

Welcome to a new school year! Here are some details that will help to make this a great year.

### **School Supply List**

Most of our school supplies are being donated by Ballard Realty. There are a few items that students still need to bring.

**3 boxes of kleenex each...**we store them because they will run out:).

#### **Erasers**

**One ream of copy paper** per student.

**Any special pencils or pens.** We are usually able provide all needed pencils and pens, but students may bring something special. Please keep the number of pens or pencils to a minimum to reduce clutter at their desks. Students in fifth grade and up may bring refillable pencils.

#### **A KJV Bible**

A box of **100 plastic forks and 100 plastic spoons** per family.

**Desk Decor.** Students in 3rd grade and up may decorate their desks. Please avoid popular movie or pop culture themes. Less is better as clutter will be distracting to the students.

Students will be provided with headphones. Students in 5th grade and up who know how to connect their own bluetooth headphones may bring their own, but they must be responsible to charge them.

### **New for 2025-2026**

All snacks and lunches should be generally ready to heat up. For any students k-1, lunches should already be assembled and be ready to simply be placed in the microwave. Please avoid bringing canned items that require teachers to place in/assemble before being placed in the microwave. For example, spaghettios or other canned items are welcome, but they should already be opened and be placed in a microwave safe container. Students in elementary will bring home any uneaten food so parents can see what has been eaten.

#### **Cold weather uniform**

The classroom may get cool during the winter. **Students may wear a plain navy, white, or gray sweater, hoodie, or jacket over the uniform. A school hoodie or jacket is also welcome!**

## **Academic awards and expectations**

We are providing clarification on academic expectations and awards.

For grades 8 and up, grades will be given based on the following criteria:

1. Tests and Quizzes
2. Class notes and assigned class work
3. Completion of study guides (when applicable).

Each time a student takes a quiz or test in most subjects, that grade is entered in the student portal, and it will generally be labeled Q1 (quiz one) or T1 (test one). Every time a test is taken (not a quiz), a grade will also be entered for the class notes and assigned class work since the last test. You will see this grade close to the test grade, and it will be labeled “notes.” The rubric for this work can be found below.

## **Class Notes Guidelines – Galax Christian School**

To support academic excellence and responsibility, students at Galax Christian School are expected to maintain well-organized and complete class notes. These notes are part of the learning process and will be periodically reviewed and assessed. All notes will be turned in when tests are taken, and a separate grade given for the notes. Students will be given a template to follow for taking notes.

### **Formatting Requirements**

- Each page of notes must include the following at the top of the page:
  - Student Name
  - Subject
  - Date
  - Lesson Number

### **Writing Expectations**

All notes must be written legibly and presented in document form. Notes that are messy, incomplete, or include doodling may not receive full credit.

### **Math Note Requirements**

For math classes, all assigned problems must be numbered clearly. Each problem must show any work or calculations used to arrive at the final answer. Answers must also be written in the book unless otherwise directed by the teacher.

### Typed vs. Handwritten Notes

The teacher will determine whether a student is to submit handwritten or typed notes. This decision may be based on learning needs, legibility, or assignment type.

Sixth and seventh grade will work gradually toward this goal as the year progresses. As they show ability, they will be assigned to do study guides and take class notes.

Grading: These criteria apply to sixth grade and up. Younger grades will be shown more flexibility at the discretion of the teacher.

Any student scoring lower than an 80% must retake the test or quiz within two days (failed on Wednesday, retake by Friday). Additional time for retaking the material may be granted for tutoring. The students' failed grade will be recorded. The retake grade will be recorded with no retake score recorded higher than an 80%. For example, if a student scores a 65%, then retakes the test and scores a 90%, the scores recorded will be a 65% and an 80%.

## Class Notes/Classwork Grading Sheet

Student Name: \_\_\_\_\_

Date: \_\_\_\_\_ Subject

### Scoring Rubric (5 Points per Category)

Category	Max Points	Points Earned	Comments
Neatness & Following Guidelines	5		
Depth of Notes	5		

Appropriateness of Content	5		
Daily Note-taking	5		
Teacher signature on classwork	5		
Total	25		

## Grade Letter Breakdown

Score	Letter Grade	Description
23–25	A (93–100%)	Excellent: Fully meets expectations.
20–22	B (85–92%)	Good: Minor gaps in quality.
17–19	C (77–84%)	Satisfactory: Some areas need improvement.
15–16	D (70–76%)	Limited: Major issues present.
0–14	F (0–69%)	Unsatisfactory: Requirements not met.

## Technology and AI Use Policy – Galax Christian School

At Galax Christian School, we recognize the importance of equipping students to use technology responsibly and effectively in a way that honors Christ. In order to maintain a safe and focused learning environment, the following guidelines have been established for classroom technology use:

### General Technology Expectations

- Phones, smartwatches, and other personal smart devices are not permitted at student desks during class time.

- Calculators may be used only with teacher permission. If there is any uncertainty about whether a calculator is permitted, students are expected to ask the teacher for clarification.

### Internet Access

- Students are not permitted to be online during school hours except to access their coursework at **Abeka.com**, unless the teacher gives specific permission for other approved educational sites.
- Students in **grades 7 and up** may use an “**Internet Use**” card placed visibly on their desk when accessing approved websites (e.g., Duolingo, research resources) with teacher permission.
- Listening to background music is not permitted unless explicitly authorized by the teacher.

### Use of Artificial Intelligence (AI) Tools

- The use of AI tools such as **ChatGPT, Gemini**, or similar platforms is considered **cheating** unless **explicitly approved** for the current assignment.
- To use AI tools:
  - The student must have an **Internet Use** card displayed on their desk.
  - The student must have **received permission from the teacher** for that specific assignment.
- Using AI to complete **study guides** or other review materials is considered academic dishonesty unless the teacher has specifically authorized it.
- Students will be **taught how to use AI and search tools** such as Google appropriately and effectively as part of their educational experience.
- Teachers will **frequently approve** the use of these resources when appropriate, but students must always request permission before use to maintain academic integrity.

## Academic Distinctions and Awards – Galax Christian School

### Graduation Honors

The following honors will be awarded at graduation based on a student's cumulative high school GPA:

- Summa Cum Laude: GPA 3.9–4.0 (With Highest Honor)
- Magna Cum Laude: GPA 3.7–3.89 (With Great Honor)
- Cum Laude: GPA 3.5–3.69 (With Honor)

To qualify for Summa Cum Laude, students must have completed at least half of their high school credits at Galax Christian School (GCS).

To qualify for Magna Cum Laude or Cum Laude, students must have either attended one full academic year at GCS or earned at least 6 credits in their senior year at GCS. For students wishing to attain honors, any discrepancies should be noted quarterly rather than at the end of the year. For example, if a student notices that there may be an incorrect grade entered or a quarterly award not given, this should be appealed when quarterly report cards are given out to avoid misunderstandings at the end of the year.

#### Valedictorian

Valedictorian will be awarded to the graduate with the highest cumulative high school GPA who has no written disciplinary action in their final year of high school. To be considered for valedictorian, students must have completed at least half of their high school course credits at GCS. Cumulative GPA must be at least 3.5 to be valedictorian.

#### Salutatorian

Salutatorian will be awarded to the graduate with the highest cumulative high school GPA who has no written disciplinary action in their final year of high school. To be considered for salutatorian, students must have completed at least half of their high school course credits at GCS. Cumulative GPA must be at least 3.0 to be salutatorian.

#### Highest GPA Awards

The Highest GPA award for elementary, middle school, and high school will be presented at graduation. This award will only be given to students who have attended full-time for the entire school year and are enrolled in at least five subjects.

#### "A" Honor Roll Trophy

The A Honor Roll Trophy will be awarded to students who have either:

- Received A Honor Roll in each of the four quarters of the current academic year, or
- Earned a cumulative 'A' in every subject by the end of the year (e.g., a high 'B' in one quarter may be offset if the student earns an 'A' average for the year in that particular subject).

This award is only for students who have attended GCS all year and are enrolled in at least five subjects.

#### Subject Area Awards

The Highest GPA per subject area will be awarded within each classroom to students who have earned the top academic performance in that subject and have attended at least half the year.

#### Friends and Family Chapel Awards

Awards at the Friends and Family Chapel will focus on recognizing effort, diligence, and overall character. These awards are given at the discretion of the teachers and administration and may vary year to year.

#### Graduation and Awards Night

Graduation and Awards Night will highlight the school's most prestigious academic and character awards.

#### End of new policy statements

#### Arrival/Departure

**Arrival:** Galax Christian School is at 2757 Fishers Gap Road, Galax. The school is behind Haven of Rest Bible Church on the corner of Fishers Gap and Edmonds Road.

Students may be dropped off from 8:10-8:20 a.m. Please enter the driveway closest to the church cemetery which is the Fishers Gap Road entrance. Cars should remain in a single file while dropping off students. **Those using car seats should park parallel to the school at the far end** of the building while loading and unloading. Those who need to speak to staff should park at the far end of the building. The goal is to keep a single file of traffic moving while keeping the drop off area free of congestion to provide the best safety procedures. **Please do not pass or back up.**

**Departure:** Please use the same procedures for pick up and drop off by forming single file traffic coming from Fishers Gap road. Please pick students up promptly at 3:05pm.

Tardies/Late pick up: School starts promptly at 8:20 a.m. All doors will be locked at 8:20 and students must be at their desks at 8:20 when the bell rings to avoid a tardy. Students are considered tardy if they are still putting things away or are not at their desks when the bell rings.

**Uniforms:** Uniforms may be purchased at a place of your choice. We suggest that you have several shirts for the year, but **each student needs one long sleeve embroidered shirt for dress occasions.** Shirts may be embroidered at Embroideryville in Galax. Sometimes it is cheaper to buy the shirt from them and have it embroidered.

All students wear navy polo shirts. Students in grades 8-12 must have long sleeved polo shirts. No cap sleeves for any grades.

Girls: Skirts must be below the knee (not at the knee). Skirts must be khaki, dark blue, black, or dark gray. Denim is acceptable if it is in good condition.

Boys: Long pants must be in good condition with no tears. Pants must be khaki, dark blue, black, or dark gray. Denim is acceptable if it is in good condition.

**Students need one dress uniform which is a long-sleeve embroidered shirt and khaki bottoms.**

Note that the most common mistakes we see in uniforms are skirts not below the knee when standing or sitting or cap sleeves.

The classroom may get cool during the winter. **Students may wear a plain navy, white, or gray sweater, hoodie, or jacket over the uniform. A school hoodie or jacket is also welcome!**

#### **Lunch and snacks:**

Students should bring their lunch and place it in the refrigerator in the main classroom. Students may bring snacks for break time. **Snacks and meals should be generally “ready to eat.”** For example, spaghetti or other canned items are welcome, but they should already be opened and be placed in a microwave safe container. Microwaves are available for student use. Students in elementary will bring home any uneaten food so parents can see what has been eaten. Students should keep one water bottle at the school at all times. Each student will have one “cubby” where personal items can be stored.

#### **Communication:**

Each family will be assigned a Google Family Portal QR code. Please use this often to keep up to date with what your students are accomplishing. We have designed the portal to be a one-stop place for all needed details.

#### **Your Google Family Portal Contains:**

- Links to **grade reports** for all the students in your family. These grades are updated weekly as students take tests and quizzes. This also lists tardies and absences. You can see the grades for every quiz and test that your child takes so please use this resource!



- Your current tuition statement.
- **Weekly assignments** for each student. These assignments are updated **every Friday** for the following week. It will list all upcoming tests and quizzes for the coming week.

Please communicate! We want to hear from you! We have one staff member assigned to meet each vehicle at pickup. This is your opportunity to ask questions and express concerns. Please use this time to share with us so that we can stay connected and work together as a parent/teacher team.

### Phones in school

While we realize that some students may need phones during after school hours, we have found that phones are almost always a distraction from needed focus on school assignments. Students in high school may bring a phone and place it in the phone basket located at the teacher's desk. This phone may be accessed with verbal permission from a teacher. Parents are always welcome to let the teacher know that they need to speak with their child, and the student may promptly use their phone.

### Tests and Quizzes/Rewards Point System

Students may earn reward stickers this year by successfully completing tests, memorizing Scripture, and showing exemplary character. Students must score a minimum of 80% on the first try on a test to obtain a sticker. Students may "purchase" rewards with their completed sticker charts.

### Homework

A parent signature is not required at the beginning of the school year for homework. All homework will come home on a light green sheet of paper. If a student comes to school without homework completed, a parent signature will be required. In other words, if your child asks for a signature, it means that he/she has been coming to school without homework completed.

### Tuition

Tuition is due on the 5<sup>th</sup> of each month. Payment may be made by check, cash, or through venmo.

Galax Christian School

@GalaxChristian-School



**venmo**

### Attendance



Attendance matters. While the handbook does give days that students may use for personal reasons, we strongly encourage families not to use these days in the first half of the year without careful consideration. Students who miss find it hard to catch up, and report cards reflect lower grades when students miss school.

## **Tardies**

It is possible to always be on time, and learning to be on time is an important life discipline. If students are not able to go directly to their desks when the bell rings, they are considered tardy even if they are in the building. Those who are still fixing hair, in the bathroom, or unloading backpacks are marked as tardy.

Every Friday afternoon, students who had no tardies for the week receive a special snack. The best way to go to school on time (in enough time to unpack) is to start the preparations the night before!

## **Calendar**

[Please note our school calendar at this link.](#) Because we use the facilities of Haven of Rest Bible Church, our calendar reflects some of their activities and their needs to use the facilities. While we try to avoid calendar changes, there may be times when school will need to close early or cancel due to an unplanned church event such as a large funeral. We have allowed for this possibility when planning our calendar. It is also rare, but because we are a small school with limited staff and substitutes, there may be unplanned closures or cancellations due to staffing needs.

## **Inclement Weather**

Galax Christian School rarely cancels for weather events. Responsibility remains with the parents to determine if conditions are safe enough to bring students to school. Parents are also responsible to determine if students may need to be picked up early because of pending inclement weather. We do not follow Grayson County school closures! If school is closed or delayed, we will notify you via What's App or text. In the event that school needs to close early, we will notify via What's App or text. Do not assume that school is canceled or delayed unless you receive notification directly from us. Students who miss because a parent decides there is a weather related emergency will need to complete the assigned work on their own time.

If we call for a virtual day, we may assign Abeka work, or we may assign work from our virtual links. Here are the current virtual links.

[Read these directions first.](#)

### **How to be on time, every time!**

☑ Lay out clothes  
the night before



☑ Make lunch the night before.

☑ Set out schoolwork the night before.

☑ Go to bed on time.

☑ Plan to be early.

<https://galaxchristianschool.com/wp-content/uploads/2025/01/Activity-Sheet-Virtual-Day.docx.pdf>

<https://galaxchristianschool.com/wp-content/uploads/2025/01/Vocabulary-Exercises.docx.pdf>

<https://galaxchristianschool.com/wp-content/uploads/2025/01/Questions-to-Think-About.docx.pdf>

<https://galaxchristianschool.com/wp-content/uploads/2025/01/Speech-Two-Virtual-Day.docx.pdf>

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