Sully Christian School

Parent/Student Handbook

2026-2027

Providing Christ-centered academic excellence with the Word of God as our foundation.

Educating students with God's true knowledge, to develop Christlike character and equip them to be doers of the Word.

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I. Foundations

Mission Statement

Adopted: 2012

> *"Sully Christian School will provide Christ-centered academic excellence with the Word of God as our foundation."*

Vision Statement

The vision of Sully Christian School is to educate students with God's true knowledge, to develop Christlike character, and to equip them to be doers of the Word.

Student Learner Outcomes

Last Reviewed: 2022

Students are mentored to become:

Spiritually Minded Individuals Who

- Know that Jesus Christ is the Son of God and that salvation is possible only by receiving Him
- Recognize that God is the creator and sustainer of life, and we were created to glorify God through all that we do.
- Understand that growth in the Christian life depends upon fellowship with God through personal Bible reading, prayer, and regular church attendance
- Believe that the Bible is the only inspired word of God and is practical and important
- Apply Biblical principles and a Christian worldview to every part of life
- Are prepared and inspired to share their faith

Of Strong Moral Character Who

- Are respectful and courteous
- Exhibit honesty and trustworthiness
- Work cooperatively and independently
- Apply themselves to their work and fulfill responsibilities
- Think for themselves and stand up for their convictions in the face of pressure

Pursuers of Academic Excellence By

- Integrating Biblical truth into academic perspectives
- Acquiring knowledge and skills for lifelong learning, occupational, and academic success
- Thinking critically about issues and applying problem solving skills
- Reading, writing, speaking, and listening effectively, reflectively and critically
- Using computer technology in the learning environment
- Developing creative expression
- Producing quality work

- Reaching their academic potential

Physically Healthy

- Engage in physical activity to optimize health
- Exercise self-control
- Include healthy nutrition for overall wellness

Emotionally and Socially Developed Individuals

- Find their worth as God's workmanship, created with a purpose
- Accept responsibilities for life choices
- Can function harmoniously in a diverse environment
- Maintain healthy relationships
- Work well within a team or group

Servants to Others Who

- Hold others higher than themselves
- Show Christ's example through brotherly kindness and love
- Give of time, energy, and resources generously

Statement of Faith

The following, though not an exhaustive statement of faith, contains key elements of the belief system to which Sully Christian School subscribes:

- We believe in the infinite, personal God, eternally existent in three persons: Father, Son and Holy Spirit (2 Corinthians 13:14, Matthew 3:16-17, Matthew 28:19). He is omnipotent (all powerful) (Hebrews 1:3, Matthew 19:26, Psalms 147:5, Jeremiah 32:27), omniscient (all knowing) (Matthew 10:29-30, Isaiah 46:9-10, Psalms 139:1-4, Psalms 147:4), and omnipresent (present everywhere) (Psalms 33:13-14, Psalms 119:90-91, Isaiah 57:15, Psalms 139:7-10).
- We believe in the deity of the Lord Jesus Christ, His virgin birth (Matthew 1:23), His sinless life (2 Corinthians 5:21, Hebrews 4:15), His miracles (John 20:30-31, John 21:25, Matthew 8:1-34, John 6:26, Acts 10:38), His vicarious and atoning death (Romans 5:12-19, Romans 6:23, 2 Corinthians 5:21, 1 Peter 2:24, Isaiah 53:5) through His shed blood, His bodily resurrection (Romans 6:8-11, Luke 24:6-7, Mark 16:6-7, Romans 6:5, 1 Corinthians 6:14), His ascension to the right hand of the Father (Romans 8:34, Hebrews 1:3, 1 Peter 3:22) and His personal return in power and glory to judge the living and the dead (2 Timothy 4:1, 1 Peter 4:5, Revelation 22:12).
- We believe that regeneration by the Holy Spirit, which produces an individual's response of acceptance of the gospel message, is absolutely necessary for the salvation of lost and sinful men. (Titus 3:5-6, John 1:13, John 3:3, Ezekiel 36:26-27, 1 Peter 1:23).
- We believe salvation is by grace through faith alone. (Ephesians 2:8-9, Romans 5:1, 1 Peter 1:8-9, Romans 4:13-25)

- We believe the Christian life is possible only by the indwelling power of the Holy Spirit enabling the believer to live a godly and sanctified life. (Ezekiel 36:27, John 16:13-15, 2 Peter 1:3-4).
- We believe in the resurrection of both the saved and the lost – the saved to a resurrection of life and the lost to a resurrection of damnation. (John 5:28-29).
- We believe in the unity of believers through the sharing of common life in Christ Jesus. (Galatians 3:26-28, Ephesians 4:13, Psalms 133:1).
- We believe that God offers redemption to all who confess and forsake their sin. (Acts 3:19-21, Romans 10:9-10, 1 Corinthians 6:9-11)
- We believe that God creates each human as uniquely male or female, and that each person is made in God's own image. (Genesis 1:26-27)
- We believe marriage is the union of one man and one woman in a single, exclusive union (Genesis 2:18-25; Mark 10:6-9). We believe God intends sexual intimacy to occur between only a man and woman who are covenanted together in this unique union of marriage (1 Corinthians 6:18; 7:2-5; Hebrews 13:4).
- We believe that any form of sexual immorality (including, but not limited to, adultery, fornication, homosexual behavior, bisexual or transgender conduct, bestiality, incest, polygamy, as well as orientation or identity with these behaviors) is sinful and outside of God's will (Matthew 15:18-20, 1 Corinthians 6:9-10)
- We believe that all human life is precious as created in God's image. We believe this extends to the fetus, the aged, the physically and mentally challenged and every other stage of human life from conception through natural death. We are therefore called to defend, protect and cherish all human life (Psalm 139)
- We believe that, while we cannot condone, endorse, or in any way participate in the expression of beliefs or lifestyles that are at odds with this statement of faith, all persons must be afforded compassion, love, kindness, respect and dignity (Mark 12:28-31). In this context, we do not believe that disagreement with another's beliefs is to be equated with intolerance or a form of "hate speech". While God sets clear ethical standards through His infallible word – the Bible – for which we are to stand without compromise, He loves all men and women, even those who reject His moral imperatives.
- We believe that in order to preserve the ministry, values and integrity of Sully Christian School's mission, and in order to maintain our fundamental convictions as based on the Scripture, it is imperative that all parents who enroll their children and all persons employed by Sully Christian School in any capacity, or who serve as volunteers, must agree to and abide by this Statement of Faith, including specific beliefs regarding marriage, gender, and sexuality (Matthew 5:16, Philippians 2:14-16; 1 Thessalonians 5:22).

Position Statement on Human Dignity and Sexuality

Adopted: December 2022

The Biblical Basis and Foundation of Human Dignity

A. Because human beings are created in the image of God their creator, we affirm that all humans have inestimable value and must be treated with dignity and respect. This fact remains true and paramount regardless of the effects of sin on each of us and our relationships. As a community that seeks to be an authentic Biblical community, Sully Christian School is committed to addressing all issues of human dignity and sexuality with grace and truth within a Biblically nurturing environment centered on God's word as our rule for faith and practice.

> *We have seen His glory, the glory of the One and Only, who came from the Father, full of grace and truth. John 1:14*

B. In Truth, We Affirm:

1. We believe that God wonderfully and immutably created each person as male or female in His own image. Five times in the Bible's creation story, God looked at what He had done and "saw it was good," but only after God created male and female in Genesis 1:27 (NIV), does the Bible say, "it was very good." We believe that mankind is the capstone of creation and the two distinct, complementary genders of male and female together reflect the image and nature of our God, who is perfect. Furthermore, we believe His creation as described in Genesis Chapter 1 to be the true, natural, and perfect model for His Kingdom on earth.

2. We believe that sin, shame, and the awareness of sexuality were introduced into this perfect model by The Fall of Man as described in Genesis 3. In the New Testament, the apostle Paul details homosexual acts and sexual desires as impure, unnatural, and shameful – a direct contrast to God's model for His people.

3. We believe that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Gen 2:18-25).

4. We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (1 Cor. 6:18; 7:2-5; Heb 13:4). We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

5. We believe that any form of sexual immorality (including adultery, fornication, sexual immorality, homosexuality, bestiality, incest, and use of pornography) is equally sinful and offensive to God (Matt 15:18-20; 1 Cor 6:9-10).

6. We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ (Acts 3:19-21; Rom 10:9-10; 1 Cor. 6:9-11).

7. We believe that every person must be afforded compassion, love, kindness, respect, and dignity (Mark 12:28-31; Luke 6:31). Hateful and harassing behavior or attitudes directed toward

any individual are to be repudiated and are not in accord with Scripture nor the policy of Sully Christian School.

8. Sully Christian School is committed to handling issues of sexual immorality, gender dysphoria, and human sexuality by telling the truth in love based on our view of Scripture as our rule for faith and practice.

9. We believe that in order to preserve the function and integrity of Sully Christian School as the local educational body of Christ, and to provide a biblical role model to Sully Christian School members and the community, it is imperative that all persons in positions of leadership, influence, and/or direct contact with the student body in any capacity agree to and abide by this Statement on Human Dignity and Sexuality (Matt 5:16; Phil 2:14-16; 1 Thess. 5:22).

C. In Grace, We Commit To:

1. Exercise patient understanding of, and compassion for, all students with issues of sexual immorality, gender dysphoria, and practices contrary to God's created order.

a. We must ensure that we share the truths found in this policy with students who identify themselves as engaging in sexually impure behavior in a non-judgmental manner.

b. As in all disciplinary situations, we must distinguish between the person and the behavior in guidance and discipline.

2. Ensuring an environment that is filled with grace and respect.

a. Any disclosure shared with faculty, advisors, or staff will be treated with discretion and the school will work with parents or guardians of the student.

b. Insist upon an atmosphere that is a safe learning environment for students. Physical assault, harassment (including snide remarks, jokes, innuendo, slogans, disparaging terms), or bullying on the basis of one's sexual or gender struggles will not be tolerated.

3. Advocacy of sexual immorality, gender dysphoria, and human sexuality, that is regarded as incompatible with Christian community is prohibited. Accusations of such will be investigated and, if found true, will be dealt with through discipline that could include suspensions and/or expulsion from Sully Christian School.

D. In Love, We Apply These Policies to the Sully Christian School Community:

1. Teaching staff and other employees: Based on our Biblical beliefs, Sully Christian School will not knowingly employ any individual who has not signed an affirmation of this policy as part of their application process and annual contract renewal as a condition of employment.

2. Students: Should it become evident that a student is involved in immoral activity that is in violation of our Biblical stance on such matters, the student will be asked to cease such activity or face disciplinary action from Sully Christian School.

3. Board Members: Will affirm that they concur with this Statement of Human Dignity and Sexuality as recorded in this document.

Acknowledgements: Pella Christian High School

Philosophy of Education

Through Christ-centered education, Sully Christian School will academically prepare students to develop their gifts God has given them and nurture students from a Christian perspective in the following areas:

- Relationship to the Lord
- Relationship to Fellow Man and Woman
- Relationship to Creation

Relationship to the Lord

The most important relationship is the relationship of the students with the Lord. The daily activities of Sully Christian School will strive to encourage the students in their relationship with the Heavenly Father, help the students to understand the sacrifice of Christ and seek Him as their Savior, and lead the students to seek the power of the Holy Spirit to direct their lives.

Classroom prayers and scripture devotions will supplement the instruction of subjects from a Christian world and life view. Each of these activities should lead the child toward the development of a personal relationship with Christ as their Savior and, in response, desirous of living a life that is pleasing to Him.

> *"If you confess with your mouth, 'Jesus is Lord,' and believe in your heart that God raised him from the dead, you will be saved." Romans 10:9*

> *"He saved us, not because of righteous things we had done, but because of his mercy. He saved us through the washing of rebirth and renewal by the Holy Spirit, whom he poured out on us generously through Jesus Christ our Savior." Titus 3:5-6*

Relationship to Fellow Man and Woman

The Bible reveals the value that the Lord has placed on man and woman, creating them in His own image.

> *"So God created man in his own image, in the image of God he created them." Genesis 1:27*

As a board and staff, we recognize that each student is to be treated as a child of God and that each individual is created in the image of God with certain abilities, capabilities, talents, understandings and interests. We will strive to develop these talents and abilities for each child and meet their special needs, to prepare them for service in His world.

> *"Train a child in the way he should go, and when he is old he will not depart from it." Proverbs 22:6*

As students, creation in God's image means that we will treat each other with love and respect.

> *"So in everything, do unto others, as you would have them do unto you." Matthew 7:12*

> *"Be kind and compassionate to one another, forgiving each other, just as in Christ, God forgave you." Ephesians 4:32*

> *"Love the Lord your God with all your heart, soul, mind and strength. The second is this: Love your neighbor as yourself. There is no commandment greater than these." Mark 12:30-31*

Relationship to Creation

The foundation for instruction at Sully Christian School is the infallible Word of God. The authority of scripture encompasses education and all of creation.

> *"The earth is the Lord's and everything in it, the world and all who live in it." Psalm 24:1*

Every sphere of life is part of God's creation. Sully Christian School will educate children based on a Christ-centered perspective in each area of instruction. Students will be instructed to understand that the authority of the Lord extends to every subject, every area of life, and every day of the week.

We will help students understand how God has revealed Himself through creation and build a foundation for lifelong Christian service and stewardship.

II. Organization & Governance

Accreditation and Membership

Sully Christian School is accredited by Christian Schools International. Sully Christian School is a member of various organizations which are listed below.

- Christian Schools International (CSI)
- Iowa Association of Christian Schools
- District V Principal's Club
- Heartland AEA

Christian Schools International is located in Grand Rapids, Michigan. CSI is divided into 13 districts and Sully is in District V. Each year our students participate in District V music, fine arts, and track events.

The Iowa Association of Christian Schools seeks to promote Christian schools in the state of Iowa. It takes active interest in legislation pertaining to educational issues and has an active lobbyist.

The District V Principal's Club meets once a month. Member schools are: Pella Christian High, Pella Christian Grade, Oskaloosa Christian, Peoria Christian, Newton Christian, Grinnell Christian, Timothy Christian, Ottumwa Christian and Sully Christian. The purpose of this group is to deal with issues and events that are unique to our area.

Administration

Brief overview of responsibilities. These lists are not exhaustive.

School Board

- Establishes all school policies.
- Ensures that the SAM, Head Teacher and staff implement and follow through with all approved policies.
- Approves all capital expenditures, major purchases and loans.
- Ensures that proper financial records and accounts are maintained.
- Hires all staff members.
- Decides all school matters presented by the SAM and Head Teacher on behalf of staff.

Head Teacher

- Directly responsible to the Board of Trustees.
- Manages all schedules.
- Supervises instructional staff.
- Conducts staff meetings.

- Responsible for keeping the lines of communication open between the board, staff and parents.
- Orientates new teachers.
- Handles student issues and discipline.
- Creates the school calendar.
- Manages curriculum maps by evaluating teaching standards, textbooks, teaching materials, unit plans, biblical integration, and assessments in all subjects.
- Attends all board meetings.

School Administration Manager (SAM)

- Directly responsible to the Board of Trustees.
- Maintains mission and vision throughout the school.
- Supervises the work of all staff members, which includes visiting classrooms and evaluating teachers.
- Responsible for keeping the lines of communication open between the board, staff and parents.
- Ensures compliance of Staff, Parent & Student Policies as developed by the Board of Trustees.
- Manages building and grounds/facilities.
- Manages technology.
- Oversees CSI accreditation, School Improvement Plan, and State of Iowa requirements.
- Oversees chapels.
- Analyzes testing data to discover areas of strengths and weaknesses.
- Researches and implements professional development for teachers.
- Attends all board meetings.

Administrative Secretaries

The secretaries' duties, in general, shall be to perform clerical and other such duties which assist staff, faculty, the head teacher, SAM and board of trustees in the efficient operation of the school.

Standing Committees

Education Committee

This committee meets monthly to oversee curriculum, review textbooks, oversee the educational instruction of the school, and monitor staff needs. The education committee is responsible for overseeing the school improvement process required by Christian Schools International for accreditation. Short-term and long-range goals are discussed and recommendations are made to the school board.

Advancement Committee

- Fundraises according to the budget set forth by the board of trustees and approved by the Society. Activities include scheduling, planning, and ensuring the successful execution of all fundraisers.
- Promotes the school through development of materials that promote the school and marketing through various forms of advertisement to include print and social media.
- Builds community by identifying, scheduling, planning and ensuring successful execution of activities that build community amongst current families of the school, the Society of the school as well as Sully and the greater surrounding community.

Building and Maintenance Committee

This committee concerns itself with the responsible use and maintenance of the school building and property. Members of this committee are asked to help with physical improvements and upkeep and provide the school board with estimates for major repairs and maintenance. Parents with particular areas of expertise may be called upon to help with repair needs.

Finance Committee

This committee oversees the fiscal operation of the school. It is charged with the duty of setting up the budget that is then presented at Society meetings. It recommends tuition rates and staff salaries. This committee also regulates delinquent tuition. The School Tuition Organization falls under the jurisdiction of this committee.

The Society

Sully Christian School is a private school, owned and operated by the Sully Christian School Society which is composed of parents and other Christians who are dedicated and committed to providing quality Christian education. Parents, believing they are responsible for their children's education, have established Sully Christian School as a place for learning where Christian principles permeate all instruction.

The children are taught to know God, love Him, enjoy Him, and be witnesses of Him in a life of service to God and man.

Sully Christian School is a local institution where parents, board members, teachers, and the administrators play significant roles in the daily operation of the school.

Membership: Annually, during the month of June, the Society of Sully Christian School meets in the school gymnasium to hold elections and approve budgets. Two to three board of trustees from the Society membership are elected for a three year term (maximum total of 12). The board of trustees has delegated a bus committee to oversee general operation and finances for the transportation system. Election of two members for a three-year term is also held at the annual Society meeting.

The membership of the Society has three qualifications:

- Agreement with the Forms of Unity as stated in the Articles of Incorporation of the Sully Christian School, namely, the Belgic Confession, Heidelberg Catechism, and the Canons of Dordt.
- Contributing $100 per year by gift or tuition payment.
- Must be 18 years of age.

Board Policy

Adopted: December 1990

The Sully Christian School Board is governed by a Board Policy. Policies cover: 1) Introduction, 2) Organization, 3) Administration, 4) Business, 5) Personnel, 6) Students, 7) Instructional. The Board Policy is reviewed and maintained continuously.

III. Admissions & Enrollment

Admission

The admission policy of Sully Christian School is inclusive and open to all children whose Christian parent(s)/guardian(s) show evidence of a personal commitment to Jesus Christ, who want their children taught according to the educational philosophy of the school, and have a genuine, positive interest in Christian education. Sully Christian School admits students of any race, color, nationality and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school.

If a child is entering Sully Christian School at any grade level other than kindergarten, parents will be requested to sign a release form for obtaining the child's cumulative record from the previous school attended. The information in this folder, along with the input of the parents, will be used to determine grade placement. Parents whose child is entering the Sully Christian School for the first time must fill out a Family Admissions Application.

Registration

New Student Enrollment

To be approved for enrollment, families must have completed an online Family Admissions Application, a parent meeting and tour of school, their child(ren) have had an academic evaluation and signed the Parental Agreement. The Admissions team will review applications. Enrollment will be granted for the upcoming year based on board approval and seats available in the classroom. New families with approved enrollment will log in to the SIS (School Information System) parent portal used for the Family application and will be prompted to register their student(s) following the SIS registration instructions provided.

Student Re-Enrollment

The online SIS registration instructions will be sent out in spring for current families. Online enrollment will have a scheduled open date with a completion deadline of the last day of school. An official tuition invoice will be sent on August 1st, with payments due before the first day of school for first month's tuition (1/10 of the yearly amount), ½ of bus fees, and a minimum $50 hot lunch payment.

Student Re-Enrollment Eligibility

Re-enrollment eligibility is contingent upon the cooperation and compliance of the family/student with the administration and faculty in support of the school's programs, policies, procedures, and parent commitments. To be considered eligible for re-enrollment, any outstanding balances (including tuition, lunch, bus, and other fees) must be settled by May 31st.

Homeschool Student Policy

Students Returning/Entering Sully Christian School

Sully Christian School will build a cooperative and positive relationship with homeschool families. Because Sully Christian School seeks to supplement the home and act as an extension of the Christian home, it will seek to cooperate with the Christian home school setting. Sully Christian School will participate at different levels with Christian homeschool students depending on circumstances of individual requests.

Specific Guidelines

- The Sully Christian School Board approves enrolling homeschooled students on a part-time basis at Sully Christian School.
- Service will be provided for a fee and will support the mission and educational flow of Sully Christian School.
- Sully Christian School will maintain its accreditation status with Christian Schools International.
- Students will be expected to abide by school policies listed in the Board Policy Manual and summarized in the school handbook.

Sully Christian School will work with Christian homeschool students under the following conditions:

- Homeschool students will be allowed to enroll only on a space available, first come basis. Educational planning priorities will always be for full time students. Enrollment is not secured until two weeks before the school year or the desired academic unit begins.
- Standardized scores of the homeschool students will not be included in the class or school norms.
- The staff's workload will not increase significantly by the request.
- A school calendar will be provided to the homeschool parents. It will be the responsibility of those parents to make arrangements during modified schedules due to vacation, snow days, field trips, etc.
- The parents will provide current immunization records to the school as required by the State of Iowa.
- Once the student(s) is enrolled, it is expected that the student will remain enrolled through the remainder of the school year or the elected academic unit. The non-refundable tuition is required before services are received, unless arrangements are made with the finance committee.

Application for Homeschool Services

- The school will require and maintain the same entry requirements (Application for Admission, Physician and Immunization forms, etc.) for homeschool families as it does for those in full time attendance.

- An online application form for homeschool services through Sully Christian School must be submitted.
- Sully Christian School must be provided with a copy of the student's state certificate of authorization to be homeschooled.

School Responsibilities

- Assist in enrolling families/students into the Sully Christian School educational program.
- Supervise all financial matters.
- Placement of home school student(s) in approved class setting which will be determined by the parents, administrative team, Education Committee, and class teacher based upon recommendations by the head teacher.
- Maintain student files which will contain the following:
    - Board approved student application form
    - Chart of student's progress in selected academic units
    - Testing results
    - Previous school records

Staff Remuneration

- A teacher's salary may be supplemented if additional work or expectations are placed upon them.
- No additional remuneration is to be expected if the home school child is part of a regular class and within the confines of a regular class load.
- Home school students shall be eligible for the services listed on the home schooling services list provided by Sully Christian School. Participation in competitive school events is not available to home school students unless they are enrolled in a minimum of one core subject.

IV. Attendance

Attendance

Iowa State law requires that all elementary age children be in regular attendance at school. Since most subjects are cumulative in nature, punctual and regular attendance is extremely important. The child who is absent misses much instruction and discussion. When the continuity of the program is disturbed, students lose interest in carrying out their responsibility in regular class work. Student absences become a drain on teachers' time and energy as they prepare homework for the students, review the work when completed, set aside time to present concepts and skills introduced during the child's absence, and administer any tests and quizzes missed. In addition to the above, the frequent occurrence of unexcused absences does not promote a positive attitude toward work, punctuality, and the importance and value of pursuing academic excellence.

School Hours

School begins at 8:30 a.m. and dismisses at 3:25 p.m. Once students have reached school, they may not leave the school grounds until dismissal. Exceptions are made for school sponsored activities such as nature walks, field trips, etc. Even though the teachers are at school by 8:00 a.m. each morning, students are not to arrive before 8:20 a.m. If they do arrive before this time they are not allowed to go to their lockers and/or classrooms. They are to stay in the entryway until the bell rings.

All students are required to leave school promptly at the end of the school day. Parents should contact the classroom teacher to make the necessary arrangements if a child must remain at school after 3:25 p.m.

Kindergarten Attendance

Progressive Kindergarten students attend school three days a week (Mon., Wed., Fri.) 8:30 to 3:25 for the 1st quarter. Beginning the 2nd quarter of the year, Tuesday is added to the week (Mon., Tues., Wed., Fri.), making a four-day week. Beginning the 3rd quarter of the year, Thursday is added to the week, making a five-day week. This schedule does not apply to students choosing the optional full-time kindergarten program.

Recess Time

Recess	Time
Morning	10:00 – 10:15
Noon	12:15 – 12:45
Afternoon	2:05 – 2:15

Absences

Parents must call or email the school or send a note to the teacher if a child is not going to be in school for any reason. If the student is absent for a reason other than illness, parents are asked to contact the teacher in advance or send a note requesting permission to be excused at a specific time. Parents must come to the classroom to get their child. There will be a check out/return sheet which must be filled out each time a student leaves the building during school hours. Please try to avoid scheduling dental or medical appointments during school hours when possible. Failure to comply with absentee policies can impact enrollment for the following school year.

Truancy Policy

Regular attendance by the students at school is essential for students to obtain the maximum opportunities from the education program. Parents and students alike are encouraged to ensure an absence from school is a necessary absence.

Truancy is the failure to attend school for the minimum number of days established in the school calendar by the board. Truancy is the act of being absent without a reasonable excuse. These absences will include, but not be limited to, tardiness, shopping, hunting, etc. Truancy will not be tolerated by the board or the administration.

Students are subject to disciplinary action for truancy including detention, suspension, expulsion and review of future enrollment. It is within the discretion of the administration to determine, in light of the circumstances, whether a student may make up work missed because of truancy. Students receiving special education services will not be assigned to supervised study hall or in-school suspension unless the goals and objectives of the student's Individualized Education Program are capable of being met.

It is the responsibility of the head teacher, in conjunction with the school administration manager, to develop administrative regulations regarding this policy. The administrative regulations will indicate the disciplinary action to be taken for truancy.

Legal Reference: SF2435.

Excessive Absenteeism

Excessive absenteeism is any absence beyond 10 days or individual class meetings per semester.

On a student’s seventh absence from the class, other than for school sponsored activities, during a particular semester, the parent/guardian will be contacted by the office. Further absences will be analyzed carefully by teachers, counselors, and/or administrators, with parent/guardian involvement. Absences beyond 10 per semester may be reported to the state and re-enrollment will be under review.

Students Leaving School During the Day

To ensure the safety of our students, we request the following from any student leaving the school for any reason during the school day.

- Students in Grades K-4: A text, email or phone call to the teacher or school office is required.
- Students in Grades 5-8: Written excuses are not required, but appreciated.
- Sign In/Sign Out sheets in the lobby MUST be completed by all parents or authorized persons when students leave the school building during the school day as well as when students return or arrive at school after the school day has begun.

Tardiness

Tardy times are not recorded for students who arrive late in the morning due to bus transportation. Tardies are recorded by teachers if the student is not in the room on time in the morning and after each recess.

Family Trips

Students going on family trips that will cause them to be absent from school must make prior arrangements with the classroom teacher(s).

V. Academics

Grading

Letter grades are not given until 3rd grade. Kindergarten, 1st, and 2nd grade teachers will explain their grading system at Parent-Teacher Conferences or through some other means of communication. 3rd through 8th grades can be viewed on the SIS in real time with each assignment. Kindergarten through 2nd grade will only have report cards at the end of each quarter.

Grades 3-8 use the following percentage schedule:

Grade	Percentage	Grade	Percentage
A	100–96	C	78–75
A-	95–92	C-	74–72
B+	91–89	D+	71–68
B	88–85	D	67–64
B-	84–82	D-	63–60
C+	81–79	F	60 and below

Report Cards

Report cards for all students are issued after each nine-week marking period. The fourth quarter report cards will be available one week after the last day of school. These reports consist of grades and comments regarding academic achievement, effort, work habits, and character development. Teachers in grades 3-8 are expected to publish their grades weekly. Progress reports are always available on SIS for grades 3-8.

School Testing

ISASPS are given to all students in grades 1-8. Results of the ISASPS tests are shared with parents at spring conferences. Results are also given to the Education Committee so as to review achievement goals or to set new achievement goals.

FAST tests are administered to K-6th graders in the fall, mid-year, and spring of each school year. These tests are essential in making teachers aware of each child's reading fluency level to determine if extra intervention is needed.

Homework Policy

Parents are expected to take a supportive role in all homework assigned and are encouraged to help their children with Bible memory work and spelling words. When assigning homework, the teacher should use his/her best judgment in determining the length of time it will take a student to complete the assignment. General guidelines for homework follow: homework should be about 10 minutes of time per grade level averaged out over the week. Teachers will make

accommodations and modifications to homework assignments based on teacher observations and student needs. Junior high teachers should be aware of tests and large projects assigned by other teachers as indicated on the hallway calendars.

It is understood that Wednesday nights are set aside for church activities. Teachers are asked to do their best to refrain from scheduling activities and homework on Wednesday nights. Because we believe that home, church and school should work together, we desire to be respectful of church night when assigning large assignments.

Late, Incomplete and Make-up Work

- Each classroom teacher will define specifically what constitutes late work and inform students verbally and parents as they deem appropriate.
- For junior high, grades of assignments and projects that are late will drop 10% per day. All work must still be completed or an incomplete will be given on the report card.
- Parents will be notified if a student has consistently late work.
- Students have until the end of each quarter to turn in late work to avoid an incomplete. An "I" will appear in the grade section until all grades can be averaged. Unresolved incompletes may result in failure to receive a signed grade card at the end of the school year.
- Failure to turn in assignments on time may keep students from participation in recess, sports, field trips and other special activities.
- If there is a planned absence, students should ask for and complete assignments ahead of time if possible. One day for every planned absence day is allowed to turn in make-up work. Students will receive two days for every day that is missed due to illness to complete make-up work.

Academic Services

The staff of Sully Christian School works hard to meet the needs of students. In addition to the regular educational program, Sully Christian School provides Resource Room assistance and/or Section 504 Plan to those who qualify. (See Section 504 of the Rehabilitation Act in the Student Records & Legal Policies section of this handbook.)

Library

- The library is open during school hours. Set times will be determined yearly as to when a librarian will be present. Teachers may help students check out books at times when the librarian is not present.
- Students MAY NOT check out their own books. A teacher or librarian must check them out. Jr. High students may check out their own books provided they do so correctly; if not, this privilege will be taken away.
- Books will be checked out for a two-week period (unless a longer time period is requested by the teacher).
- There is no limit on the number of books a student may check out (within a reasonable amount); however, if a teacher desires, he/she may place a limit on the number of books a

student checks out. If there is a problem, the librarian may place a restriction (at her discretion) upon a student or class.

- Books may be renewed. The book must be brought into the library in order to be renewed.
- There are no overdue book fines; however, as time permits, an overdue book list will be published. If a student has excessive overdue books, he/she may not check out books until overdue books are returned. The librarian may impose this restriction at her discretion.
- If a book is lost or damaged, the student is expected to pay full replacement value for that book by the end of the school year.

VI. Student Life & Activities

Extra-Curricular Activities Philosophy

Extra-curricular activities at Sully Christian School are an integral part of the educational program and are consistent with our mission of training students to think, discern, and act from a Biblical perspective. Activities beyond the classroom experience provide students with unique opportunities for spiritual, intellectual, physical, and social growth. Sully Christian School is committed to developing Christ-like character in our students and encouraging them to use their God-given gifts and abilities to glorify Him.

The goals of the extra-curricular activities program are to enable students to:

- Begin each event with prayer
- Represent Christ in a public platform
- Appreciate arts, athletics, and academics
- Commit to excellence
- Display good sportsmanship
- Foster school spirit
- Encourage participation
- Develop self-discipline
- Develop teamwork
- Develop a respect for school property

Fine Arts

Fine Arts is encouraged to help students develop public speaking and performing skills. The students at Sully Christian are involved in the District V Fine Arts program during February and March. Grades 5-8 participate in art, writing, music, and drama. Students will be required to participate in some of these areas. Junior high students may select the categories in which they would like to be involved.

Band

The 5th – 8th graders are offered a band program at Sully Christian School. Band classes along with individual lessons are held on Monday and Thursday of each week. Marching band is a required activity for band students unless a student has physical limitations.

Junior High Sports

7th & 8th grade students have the option to go to Pella Christian or Lynnville-Sully to participate in athletics with the junior high students from those schools. Sports are considered a privilege and should not interfere with the student's academic responsibilities.

Much of the physical education program at SCS coincides with area sports schedules. We spend time working on sports fundamentals and scrimmage games. However, we also work on other sports skills and play various games at least once per week.

Sports Policies

- Any athletic participation fees invoiced by the district/club/school the athlete is playing for are the responsibility of the parent/guardian and not Sully Christian School.
- Each 7th and 8th student must have an updated physical annually.
- Uniforms for all sports are provided by Pella Christian or Lynnville-Sully.
- Practice schedules are set by the school organizing the sport.
- Both Pella Christian and Lynnville-Sully are members of the IHSAA (Iowa High School Athletic Association) and therefore follow IHSAA requirements and rules for sporting events.
- If a student misses more than half of the school day of the scheduled event, they will not be allowed to participate.
- Bus transportation is available to Pella Christian. Bus rules apply to all bus rides to and from sports activities. Students who violate bus rules will not be permitted to play in the next event.

Track and Field Day

Each spring, students in grades 5-8 participate in the District V Christian schools track and field day. Parents are welcome to attend.

Intramurals

All 5-8 grade students are required to participate in supervised sports activities during intramural time. Soccer, volleyball, basketball, floor hockey, and softball are played throughout the school year. Coed teams are selected by 8th grade captains. This provides a great opportunity for organized "play" for junior high students.

Music

General music instruction is scheduled on Monday and Thursday of each week and is required for all students in K-8. Participation in the musical programs is considered required and part of each student's grade.

Physical Education

Physical education is required for grades K-8. Students have two P.E. periods per week.

Playground Rules

- All students are expected to go outside during recess times except for grades 5-8 during scheduled intramural activities.
- Students must enter and exit appropriate doors at recess and may not enter the building during recess time without permission from the teacher on duty.

- No balls on rubber tire pieces.
- No kicking balls except on open field areas beyond swings.
- No balls (except Four-Square) on cement by the school building.
- No games involving pretend shooting, killing, weapons, etc.
- No tackle football.
- No climbing on backstops.
- No throwing rubber tire pieces or moving piles of tire pieces.
- No climbing on trees.
- No baseballs allowed.
- No snowball fights unless supervised by the students' teacher and only with those students who wish to participate.
- No playing in adjacent farm fields.
- No climbing up slides.
- Only one student down a slide at a time – must be feet first.
- All students must wear appropriate outerwear including boots as assigned by the teacher on duty.
- If appropriate winter clothing and boots are not available, Jr. High students must sit at their desk. The Jr. High students are not allowed to use this time to catch up on schoolwork; they may choose a library book to free read. Lower elementary teachers may use their discretion on students doing schoolwork.
- During winter months, recesses will be in the gym when the temperature is 10 degrees above zero or below. (Rule is subject to teacher discretion)
- Personal property such as balls, toys, snowboards, etc., used at recess is not the responsibility of the school in case of theft or damage.
- Students must be visible on the playground at all times. Students may not be in front of the building, on the east and west ends, or behind the school storage shed.
- Sound of buzzer means all students must stop playing and hustle into the school building.

Assemblies/Chapels

A chapel is held on the first day of school to introduce the new Kindergarten class and any new students and staff members. Chapels are held every Friday at 8:40 a.m. for the students and staff. A devotional topic and singing constitute the majority of the chapels. Occasionally special speakers come to share different topics. Each class presents their own special chapel, one for each class. Parents and visitors are always welcome to join us during these chapel times.

Field Trips

Dress code, general guidelines and bus conduct rules apply to field trips just as they do to school time and/or activities. A note describing the location, date, transportation and other arrangements for field trips will be communicated to parents before the trip. Parents will be asked to sign a permission slip at registration time that is applicable for all trips.

Pictures

School pictures are scheduled once a year. Pictures are taken for student exchanges, class composites, and student records. Individual pictures of all students are taken. Parents are under no obligation to purchase pictures of their children.

Lockers

Lockers are for junior high students. Students may only use magnets to hang stuff up in their lockers, no tape is allowed.

VII. Behavior & Discipline

Discipline

The word "discipline" comes from the word "disciple" and "disciple" means "to teach." Discipline is the Biblical guidance of the conduct of students at SCS. In all discipline situations we seek to teach obedience to God's Word and plan for our life, not just punish bad behavior. This does not mean that consequences should be avoided, but that consequences are only a part of our response to a student's behavior. Since we feel it is crucial that our students reflect the image of Christ, it may become necessary to use Christian discipline to redirect behavior. Discipline needs to be fair, consistent, and understood by those who are being disciplined.

> *"No discipline seems pleasant at the time, but painful. Later on, however, it produces a harvest of righteousness and peace for those who have been trained by it." Hebrews 12:11*

The Plan

1. Rules, expectations, and guiding principles will be clearly communicated and modeled by the members of the Christian school community.

2. Consequences will be applied clearly, fairly, consistently, and without malice.

3. Guiding principles for student behavior choices:

- You will be treated with respect, and you will treat others with respect.
- Feel free to do anything that doesn't dishonor God or cause a problem for anyone else.
- If you cause a problem, you will be asked to solve it.
- If you cannot solve the problem, or choose not to, an authority figure will do something.
- What the authority figure will do will depend on the individual person and the unique situation.
- If at any time you feel something is unfair, respectfully tell the authority figure.

Adapted from "Teaching with Love and Logic" (Jim Fay/David Funk)

Verbal and Physical Abuse/Misbehavior

As a school, one of our goals is to teach students to respect their fellow students and teachers as placed in their lives by God. Verbal and physical abuse is defined as taunting, belittling, threatening, fighting, bullying, etc. We will not tolerate harassment and other unacceptable behavior. Examples of misbehavior include, but are not limited to: bullying, disrespect for authority, backtalk, threatening another person, physical altercation, and repeated misbehavior.

Disciplinary Procedure for Misbehavior

Students will be notified of a behavior that has placed them on a disciplinary level. The head teacher has the discretion of what level the behavior has placed them on, by assessing the situation and the heart and intent behind the misbehavior.

- Strike one - student(s) will be required to offer an apology for the offense to the person or persons offended.
- Strike two - student(s) will meet with the head teacher or SAM. They will start with prayer together, then the student will be asked to explain their offense. With the SAM or head teacher's help, together they will fill out the Plan of Action. Parents will be notified by phone or email, whichever is appropriate, of the situation and the student's plan to remedy the offense.
- Strike three - student(s) will be sent to the head teacher; the head teacher will determine the loss of privileges, which may include lost recess, after school detention, or cleaning duties in the lunchroom. A meeting will be set up with parents, the applicable teaching staff and head teacher.
- Strike four - student(s) parents will be called, and the student will be sent home for the day. A meeting will be set up with the head teacher, applicable staff, parents, school board president and, at the head teacher's discretion, the student. The student's plan of action will be reviewed, as well as documentation of any other incidents. The student's continued enrollment at Sully Christian School will be discussed, and the decision will be made in the executive committee of the board of trustees.

Procedure for Behavior Detention

- A student is informed by the teacher and principal/head teacher that s/he received a detention. The teacher giving the detention gives written notification to the principal/head teacher as soon as possible.
- Parents are notified of the detention in writing with a note home to the parents. Parents will sign the note and return it to school.
- The student is responsible for reporting to the teacher on the day the detention is served. If the student is late, a second detention may be issued. The detention period is over when the teacher dismisses the student.
- Parents/guardians are responsible for making the necessary arrangements for transportation.
- Repeated Detentions: The Education Committee will make the decision of whether or not the student will continue education at Sully Christian. The parents will be invited to this meeting.

Procedure for Out-of-School Suspension

In the case of repeated misbehavior or a serious single event, out-of-school suspension can be enforced. The out-of-school suspension will be assigned by the school principal/head teacher.

Examples of behavior that could warrant a suspension include, but are not limited to: bullying, disrespect for authority, backtalk, threatening another person, physical altercation, taunting, belittling, threatening, fighting, and repeated misbehavior.

Procedure for In-School Suspension

In the case of repeated misbehavior or a serious single event, in-school suspension can be enforced. The in-school suspension will be assigned by the school principal/head teacher. Examples of behavior that could warrant a suspension include, but are not limited to: bullying, disrespect for authority, backtalk, threatening another person, physical altercation, taunting, belittling, threatening, fighting and repeated misbehavior. In-school suspension will be planned with the parent if possible, but can also be assigned immediately with the approval of the principal. Written or verbal notification will be sent to the parents notifying them of when and why the suspension was given.

The day of in-school suspension will include:

- The student will report to the office as soon as s/he arrives at school.
- The student will take all necessary books/materials for the day, and a staff member will accompany the student to the suspension area.
- The student will be isolated from and will not communicate with any peers throughout the entire school day including class time, lunch, noon, recess, breaks, sporting events, and other activities.
- The student will be given and will complete the regular daily assignments along with any extra assignments the principal/head teacher and staff deem appropriate.
- The student will sit in an appropriate alert manner, will remain awake, and will not sleep or put his/her head down on the desk.
- The student will be given one morning, one noon, and one afternoon short break for restroom use as directed by a staff member.
- The student will demonstrate a cooperative attitude and quickly comply with requests to move from one location to another to meet staff monitoring needs.
- The student will complete the "Plan of Action" form.
- If the student does not comply with the above regulations to the satisfaction of the principal/head teacher/staff, the student will repeat the suspension until satisfaction is met.

Dress Code

The Sully Christian School dress code is designed to reflect our witness and distinctiveness as Christians and to encourage pride in one’s grooming. The way we dress often reflects our feelings and attitudes and affects our actions and behavior. As in other areas of our Christian lives, we must seek not to offend others in our dress and individual desires may have to be denied for the common good. Parents, students, and teachers will be cooperatively responsible for enforcement of the dress code.

- School clothes must be neat, clean, properly repaired, and in good taste; thus excluding immodest attire. This includes holes or rips in jeans or shorts.
- All shorts must be finger-tip length. No biker shorts.
- No tank-top type clothes may be worn. This includes muscle shirts or t-shirts with large cutout sleeve openings. Sleeveless shirts are permitted for students.
- No clothes with midriff showing.
- Skirts must be finger-tip length. If leggings are worn, students must wear a finger-tip length shirt or dress over them.
- No see-through (mesh type) clothing.
- Discretion must be used in wearing slogans and pictorial shirts or blouses. The faculty reserves the right to determine whether or not such items are offensive and/or in good taste.
- Judgment regarding dress will be made by the staff. Students will be consulted privately and informed of dress code infractions. Students may then choose to change into appropriate clothing from their backpack or duffle bag, or they may call their parents to bring clothing to the school, or the school will provide a SCS t-shirt and/or gym shorts for the student. (Student will be responsible to clean and return such clothing back to school.) A note will be sent home or a phone call will be made to the parents the same day their child violates the dress code.
- Boys are not allowed to wear earrings to school or school sponsored events.
- Boots are to be worn for recess by students in grades K-8 in wet and snowy weather. Students in grades K-4 should have their names marked in their boots as well as in all of their personal supplies. Snow pants are required for students in grades K-4.
- Clothing for school programs and other special school events must be chosen with Christian discretion. Dresses for the 8th Grade Graduation may have no spaghetti straps, no low-cut fronts or bare backs, and must be knee length or longer.

Anti-Harassment/Anti-Bullying Policy

God gives us guiding principles in the Bible for human relationships.

> *Genesis 1:27 – So God created man in his own image, in the image of God he created him; male and female he created them.*
>
> *Luke 6:31 – Do unto others as you would have them do unto you.*
>
> *Luke 22:39 – Love your neighbor as yourself.*

We are God's ambassadors, and our behavior represents God to our neighbor. Each person is valued by God, so our interactions with each other should reflect the value that God has placed on our fellow image bearers, treating each other with love and respect. No type of harassment or bullying initiated by student, staff, or volunteer in school or at any school activity will be tolerated and is against school and state policy.

Pursuant to Iowa Code Section 280.28

Statement of Policy

- School employees, volunteers, and students in school, on school property, or at any school function, or school-sponsored activity shall not engage in harassing and bullying behavior.
- School employees, volunteers, and students shall not engage in reprisal, retaliation, or false accusation against a victim, witness, or an individual who has reliable information about such an act of harassment or bullying.
- School employees, volunteers, parents or guardians, and students are expected to act in a timely and responsible manner to prevent, report, and facilitate investigation of suspected harassment and bullying.

Definitions

Harassment and Bullying are defined as any electronic, written, verbal, or physical act or conduct toward a student which is based on any actual or perceived trait or characteristic of the student, and creates an objectively hostile school environment that meets one or more of the following conditions:

- Places the student in reasonable fear of harm to the student's person or property.
- Has a substantially detrimental effect on the student's physical or mental health.
- Has the effect of substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by a school.

The following activities, absent substantial aggravating factors, occurring inside or outside the classroom, do not constitute Harassment or Bullying:

- Instruction and participation in lessons and worship services.
- Discussions and debate concerning issues important to Christian faith.
- Electronic, written, verbal, and physical interpretation of Biblical scripture, and religious texts, music, and opinion.
- Witnessing and faith-sharing.

Reporting

Suspected incidents of harassment and bullying should be reported by completing a grievance form (see Appendix A) and returning it to the administrator/head teacher within 24 hours. The administrator/head teacher is responsible for receiving reports and ensuring the Anti-Harassment/Anti-Bullying Policy is implemented.

Investigation

Suspected incidents of bullying and harassment will be promptly and thoroughly investigated by the administrator/head teacher or his/her designee. Investigators will consider the totality of the circumstances presented in determining whether conduct objectively constitutes harassment or bullying under this policy.

Consequences for Violators

Individuals responsible for conduct in violation of this policy will be subject to consequences and remedial action. The sanctioning guidelines of the Code of Student Conduct apply to violations of this policy.

Publication

The Anti-Harassment/Anti-Bullying Policy shall be published in the student handbook, the employee handbook, and the parent/guardian handbook.

Substance Abuse Policy

(Tobacco-free/Nicotine-Free Environment)

Sully Christian School facilities and grounds, including school vehicles, are off limits for tobacco use, including tobacco-like products and the use of nicotine products that are not FDA (Food and Drug Administration) approved for tobacco cessation. (Examples include but are not limited to cigarettes, electronic smoking devices, cigars, chewing tobacco, snuff, pipes, snus, etc.) This requirement extends to students, employees and visitors. This policy applies at all times, including school sponsored and non-school sponsored events. Persons failing to abide by this policy are required to extinguish their smoking material, dispose of the tobacco/nicotine product or leave the school district premises immediately. It is the responsibility of the administration to enforce this policy.

The Education Committee of the School Board will study the situation on a case-by-case basis and make a recommendation that may include detention or suspension.

Weapons and Dangerous Objects Policy

Weapons and other dangerous objects such as, but not limited to, firearms, explosives, knives and brass knuckles, are not to be brought on school property. This includes transportation vehicles and covers all school sponsored activities. Weapons are defined as anything used or usable in injuring another, or an instrument or object designed for or used in fighting. Weapons and other dangerous objects cause material and substantial disruption to the school environment. They present a threat to the health and safety of students, employees and visitors on the school premises or property within the jurisdiction of the school.

Weapons and other dangerous objects shall be taken from students and others who bring them onto the school property, onto property within the jurisdiction of the school, or from students who are within the control of the school. Parents of students found to possess a weapon or dangerous objects on school property shall be notified of the incident. Any student who brings a firearm to school or to a school activity shall be suspended immediately, and the Education Committee of the School Board shall study the situation on a case-by-case basis and make recommendations.

VIII. Health & Safety

Health

The administration of medication at school is discouraged. Whenever possible, arrangements should be made so that it is not necessary for teachers to administer medication to students at school. It is the parents' responsibility to notify the teacher concerning a child's chronic illness, such as allergy, diabetes, seizures, etc. School personnel will not issue internal medicine, including Tylenol, unless it has been agreed upon in writing by the child's parent, guardian and/or physician. Prescription medication given by a teacher to a student must be accompanied with written instructions and parental permission.

All medication sent to school must be under the supervision of school authorities and be kept in a locked cabinet. Students are not allowed to carry any medication, prescription or over-the-counter, on their persons, or keep any form of medication in their lunch bags/boxes, or in their desks or lockers.

Students with asthma are permitted to carry inhalers with written permission from their parents.

Tylenol, ibuprofen, tums and cough drops will be given out to students only if there is a written notice from parents on file giving school staff permission to administer medications when requested by the students. Aspirin is not available from the school.

If it is necessary for a K-8 student to remain in school during recess or be excused from an activity, they need a note from home stating a reason for this request.

If your child becomes ill at school, arrangements must be made to get them as quickly as possible.

If your child has a fever over 100 degrees, he/she may not return to school until their temperature is normal without fever reducing medications for 24 hours.

Hearing Screening

Hearing Screening tests are given yearly for students in grades K-2nd and 5th. Parents will be notified if a student needs additional testing.

Security

All outside doors will be locked during the school day from 8:30 a.m. – 3:20 p.m. Entry can only be gained through an intercom/buzz-in system located at the west main entry door. If the door does not open for you after a brief wait, please push the button to get the attention of a staff member. You may be asked to identify yourself if we do not recognize you. In the event that no one assists you, please call the school to get a hold of someone to let you in.

Security cameras are installed at the front and rear entrances of the school.

Search and Inspection

Searches of Students

A student's person and/or personal effects (e.g., purse, book bag, clothing pockets, etc.) may be searched when school officials have reasonable cause to believe that the student is in possession of alcohol, controlled substance(s), tobacco, pornography, weapon(s) and/or anything else which is a violation of the law or a school rule. The search will be conducted under the authority of the administrator/head teacher with at least one adult witness present.

Maintenance Inspections with Notice

Although school lockers, desks, and computer files are temporarily assigned to individual students, they remain the property of the school at all times. The school has a reasonable and valid interest in ensuring that its property is properly maintained. For this reason periodic inspections are permissible to check for cleanliness and vandalism. General maintenance inspections may be conducted by school authorities at any time. This policy will be stated in the Sully Christian School Handbook. The inspection will be conducted in the presence of at least one other adult.

Any contraband (weapons, pornography, controlled substance(s), alcohol, tobacco, or anything else which is a violation of the law or a school rule) or vandalism discovered during such inspections shall be confiscated by the administrator/head teacher, who will advise the student's parents. Disciplinary action could also be a consequence.

Inspections without Notice

Lockers, desks, computer files, and other facilities owned by the school are provided as a courtesy to the student. These school facilities may be searched without notice when school officials have reasonable cause to believe that the school facility contains a weapon(s), pornography, controlled substance(s), alcohol, and/or tobacco, or anything else which is a violation of the law or a school rule or has been subject to vandalism.

Such searches will be conducted in the presence of another adult. Any contraband (weapons, pornography, controlled substance(s), alcohol, and/or tobacco) or anything else which is a violation of the law or a school rule, or vandalism discovered during such inspections shall be confiscated by the administration, who will advise the student's parents.

Disciplinary action could also be a consequence. Law enforcement will be notified if appropriate.

School Closings and Early Dismissals

School Closings

Parents will be notified through the SIS messaging system of changes to the school schedule due to urgent issues or inclement weather.

The following television and radio stations will be used to communicate delays or cancellations during inclement weather.

Medium	Station 1	Station 2
Television	KCCI Channel 8	WHO Channel 13
Radio	KRLS Pella	KCWN Pella

If it is necessary to close school because of weather or road conditions, a school-wide text and email will be sent from the office.

If Lynnville-Sully Public School cancels due to poor winter driving conditions, then classes at Sully Christian are also canceled.

If temperatures are below zero, the administration will decide whether to have school or not. We will not follow what Lynnville-Sully Public School does. Buses may have to remain parked and parents will be asked to drop off and pick up their student(s).

If a severe thunderstorm or tornado warning is issued, no students will be permitted to leave the school premises until the warning has expired.

Early Dismissal Procedures

The bus drivers are instructed to bring students to their respective destinations unless there is a note or a pre-arranged agreement. A child's word is not acceptable. It would be helpful if you talked to your child about the "what if" situations and reassured them of safety protocols.

Asbestos

Asbestos inspections, recommendations, and updating by the CHART Services of Des Moines, IA. Policy is located in the file cabinet in the teachers' workroom.

Communicable Disease Policy – Blood Borne Pathogens

Policy is located in the school office.

Blood-Borne Pathogen Team
Candice Vos

Child Abuse Reporting – Level One and Two

Policy on identifying and reporting child abuse, a procedure for investigating allegations of abuse of students by school employees. Policy is located in the school office.

Level One Investigator	Level Two Investigator
Larissa Huisman	Jasper County Sheriff's Dept.: 641-792-5912

IX. Arrival, Dismissal, Building & Visitors

Arrival

For safety reasons, we ask that parents wait until buses have released students into the school building before pulling up to the door to drop off their students at the front door. This allows us to keep the arrival of students in a safe and orderly fashion.

Dismissal

Dismissal: All students must stay in their classroom until 1st bell rings. Students not riding the buses will remain in the classrooms and be dismissed AFTER the buses are dismissed. The Kindergarten class can wait in the hallway and still follow the dismissal procedure as their classroom is not visible.

Safety: Before and after school, parents/guardians need to enter the parking lot from the west side. They must wait for the buses to first drop off or pick up students before they can pull up to the doors. Students may not walk in front or behind the buses when they are dropping off or picking up. Students must enter the building through the front doors. Students may not be in the building before or after school, unless given permission by a staff member.

Building and Grounds

Students are to respect the property of others and the school property. Students who damage or deface school property may be held responsible for reimbursement for the damage and may face disciplinary action.

Visitors

Parents and other interested adults are welcome to visit the school. Feel free to visit at any time. We do ask that you make arrangements with the classroom teacher in advance so that you do not arrive and find that a particular class is on a field trip or is involved in testing and not able to have visitors at that particular time. If you wish to have a school lunch while you are visiting, please let the office know ahead of time so the kitchen can be notified to prepare the proper amount of food.

X. Transportation

Bus Policy

The safety of every child on the buses is of great concern to all of us. Every precaution is taken to see that the children arrive at their destination safely. This requires the cooperation of parents, children, and school officials.

Driving a bus is a difficult and responsible task. Our drivers are carefully selected and meet all state requirements. Their entire attention must be on their driving responsibility at all times.

Anything that happens on the bus to divert the driver's attention from their job immediately endangers the safety of the riders. It is therefore absolutely necessary that the students conduct themselves in a respectful manner. Furthermore, transportation equipment represents a large capital investment. This is another important reason for expecting the utmost cooperation from students on our buses.

The operation of a safe, efficient, and economical transportation program requires that all passengers observe the attached set of regulations. In order to avoid any misunderstanding that might develop at a future date, the procedures described below will be followed in case of an infraction of the rider.

If there is a problem with your child on the school bus, the driver will discuss the problem with your child. The driver will also contact you, as the parent, to let you know that a problem does exist and to enlist your help in solving the problem. This will be the first violation.

If a second violation occurs, an "unsatisfactory bus conduct report" will be filed by the school bus driver with the administrator/head teacher. A copy of this report will be sent to you by mail. This shall be known as the second violation.

If a third violation occurs, a second "unsatisfactory bus conduct report" will be filed. The parents will be informed of the violation and a meeting of the parents, bus driver, administrator/head teacher, and bus board member shall take place. This meeting will be to address the violation and proper corrective action concerning the violation. The student may be informed immediately that they may be dismissed from the bus for a total of up to five (5) school days. This shall be known as the third violation.

When in the judgment of the bus driver and the administrator/head teacher, behavior by a rider is such that it becomes an immediate threat to the safety of other riders, the bus driver or to the bus itself, the driver will file violation four without going through the steps listed above. Also, if a fourth violation occurs from unsatisfactory bus conduct, a third "unsatisfactory bus conduct report" will be filed. The parents will be informed of the violation and a meeting of the parents, bus driver, administrator/head teacher, and bus board member shall take place. This meeting will be to address the violation and proper corrective action concerning the violation. The

student may be dismissed from all bus transportation for the remainder of the school year. Either of these shall be known as the fourth violation.

We will expend every effort to ensure safe transportation for your child; we trust that you will support us in our effort to achieve this goal.

Bus Rules and Regulations

School bus riders shall conduct themselves in a respectful manner. Formal classroom behavior is not required of students riding a school bus. An informal atmosphere, which encourages pupils to relax and enjoy the ride, is desirable.

The driver is responsible for the safety of his/her passengers. The bus driver is in complete charge of the students who ride his/her bus. The driver's relationship to bus passengers is the same as the relationship between teacher and class.

- Enter and leave the bus promptly without pushing and crowding.
- Remain as quiet as the bus driver wants it.
- Refrain from shouting or other boisterous activity.
- Show due consideration for the bus driver and his/her problems.
- Rider shall remain in a normal seated position while the bus is in motion. This is for rider protection.
- Each student must go directly to his/her seat when entering the bus and remain seated until the bus stops, and the driver indicates it is time to leave.
- The bus driver has every right to assign seats to students riding his/her bus.
- Students will keep their feet off the seats.
- The aisle shall be kept clear at all times.
- A student who damages seats or other equipment will be expected to pay the cost for repair or replacement.
- At NO time should a student put their hands, heads, or anything else outside the window. No objects are to protrude from the bus windows, nor should any objects be thrown from the bus.
- No swearing or abusive language.
- Older children should treat younger ones the way they would like to be treated.
- Students are to respect other children's property, e.g., backpacks, lunches, etc.
- All instruments are to be kept in their case.

In addition to the above items, pupils are encouraged and instructed to:

- Follow the bus driver's instructions promptly and cheerfully.
- Notify the bus driver in advance when he/she will not be riding the bus. The night before would be greatly appreciated.
- Be ready and waiting at the designated loading point before the bus arrival time.

Severe Weather

If a severe thunderstorm or tornado warning is issued for our area, the buses and children will be held at school until such warning has expired. If buses are already on the route when a "warning" is issued, the drivers are notified. The bus driver will then determine if safety evacuation is necessary.

Bicycles & Other Ride Ons

Students may ride bicycles to and from school but not while at school. All bicycles are to be parked in the bike racks in the area designated on the school grounds.

XI. Food Services

Food and Drink Policy

The only drink that is allowed is a water bottle. If students bring a drink to school in another container, they will have to finish it and then throw it away before going to class. You may bring pop, juice, etc. for birthday treats or field trip days. Please give class treats/drinks to the teachers to distribute at the appropriate time.

Students may bring snacks to school, but at the end of the day they need to bring home any leftover food they brought from home or lunch that they did not finish. We do not need food left at school to spoil or food that should be refrigerated.

Hot Lunch

Sully Christian has a full time hot lunch program. The main goal of the Food Service is to serve nutritious lunches to your children. A monthly menu will be available on our website. Milk is included in the price of the meal. If your child takes a lunch from home, they may purchase milk at school.

Each student ID# is linked to the respective family account. This will allow you (parent) to go to SIS online and check your lunch account balances at any time. You will also be able to check your child(ren)'s individual purchase history on the SIS. Please be sure not to share your FACTS ID# or PIN# with anyone as that will allow them to access your account information.

Forms for applying for reduced price meals are available from the secretary or on our website.

If there is money in your account, students will be allowed to get extra sides & entrees (main dish); however, there will be no ½ or ¼ entrees or sides allowed. Please notify the Head Cook and School Office if you wish to not have your child order seconds on lunch count or go through for extras.

When your lunch account reaches a low balance, you will be alerted by email daily until your account is over your family threshold. This is based on your total family account balance and number of children per family.

Payment of Meals and Requirements

- Families must pay or have a minimum of $50 per child at the start of school year (August 23rd) for their Hot Lunch account.
- Families who believe they will be eligible for reduced meals still must make a minimum payment of $20 (total) at registration for Hot Lunch. This will cover the costs of any extras taken by their child(ren) and/or the cost of any Guest Meals.
- Hot Lunch Accounts must be current to start the new school year.
- We request that families maintain a positive lunch account balance. In the event that an account becomes delinquent, meaning it falls below the required balance, there may be

consequences such as the temporary denial of hot lunch privileges or the inability to re-enroll for the following school year. Additionally, families who are delinquent and have a negative balance of any kind will have their child(ren) served a Peanut Butter & Jelly sandwich & milk instead of the regular hot lunch option until their account is brought current. No charging of meals or extras will be permitted, and the cost of the Peanut Butter & Jelly sandwiches and milk will be the same as the regular school lunch.

- A parent signature and date will be required each year at school registration to acknowledge the terms of the hot lunch program policy.

XII. Communication

Parents and Teachers

Open communication between parents and teachers is very important and the responsibility of both. If parents have any questions or problems concerning general school policy, they should contact the school administrator/head teacher to discuss their concerns. If a specific problem or question arises that relates to a particular child or classroom teacher, parents should contact the teacher responsible for the class and discuss it immediately. We encourage parents not to procrastinate in confrontation. If the result of a contact with a teacher is unsatisfactory, the matter should be brought to the attention of the administrator/head teacher. Following the parent discussion with the administrator/head teacher, the problem can be brought to the attention of the Education Committee of the Board if no satisfactory explanation or solution has been reached. As a last step, if all the preceding contacts have not solved the problem, the matter should be brought to the attention of the Board.

Publications

The Warrior Connection (SCS Newsletter) is published and distributed quarterly. Distribution is through e-mail and Sully CRC church mailboxes. It is also posted on our website under the ABOUT tab. It includes articles from the Board, Teachers and Administrator.

Bits n' Pieces is published every Wednesday and is an in-house communication especially for parents of students. It keeps parents informed of various school activities and current topics of discussion related to school. It is emailed and is also available on our website under the Bits n' Pieces tab.

Telephone Use

Parents who wish to talk to teachers are asked to call school before classes begin in the morning (8:00 – 8:30 a.m.) or after classes dismiss in the afternoon (3:30 – 4:00 p.m.). Calls should not be made, if possible, during staff devotions which are held from 8:00 – 8:20 a.m. each Monday morning. Teachers and students will not be called to the telephone during class except for an emergency. Communication/information for teachers during the school day must be directed to the school secretary who will relay the information to the teacher. Students are not allowed to use the school telephone without a good reason and then only with permission from a teacher. Parents are expected to arrange after-school activities with their children before leaving home in the morning to avoid phone use during the school day.

Cell Phones/Electronic Devices

Use of cell phones, smart watches, or other communication devices by students on the school premises during school hours or on field trips is prohibited. Upon permission from the faculty or staff members, students may use the phone provided in the school office. Students may have an electronic device at school, but it must be turned off and stored in a locker or backpack during

the school day. Devices not in a locker or backpack may be confiscated, and parents may be contacted.

Lost and Found

A "lost and found" box is located in the school for items left by students. Parents and students are encouraged to check it periodically. At the close of each school year, all unclaimed items are donated to a local cause.

XIII. Parent Involvement

Advancement Committee & Family Service Program

The Advancement Committee oversees all aspects of fundraising at SCS. The advancement committee consists of 4-5 parents and a school representative serving in 3-year terms. If you have a passion for fundraising and organization, consider joining the Advancement Committee.

Family Service Program

Each year, all families (excluding first year parents) are asked to participate in at least one committee as part of the family service program. Fundraiser events & committees include:

- Hostess Supper
- Food & Fun Night
- Auction Committee
- Games Committee
- Food Committee
- Dutch Letters
- Mixing Day Committee
- A.M. Shift Committee
- P.M. Shift Committee
- Golf

Volunteer Expectations

At Sully Christian School, parental involvement in fundraising activities is vital to our school's success. We expect all parents with children enrolled at our school to actively participate in these endeavors. In instances where parents are not already assigned to a specific committee, we kindly request their volunteer service at fundraisers (parent volunteer hours listed below). By engaging in volunteer work, we embrace the teachings of God's word and exemplify Christian community to our children. Additionally, we demonstrate to our broader community the care and value we place on Christian education at Sully Christian School.

- Hostess Supper: Inviting guests & hosting table (August)
- Dutch Letters: 6 hours volunteering on rolling day (November)
- Food & Fun Night: minimum 1.5 hour game shift (January)

In the event that parent(s) consistently decline or are absent to participate in fundraising/parent involvement activities, a fee may be imposed. This fee will be determined based on the school's annual fundraising budget, the total number of enrolled families, and volunteering needs of events missed. Such fees may amount to $1,000 or more for infracting families.

Parent-Teacher Conferences

A formal parent-teacher conference is held each fall and spring. The student's grades, conduct, and progress are discussed. At the Spring conference, ISASPS results will be discussed. Other conferences may be arranged between parent and teacher as desired.

Room Parents

Each year two parents from each classroom are asked to serve as room parents. Duties include helping with class parties, field trips, and other duties the teacher might ask the parents for help with. If you are interested in serving as a room parent, please fill out the room parent sheet attached to registration forms.

School Cleaning

Annual school cleaning is held right after school lets out. Work dates and times are sent home at the end of the school year. All parents are required to help with this annual project, and a fee is assessed to those who do not.

XIV. Technology

Internet Safety and Acceptable Use Policy

Sully Christian School has technology accessible to every student, K-8. Technology is an integral component in the lives of students; technology also directly impacts the future of students. All students must have access to technology, and technology must be a safe and appropriate tool for learning. A sound technology foundation for each and every student needs to be based on continual professional development, appropriate acquisition and maintenance of technological resources.

I. Educational Purpose

The school is providing students and employees with access to the school's computer system, which includes internet access. The purpose of the system is not merely to provide students and employees with general access to the internet. The school system has a limited educational purpose, which includes use of the system for classroom activities, and professional or career development. Users are expected to use internet access through the system to further educational and personal goals consistent with the mission and vision of the school and school policies.

II. Use of System is a Privilege

The use of the school system and access to use of the internet is a privilege, not a right. Depending on the nature and degree of the violation and the number of previous violations, unacceptable use of the school system or the internet may result in one or more of the following consequences: suspension or cancellation of use of access privileges; payments for damages and repairs; discipline under appropriate school policies, including suspension, expulsion, exclusion or termination of employment; or civil or criminal liability under other applicable laws.

III. Unacceptable Uses

Users will not use the school system to access, review, upload, download, store, print, post, or distribute:

- Pornographic, obscene, or sexually explicit material; materials that use language or images that are inappropriate to the educational setting or disruptive to the educational process; or information or materials that could cause damage or danger of disruption.
- Materials that use language or images that advocate violence or discrimination toward other people or that may constitute harassment or discrimination.
- Knowingly or recklessly post false or defamatory information about a person or organization, or harass another person, or engage in personal attacks, including prejudicial or discriminatory attacks.
- Transmit or receive obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language.
- Engage in any illegal act or violate any local, state, or federal statute or law.

- Vandalize, damage or disable the property of another person or organization; make deliberate attempts to degrade or disrupt equipment, software or system performance by spreading computer viruses or by any other means; tamper with, modify or change the school system software, hardware or wiring; take any action to violate the school system's security; or disrupt the use of the system by other users.
- Gain unauthorized access to information resources or to access another person's computer, materials, information or files without the implied or direct permission of that person or school officials.
- Post private information about another person or personal contact information about themselves or others (addresses, telephone numbers, school addresses, work addresses, identification numbers, account numbers, access codes or passwords), or repost a message sent to the user privately without permission of the sender.
- Attempt to gain unauthorized access to the school system or any other system through the school system, attempt to log in through another person's account, or use computer accounts, access codes or network identification other than those assigned to the user.
- Violate copyright laws or usage licensing agreements, or otherwise use another person's property without prior approval or proper citation, including downloading, exchanging, or copying pirated software, or plagiarizing works found on the Internet.
- Conduct a business for unauthorized commercial purposes or for financial gain unrelated to the mission of the school. Users will not use the school system to offer or provide goods or services, for product advertisement, or to purchase goods or services for personal use without authorization from the appropriate school official.

If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user shall immediately disclose the inadvertent access to an appropriate school official. This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy. A user may also in certain rare instances access otherwise unacceptable materials if necessary to complete an assignment and if done with the prior approval of and with appropriate guidance from the appropriate teacher.

IV. Consistency with Other School Policies

Use of the school computer system and use of the Internet shall be consistent with school policies and the mission of the school.

V. Privacy & Monitoring

While the school respects the privacy of users, it reserves the right to monitor and review all Internet activity conducted on school premises or using school resources. This may include accessing, reviewing, and disclosing information stored on school systems or transmitted over the school network if there is reasonable suspicion of a violation of this policy or other school policies.

VI. Limited Expectation of Privacy

By authorizing use of the school system, the school does not relinquish control over materials on the system or contained in files on the system. Users should expect only limited privacy in the contents of personal files on the school system.

- Routine maintenance and monitoring of the school system may lead to a discovery that a user has violated this policy, another school policy, or the law.
- An individual investigation or search will be conducted if school authorities have a reasonable suspicion that the search will uncover a violation of law or school policy.

VII. Student Email Accounts

Sully Christian School has created email accounts for our students to sign on and use the school Chromebooks as well as allow for collaborative sharing using Google Apps for Education. These accounts will be used at school for school related projects. The goal is to allow access to the wealth of collaborative tools available to students and teachers once these accounts are assigned. Email accounts are an effective and efficient way to improve communication between students, faculty members and administrative staff. The primary purpose of student email is to support teaching and learning.

The student @sullychristian.org email account is housed on a Google mail server, thereby giving students access to Google Drive (Documents, Sheets, and Slides) and also allowing teachers and students to share information housed in these file areas with others.

VIII. Internet Use Agreement

The Internet Use Agreement Form must be read and signed by adult and student users and the student's parent or guardian. The proper use of the internet, and the educational value to be gained from proper internet use, is the joint responsibility of students, parents and employees of the school. Internet access by a student requires permission of and supervision by the school's designated professional staff. Monitoring of staff use of the Internet occurs in an informal manner through evaluation, technology support, and IP addressing which enables time and workstation accountability. Monitoring of student use occurs with password protection on all computers, as well as adult supervision. Additionally, a proxy server provides Internet filtering services. The school administration manager is responsible for maintaining and monitoring the proxy and email servers; for reviewing and revising Internet acceptable use and safety guidelines on a regular basis; and for monitoring student and staff instruction and compliance with the Internet Safety and Acceptable Use Policy.

IX. Limitation on School Liability

Use of the school system is at the user's own risk. The system is provided on an "as is, as available" basis. The school will not be responsible for any damage users may suffer, including, but not limited to, loss, damage or unavailability of data stored on school hard drives or servers, or for delays or changes in or interruptions of service or misdeliveries or non-deliveries of information or material, regardless of the cause. The school is not responsible for the accuracy

or quality of any advice or information obtained through or stored on the school system. The school will not be responsible for financial obligations arising through unauthorized use of the school system or the Internet.

X. User Responsibilities

- Users are responsible for maintaining the confidentiality of their passwords and accounts and should not share their login information with others.
- Users are responsible for the proper care of the equipment of the school.

XV. Student Records & Legal Policies

Family Educational Rights and Privacy Act (FERPA)

The Sully Christian School has adopted a policy designed to assure parents and students the full implementation, protection, and enjoyment of their rights under the Family Educational Rights and Privacy Act of 1974 (FERPA). A copy of the school's policy is available for review in the school office.

This law requires the school to designate as "directory information" any personally identifiable information taken from a student's educational records prior to making such information available to the public. Sully Christian School has designated the following information as directory information: student's name, address and telephone number; date of birth; participation in officially recognized activities and sports; dates of attendance; degrees and awards received; the most recent previous educational institution attended by the student; and photograph and other likeness.

You have the right to refuse the designation of any or all of the categories of personally identifiable information as directory information with respect to your student, provided that you notify the school in writing no later than September 15 of each school year.

Any general student information and/or pictures released to the SCS web page, SCS Newsletter, Bits n' Pieces, newspaper, radio, or television will require written permission by the parents at registration.

Non-custodial Parents

The following guidelines are to assist the school in situations where a non-custodial parent wishes to become involved in school-related activities of a child, or wishes to have contact with or take custody of the child while the child is at school.

- If legal custody stipulations apply to your child, please communicate this in writing to the school office.
- Non-custodial parents have legal access to their children's school records and are encouraged to be involved in school-related activities unless the school is presented with a legal document that restricts such involvement.
- If a non-custodial parent wishes to pick up a child from school, the custodial parent must inform the school in writing, by phone or by email.
- If the actions of parents, custodial or non-custodial, become disruptive to the operations of the school, SCS has the right to restrict access by such parents and to take other reasonably necessary action.
- Concerning student activities that require parental consent, it is the custodial parent's responsibility to supply that consent.

Multicultural/Nonsexist Policy

It is the policy of Sully Christian School to provide equal educational and employment opportunities and not to illegally discriminate on the basis of gender, race, or national origin in its educational programs, activities, or its employment and personnel policies.

Sully Christian School will provide program activities, a curriculum and instructional resources which will reflect a racial and cultural diversity and the variety of careers and roles open to both men and women in our society. The objective of our school's program is to reduce stereotyping and bias on the basis of gender, race, ethnicity, or disability and instead foster respect and appreciation for people as God's image bearers.

Inquiries or grievances related to this policy may be directed to School Administration, 12629 S 92nd Ave E, Sully, Iowa 50251, 641-594-4180, the director of the Iowa Civil Rights Commission in Des Moines, Iowa, or the director of the Iowa Department of Education, Grimes State Office Building, Des Moines, Iowa 50319.

A Plan for Multicultural Nonsexist Education at Sully Christian School

Goals for Students:

- To help students understand themselves and others as image bearers of God acting within a cultural context.
- To help students recognize and respect God's diverse population.
- To understand how being a disciple of our Lord Jesus Christ affects our values, attitudes, and behavior.
- To help students understand the dynamics of discrimination, bias, prejudice, and stereotyping.
- To develop helping skills so that each student can be an effective servant in Christ's Kingdom.

Goals for the Curriculum:

- Curriculum review and development procedures will adhere to the Board's multicultural, nonsexist philosophy.
- In selecting new textbooks or other teacher resource material, care will be given to meet multicultural, nonsexist criteria.
- Curriculum guides will reflect multicultural, nonsexist content.
- Instruction will be delivered in a manner that allows each student equal opportunity to learn.
- Instructional strategies will encourage contributions and collaboration from all students regardless of ability or gender.

Provisions for Infusion into Curriculum:

A copy of this plan and the Board's policy statement will be given to the Education Committee. The committee will document where multicultural, nonsexist concepts have been infused into

the curriculum. The committee will meet annually to review progress in implementing the goals of the multicultural, nonsexist plan with the educational program.

Key Concepts

- Bias: A mental slant or leaning to one side; a highly personal and unreasoned distortion of judgment.
- Cultural Awareness: Consciousness of cultural similarities and differences.
- Cultural Literacy: Knowledge of history, contributions, and perspectives of different cultural groups.
- Culture: The ways of believing, feeling, and behaving of a group of people.
- Discrimination: An overt or subtle act prompted by prejudice.
- God's Law: Love the Lord your God above all and your neighbor as yourself.
- Prejudice: An attitude, usually negative, toward an entire category of people.
- Social Action: Commitment to and participation in activities designed to help solve the problem of inequality based on race, sex, ethnic group, culture, language, socioeconomic status, and ability.
- Stereotypes: Mental categories that are based on exaggerated, inaccurate, and rigid favorable or unfavorable generalizations about a group of people.

Goals and Desired Outcomes

Goal: Student understands self and others as image bearers of God within a cultural context.

- Student identifies self and others as members of several groups by virtue of race, age, ethnic group, language, sex, religion, and ability.
- Understands that people are both alike and different and are part of God's creative plan.
- Analyzes own feelings and behaviors toward those who are different and recognizes God's requirement.
- Recognizes the significance of cultural perspective in understanding self and others.

Goal: Student recognizes the diversity in the world's population.

- Defines the U.S. as a multicultural, multiracial, multiethnic society.
- Infers ways that U.S. culture is shaped by contributions, viewpoints, and experiences of diverse men and women.
- Compares U.S. diversity to that of other nations.

Goal: Student will understand the dynamics of discrimination, bias, prejudice, and stereotyping.

- Identifies how prejudice, discrimination, bias, and stereotyping impede interpersonal and intergroup relationships, as well as impacting aspirations and achievement of individuals and groups.
- Detects beliefs and actions based on prejudice and bias in self, others, and institutions.
- Uses accurate information as clues for understanding individuals or groups.

Goal: Student demonstrates skills for effective social interaction between racial, ethnic, sex, cultural, and ability groups.

- Confronts prejudice and discrimination.
- Extends own cross-cultural experiences and understandings.
- Practices a Christ-like acceptance of diverse cultures.

Dissemination of Comprehensive Policy

Federal and state regulations require that the nondiscrimination policy, the identity, address and phone number of the local educational equity coordinators, and notification about the existence of the grievance procedure be disseminated annually, or on an on-going basis, to students, parents, employees, applicants for employment, and unions or professional organizations holding collective bargaining agreements with the school. This information must be included in major annual publications or formal communications targeted at these groups, such as Parent/Student Handbooks, Teacher Handbooks, and Board Policy Handbooks.

Section 504 of the Rehabilitation Act of 1973

Section 504 is the section of the Rehabilitation Act of 1973 (P.L. 32-112) which applies to persons with physical or mental impairments, commonly known as the "Civil Rights Legislation." Section 504 is a civil rights act which protects the civil and constitutional rights of persons with a disability. It states that no person with a disability (including a "hidden disability") can be excluded from or denied benefits of any program receiving or benefiting from federal financial assistance.

Federal and State Employment Information

All Federal and State Employment Related Posters and Information are posted in the teachers' workroom.

Appendix A: Incident Report Forms

Referenced from the Anti-Harassment/Anti-Bullying Policy in Section VII, Behavior & Discipline.

Student Form

Name of Filer:	Date:
Description of Incident:	

People Involved:

_____

_____

_____

_____

Reported to Administrator/Head Teacher: YES NO	Signature & Date:

Parent Form

Name of Filer:	Date:
Description of Incident:	

People Involved:

_____

_____

_____

_____

Reported to Administrator/Head Teacher: YES NO	Signature & Date:

Staff Form

Name of Filer:	Date:
Description of Incident:	

People Involved:

_____

_____

_____

_____

Reported to Administrator/Head Teacher: YES NO	Signature & Date: