyone other than his/her usual transportation, we must have a signed note from a parent. For the safety of your child, if we do not have a note, we will send your child home with his/her usual driver/bus. If you are hosting a party, a note including all names of the students you are taking home after school will be appreciated.

Students will not be allowed to remain at school after 3:00 PM while waiting for extra-curricular activities without adult supervision. Please arrange for your student to leave before this time and come back for their activity at its starting time if not supervised by their parent or other pre-arranged adult. {Sports practice, sports events, and other activities supervised by a coach or other adults are allowed.}

DRESS CODE

Standards of dress are based on Biblical principles. The family is the most basic institution to set these standards for youth. The following is our **minimum** recommendation to be your guideline concerning your child's clothing for school:

General Comments: All students are expected to dress in clean, sharp, and modest apparel that presents a Christ-like image. Students need to learn the differences in neat vs. sloppy, stylish vs. faddish, modest vs. immodest, and worldly vs. Christ-like.

No student shall be allowed to receive tattoos while enrolled at FCS.

Guideline for Girls: Shorts/Skirts must be modest in length; see guideline below. Pants and tops should be worn in a modest manner. Slacks and jeans must look nice with no excessive wear or excessive holes. Leggings may be worn if the top comes to mid-thigh or a skirt is worn. Tops should have a modest neckline. Tank tops may be worn as long as the straps are 3 finger-widths wide. No skin is allowed to be shown between the top of the pants and the bottom of the shirt (midriff), and cleavage should not be visible. Students should be able to go to their lockers and perform necessary functions while maintaining modesty. Jewelry and make-up should be modest. Tongue and body piercing is not allowed, however, modest earrings may be worn on girls. Hair colors should be limited to natural hair colors. This includes streaks and highlights. (No pink, blue, bright red etc.)

Guideline for Boys: Pants and jeans should look neat with no excessive wear or excessive holes. Pants should not be worn low: no undergarments should be visible at the waist. Hair colors should be limited to natural hair colors. This included streaks and highlights. (No pink, blue, bright red, etc.) All facial hair must be neat and trimmed. Earrings, body, and tongue piercing are not allowed. Students should be able to go to their lockers and perform necessary functions while maintaining modesty.

Guidelines for Shorts: Modest shorts may be worn in September/October and April/May only. Students are not allowed to wear shorts to school any other time than special “fun days”. Short length must be modest. When arms hang down to the side, fingertips should still be touching the end of the shorts.

Guidelines for Skirts: Modest skirts may be worn: when arms hang down to side fingertips should still be touching the bottom of the skirt. If the skirt is shorter, leggings must be worn underneath.

Phy-Ed. Wear: Students may wear sweatpants or approved shorts which are modest. Shorts must come to mid-thigh. Shoes must be flat-bottomed and have rubber non-skid soles. No open toed shoes will be allowed for P.E. Girls, sports bras cannot be visible.

Guideline for Footwear: Shoes must be worn in the school building. Moccasins are acceptable but bedroom slippers are not. Bare feet are not acceptable on the gym floor. Socks or approved shoes must be worn.

FCS apparel will be provided to those who do not follow this policy.

All Students:

The third offense of dress code policy will result in being sent home. No credit for classes will be given that day.

DISCIPLINE

It is interesting that the word disciplines has “disciple” as its root word. This leads us to believe that the purpose of discipline is to help disciple the student. It is used to remind us of the guidelines and bring us into subjection.

Discipline is not necessarily punishment. The best discipline is providing an environment where students are led toward self-discipline. This is the result of teachers who are prepared, develop mutual respect among all members of the class and frequently communicate with parents.

When a problem does develop, the teacher will handle the situation in an appropriate manner. For instance, if a student is talking in class, it may only take a stern look or possibly reminder to the student of the rules. If disruptive behavior persists, or the reaction to the teacher is negative, other steps may be taken. This may include meeting with the student and the administrator or a phone call to parents. We believe that communication is a key that unlocks many doors in the area of discipline.

We will do all we can to help discipline your children and maintain an atmosphere for

learning at FCS. Below is a likely process for corrective action in most instances although in rare cases some of the earlier steps may be omitted.

1. Verbal correction in class or privately.
2. Detention (with parent notification).
3. Parent/teacher conference or phone call.
4. Meeting with parents, teacher, administrator and/or school board.
5. Suspension from FCS (time determined by administrator).
6. Dismissal from FCS.

Any of these steps may be skipped by the administrator or at the school board's discretion.

Corporal Punishment

FCS does not use corporal punishment as part of its disciplinary plan. Reasonable physical restraint may be used to protect students or faculty from harm.

RULES

Rules are always going to be a part of life, and a part of education is learning how to abide by them, therefore, the following rules will be followed at FCS.

1. Students will show respect to those in authority. This includes all school faculty, staff, and adults in authority.
2. Students are to guard their mouths and refrain from foul language or words used to degrade another person. (Psalm 39:1 & 19:4)
3. Students will not pick on or harass other students.
4. Students will maintain a learning environment by being quiet in class and not talking unless called on or when appropriate.
5. Students will show respect for the building and materials.
6. Students will not chew gum in classrooms unless permission is given.
7. Students will not be allowed to use or have in their possession tobacco, alcohol, or harmful drugs of any kind either on or off campus while enrolled at FCS. Students (grades 7-12) who violate school policies at the end of the year when normally stated corrective action cannot be used are subject to in-school service up to 10 hours depending on the violation. The time of service would be determined by the administrator and communicated to the parent and student. Transcripts, report cards, and/or school records would be withheld until the in-school service is complete.
8. Cell phones, ipods, ipads, and headphone usage are only permitted before 8:25 AM and after 2:40 PM, (cell phones can be used during lunch time, in the commons area only). All above listed items must remain in the designated area.
9. We acknowledge the intrinsic value of knives and weapons for hunting and other purposes. However, the possession of knives and other weapons either on the school grounds or at school activities (including transportation) is potentially dangerous and will not be tolerated. Such possession could lead to disciplinary procedures.
10. Cyber bullying or any harmful activities to self and others is not tolerated. This includes all social media avenues as well as texting.
11. No form of sexual harassment will be acceptable on the campus of FCS. This includes but not limited to: sexually oriented conversation, jokes, sexual advances, or any inappropriate sexual behavior on the part of students and staff.
12. Students (grades 7-12) who violate school policies at the end of the year when normally stated corrective action cannot be used are subject to in-school service up to 10 hours depending on the violation. The time of service would be determined by the administrator and communicated to the parent and student. Transcripts, report cards, and/or school records would be withheld until the in-school service is complete.

These are the basics. Other guidelines may be needed as the school year progresses.

SCHOOL CLOSING/LATE START POLICY:

Closing: If either the Princeton or Milaca districts are closed, Faith Christian School will be closed. If the administrator deems it necessary, FCS will be closed.

Late Start: If **both** Princeton and Milaca have a late start, FCS will start at the time of the earliest late start. Students living in the district with the latest start time may arrive when their district is planning to start. Students in the later starting district will not be

considered tardy. If the administrator deems it necessary, FCS will be closed.

Please stay tuned to Channel 5, 9 or 11 television stations on inclement weather days in order to be aware of closings or late starts.

Early release: Because we do not have our own transportation, FCS does not have early release days unless they are called by the public school district. Should this occur, we will not be able to notify parents by phone. Please stay tuned to your television or radio on inclement weather days for possible early closings in your district.

On days that Milaca or Princeton does not have school and FCS does, early closings will be announced on the television stations listed above.

If school is cancelled for the day or released early, all events (practices, games, etc.) scheduled for that evening are automatically canceled regardless of any weather changes throughout the day.

ACADEMICS

Faith Christian School is dedicated to Christ-centered education. This means that the Bible is the foundation for all teaching. Each of our teachers has personally accepted Christ as Savior and is attending church regularly. Teachers have been instructed on how to make Scriptures a part of their daily curriculum. Christian textbooks are used unless we determine a secular text does a better job without undermining Christian principles. Our students, on average, score from one to two grade levels higher than national norms on standardized tests and score on grade level with other Christian schools.

Some children with learning difficulties may not be able to achieve grades higher than C no matter how hard they try. Neither teacher nor parent should expect high scores from them, but encourage them to do their best and offer praise for work well done.

Encouragement of a different kind may be needed for the child who has the ability but is not applying himself/herself to the task. In this case the teacher and parent will work together with the student to produce a successful plan of action.

CHRISTIAN SERVICE CREDITS

Christian Service Credits are required for graduation. These credits will consist of active ministry in the student's local church or other Christian ministry such as teaching Sunday School, worship team, choir, AWANA helper, FCS, or church work days, etc. These are recorded in the school office. Hours are as follows:

Freshman – 10
Junior – 20

Sophomore-15
Senior-25

These hours do not accrue from year to year. All Christian service credits are subject to approval and acceptance by the administrator.

Christian service credits will account for 1/3 of the 4th quarter Bible class grade for each high school (9-12) student. Since it is known at the beginning of the year, it will be figured on an "all or none" basis. No partial credit will be given. Students will not be

permitted to miss school in order to get Christian service credits.

Service credits earned during the summer must be turned in by October 1st. All credits earned during the year must be in the school office by the first Friday in May.

FAITH FOOTNOTES

Each Monday an email is sent home to each school family containing communication for that week. The “Faith Footnotes” informs families of upcoming events and other announcements.

HOMEWORK

There are probably as many views on homework as education in general. We do not wish to take away a student's childhood by forcing hours of homework on him every night. Children are encouraged to be involved with their families and church. Just like most of our Christian lives, balance is the key. These basic guidelines are established for homework for FCS.

In the lower elementary grades homework will include daily reading, memory verse and spelling practice. If a child does not stay on task and finish the daily work, this will need to be finished at home. Occasionally other small assignments will be made at the teacher's discretion. Understandably, more assignments will be given in the upper elementary due to their need to do more in depth work, special projects, and studying for tests. If there is ever a conflict with special church functions please talk to the teacher to formulate an alternative plan.

At the junior high and high school levels, the homework load is naturally a little higher. This is to be expected in preparing for college where most of the work is done outside of class.

All homework is due on the day after it is assigned unless otherwise stated by the teacher or dictated by class schedule. A math assignment given on Monday is due in math class on Tuesday. Failure to turn in work on time will cause significant reduction in the student's grade for that assignment and possibly for the course.

EXTRA CREDIT

The purpose of extra credit is to provide a challenge for students who want to learn more. It should not be used to help students who have not turned in work or the quality of the work has been poor to raise their grades.

All teachers who use extra credit for their students must adhere to the following:

1. Make a list of acceptable assignments or other methods of earning extra credit that are available to **all** students. Inform the students.
2. Establish a deadline for these assignments that is before the term ends. Students are not allowed to turn in extra credit after the term is over.
3. The suggested assignments should correlate with the curriculum and not be mere busywork.
4. Establish an objective policy for grading the assignment that all students know

and understand (e.g. extra test grade, a number of points added to daily grade, or dropping the lowest test grade.)

MAKE UP WORK

All assignments missed due to absence must be made up. Students have one day to make up work for every day of absence. If an absence occurs on Monday when an assignment is given, it would need to be turned in on Wednesday. However, if a student is in school on Monday when the assignment is given and absent on Tuesday, the assignment will be due when the student returns to school.

Make up work will not be sent home ahead of time, including pre-planned absences. Parents may pick up make up work after school if previous arrangements have been made that morning, and if time allows for the teachers. It may be picked up the next day for absences.

LENGTH OF SCHOOL YEAR

We will follow the State of MN guidelines which require the school year to consist of 170 days of instruction. The calendar will be established based upon the number of days that will exceed this requirement and also allow for a few snow days.

HOURS

School will begin at 8:25 AM and end at 2:40 PM.

Office hours are from 7:50 AM and close at 3:30PM.

When making doctor/dentist appointments, please do not do so during these hours.

The time for students arriving cannot be before 7:50 AM. Students must leave by 3 PM unless involved in some approved after school program (like sports or aftercare). Exceptions are made for special events as long as there is supervision by a non-student adult.

Seniors may arrive late or be dismissed early if they have no classes first or last hour. This would only be with permission from parents and the administration. They would have to meet all graduation requirements. This would be on a per semester basis.

ATTENDANCE

Students benefit the most by being in attendance every day. Sometimes this is not possible because of illness or family emergencies. It is wise to keep the student home when ill.

Family time and church outings are extremely important, but please try to schedule these when school is not in session. When this is not possible, please let the teachers in advance so a plan to make up work can be arranged. Please avoid extended absence during the last week of a quarter or during standardized testing in April.

Students are encouraged to strive for perfect attendance. This is an admirable goal and not easily attained. Perfect attendance is earned by having no more than one half day absent (at school by 11:45 AM) and no more than 3 days tardy. A student who is not in the classroom at 8:25 AM will be considered tardy for the day. Tardies due to inclement

weather or public bus will not be recorded. Tardies will be marked on the attendance record for a child who comes in after 8:25 AM and before 11:00 AM. After 11:00 AM the child will be considered absent for one half day. If a student comes in after the lunch hour (12:10 PM), they will be considered absent for the entire school day.

Doctor and dentist appointments should be scheduled after school hours. Should it be necessary to schedule appointments during school hours a tardy will not be recorded as long as a note is sent. A child is expected to be in school the remainder of the day. Only the actual time of the appointment (and travel time) is excused. If the entire day is missed, it will be recorded as an absence.

Should a student decide to skip school by staying home without parent's consent class work will still need to be done but a grade of "zero" will be given. If no grade was taken for the day, a zero for a ten point class assignment will be averaged.

Under no circumstances are students excused for working a job during school hours. Even with a signed permission slip from a parent, the student will not be excused. Students are not allowed to leave school early for a job. Senior may be exempt from this based on class schedule.

Since attendance is an important factor of student success at FCS, habitual absences and/or tardies will affect the overall performance of any student. Because of this, FCS has adopted the following attendance policy:

DAILY CLASSES:

- Three tardies will be considered an absence.
- If an elementary student has nine (9) unexcused tardies in a semester, they must serve a detention.
- If a 7-12th grade student has three unexcused tardies in a nine week period, they must serve a detention.
- If a student has five unexcused tardies in the same nine week time frame, they must serve a full day of in-school detention. The sixth unexcused tardy will result in a full day of in-school detention and a 1% grade reduction for that class.
- Elementary or 45 minute period junior high/high school classes: After the 8th absence, ½ letter grade will be deducted from the final semester grade for each day absent. Parents would be notified after the 6th absence. Hardship situations considered as an exception by the administration would include only those days that involve hospitalization or an illness that restricts the student to home or illnesses documented by a physician. Missed days for other reasons would not be considered. Family visits for soldiers leaving or returning from duty from a combat zone would be excused.
- Absences/tardies during special events such as field trips, retreats, and college fairs still count toward the allowed number.
- An appeal can be made to the administration for hardship situations.

Sick children who have had the stomach flu or a fever are required to remain at home for 24 hours following the last bout of vomiting or the break of the fever for a full recovery. Please do not send children to school within a few hours of a fever breaking or a vomiting spell as this spreads sickness to other persons within the school. Parents whose children come to school before this 24 hour period may be contacted to pick up their

child.

If your student will be absent, please remember to call the school office by 8:30 AM. If the office hasn't received a call by 8:30 AM, an attempt will be made to contact you.

PROGRESS REPORTS

All students (K-12) will receive a progress report each quarter.

CONFERENCES

Parent and teacher conferences are held twice a year. This is a very important time for communication for student achievement and problems. This is for parents only.

REPORT CARDS

Report cards are sent home at the end of each 9-week grading period for student in PreK-12.

TRANSCRIPTS

Transcripts are updated each semester for each high school student. The two 9-week report card grades are averaged together for the semester grade. Only semester grades appear on high school transcripts.

Parents or students may request an official copy of a high school transcript if the school bill is current. Since transcripts are the property of FCS, the school bill must be current for the family not just one student in the family.

Please make the request in writing. Include the complete name of the student, party requesting the transcript, reason (college, personal copy, etc.), complete address (if it is to be mailed), and date needed. This will help avoid unnecessary delays. Transcripts usually take ten business days to process and send.

ATHLETIC ELIGIBILITY REQUIREMENTS

Current physicals are required for all students participating in sports. Physicals must be recorded in the school office. Students will not be permitted to participate in any game until their physical is on file. Physicals are good for three years.

Players are allowed two *D*'s and no *F*'s to be academically eligible for participation.

Fifth and sixth grade are allowed one *D* and no *F*'s. This includes cheerleaders, managers, and players for any season.

In order for athletes to participate in sports practice or games, the following attendance requirements must be met:

1. Athletes must be present at school at least for one half of the day (8:25 AM-noon; noon-2:40 PM).
2. If the team has an early game departure, athletes must be at school on time and

remain at school until the team leaves unless previous permission has been given by the administration.

3. Athletes not meeting these requirements can attend the practice or game at the coach's discretion but may not participate

Sports Letter Eligibility

Players (9-12th grade) must play 60% of game periods for volleyball and basketball, halves for soccer.

1. Attendance requirements for practices and games as set by the coaches.
2. Junior high players who have a starting position at the varsity level and play 60% of the varsity game periods/halves can letter as well as high school students.
3. Once a student has lettered, they could earn chevrons for future performance/participation.
4. Lettering will be at the coach's discretion for students not meeting requirements but have contributed significantly to the team.

HIGH SCHOOL CREDITS

Only course work completed in grades 9 through 12 will receive credits and be included in the high school transcripts.

Each semester is 18 weeks in length. A grade is given each 9 weeks; both 9-week grades are averaged together for a semester grade.

Enrichment class changes can only be made within the first week of the semester with the approval of the administration and parent.

Required classes cannot be dropped. Credit for required classes lost because of failure must be made up to meet graduation standards.

Classes that meet every day will receive 1 credit per semester. Classes that do not meet every day will receive 0.5 credits or less per semester (depending on the time met in class). Classes meet for approximately 45 minutes.

Participation on the FCS volleyball, soccer, or basketball teams will earn 0.5 credits per completed sports season. Sports not available at FCS may be taken at surrounding districts or communities if allowed in the district. Only a total of 1 full semester credit hour will be accumulated for graduation requirements regardless of the number of sports seasons completed.

GRADING SCALE

Percentage	Grade	GPA
97-100	A+	4.0
93-96	A	4.0
90-92	A-	3.75
87-89	B+	3.25
83-86	B	3.0
80-82	B-	2.75
77-79	C+	2.25
73-76	C	2.0

CHRISTIAN SERVICE CREDITS

Freshman	10 hours
Sophomore	15 hours
Junior	20 hours
Senior	25 hours
These hours of ministry or community service are required each year. They do	

70-72	C-	1.75	do not accrue from year to year. These will account for 1/3 of the 4 th quarter Bible grade. No partial credit is given.
67-69	D+	1.25	
63-66	D	1.0	
60-62	D-	.75	
0-59	Fail	0.0	

ELEMENTARY AND HIGH SCHOOL REQUIREMENTS

For students in grades 1-6 to be promoted to the next grade, the student must pass at least two quarters of four of the following subjects: mathematics, English, history, science, Bible and reading. The student must pass reading and/or mathematics to be promoted.

For students in grades 7 and 8 to be promoted to the next grade, the student must pass at least two quarters of three of the following subjects: mathematics, English, history, science, and Bible. The student must pass either math and/or English.

Even though the above standards may have been met, the student may still be retained if after a conference between the administration and parents determines retention is in the best interest of the student.

GRADUATION REQUIREMENTS – GRADES 9-12

Subject	Semester Hours	Possible Enrichment
History/Social Studies	8	Computer Applications
English/Literature	8	Art
Bible*	8	Drama
Mathematics	6	Music/Band
Science	6	Yearbook
Physical Education**	1	Creative Writing
Foreign Language***	2	Teacher Aide
Foreign Language***	2	
Enrichment	3	Additional math or science courses above graduation requirements may be taken for electives.
Keyboarding	2	
Total	46	

* All students enrolled in FCS will take a Bible course each semester. However, transferring students will not be required to make up Bible courses from previous years.

** Participation on the volleyball, soccer, or basketball teams earn .5 credits per sport. Sports not available at FCS may be taken at surrounding districts or communities if allowed in the district. Only one semester credit will be given for participation in sports. A music credit is also available for approved students taking private lessons if FCS does not offer a class.

*** Special circumstances are considered for students needing a modification of or an exemption from the foreign language requirement.

Seniors who wish to participate in the graduation ceremony at FCS must be passing all

required classes by 4th quarter progress report time. Those who are not passing at 4th quarter progress report time but are passing all required classes at the end of the 4th quarter may receive a diploma from FCS at a time other than the graduation ceremony.

HONOR ROLL

Students in grades 7-12 must meet the following requirements to be eligible for the honor roll. The honor roll is published after each completed quarter.

Highest Honors

May have only *A*'s (can include *A-*) but nothing lower.

High Honors

A's and *B*'s only. *No C's, D's, or F's*

Honors

A's and *B*'s, one *C*, but no *D*'s or *F*'s.

VALEDICTORIAN AND SALUTATORIAN REQUIREMENTS

A student must attend FCS his entire junior and senior year (enrolled and in attendance) in order to qualify to be the valedictorian or salutatorian.

In order to be valedictorian or salutatorian, a senior must choose two of the harder classes (Spanish 3, advanced math, physics, pre-calculus, or another similar acceptable course or PSEO course that is offered) to take. Both semesters must be completed. Credits received from the harder classes and or PSEO courses will be weighted an additional .25 per course on the student's GPA, but is not to exceed a maximum of 4.0. In addition to the requirements stated above, a student must have a GPA of 3.80 in order to qualify to be salutatorian.

In addition to the requirements stated above, a student must have a GPA of 3.90 in order to qualify to be valedictorian.

All seniors graduating with a GPA of 3.5 or higher will receive a gold cord to wear at graduation.

The salutatorian will receive an honor sash to wear at graduation. The high school diploma will indicate that honor as well.

The valedictorian will receive an honor sash to wear at graduation. The high school diploma will indicate that honor as well.

Two or more students with a GPA of 4.0 will share the honor of valedictorian. Each will title co-valedictorian and receive all privileges of valedictorian. The class ranking will be indicated by 1 of (number of current graduating seniors) for both students. When there are two co-valedictorians, the salutatorian will be given the rank of 3 of (number of graduating students).

NATIONAL INSTITUTE FOR LEARNING DISABILITIES

FCS has trained educational therapists from NILD to aid students with different learning styles.

The National Institute for Learning Development (NILD) is an organization dedicated to helping educators meet the needs of students who struggle to learn. NILD educational therapy connects parents and educators in a dynamic process of equipping students with tools to build a successful life.

Believing that all students can learn and that the brain is open to modification at all stages of development, we provide direct and focused educational treatment for cognitive systems that are weak and vulnerable.

A complete psycho-educational battery of tests identifies areas of cognitive strengths and patterns of weaknesses. Based upon initial and annual assessments, an individualized program of educational therapy is developed for each student from twenty-six possible techniques designed to stimulate cognitive functioning.

Individualized educational therapy is given twice weekly in 80 minutes sessions. Educational therapists stimulate cognitive development through interactive language, strategic thinking and mediated learning. (Tools for Learning 1, the Educator's Guide – NILD brochure).

HOMESCHOOLERS

Homeschoolers follow the same admission policy as full-time students. Student must be present on the first day of school to learn class procedures and rules. Cost is full tuition divided by 3 for each class plus registration and fees.

1. May participate in FCS sports. Physical must be up-to-date and all fees paid.
2. Must follow enrollment procedures like full-time students.
3. Participation in achievement testing is only available to full-time students and qualified part-time students.

POST SECONDARY ENROLLMENT OPTIONS

PSEO can be taken as part of a distance learning program that allows a junior or senior to earn full college credit while studying in the convenience of home or study hall at school. PSEO can also be taken on site at a college. The state of Minnesota pays the tuition and most course material costs for approved courses. Most three and four credit PSEO courses taken will be considered equivalent to 1 high school credit.

Who is eligible for PSEO?

Juniors or seniors who have an A/B average and have been approved by the administrator at FCS. Also juniors and seniors must have acceptable scores on a standardized or state benchmark test (ACT, SAT, etc.)

ASCI MEMBERSHIP

FCS will be a continuing member of the Association of Christian Schools International.

ASCI Activities

As a result of ASCI membership, there are several experiences in which our school may participate in.

The activities are as follows:

1. Fall Convention for staff members
2. Student Activities: Speech Meet, Music Festival and others as a supervising sponsor is available to coordinate the activities.

FIRE/TORNADO DRILLS

Fire and tornado drills will occur during school year. Students are expected to perform the drill in a quiet and orderly fashion. Students who purposely or accidentally set off the fire alarm or give a false report of a fire will be subject to disciplinary action up to and including suspension and/or fines assessed to the parents to cover expenses for a false alarm.

VISITORS

Visitors (visiting students by special invitation) must be approved at least 24 hours in advance in order to avoid interfering with class instruction.

PARENT'S STATEMENT OF SUPPORT

We, as parents who are accepting the challenge to "train up a child in the way he should go," do state that this training will be carried on in the home. We shall place our trust in the school to extend that training more completely.

We pledge that our child(ren) will bring to school a heritage of Christian culture. We promise that the home will provide a secure haven of safety, free from the influences that we recognize as harmful. As a part of this commitment, we will attend a Bible believing church regularly.

We do hereby state that we have made a thorough investigation of the Student Handbook, Statement of Faith, discipline and purpose of the school, and do pledge to give them our glad-hearted support for the coming school year.

The school has full responsibility for placing my child at the proper academic level. We pledge that if, for any reason our child does not respond favorably to the school, we will not try to change the school to fit his or her needs; but will withdraw the child quietly and without delay. The school reserves the right to dismiss any student who does not respect its spiritual standards or cooperate in the educational process.

We will refrain from saying anything that would downgrade the school or hurt its reputation. When a decision is made at school that we are not in agreement with, we will not share our disagreement with anyone except our spouse. Instead, we will bring our concerns to the person(s) who made the decision. If the problem is not resolved, we will carry it to the principal, and if necessary, to the board. We will accept the board's decision as final and will not share our disagreement with anyone else.

We agree to pay the tuition and fees according to arrangements that shall be made to conclude all required payments on or before the last payment date. We understand that assessments will be made to cover damage to school property caused by our child(ren) including breakage of windows, abuse of books, desks, and equipment.

We hereby invest authority in the school to discipline our child(ren) in the school as needed. We have read the rules in the student handbook and agree to abide by them.

We pledge our loyal support to FCS and will pray for its programs, staff, and students. We shall endeavor to uphold the ideals of FCS in every way. We understand the school will be operated according to the FCS Constitution and the School Handbook.

We, as parents of the student applicant, do sincerely give our pledge to all items as stated above and with God's help will abide by them.

Signature of Father or legal guardian

Signature of Mother or legal guardian

Date

Date

STUDENT PLEDGE

Because FCS strives to uphold unquestionable Christian standards and to present a positive Christian testimony to the community, every student in grades 7 and above will be required to sign the following pledge. A student's signature implies his/her intent and best effort in keeping this pledge.

AS A STUDENT OF FAITH CHRISTIAN SCHOOL:

1. I accept the Bible as God's Word and submit to its authority.
2. I will uphold the school's standards against cheating, swearing, indecent language, gambling, drinking alcoholic beverages, smoking, use of or speaking favorably about narcotics, gossiping, and fighting.
3. I will abide by the rules and regulations set forth by the school.
4. I will act in an orderly and respectful manner and maintain Christian standards of courtesy, kindness, morality, and honesty.
5. I will strive to be of unquestionable character in appearance, dress, conduct, and other areas of life.
6. I will not be conformed to current fads or fashions unbecoming to a Christian.
7. Knowing that much of today's entertainment is corrupted and worldly, I will prayerfully consider the various types of entertainment such as television, movies, music, and dancing and will seek to avoid those things which God helps me to see are improper and/or immoral and therefore not uplifting to my Christian life.
8. Since the Christian's body is a temple of the Holy Spirit, I will do my best to preserve the sanctity and purity of my body for Christian service.
9. I will take advantage of every opportunity to attend Wednesday youth activities and church services.
10. 7-12th Grade Returning Students: have you kept your student pledge this past year? Yes No (Circle one)

I have read the current edition of the Faith Christian School Student Handbook. I am familiar with its contents and agree to adhere to all its policies, procedures, and ideals whether at school or elsewhere. It is my desire to attend F.C.S. I realize that my violation of this pledge is sufficient grounds for disciplinary action and possible dismissal.

Student's Signature

Date

“Therefore, I urge you, brothers and sisters, in view of God’s mercy, to offer your bodies as a living sacrifice, holy and pleasing to God—this is your true and proper worship. Do not conform to the pattern of this world, but be transformed by the renewing of your mind. Then you will be able to test and approve what God’s will is—his good, pleasing and perfect will.”

Romans 12: 1-2. (NIV)

Please describe your personal relationship to Jesus Christ in the space below.

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