

**The Christ School
2010-2011
Parent and Student Handbook**

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Accident Insurance

All students attending The Christ School are covered by the school's excess accident insurance policy. The cost for this coverage is included in tuition and fees.

Accreditation

The Christ School, Inc. is a fully accredited member of Christian Schools of Florida (CSF). The accreditation process requires that our school be re-evaluated every five years. Accreditation assures that The Christ School maintains excellent standards in instruction and academic performance, governance, administration and finances. We are proud that The Christ School received its initial CSF accreditation, (April, 1999) in the shortest possible time and maintains active accreditation.

Animals on Campus

Animals are not allowed on The Christ School campus unless they are a part of a classroom project or program, classroom caged or aquarium-based animals. All TCS programs under this policy should be approved, in advance, by the Principal.

Application/Assessment/Admissions

Applications for admission are accepted throughout the year for 1st through 8th grade. Upon receipt of completed application(s), your student's assessment will be scheduled.

Kindergarten applications for admission are accepted throughout the year. All applications will be evaluated. Assessments for new kindergarten students will be scheduled on the last Saturday of January and the first Saturday of February. Attendance by your student at the assigned assessment session is mandatory. Applications received after January will be assessed on an individual basis.

All applicants will be evaluated in four areas: academic readiness, social development, current teacher referral, and priority category (1. Sibling of enrolled TCS student or graduate; 2. WDS or ICC student; 3. FPCO Member; 4. Community).

Beginning the third week of February, parents will be notified of their student's application status. There are three possible categories: admitted; not admitted; accepted but placed in a waiting pool. Admitted students must confirm their placement by the date specified in their acceptance letter. An initial, non-refundable tuition deposit is required to hold their space. If additional space becomes available, applicants are selected from the waiting pool. TCS will select students from the waiting pool who are mission appropriate and offer characteristics to ensure a successful classroom learning environment.

The Christ School maintains an open admission policy and does not discriminate on the basis of race, color, gender, religion, national or ethnic origin.

Attendance Policy/Absences/Tardiness

1. Parents should notify the school when a student is absent and communicate how make-up work will be obtained.
2. In case of a prolonged absence, the parent should communicate with the student's teacher(s) to arrange for assignments to be completed at home.
3. When a family is going on a trip that will require the student to miss school, the parent should coordinate with the student's teacher(s) to ensure that the student is able to keep up with his/her schoolwork.
4. Parents are asked to give at least 72 hours notice for prearranged absences.
5. Teachers will provide assignments for lessons planned; however, all plans may not be completed prior to the student's absence. In this case, the student needs to

- communicate with the teacher upon his/her return in order to receive the other assignments.
6. A zero will be recorded for any missing or incomplete assignments. The gradebook will be updated once the teacher has been able to evaluate the assignments.
 7. Students are allowed one school day for each day they are absent to complete any missed assignments. However, in the event of extenuating circumstances the advisor/teacher and the student will make appropriate arrangements.
 8. Students are responsible for scheduling tests missed during absences. One day is allowed for each day absent as the time frame to make up any missed tests.
 9. The school may recommend that the student not miss school due to his/her academic standing.
 10. Report cards will reflect an absence for each class period and day a student misses.
 11. Absences due to school-related activities are not considered an absence.

Punctuality on the part of all students is necessary for their success in school. Students should arrive in their classrooms in the morning with enough time to unpack their backpacks and proceed with their class to chapel.

1. Any student arriving to school after 8:25 a.m. must report to the reception area on the first floor for a pass. These students will be marked tardy and may miss chapel.
2. An **excused tardy** is a tardy for which the student arrives to school late with good cause or to class late with a completed pass.
3. An **unexcused tardy** is a tardy for which the student arrives to class without good cause.

Birthday Celebrations

Students will be recognized on their birthdays as determined by the teachers in their individual classes. If teachers permit the parents to send in treats to celebrate their child's birthday, they must bring enough treats, napkins, etc. for the entire class. Students who have birthdays during the summer months may be recognized in May. Off campus birthday party invitations, for which not every class member is invited, should not be handed out at school.

Board of Trustees

The Christ School is governed by a Board of Trustees and the Head of School. The Board of Trustees is a volunteer group that includes current and past parents and grandparents and others close to the school mission. The Board keeps their eyes on the big picture and offers the expertise and vision necessary to keep the school's mission alive and healthy for generations of TCS students and families to come.

Board members serve three year terms and meet bi-monthly. Standing committees meet frequently throughout the year and include governance, Head support and development, strategic planning, and finance.

The Head of School serves as the school's Chief Executive Officer and is responsible for implementing Board policy, hiring faculty and professional staff, and the daily operational management of the school.

Jeff Dilley, Chairman: Bachelor of Arts in Accounting, Cedarville College, Cedarville, OH; CPA; married to Stacey, father of one TCS student and one TCS graduate.

Paul Ellis, Vice Chairman: Bachelor of Science in Business Administration, Real Estate and Urban Analysis, University of Florida; President of CNL Commercial Real Estate; Board Member University of Florida Real Estate Advisory Council; married to Lisa, father of one TCS student and one TCS graduate.

Susan Chisari, Secretary: Master's in Educational Leadership Administration, University of Central Florida; Bachelor of Science in Elementary Education and Economics, Winthrop College; former elementary school teacher and retired principal Pinar Elementary school; Interim Principal TCS.

Jason Powell, Ed.D., Head of School: Doctorate in Education Administration, University of Central Florida; Master's in Education Administration, Florida State University; Bachelor's in Mathematics Education, Florida State University; experience as a Principal, school district administrator and classroom teacher; married to Amy, father of two TCS students.

Charles Cook: Master's in Public Administration; Bachelors degree in Rehabilitation Counseling, Florida State University; Executive Vice President/Benefits Consultant for J. Rolfe Davis; married to Amy, father of two TCS students; he and Amy serve as the cross country and track coaches for The Christ School.

Frederick Hanish: Bachelor of Arts Business Administration, St. John's University; CEO of Hanish Investment Partners, LLC and Senior Managing Principal of Dominion Wealth Advisors, Inc.; married to Lori, father of two TCS students.

Sandra Whittaker Huxley, Ed.D.: Doctorate Degree, University of Central Florida; Master's Degree, Rollins College; Bachelor's Degree, University of Florida; retired from Orange County Public Schools after 35 years as a teacher of regular and exceptional students, school counselor, principal and district office administrator; married to Don, mother of three and grandmother of five.

Richard McCree, Jr.: Master of Business Administration, Rollins College, Bachelor's in Mechanical Engineering, Georgia Tech; CEO, McCree, Inc.; Valencia Foundation Board Member; married to Tanis, father of three TCS students.

Beth Pittenger: Master's in Corporate Communication and Technology, Rollins College; Bachelor's in English, Rollins College; Adjunct Professor Rollins College; married to Todd, mother of three TCS students.

David Swanson: Doctor of Ministry in Christian Leadership, Gordon-Conwell Theological Seminary; Master of Divinity, Austin Presbyterian Theological Seminary; Bachelor's of Business Administration, Southern Methodist University; Senior Pastor and Head of Staff of First Presbyterian Church of Orlando; married to Leigh, father of three TCS alumni.

Missy Wilson: Bachelor's in Finance, Florida State University; Bachelor's in Accounting, University of South Florida; Vice President/Controller, Tews Company; married to Tony, mother of one TCS student and one TCS graduate.

The Christ School, Inc. is an independent, 501 (c) (3) organization, a tax-exempt, not for profit educational institution. All donations to the school are permitted as a tax deduction on your federal income tax.

Carpool /Parking/Regular Drop off and Pick up

Cell phone use is strictly prohibited in carpool.

For the safety of our students, faculty and staff, please refrain from the use of any electronic communication devices during carpool. We appreciate your support in this important safety matter.

Morning Carpool

Carpool will run **8:05 a.m. - 8:25 a.m.** under the Angel Wing.

Allen Hall will be open at 8:05 a.m. to welcome students (with the exception of early care students beginning at 7:00 a.m.).

Afternoon Carpool

Grades K-5 will be dismissed at **2:55 p.m.**

Middle School will be dismissed at **3:15 p.m.**

Older siblings / older carpool riders:

- If you are picking up more than one child, please arrive at the oldest child's dismissal time.
- Younger children will be in a specific area awaiting your arrival at the oldest child's dismissal time.

Please note the following:

- Every passenger in the vehicle must have a seat and a restraint.
- Walk ups should enter Allen Hall by being buzzed in the front door; exit via the door on the south side near Clayton Life Center.
- Keep in mind that we share this great campus with FPCO and may need to make adjustments to carpool based on significant events in their schedule.
- Walk ups will follow the same guidelines as in previous years. Enter Allen Hall by being buzzed in the front door; exit via the door on the south side near Clayton Life Center.
- Parents must complete and turn in to TCS office an Authorization Release form giving permission for TCS to release their student to non-custodial individuals. If a person is not listed on this form or identified in a note or call from the parents to TCS office, the student will not be released until contact is made and permission given by custodial parent.
- Carpool numbers are not issued.
- Please be patient! At the beginning of each school year, the carpool line may move slowly. The line will move quicker once carpool groups, parents, teachers and students become more familiar with the system. The Christ School encourages families to carpool.
- Please exercise care. Wait until all students in your carpool have entered or exited your car and the doors are securely closed before you pull forward. Watch for students walking in front of your car. Please remain in your car at all times during carpool and devote your full attention to driving and to the safety of all students and staff.
- Students not registered in the Extended Care program and not picked up from school by the end of middle school carpool (approximately 3:30 p.m.) will be sent to The Christ School office to await pickup. A fee of \$10 for each quarter hour or portion thereof will be charged to the accounts of these students.

Christ School Parent Teacher Fellowship (CSPTF)

The Christ School is blessed with an active and supportive Parent Teacher Fellowship.

1. Executive council meetings are held on the first Thursday of each month at 9:00 a.m. in room 153. Monthly council meetings are held the second Thursday of each month at 9:00 a.m. in room 325.
2. Events sponsored by the CSPTF include but are not limited to Arts in April, the Book Fair, elementary Christmas programs, and Grandparents' Day.
3. A staff liaison serves on the CSPTF board in order to ensure communication with the faculty and staff.
4. Elections are held each Spring for the coming year's officers.

Citizenship Grades for Middle School

Appropriate citizenship is critical to the character development of our students. Each grading period, students will receive a citizenship grade. It is the School's expectation that students maintain excellent/satisfactory citizenship. The system, based on points accumulated, determines the citizenship grade for each quarter. Citations (Level 1 Infractions), Minor Infractions (Level 2 Infractions), and Major Infractions (Level 3 Infractions or higher) are converted to points in order to determine a student's citizenship grade.

Consequence	Points
Citation	One for each assigned
Minor Infraction	Three for each assigned
Major Infraction	Seven for each assigned

Points	Citizenship Grade
0 – 3	E (excellent)
4 – 6	S (satisfactory)
7 – 10	N (needs improvement)
> 10	U (unacceptable)

Citations (Level 1 Infractions)

Citations are given for the following:

- Tardy to class
- Chewing gum
- Littering
- Eating and/or drinking in undesignated area without permission
- Inappropriate attire
- Disobeying class/school rules
- Failure to return signed Citation or Minor Infraction form within a two-day school period

Minor Infractions (Level 2 Infractions)

The following behaviors of a more serious nature will result in a student receiving a Minor Infraction resulting in an after school detention:

- Disrespectful conduct toward an adult or student
- Disobeying school rules
- Disruptive behavior
- Disregard of safety procedures
- Being in undesignated area without supervision or proper permission
- Provocative behavior
- Bully-like behavior
- Cell phone or unauthorized item
- Inappropriate language

Major Infractions (Level 3 Infractions or higher)

- See Code of Student Conduct

CODE OF STUDENT CONDUCT

The standards of conduct at The Christ School are based on the belief that God, through His Word, provides standards for His children to follow. The Christ School must maintain an orderly and disciplined learning environment at all times to fulfill our mission. At enrollment, each student pledges to accept responsibility for his/her conduct toward fellow students, teachers, parents, and most importantly, towards him/herself. Violations of the discipline policies of the school will bring consequences.

Our attitude of discipline focuses on **encouraging, training and administering discipline** through **positive reinforcement** of good behavior and **immediate firm action** for unacceptable behavior. The **goal** of this command is **love** which **comes from a pure heart, a good**

conscience and a sincere faith (Timothy 1:5). The Bible teaches respect for authority (Romans 13 and Hebrews 13:17) and requires discipline for children (Proverbs 6:23; 13:24; 29:15-17). Additionally, good character is developed through firm, fair and consistent discipline. Corporal punishment is not administered at The Christ School under any circumstances.

We believe the Bible places the ultimate responsibility for training and discipline of the child with the parent. To create a harmonious and orderly learning situation at school, we must have the full cooperation of parents in all academic and disciplinary action.

Although we would like every student to succeed at The Christ School, we cannot meet the needs of students who are unable to adjust to a disciplined academic setting. We will make every effort to guide and teach students and meet their individual needs without compromising the learning environment of others. Students who violate the policies and directions of the staff and administration are subject to disciplinary action appropriate for the offense. The Christ School reserves the right to have full discretion in administering such action, which may be in the form of a verbal or written reprimand, loss of privileges, suspension or dismissal. Parents will be informed in cases of disciplinary action.

Character development during the middle school years requires ongoing teaching and modeling within a structured environment. Errors in judgment and mistakes are a part of the growing-up process. It is our desire that all students learn from their mistakes before major consequences result. Each situation is handled individually, but, in general, consistency in consequences is maintained. It is the teachers' goal to manage minor disruptions and discipline within the classroom through direct and open communication with the students and parents. In the event of repeated or more serious offenses, written communication in the form of citations and infractions may be utilized.

DESCRIPTION OF INFRACTIONS

Minor classroom disruptions such as excessive talking or other off-task behaviors are handled by the teacher through his/her classroom management plan. The teacher will contact the parents via telephone or e-mail when the student has not responded appropriately to correction and repeats the disruptive behavior(s). Repeated classroom disruptions or off-task behaviors will result in a parent-student-teacher conference and may result in additional consequences.

All infractions that result in a referral will include student and parent notification. Referrals result in a range of disciplinary actions that are dependent upon the level of the infraction, the nature of the infraction, and the number of infractions incurred.

Infractions that are objective in nature such as dress code violations, gum chewing, or cell phone activation will result in an automatic consequence.

Citations (Level 1 Infractions) Include

Classroom Disruption - Conduct or behavior that interferes with or disrupts the teaching/learning process.

Disorderly Conduct - Conduct or behavior that interferes with or disrupts the orderly process of the school environment, a school function or extracurricular activity.

Inappropriate attire – Non-compliance with the school dress code.

Eating and/or drinking in undesignated area without permission – Food should only be consumed in designated areas when approved by a staff member. It is important for the health of our students and staff, and also for the overall cleanliness of the facility, that students eat only in designated areas. Soda (carbonated drinks) may not be purchased or consumed while on campus.

Chewing Gum - Gum is not permitted on school property. Chewing gum is not conducive to the professional academic environment. Improperly discarded gum presents a potential health hazard, is unsightly and adds additional cost to maintain our facilities.

Tardy to Class – Repeated late arrival to school or class that disrupts instruction and routine. Three unexcused tardies are allowed per semester per class. This includes being tardy to homeroom.

Other – Any other minor act of misconduct which interferes with the orderly operation of the classroom, the school program, a school function or activity, or extra-curricular program.

Minor Infractions (Level 2 Infractions) Include

Being in undesignated area without supervision or proper permission – The staff must know where students are at all times. Students are required to be in their designated areas and use approved and designated routes to ensure that the staff has accountability of all students. Students must obtain permission to visit areas such as the clinic, guidance, office, Media Center, etc.

Bully-like behavior – Aggressive, harassing and/or intimidating behavior that is observed over time and results in an imbalance of power. This may include, but is not limited to, teasing, name calling, gossiping, spreading or starting rumors, and purposely embarrassing or humiliating another student. Since bullying inspires a negative spirit and fosters feelings of rejection, these behaviors will not be tolerated. Bashing, hazing, cutting remarks, putting others down and negative griping will not be tolerated.

Disregard of safety procedures – To ensure the safety of the students and clear communication of directions, students must remain silent during drills.

Disrespectful conduct toward an adult or student - Conduct or behavior that lacks regard, civility, politeness and/or courteous consideration which goes beyond the boundaries of acceptable student behavior.

Inappropriate Language - The use of either oral or written language, gestures, objects or pictures which are socially unacceptable, vulgar or threatening.

Provocative Behavior – The act of touching, kissing, fondling or otherwise inappropriately touching another student.

Unauthorized Items or cell phone - Radios, CD players, iPods, pagers, electronic video games, video cameras, other electronic devices, playing cards, toys, and other non-school related items so designated by the Administration may not be brought to school. At no time may a cell phone be in the "on" mode during school hours. Cell phones may be kept in the "off" mode in a zipped pocket of the student's backpack/schoolbag. Parents who need to contact their student must do so via the school office and students who wish to contact their parents must do so with the permission of a staff member utilizing a school telephone.

Other – Any other more serious act of misconduct which interferes with the orderly operation of the classroom, the school program, a school function or activity, or extra-curricular program.

Major Infractions –(Level 3 Infractions) Include

Academic Dishonesty - The Christ School cannot accept any form of cheating, plagiarism or misrepresentation of work on papers, projects or tests. Sources of others' words, ideas or concepts must be properly cited. Students are never to falsely sign another person's signature, forge a note or ask another person to forge a name or note.

Bully-Like Behavior – Aggressive, harassing and/or intimidating behavior that is observed over time and results in an imbalance of power. This may include, but is not limited to, teasing, name calling, gossiping, spreading or starting rumors, and purposely embarrassing or

humiliating another student. Since bullying inspires a negative spirit and fosters feelings of rejection, these behaviors will not be tolerated. Bashing, hazing, cutting remarks, putting others down and negative griping will not be tolerated.

Cheating - The willful or deliberate unauthorized use of the work of another person for academic purposes, or unauthorized use of notes or other material in the completion of an assignment or test. In addition to disciplinary responses, the student may receive no credit for the assignment, test or exam at the discretion of the teacher.

Representation of The Christ School on the Internet or in any media form (print or electronic) – Students are not permitted to take any video or photographic images depicting The Christ School students, staff, facilities, or events without express permission from the administration. Students may not use images of The Christ School students, staff, facilities, or events for publication including personal web pages, YouTube videos, and other Internet postings.

Destruction of Property - The willful or malicious destruction of school property or the property of others.

Insubordination - The willful refusal to submit to or comply with authority; exhibiting contempt or open resistance to a direct order. Students are expected to respect the authority of teachers, staff and administrators. Faculty and staff use professional judgment to make decisions that are influenced by many variables that will not always please all students. However, in all instances, students are required to be respectful and recognize the authority of the teacher, staff member and administrator.

Other serious misconduct – Any other serious act of misconduct which interferes with the orderly operation of the classroom, the school program, a school function or activity, or extra-curricular program.

Repeated misconduct of a more serious nature – Repeated misconduct which tends to substantially disrupt orderly conduct of the school, a school function or an extra-curricular/co-curricular activity.

Skiping - The intentional and willful act of failing to report to a student's designated area.

Stealing - Taking anything that belongs to someone else without permission. Practical jokes in this area may be considered as stealing.

Threats/Intimidation This is defined as the verbal or physical threat to do harm or violence to another student or to the property of another person. See Bullying.

Major Infractions (Level 4 Infractions) Include

Fighting - The actual or intentional striking or laying hands on another against his/her will.

Note: Self-defense is described as an action taken to block an attack by another person or to shield yourself from being hit by another person. Retaliating by hitting a person back is not self-defense and will be considered as fighting and the student will be held accountable.

Other serious misconduct – Any other serious act of misconduct which interferes with the orderly operation of the classroom, the school program, a school function or activity, or extracurricular program.

Repeated misconduct of a more serious nature – Repeated misconduct which tends to substantially disrupt orderly conduct of the school, a school function or extra-curricular/co-curricular activity.

Severe bully-like behavior - The act of continual or severely aggressive, harassing and/or intimidating behavior that may be observed over time and results in an imbalance of power.

This may include, but is not limited to: teasing, name calling, gossiping, spreading or starting rumors, and purposely embarrassing or humiliating another student. Because bullying inspires a negative spirit and fosters feelings of rejection, these behaviors will not be tolerated: bashing, hazing, cutting remarks, putting others down, and negative griping will not be tolerated.

Tobacco - The possession of any tobacco or related items.

Major Infractions (Level 5 Infractions) Include

Alcohol - The possession, use, transmission or being under the influence of alcoholic beverages.

Drugs – The possession, use, transmission, buying, selling or being under the influence of illegal drugs, drug paraphernalia, prescription drugs, over-the-counter drugs or any other substance capable of modifying mood or behavior.

Other serious misconduct – Any other more serious act of misconduct which interferes with the orderly operation of the classroom, the school program, a school function or activity, or extracurricular program.

Repeated misconduct of a more serious nature – Repeated misconduct which tends to substantially disrupt orderly conduct of the school, a school function or an extra-curricular/co-curricular activity.

Repeated suspensions – A student who receives multiple suspensions is subject to dismissal.

Weapons – The possession, use or control of any weapon (loaded or unloaded).

DESCRIPTION OF CONSEQUENCES

Possible Level 1 Consequences

Parent Notification – Parents will be notified at all levels of student infractions.

Parent/Teacher/Student Conference

PAWS Detention (Middle School), Time Out, Lunch or Recess Detention

After School Detention - After school detentions will be for a duration of 30 minutes beginning promptly at 3:20 p.m. and ending at 3:50 p.m. The student and parent will be notified of the location and date for the detention to be served. The student may not work on homework or engage in other activities during after school detentions.

Possible Level 2 Consequences

Parent Notification – Parents are notified for all levels of infractions.

Parent/Teacher/Student Conference

Parent/Student/Administrator Conference

After School Detention – See above for description.

Possible Level 3 Consequences

Parent Notification – Parents are notified for all levels of infractions.

Parent/Student/Administrator Conference

After School Detention – See above for description.

In-School Suspension (ISS) – A first alternative to out-of-school suspension is in-school suspension. A student will report to the office and remain there for the day. The student will complete school work and be given credit for assignments. While serving an ISS, a student is not eligible to participate in extracurricular activities, including off-campus activities, before, during or after school. The student is expected to bring lunch.

Out-of-School Suspension (OSS) – Students are not permitted on campus during the dates of the suspension. While serving an OSS, a student is not eligible to participate in extracurricular activities, including off-campus activities, before, during or after school.

Removal from Extra-curricular Activities – Students may be removed from any extra-curricular activity as a result of Level 3 or higher offense.

Possible Level 4 Consequences

Parent/Student/Administrator Conference

After School Detention – See above for description.

In-School Suspension – See above for description.

Out-of-School Suspension – See above for description.

Possible Level 5 Consequences

Behavior Contract – A student will be placed on a behavior contract after committing a level 5 offense if the student is not dismissed.

Mandatory Counseling – A student may be required to undergo mandatory counseling as a condition for remaining at The Christ School.

In-School Suspension – See above for description.

Out-of-School Suspension – See above for description.

Dismissal – A student may be removed from The Christ School for repeated serious misconduct, bringing a weapon on campus, gross violations of disrespect or insubordination, bringing illegal drugs on campus and other serious misconduct that is extremely detrimental to The Christ School.

EXPLANATION OF THE DISCIPLINE PROCESS

- Once an infraction has occurred and a discipline referral is going to be issued, the student is informed and will be asked to sign the discipline form.
- Student signatures on the discipline referral are simply an acknowledgement that the referral has been issued.
- Students may make statements regarding a discipline referral, present witnesses, and/or respectfully appeal the referral.
- The school administrators will determine the consequences based upon the level of the infraction, the nature of the infraction, and the number of infractions incurred.
- The school administrators will meet with the student at which time the student will be given two copies of the form to be taken home for parent signature.

- The parent is notified either via e-mail or telephone that the student will be bringing home a discipline form to be signed.
- The parent will keep one copy. The student will return the other copy which has been signed by the parent and again by the student to the school office within two business days.
- The student will be expected to arrive to detention on the date and time indicated on the form. Failure to report to detention without making prior arrangements may result in additional detention time.

Communications

Edline is the primary source for Home/School communication. Edline is the source for our parents to receive current school-wide and student-specific information including their child(ren's) exact classes, clubs and teams. Edline provides parents a single place to view teacher weekly newsletters as well as their child's grades, assignments and scheduled tests.

Community Service

"...whoever wants to be great among you must be your servant, and whoever wants to be first must be your slave--just as the Son of Man did not come to be served, but to serve, and to give His life as a ransom for many." Matthew 20:26-27



Students at The Christ School learn how to serve others through community service projects. These projects are a regular part of classroom and school-wide activities. Students participate in community service by contributing their time, talents and treasures. Examples of projects TCS students have supported include: Give Kids the World, The Boggy Creek Gang Camp, Restore Orlando, Operation Christmas Child, Crisis Nursery, Braille Bible Foundation, After School Outreach Ministry, Coalition for the Homeless, Seniors First along with various retirement and nursing homes. We hope that parents will encourage their children to demonstrate a servant's heart through helping around their home, in their neighborhood and through scouting or church groups. Many community service efforts at The Christ School are coordinated through The Christ School Parent Teacher Fellowship including our annual school-wide "One Great Day of Service."

Computer/Internet Acceptable Use Policy

Computers, our on-campus network, and the Internet are all very useful tools for teaching, research and learning. To make sure that they are used to their maximum potential, and to protect the safety of the people using them and the school and church's information which is stored on them, we require that every computer user abide by the following rules. Every person who uses a computer must do his or her part to protect our people and data.

Expectations for the School:

The Christ School will take every effort to provide a safe and useful environment for learning.

- ◆ TCS will use Internet filtering software to most effectively screen out objectionable websites, although it is understood that no filtering software is 100% effective. TCS will regularly and frequently update its filtering software to provide the most up-to-date screening possible.
- ◆ TCS will provide regular training for all students to understand how to use the Internet in an appropriate and successful way. Students will be taught what to do if they accidentally find an inappropriate site.
- ◆ TCS will provide training on copyrights and how they apply to Internet, software and music use.
- ◆ TCS will provide a network user account for each middle school student, for use in school-related work.

Expectations for Students:

- ◆ Windows settings - Students will not change any Windows settings on any computers (mouse pointer, desktop appearance, screen saver, taskbar location, sounds, etc.). Students will not change any settings in the "Control Panels" folder.
- ◆ Software –Students will not install any software, unless directed in a class setting by the technology coordinator or his designee.
- ◆ Network – The TCS network is a tool for office work, communication, research and education. Our network allows us to share data, and to protect that data (via daily backups) in case of computer failure. If a network password is required for a particular project, it should not be shared with anyone. Students may not open or make changes to anyone else's work on the network.
- ◆ Network accounts – Students will use only an assigned network account.
- ◆ Internet – The Internet is an extremely useful tool for communication and research.
 - Our Internet connection is for focused, directed searches (that is, research), and not for web "surfing".
 - Our Internet connection is for educational and research use, not for entertainment or games, except those which may be considered educational.
 - Our Internet connection is not for shopping.
 - Our Internet connection is not for downloading copyrighted material (print, audio, video, etc.). This includes music files (MP3 or other formats). No copyrighted material should be downloaded without the written consent of the author/distributor.
 - Students may not send or receive email, or chat online except in an approved, classroom setting for educational purposes only, under direct adult supervision.
 - Students may not attempt to disable or work around virus protection or Internet filtering software.

Expectations for Parents:

- ◆ Help students understand that Internet use, both at school and at home, is a privilege and not a right.
- ◆ Help students learn to balance their time online just as they should balance their time in any extracurricular activity.
- ◆ Help students to know what actions to take if they should encounter objectionable Internet sites at home or at school.
- ◆ Review this policy with your child (ren.)

Consequences:

Failure to live by our Acceptable Use Policy will result in consequences for a student who breaks those rules. Since Internet use is a privilege, that privilege can be revoked by TCS on a temporary or permanent basis, among other consequences. TCS may act in the following ways if a student fails to follow this Policy:

1. Verbal warning to the student.
2. Referral to the principal's office.
3. Temporary suspension of Internet use.
4. Temporary suspension of all computer use.
5. Permanent suspension of Internet use.
6. Suspension or dismissal from The Christ School.

The above list is not necessarily a sequence of required steps. That is, depending upon the severity of the infraction, the most appropriate consequence will apply.

If we all abide by these rules, our network will continue to serve all of us as a great tool for productivity and research. Any time you have a question about the use of any part of our computer system, please ask your computer teacher or Mr. Magee.

Dress Code



The Dress Code has been developed to provide a uniform, consistent appearance for our students. Uniform policies and procedures are re-evaluated at the end of each school year and any necessary adjustments are made.

Students have several uniform options. It is the parents' responsibility to make sure their student complies with the dress code each day when they leave for school. The school will not inspect every student every day and enforcement is on a random basis as infractions are noticed. Students who are not in the proper uniform may receive one or more of the following actions: a verbal notice; a written notice sent to the parents; or the student may be sent to the office and instructed to call their parents to bring the proper uniform to school. In the event of infractions related to hair or makeup, parents may be called to pick up their student from school. Your student will be allowed to return to school once the infraction has been corrected.

LOWER SCHOOL UNIFORM GUIDELINES (2010-2011)

All uniform apparel must be purchased from either Dennis Uniform or Lands' End. To ensure a proper order, please provide The Christ School preferred school number each time you place an order. When ordering online from Lands' End, simply enter the school number and the list of approved items can be viewed. New items are in bold type throughout the uniform guidelines.

Dennis Uniform: School number: E05
Phone number: 407-292-0395
Web address: www.dennisuniform.com

Lands' End: Preferred School Number: 900044603
School Name Only Logo Number: 9747138K
School Crest with School Name Number: 9861154K
Phone number: 1-800-469-2222
Web address: www.landsend.com/school

Uniforms must:

- Fit appropriately (not tight or baggy)
- Be neat and clean (no tears, rips or frays)
- Shirts must be tucked in at all times with the exception of the white sailor blouse and the Peter Pan blouse.
- Shorts/skort waistbands may not be rolled in order to shorten length; minimum length of shorts/skort or dress must be at the fingertips when standing straight.

Only designated pants from Lands' End or Dennis may be worn. In the case of cold weather, jeans may not be worn.

BOYS K – 5TH

Dress Uniform: required Aug. 23, 2010, every Wednesday and additional days as designated

White polo w/crest (Dennis/Lands' End)

Khaki shorts or pants (Dennis/Lands' End)

Sneakers

Non-dress Uniform

Polo (evergreen, yellow, white, navy) with The Christ School logo (Dennis/Lands' End)

Turtleneck (white, evergreen, navy) with The Christ School logo (Dennis/Lands' End)

Evergreen polo and khaki shorts or pants are required for school field trips

Khaki plain-front shorts or pants (no cargo shorts) (Dennis/Lands' End)

Classic navy plain-front shorts or pants (no cargo shorts) (Lands' End)

Sneakers

Belt

Brown, black, navy

Must be worn w/all apparel w/belt loops (K-1 students are exempt)

GIRLS K – 2nd

Dress Uniform: required Aug. 23, 2010, every Wednesday and additional days as designated

Middy-white poplin "sailor" blouse w/plaid tie w/The Christ School logo (Dennis)

Carden plaid skort (Dennis)

Uniform pants acceptable in cold weather

Sneakers

Non-dress Uniform

Short sleeve polo dress (evergreen or navy) w/The Christ School logo (Lands' End) must wear bike shorts underneath

Polo (evergreen, yellow, white, navy) with The Christ School logo (Dennis/Lands' End)

Evergreen polo and khaki shorts, skort or pants are required for school field trips

Turtleneck (white, evergreen, navy) with The Christ School logo (Dennis/Lands' End)

White "sailor" blouse w/ The Christ School logo (Dennis)

White "Peter Pan" blouse (long or short sleeve) w/The Christ School logo or crest (Dennis/Lands' End)

Khaki shorts, skort, capris or pants (Dennis/Lands' End)

Khaki feminine fit plain front chinos in straight leg or flare (Lands' End)

Carden plaid skort & jumper/shifts (Dennis)

Carden plaid shorts (no longer available for sale; 2010-2011 will be final year item will be acceptable)

Sneakers

Belt

Brown, black, navy

Must be worn w/all apparel w/belt loops (K-1 students are exempt)

GIRLS 3rd – 5th

Dress Uniform: required Aug. 23, 2010, every Wednesday and additional days as designated

Button front short sleeve jersey white "Peter Pan" blouse w/crest (Dennis/Lands' End)
Carden plaid skort (Dennis)
Uniform pants acceptable in cold weather
Sneakers

Non-dress Uniform

Short sleeve polo dress (evergreen or navy) w/The Christ School logo (Lands' End) must wear bike shorts underneath

Polo (evergreen, yellow, white, navy) w/The Christ School logo (Dennis/Lands' End)
Evergreen polo and shorts, skort or pants are required for school field trips
Turtleneck (white, evergreen, navy) with The Christ School logo (Dennis/Lands' End)
"Peter Pan" blouse (long or short sleeve) w/The Christ School logo or crest (Dennis/Lands' End)
Khaki shorts, skort, capris or pants (Dennis/Lands' End)
Khaki feminine fit plain front chinos in straight leg or flare (Lands' End)
Carden plaid skort (Dennis)
Carden plaid shorts (no longer available for sale; 2010-2011 will be final year item will be acceptable)
Sneakers

Belt

Brown, black, navy
Must be worn w/all apparel w/belt loops

GENERAL UNIFORM GUIDELINES FOR LOWER SCHOOL

Uniform guidelines will be strictly enforced

Sneakers

Must be tied appropriately
No wheels, lights or characters
Color must coordinate w/uniform

Socks

Solid white, black or navy crew socks or knee socks
Tights (white or navy); no leggings

Hair

Must be clean, neat and out of eyes
Boys' hair must be above collar
Hair accessories must coordinate w/uniform

Jewelry

Must be tasteful and appropriate and coordinate with uniform.
Girls may have pierced ears and wear two earrings per earlobe
Earrings may not be longer than one inch
No cartilage piercings, no other piercings for girls
No piercings for boys (including ears)

Outerwear

Green fleece or microfiber jacket (Dennis)
Hoodie, crew or zip front sweat shirt (evergreen or navy) (Lands' End)
Hoods on jackets and sweat shirts may not be worn inside
Cable front cardigan (evergreen or navy) (Lands' End/Dennis)
All outerwear must have The Christ School logo

Field Trips

TCS evergreen polo and khaki shorts/skort or pants

Friday TCS T-shirt Days

Consistent with tradition, students may wear the TCS t-shirt of their choice on Friday throughout the school year.

All other components of the lower school uniform guidelines remain in effect for Fridays.

Cold Weather

The Christ School uniform guidelines will remain in effect during cold weather. Please prepare now by purchasing pants and jackets. **Jeans will not be acceptable.**

Guidelines for dress on non-uniform days

- No sandals, high heels, open-toed or open-backed shoes
- Short/skort lengths must fall within the guidelines listed in the uniform policy
- Waistbands may not be rolled
- Shorts must be worn under skirts or dresses
- Shirts may be untucked if designed for this, although the length must not be excessive
- No sleeveless shirts and shirts should be long enough to not expose stomachs when the arms are raised
- Shirts should not have inappropriate language, slogans, reference to bands, or reference to entities which do not promote Christian values
- Pants, shorts, and skorts should fit properly with length requirements the same as with the uniform
- Basketball shorts are acceptable
- Clothing may not be torn, ripped or frayed
- Hair should be the same as a regular school day
- Jewelry is the same as a regular school day
- Hats may not be worn

Middle School Uniform Guidelines (2010-2011)

All uniform apparel must be purchased from either Dennis Uniform or Lands' End.

To ensure a proper order, please provide The Christ School preferred school number each time you place an order. When ordering online from Lands' End, simply enter the school number and the list of approved items can be viewed. New items are in bold type throughout the uniform guidelines.

Dennis Uniform: School number: E05
Phone number: 407-292-0395
Web address: www.dennisuniform.com

Lands' End: Preferred School Number: 900044603
School Name Only Logo Number: 9747138K
School Crest with School Name Number: 9861154K
School Monogram Number: 1046327
Phone number: 1-800-469-2222
Web address: www.landsend.com/school

Uniforms must:

- Fit appropriately (not tight or baggy)
- Be neat and clean (no tears, rips or frays)
- Shirts must be tucked in at all times with the exception of the middle school girls' white oxford. Only the top button of oxford may be unbuttoned.
- Shorts/skort waistbands may not be rolled in order to shorten length; minimum length of shorts/skort or dress must be at the fingertips when standing straight.
- Only designated pants from Lands' End or Dennis may be worn. In the case of cold weather, jeans may not be worn Monday-Thursday.

MIDDLE SCHOOL UNIFORM GUIDELINES (2010–2011)

BOYS 6th – 8th

Dress Uniform: required Aug. 23, 2010, every Wednesday and additional days as designated

White long sleeve oxford w/TCS monogram (Lands' End)

Khaki pants (Dennis/Lands' End)

Sneakers or slip on shoes
(must cover heel & toes)

Non-Dress Uniform

Polo (***any solid color***) with The Christ School logo (Dennis/Lands' End)

Evergreen polo and khaki shorts or pants are required for school field trips

Turtleneck (***any solid color***) with The Christ School logo (Dennis/Lands' End)

Khaki shorts, cargo shorts or pants (Dennis/Lands' End)

Classic navy shorts, cargo shorts or pants (Lands' End)

Sneakers or slip on shoes
(must cover heel & toes)

Belt

Brown, black, navy

Must be worn w/all apparel w/belt loops

PE Requirements

TCS T-shirt (Dennis)

Green PE shorts (Dennis)

Sneakers

(8th graders may wear shorts and shirt of their choice so long as they comply with the non-uniform day guidelines)

GIRLS 6th – 8th

Dress Uniform: required Aug. 23, 2010, every Wednesday and additional days as designated

White long sleeve oxford w/TCS monogram (Lands' End)

Short chino skort (Lands' End)

Uniform pants acceptable in cold weather

Sneakers or slip on shoes

(must cover heel & toes)

Non-Dress Uniform

Polo (***any solid color***) w/The Christ School logo (Dennis/Lands' End)

Evergreen polo and khaki shorts, skort or pants are required for school field trips

Turtleneck (***any solid color***) w/The Christ School logo

Khaki shorts, pants, skort or capris (Dennis/Lands' End)

Carden plaid skort (Dennis)

Khaki feminine fit plain front chinos in straight leg or flare (Lands' End)

Sneakers or slip on shoes

(must cover heel & toes)

Belt

Brown, black, navy

Must be worn w/all apparel w/belt loops

PE Requirements

TCS T-shirt (Dennis)

Green PE shorts (Dennis)

Sneakers

(8th graders may wear shorts and shirt of their choice so long as they comply with the non-uniform day guidelines)

GENERAL UNIFORM GUIDELINES FOR MIDDLE SCHOOL

Uniform guidelines will be strictly enforced

Socks

Solid white, black or navy crew socks or knee socks

Tights (white or navy); no leggings

Shoes

Ballet flats are acceptable for middle school girls and must cover heel and toes and coordinate with uniform

No sandals or high heels (1" or less); No open-toed or open-backed shoes

Hair

Must be clean, neat and out of eyes

Boys' hair must be above collar

Hair accessories must coordinate w/uniform

Jewelry

Must be tasteful and appropriate and coordinate with uniform
Girls may have pierced ears and wear two earrings per earlobe
Earrings may not be longer than one inch
No cartilage piercings, no other piercings for girls; No piercings for boys (including ears)

Outerwear

Green fleece or microfiber jacket (Dennis)
Hoodie, crew or zip front sweat shirt (evergreen or navy) (Lands' End)
Hoods on jackets and sweat shirts may not be worn inside
Cable front cardigan (evergreen or navy) (Lands' End/Dennis)
8th grade may wear approved 8th grade hoodie
All outerwear must have The Christ School logo

Field Trips – K-8th Boys and Girls

TCS evergreen polo and khaki shorts/skort or pants

Friday TCS T-shirt Days

Consistent with tradition, students may wear the TCS t-shirt of their choice on Friday throughout the school year

Middle School students may wear jeans or non-dress uniform bottoms

All other components of the TCS uniform guidelines remain in effect for Fridays

Extreme Cold

The Christ School uniform guidelines will remain in effect during cold weather. Please prepare now by purchasing pants and jackets. **Jeans will not be acceptable Monday-Thursday.**

Guidelines for dress on non-uniform days

- No sandals, high heels, open-toed or open-backed shoes
- Short/skort lengths must fall within the guidelines listed in the uniform policy
- Waistbands may not be rolled
- Shirts may be untucked if designed for this, although the length must not be excessive
- No sleeveless shirts and shirts should be long enough not to expose stomachs when the arms are raised
- Shirts should not have inappropriate language, slogans, reference to bands, or reference to entities which do not promote Christian values
- Pants, shorts, and skorts should fit properly with length requirements the same as with the uniform
- Basketball shorts are acceptable
- Clothing may not be torn, ripped or frayed
- Hair should be the same as a regular school day
- Jewelry is the same as a regular school day
- Hats may not be worn

Extended Care



The Christ School provides an extended care program for students in need of supervision before or after regular school hours. Each student who participates in the program must be pre-registered. Drop-ins are not accepted. The Extended Care program observes the same holiday schedule as The Christ School and is closed as designated on the school calendar. Before school care begins at 7:00 a.m. and extended care ends promptly at 5:30 p.m. A late fee of \$10

will be charged for each quarter hour or portion thereof after 5:30 p.m. All late fees will be charged to the student's account. Parents who are routinely late picking up their student risk losing the opportunity to participate in this program.

The goal of the Extended Care program is to provide a safe, secure and loving environment. Planned activities include homework time, indoor and outdoor recreation, arts and crafts, movies and other activities. Snacks are provided daily. Each student must be signed out by one of the adults listed on the student's Extended Care Enrollment Form.

All of our extended care programs are provided as a convenience to our families. Participation in these programs is a privilege. Along with this privilege is the responsibility of the students to behave in an appropriate manner. Students who are disrespectful, disobedient or continually disruptive will lose this privilege.

EXTENDED CARE HOURS AND FEES

HOURS

Before School	7:00 AM	-	8:05 AM
After School	2:55 PM	-	5:30 PM

FEES

Payments for Extended Care must be made through the FACTS program. Late pick up fees (\$10 per fifteen minute period or portion thereof) will be charged to the student's account.

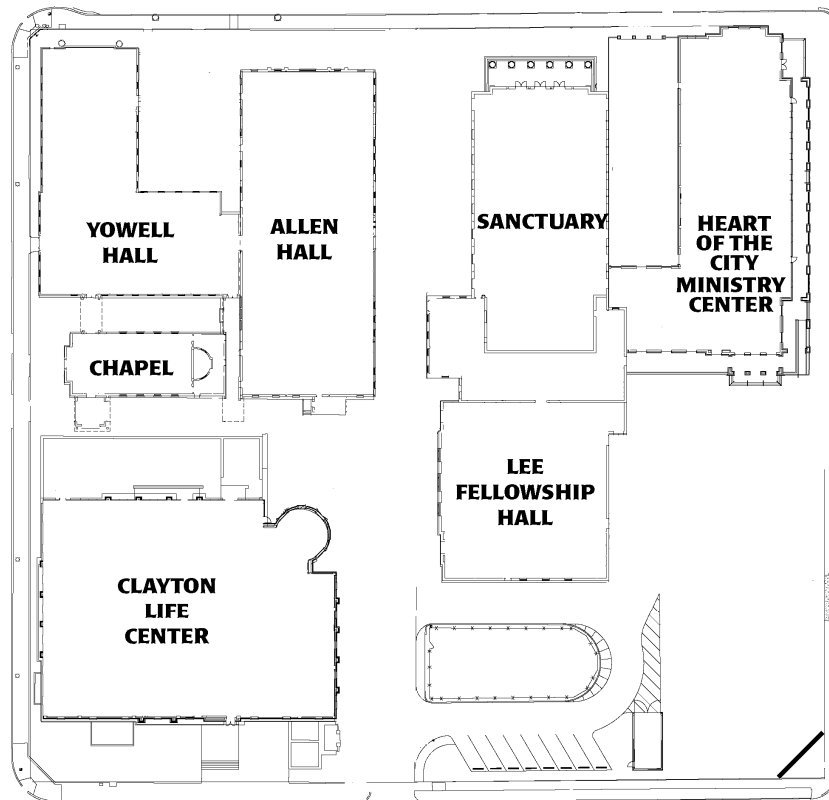
Before School drop off at 7:00 a.m. pre-registered	\$315.00/year
After School Pick-up by 5:30 p.m. pre-registered:	
2 days per week	\$735.00/year
3 days per week	\$1102.50/year
4 days per week	\$1470.00/year
5 days per week	\$1837.50/year

Students not registered in the Extended Care program and not picked up from school by the end of middle school carpool (approximately 3:30 p.m.) will be sent to The Christ School office to await pickup. A fee of \$10 for each quarter hour or portion thereof will be charged to the accounts of these students.

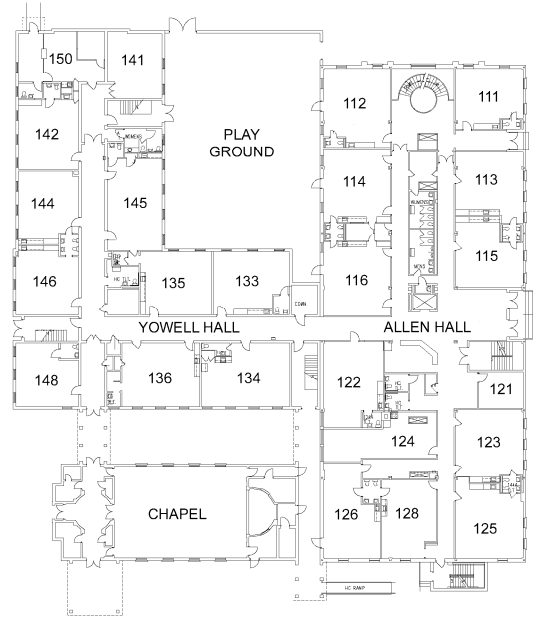
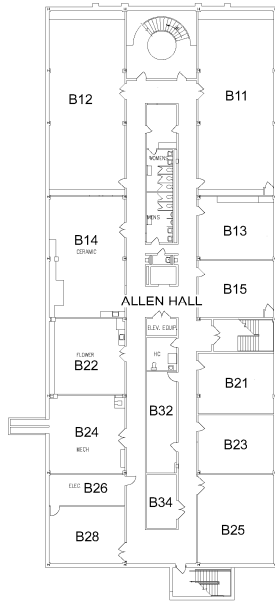
Facility and Campus Maps

Campus Map*

*The Heart of the City Ministry Center has been renamed Edington Ministry Center



Allen & Yowell Hall Floor Plans



Faculty and Administration Biographies

Kindergarten

Susan Dodgion

Bachelor of Science in Elementary Education, Rollins College; Florida Professional Certificate in Early Childhood Education through High School; thirty-nine years teaching experience including St. James, Weekday School and Lake Highland Preparatory School.

Lora Gantt

Bachelor of Science in Early Childhood Education, Presbyterian College; Masters in Biblical Studies at RTS in Orlando; three and one-half years' teaching experience.

Janice Lewis

Bachelor of Business Administration, Kennesaw State College; Associate of Early Childhood Education, Santa Fe Community College; ; Florida Professional Certification Pre-K Primary-3; Teaching Assistant at Oak Hall School in Gainesville, FL for six years; TCS teacher for two years.

1st Grade

Holly Kahn

Bachelor of Arts in Art History/Art Education, University of Central Florida; Early Childhood Education, Multiple Subject Teaching Credential K-8, Chapman University, Los Angeles, California teacher grades 1, 2, & 3 Los Angeles Unified School District. Elementary School Administrative Designee, Student Study Team/IEP Special Education Coordinator, California. Art Teacher/Children's Art Coordinator, Orlando Museum of Art. Pre-K Teacher Weekday School.

Christi Schwalk

Bachelor of Science in Early Childhood Education, University of Central Florida; currently working on Master's degree in Education in Early Literacy; Florida Professional Certificate, Pre-K – Primary Ed., ESOL endorsed; former business coordinator and receptionist at The Christ School; four years teaching experience.

2nd Grade

Nan Carrick

Bachelor of Science and Master of Arts in Elementary Education, Michigan University, concentration in Early Childhood Education; thirty-three years teaching experience in Michigan, five years in Florida before joining TCS two years ago.

Pam Leadbitter

Master of Arts, Early Childhood Education, Columbia University; Bachelor of Arts, Psychology, Lawrence University; Teachers College; additional training with reading and learning disabilities; former teacher at St. Andrews School in Richmond, VA; Virginia Professional Certification in Kindergarten through seventh grade, English, Psychology and History; also certified in New Jersey, New York and Florida; twenty-six years teaching experience.

3rd grade

Gayle Bosscher

Master of Science in Curriculum and Instruction, University of Wisconsin at Milwaukee; Master of Education in progress, University of Central Florida; Bachelor of Arts in Education and Language Arts, Calvin College; Florida Professional Certification in Elementary Education; eighteen years teaching experience in Christian schools.

Kathleen Tesch

Bachelor of Science in Elementary Education, Florida State University; Florida Professional Certification in Elementary Education; eight years teaching experience.

4th grade

Angie Harrison

Bachelor of Science in Elementary Education, Indiana State University; eleven years teaching experience in Christian education.

Barbara Ross

Bachelor of Science in Bible Teaching and Missions, Columbia International University, SC; Teacher Certificate ACSI; experienced teacher K-8 in South Carolina, Maryland, and Asia, most recently five years at the Master's Academy.

5th grade

Rob Bosscher

Master of Arts in Educational Leadership, Western Michigan University; Bachelor of Arts in Elementary Education and Language Arts, Calvin College; Florida Professional Certification in Elementary Education; Michigan Professional Certification K-8; National Council of Teachers of Mathematics; thirty-five years teaching and administrative experience in Christian schools in MI, NM, IA, WI and FL.

Katherine Whitman

Bachelor of Science in Elementary Education, Florida State University; Florida Professional Certification in Elementary Education, Gifted Education Endorsement; eleven years teaching experience in elementary and middle school grades.

Middle School

Cary Burchak

Masters Degree in Speech/Language Pathology, Southern Methodist University, Bachelor of Science in Education, Texas Tech University; former TCS 5th grade teacher.

Mary Crimmins

Master of Education, Rollins College; Bachelor of Science, Liberal Studies with emphasis in Education and History, University of Central Florida; twice listed in Who's Who of America's Teachers by former students, Upper School Teacher of the Year, PCCA, 1998-99, Florida Professional Certification in Social Science, 6-12; Florida Reading Endorsement pending; fifteen years teaching experience.

Jeff Hague

Bachelor of Science, Nova University; Florida Professional Certification in Business Administration 6-12 and Social Science 5-9; nine years teaching experience.

Casserly Kuplen

Bachelor of Science in Biology with a Marine Concentration, Gordon College; ten years field experience at The New England Aquarium, Boston; six years teaching experience in Massachusetts and one year at TCS.

Rich Magee

Master of Science in Curriculum and Instruction, University of Central Florida; Bachelor of Science in Civil Engineering, University of Florida; eleven years experience in civil engineering; Florida Registered Professional Engineer; ten years teaching experience.

Betty Marvin

Bachelor of Arts in Social Science/English, Bachelor of Science in Elementary Education, Florida Southern College; teaching certificate ACSI; twenty-seven years teaching experience, many years at Pine Castle Christian and former TCS 5th grade teacher.

Special Area Faculty

Robin Mast

K-5 media literacy/computer teacher

Bachelor of Science in Business Education, University of Florida; Florida Professional Certification in Business Education 6-12 and Early Childhood Education PreK – 3.

Pat Minnick

Yearbook

Master of Education, State University of New York at Brockport; Bachelor of Arts in Communications, Westminster College (PA); New York Professional Certification 7-12 Communications; National Council of Teachers of English; Florida Reading Association; Kappa Delta Pi Education Honorary; participant in FPCO teaching mission to Eger, Hungary, 2002-2005; thirty years experience as an English, speech and drama teacher; Florida Professional Certification 6-12 English.

Dianne Ojeda

Spanish

Masters of Arts, Teaching, English as a Second Language, University of Central Florida. Bachelor of Arts, University of Wisconsin-La Crosse, Degrees in Spanish and Business Administration Marketing. Four years experience in Valencia Community College, Orange County Public Schools and Christian independent school education, as a Spanish teacher and English as a second language instructor.

Mary Orlando

Physical Education

Bachelor of Science in Physical Education, University of Central Florida; Florida Professional Certificate in Physical Education; five years teaching experience; six years experience as a gymnastics instructor.

Aimee Rose

Art

Bachelor of Arts, University of Central Florida; certified in K-12 art education; 3 years teaching experience. Also involved in Extended Care and the Orlando Community School of the Arts (OCSA).

Kimberly Smith

Special Gifts

Bachelor's Degree in Psychology, Virginia Wesleyan College, Master's Degree in Elementary Education, Holy Family University in Philadelphia and certified in Exceptional Student Education K-12; 6 years teaching experience.

Susan Sorrow

Latin

Bachelor of Arts in History with an English minor, Florida State University; thirty plus years teaching experience at both elementary and secondary levels including in Japan, Department of Defense program, Winter Park High School, Lake Highland Preparatory and The Christ School.

Scott Stuart

Student Leadership Development

Bachelor of Science in Criminology, Florida State University; currently Working on Masters of Divinity at Reformed Theological Seminary, worked as the Middle School Coordinator at FPCO, served on staff with Campus Crusade for Christ at Florida State University.

Teressa White

Music

Bachelors degree in Music Education with a concentration in voice, Otterbein College; Masters of Business Administration, Baker College Center for Graduate Studies; 10 years teaching experience including private voice lessons, high school choir, middle school choir, general music, elementary general music and choir.

Gina Wiborg

Athletic Director

Physical Education, Bachelor of Arts, Physical Education and Health, Flagler College; National Certified Aerobics Instructor; Recreation Ministry Staff at First Presbyterian Church of Orlando; fourteen years teaching experience.

Administration

Sharon Darin

Admission Coordinator

Bachelor of Arts in Humanities, Rollins College. Eleven years at The Christ School.

Todd Deveau, Ed.D.

Principal

Doctor of Education, Curriculum Instruction, Gifted and Talented, University of Houston: Master of Arts, Spanish, Rice University; Bachelor of Arts, Gettysburg College; fifteen years teaching experience in K-8 Christian independent school education as teacher, curriculum coordinator and instructional leader.

Joanne Fleming

Director of Development and Special Projects

Bachelor of Arts in Public Administration with a minor in Communications, University of Central Florida; one of the founders of The Christ School.

Nicole Millard

Director of Marketing and Enrollment

Bachelor of Business Administration, major in Accounting, Old Dominion University. Sales and Marketing for the Walt Disney World Swan and Dolphin Resort and Orlando Convention and Visitors Bureau.

Jason W. Powell, Ed.D.

Head of School

Doctorate in Education Administration, University of Central Florida; Masters Degree in Education Administration, Florida State University; Bachelors Degree in Mathematics Education, Florida State University; experience as a Principal, school district administrator and classroom teacher.

Field Trips

Fun and exciting field trips are planned each year by our teachers to supplement their classroom curriculum. Parents are needed and encouraged to serve as chaperones.

Chaperone Information:

- Chaperones are required to pay their own admission fee, when applicable. These fees are non-refundable.
- Chaperones granted unsupervised access to our students are required to have submitted to and successfully passed a Level 2 background screening through Electric Fingerprinting, Inc.
- Driving chaperones are required to provide The Christ School with a copy of their driver's license and auto insurance card prior to the day of the field trip.
- Drivers may request reimbursement from TCS for parking fees and tolls incurred on field trips.
- Chaperones should report to the classroom teacher to receive their carpool assignment.
- Chaperones should travel directly to the field trip location and upon completion of the field trip, return directly to The Christ School. Chaperones are expected to arrive on time. Leaving early or driving separately from the rest of the group is not acceptable.
- Parents should not take "side trips" or make "special stops" for any reason. It is the responsibility of the chaperones to observe and maintain the safety of all students in their care.
- Special treats should not be purchased for students unless all students in the class receive the treats.

Siblings are not allowed on TCS field trips. Parents are asked to sign a Field Trip Permission and Waiver form before the start of school for school authorized field trips.

The Christ School offers overnight field trips beginning in the fifth grade. Parent chaperones are welcome to participate on these trips and are required to remain with the group for the entire trip. Please consider the safety and security of the students at all times and do not permit any student(s) to remain in or leave the hotel room alone. Chaperones and students represent The Christ School when traveling and should conduct themselves accordingly. Parents are required to refrain from drinking alcoholic beverages while on field trips with The Christ School.

Fund Raising

The school relies on the generous contributions and fund raising efforts of our supporters. The Christ School conducts an annual fund drive and hosts The Mane Event which includes a golf tournament, and dinner/auction.

At various times throughout the year, opportunities for optional, discretionary donations are presented to parents. These may include end of the year contributions in recognition of excellent faculty and staff and in-kind donations for class parties. These opportunities are made available and are optional so those who are able to contribute may do so.

Grading, Progress Reports, Recognition

The school year consists of four grading periods, each nine weeks in length. Interim progress reports are provided at the middle, and report cards at the end, of each grading period. If, at any time, you have questions about your student's progress or grades, please contact the teacher to schedule a conference. The Christ School uses various methods to recognize students who have achieved outstanding academic performance and who have demonstrated appropriate and responsible school citizenship. The final report card for the year may be picked up in The Christ School main office following the end of the school year, as listed on the school calendar.

Health

The school health care assistant will handle minor injuries and illnesses. If a student becomes sick, has a fever, or is seriously injured, the student's parents will be notified. All parents must fill out the Parental Release and Medical Consent form, which is provided in the summer information packet.

It is essential that all students fulfill the State of Florida's immunization program and annual check-up requirements on forms provided by their pediatrician. These forms must be submitted to the school office prior to the start of school.

The Christ School requires emergency contact information for each student. Please notify the school immediately if the contact information changes.

For your student's sake, as well as the health and safety of the other students, please use good judgment in keeping your student home if they are ill or show symptoms of illness. Students who report to school with a fever above 99.5 degrees will be sent home.

Homework Policy

At The Christ School homework is designed to help our students achieve at the highest academic level possible. Schoolwork done at home provides training in study habits, skill and discipline; it increases background knowledge and conceptual understanding; and it provides experiences in problem solving and self monitoring. A respectful balance between family and community obligations and homework is desired while achieving the overall goal of academic success; therefore, homework will not be assigned on evenings with special events that are in conjunction with The Christ School. In general, students should plan for approximately ten minutes of homework times the numerical grade level (i.e. 4th grade = 4x10=40 minutes.)

Our homework assignments are deliberately and carefully planned as an extension of the curriculum. The goals are class preparation, practice, revision and exploration. As students grow and mature their capacity to reap benefits from homework increases; therefore, our school has graduated expectations with regard to student responsibilities for completing homework. As student responsibility and abilities increase, parent involvement in homework should decrease.

Homework at The Christ School is reviewed and graded, and feedback is provided to validate the importance of the assignment.

Kindergarten

- Approximately 10 minutes of homework is assigned daily Monday - Thursday.
- Parents are asked to read for pleasure with their children daily.
- An occasional family activity related to classroom learning may be assigned.

Grades 1 and 2

- Approximately 10-20 minutes of homework is assigned daily Monday- Thursday.
- Homework is typically assigned in reading, mathematics and spelling.
- Parental support may be needed to assist with basic skill practice.
- Parents are asked to continue reading with their child for pleasure.

Grades 3, 4 and 5

- Approximately 30-50 minutes of homework is assigned daily Monday-Thursday.
- Independent reading for pleasure should be reinforced at home.
- Parental support is necessary to check that assignments are complete and represent sincere effort and good quality. Student agendas are used to record assignments.
- Parental guidance on projects should be limited to providing materials, assistance with planning, and timely completion.

Grades 6, 7 and 8

- Approximately 60-90 minutes of homework is assigned daily Monday-Friday.
- In conjunction with Edline, student agendas are used for recording and tracking assignments and project due dates.
- Students are required to read novels of their choice outside of the classroom.
- Parental support may be necessary for studying for quizzes and tests and for assisting with time management for project completion.
- Increased student independence on assignments should be encouraged, but still monitored by a parent as necessary for timely completion and high quality.
- As students become more independent, parents are urged to find a healthy balance between encouraging students to take responsibility for their own academic achievement while still interacting to ensure the student's successful performance in school.
- Homework is expected to be submitted on the due date. Participation in extracurricular activities is not an acceptable excuse for incomplete homework assignments.
- Teachers collaborate so that there are no more than two tests per day, and deadlines for assigned work on projects are coordinated.

Hours of School

The Christ School day begins promptly at 8:25 a.m. for all students and classes end at 2:55 p.m. for K – 5th grade and 3:15 p.m. for the middle school. Students should arrive in their classrooms in the morning with enough time to prepare for their school day and proceed to chapel with their class. Any student arriving after the 8:25 a.m. start time should report to the first floor TCS reception desk for a pass. These students will be marked tardy and may miss chapel. Frequent tardiness is not acceptable.

Early morning and extended care is available, (see Extended Care section). Administrative offices are open from 7:45 a.m. to 4:15 p.m. Monday through Friday during the school year and from 8:30 a.m. to 4:00 p.m. Monday through Thursday in the summer.

Lost and Found

Please label all items, (especially sweaters, sweatshirts and hair accessories) which belong to your child so that if lost and found it might be returned. Unlabeled articles will be placed in Lost and Found located in The Christ School clinic. If your child loses an article, please notify the school office immediately. Items unclaimed beyond a reasonable period of time will be donated.

Lunch Program



The Christ School works with Wholesome Tummies to provide a healthy lunch daily. Wholesome Tummies is a vendor with whom the parents place lunch orders directly on the web for delivery to TCS.

Students may pack a lunch or purchase a lunch from Wholesome Tummies.

- Students in grades 1st – 7th dine in the Warehouse on the 3rd floor of Allen Hall. Kindergarten students dine in their classrooms. As an 8th grade privilege, 8th graders have their own dining hall.

Lunch Room Rules

Microwave use:

- Please send in food with a cook time of two minutes or less.
- Please teach your child how to use a microwave properly.
- Please send in microwave safe plates or containers.
- Microwaving is primarily for 3rd-8th grade students.

Behavior:

- Students are to use “restaurant” manners at all times while eating and enjoying fellowship with others.
- Horsing around in the cafeteria or hallways is never acceptable behavior – this means keeping hands to ourselves and respecting others.
- 1st and 2nd graders are asked to stay in their seats and raise their hands to receive adult assistance.

Other:

- Sodas are not allowed.

Parent Assistance:

- You are welcome to join your child(ren) for lunch.
- You are welcome to assist in the lunch room as a volunteer.
- Your role as a volunteer in the lunch room is to acknowledge raised hands and assist students as needed.
- Please monitor behavior.
- Safety is our number one priority.

Medication

Prescription (RX) medication and Over the Counter Medication (OTC) may be administered at The Christ School. However, there are certain guidelines which must be met in order for the school clinic to dispense the medication.

REGARDING PRESCRIPTION (RX) MEDICATION

- Prescription medications are under a physician’s authorization and will be dispensed as directed by the physician.
- An “Authorization for Administration of Prescription Medication” form must be correctly completed indicating the name of the student, name of medication, dosage amount, time to be given, illness/condition, time period to be given and physician’s name. The form must be signed by the parent/guardian and dated.
- If the prescription is a maintenance medication the “Authorization for Administration of Prescription Medication” form will cover the entire school year. However, if there are ANY changes made in the dosage of maintenance medication a new “Authorization for Administration of Prescription Medication” form must be completed.
- A parent or guardian must bring the medication to the Office/Clinic. Medication may NOT be brought by the student.
- All RX medications must be in the original pharmacy container.
- If your child has asthma and requires an inhaler, the inhaler may be kept in the Clinic and/or carried in his/her backpack, or both. If the inhaler is to be a self-carry, then an “Authorization for Self-carry/Administration of Metered Dose Inhalers” must be completed and signed by the physician and signed by the parent. In addition, the “Authorization for Administration of Prescription Medication” must be completed.

REMEMBER:

- **An “Authorization for Administration of Prescription Medication” form must be completed and signed by the parent, and on file in the clinic for each RX medication.**
- **All RX medications must be in the original pharmacy container. The label must be legible.**
- **RX medications must be brought to the Office/Clinic by the parent/guardian.**

REGARDING OVER THE COUNTER (OTC) MEDICATION

- Over the counter medication (such as Tylenol, Motrin, or cold medicine) may be dispensed only under a physician’s authorization.

- Over the counter medication authorized by a physician will be dispensed as directed by the physician.
- An “Authorization for Administration of Over the Counter Medication” form must be correctly completed by the physician indicating the name of the student, name of medication, dosage amount, time to be given, illness/condition, time period to be given, and signed and dated by the physician with the physician’s stamp. The form is not valid without the physician’s stamp. The parent/guardian must sign and date the form.
- Any OTC medication must be in the original container or blister packaging.
- A parent/guardian must bring the medication to the Office/Clinic. Medication may NOT be brought in by the student.

REMEMBER:

- **An “Authorization for Administration of Over the Counter (OTC) Medication form must be completed, signed, and stamped by the physician; signed by the parent, and on file in the clinic for each OTC medication.**
- **All OTC medications must be in the original container or blister packaging.**
- **All OTC medications must be brought to the Office/Clinic by a parent/guardian.**

Please Note: All medication must be picked up at the end of the school year by a parent/guardian.

Meet the Teacher

All parents/guardians are invited to “Meet the Teacher”. Specific date and time will be provided on our web site and through classroom communication.

National Junior Honor Society, The Christ School Chapter

To be eligible for membership in the National Junior Honor Society at The Christ School, a student must be in the seventh or eighth grade, a student in good standing and have been enrolled at TCS for at least one full semester. The student must also meet the other requirements described below.

Membership in the National Junior Honor Society is one of the highest honors that can be achieved by a student. Therefore, it is expected that all students considered for membership will take the initiative to thoroughly complete the required information and demonstrate the desire to become a member by properly submitting the information on or before the deadline. Forms submitted after the deadline will not be considered. With the invitation, students are also given a detailed letter, which instructs them on the proper procedure to follow. Students are to complete the information themselves. Proper submission of the forms is required, but it is not a guarantee of acceptance.

Students do not apply for membership in National Junior Honor Society. They are first offered an invitation to be considered for induction. Upon submission of the appropriate forms and after prayerful consideration, a five-member faculty council selects students to be inducted. Neither the Head of School nor the NJHS advisor is a voting member of the faculty council.

Evaluation is based on five criteria: scholarship, service, character, leadership, and citizenship. Each area is equally weighted. An un-weighted GPA of 3.5 is the minimum scholarship requirement for TCS. GPA alone does not guarantee acceptance. However, this GPA must be maintained for a student to remain a member. Member status will be re-evaluated at the end of each school year.

Students are not informed of their acceptance in NJHS until the tapping ceremony, and it is not until the induction ceremony that the student becomes a member of NJHS. According to NJHS bylaws, all inductees must participate in the induction ceremony. The induction ceremony is a formal ceremony held during the evening.

Those not selected may appeal to the Head of School as directed by the NJHS bylaws. The student must submit his or her written appeal in a timely manner. However, according to NJHS bylaws, "Chapters are not obligated to share with parents and students information concerning specific students not selected for membership in the Society." In order to retain membership, students must:

- (1) Participate in the NJHS service projects,
- (2) Pay chapter dues,
- (3) Attend NJHS meetings and ceremonies,
- (4) Maintain all the requirements necessary for acceptance.

Non-Discrimination

The Christ School maintains an open admission policy and does not discriminate on the basis of race, color, gender, religion, national or ethnic origin.

Non-Public Schools Evaluation Office

WHAT IS THE NON-PUBLIC SCHOOLS EVALUATION OFFICE

The Non-Public Schools Evaluation office provides services to assist in evaluating Orange County private school children. Students must be a least 5 years old by September 1st of the current school year and enrolled in a private school or home education program. If the child attends a private school in Orange County, OCPS is responsible for educational services regardless of their district of residence.

INTAKE PROCEDURES

Parents/legal guardians may contact the Non-Public Schools Evaluation office at 407.317.3501 to initiate the evaluation process. The initial contact is an intake for information gathering. Parents may also call to inquire about reevaluation for private school students receiving ESE services. Children will be scheduled for screenings followed by specific evaluations as appropriate.

HOW ARE THE SERVICES PROVIDED?

In compliance with Individuals with Disabilities Education Act (I.D.E.A.) 2004, OCPS and private school representatives met in the spring and summer 2006 to collaborate regarding appropriate ESE services. Services may be provided at the school closest to the private school or in the student's zoned public school. Transportation can be provided for students with disabilities. Students who are home educated or who are in the gifted program will not receive transportation services.

OCPS is responsible for finding and evaluating any student who attends a private school in Orange County, whether or not the student is from Orange County. This includes reevaluations and McKay students. Gifted only and home education students must be Orange County residents.

WHO EVALUATES THE STUDENTS?

The office staff consists of speech/language and learning diagnosticians & psychologists as well as a social worker. The office secretary handles intake and routine office tasks.

WHERE IS THE OFFICE LOCATED?

434 North Tampa Avenue
Orlando, FL 32805
Phone: 407.317.3501

Non-Public Students Intake/Evaluation/Staffing Process

Step 1

- Parent calls the Non-Public Office
- Demographic information is gathered to assist in determining the need of the

student

Step 2

- The student information is recorded in a log (intake log). The secretary uses this log to schedule appointments.

Step 3

- Prior to all evaluations, a vision and hearing screening must be completed.
- ❖ If vision and/or hearing are failed, the student is referred for further testing in one or both of those areas.
- ❖ If vision and hearing are passed, the student moves on to the academic screening or psychological evaluation.

Step 4

- Students are screened for:
 - ❖ Academic/Learning concerns
 - ❖ Gifted
 - ❖ Speech Language Screening
- The school psychologist reviews the results and a determination for further evaluation is made.

Step 5

- If necessary, a psychological evaluation is completed.
- It is the practice of the Non-Public office to conference with the parents before and immediately after the completion of a psychological evaluation.

Step 6

- If the student does not qualify (DNQ) for services, a report is generated and given to the office assistant to log. The Staffing Specialist completes the necessary paperwork and schedules a DNQ staffing.

Step 7

- If the student qualifies for services, the Staffing Specialist then invites the parents, psychologist, diagnostician, and district staff that will be responsible for delivering services to the student. **(Parents reserve the right to invite private school staff and any other person they determine necessary in relation to the results)**
- A service plan and implementation of services is created at the staffing.

Parking

The fifth and sixth floors of the parking garage on the southeast corner of Jackson and Rosalind are available for guests of The Christ School. Parking tickets can be validated at the first floor TCS reception desk.

Phone Numbers, Calls and Cell Phones

The Christ School office (407-849-1665) is open throughout the school year, Monday through Friday, 7:45 a.m. to 4:15 p.m. and during the summer, Monday through Thursday, 8:30 a.m. to 4:00 p.m. If personnel are not available to answer the phone, you may leave a voice mail message and your call will be returned as soon as possible. Parents may also leave messages for the teachers by calling the school office. Please do not call the classrooms. Please do not call the teachers at home unless you have made special arrangements with the teacher.

Students may not use cell phones during school hours or on-campus before or after school. With the permission of the teacher, students may use the classroom or office land line.

Cell phone usage is not permitted in the carpool line.

Physical Education and Sports

Physical education classes are held in the Clayton Life Center gymnasium and outdoor green space by qualified physical education instructors.

Interscholastic sports offered at The Christ School include boys' and girls' basketball, boys' baseball, tennis, track, golf, cross country, cheerleading, boys' flag football, rowing and girls' volleyball. Additional sports may be offered, including swimming, based on the interest expressed by our students and families and according to the availability of facilities and coaches. Interscholastic sports play is available to TCS students in fifth grade through eighth grade; fourth grade students may also participate in boys' and girls' basketball, cheerleading, boys' flag football, girls' volleyball (and swimming, if offered). First Presbyterian Church Orlando sponsors an Upward Basketball League for the participation of our kindergarten through fourth grade boys and girls.

Interscholastic sports are a privilege and require the student to maintain an acceptable performance level in the areas of conduct and academics. Students must maintain a cumulative grade point average of 2.0 to be eligible to play or try-out for sports. Any student athlete with a failing grade on an interim report or report card, or who at any time demonstrates conduct that needs improvement or is unsatisfactory, may receive one or more of the following consequences: benched for one or more practices or games; detention; suspension or dismissal from the team.

It is our intent to foster a desire for excellence, an appreciation of the opportunity to participate in team sports and a sense of responsibility for each athlete's personal, academic and spiritual growth.

Questions and Concerns

Occasionally, misunderstandings, problems or concerns arise. Often, this is simply a result of the need for better communication. The Christ School's policy for handling these situations is consistent with the teachings found in Matthew 18:15-20:

"If your brother sins against you, go and show him his fault, just between the two of you. If he listens to you, you have won your brother over. But if he will not listen, take one or two others along, so that every matter may be established by the testimony of two or three witnesses. If he refuses to listen to them, tell it to the church; and if he refuses to listen even to the church, treat him as you would a pagan or a tax collector. I tell you the truth, whatever you bind on earth will be bound in heaven, and whatever you loose on earth will be loosed in heaven. Again, I tell you that if two of you on earth agree about anything you ask for, it will be done for you by my Father in heaven. For where two or three come together in my name, there am I with them."

Any question, concern, issue, or problem should first be brought directly to the teacher or staff member, *in confidence*, before involving anyone else. If the situation is not cleared at this level, then you and the teacher or staff member should agree to meet with the Principal. If the problem cannot be resolved at this level, the Head of School will discuss the problem with the concerned parents and staff member. Parents agree to follow these steps and to attempt a positive resolution to problems and disagreements within the school community. Please avoid gossip and fostering rumors. The good reputation of others and the school are to be protected and promoted at all times.

Recess



Students use the Clayton Life Center gymnasium, The Christ School playground and the Great Lawn for recess. Other park and recreation areas in the downtown vicinity are utilized to provide the students with additional outdoor opportunities.

Room Parents

One room parent will be designated for each class by the school administration from among those who express an interest through The Christ School Parent Teacher Fellowship Volunteer Coordinator. Room parents should demonstrate a strong connection and loyalty to the school. General areas of responsibility include special events/party planning, recruiting and coordinating classroom volunteers. Specifically, room parents:

1. Plan special events and parties and recruit parents to help with these events.
2. Coordinate volunteers for routine classroom assistance, (reading to students, math games/work with students, lunchroom and recess duties, bulletin board/classroom decorations, etc.).
3. Recruit and coordinate volunteer parents to drive on field trips, walk to the library, walk to Lake Eola, etc.
4. Recruit parents to provide refreshments for classroom activities.
5. Assist in other ways as requested by the teacher.
6. Assist in communicating with the parents about classroom activities, always ensuring that everything that goes home is reviewed and approved by the office.

CSPTF guidelines and a list of duties are given to room parents each year. Please contact your child's room parent to volunteer your time with your child's class.

Safety and Security

The safety of our students, staff and visitors is our primary responsibility. On campus security guards patrol the campus and monitor security cameras. Our classroom building is secure and access to visitors is available through the reception area. All visitors, including TCS parents, are required to sign in at the first floor TCS reception desk and wear a visitor's badge. All school staff members are requested to question anyone they see in the building without appropriate identification.

The school conducts regular emergency drills and has exit maps posted in each classroom. During the threat of a hurricane, please monitor local news outlets and The Christ School website.

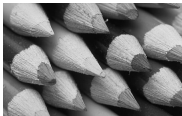
School Pictures

Parents will have the opportunity to purchase professional photographs of their student at two times during the school year. In September, Ben Tanner will take color photographs of each class and student. In February, black and white, candid photographs of each student will be taken by Frazier Fotos.

School-Sponsored Class Parties

The teachers and room mothers plan special events and classroom parties. All of these events should be coordinated with and approved by the Principal. Parents may be asked to assist by baking, providing drinks, paper goods, decorating, etc. School-sponsored off-campus class parties must be approved by the Principal. Please let your child's room mother know if you are available to help with parties and other class activities.

School Supplies



School supply lists are available on The Christ School website prior to the beginning of the school year. Pre-packaged supplies for elementary grades are available for purchase through the CSPTF in the late spring of each school year.

Special Gifts Program

1. An educational program for students who have been documented as having a learning difference, attention deficit/hyperactivity disorder, and/or are gifted.
2. The goal is to assist students to reach their maximum learning potential.
3. Program cost is in addition to tuition, and some services are contracted.
4. The program provides one-on-one sessions, group sessions, as well as develops Student Academic Plans based on the needs of the student.
5. Interventions are communicated to the classroom, and specials teachers by the Special Gifts teacher.
6. Schedules are coordinated with the classroom teachers.
7. For more information, please visit the TCS website and click on "Special Gifts". The Special Gifts staff also welcomes your inquiries.

"I wish that all men were as I am. But each man has his own gift from God; one has this gift, another has that." I Corinthians 7:7

Statement of Belief

The Christ School operates and teaches with a foundation of the following beliefs:

GOD	Father and Creator of the universe
CHRIST	The incarnation of God on earth
HOLY SPIRIT	The presence of God in the world and in the believer
THE CHURCH	A universal company of Christ's followers
FORGIVENESS OF SIN	Made possible by the crucifixion of Jesus Christ
LIFE EVERLASTING	Shown by the resurrection of Jesus Christ
THE BIBLE	The inspired word of God and the most authoritative source for faith and practice for all people
BAPTISM	A public confession and a statement of faith as an initiation into the Church community, as ordered by Christ
COMMUNION	The Lord's Supper uses the bread and wine to represent the sacrificial body and blood of Christ and is a symbol of the New Covenant between God and all people
PEOPLE	Maintaining Christian habits, setting worthy examples, tithing time, talents and treasures, and becoming informed about and supportive of Christian work around the world.

Statement of Parental Support/Involvement

All parents must agree to support the school and indicate that support by signing a statement that must be included in the materials submitted before the beginning of school. Continuing students have the statement in their file. Parents in violation of articles in the statement may be asked to seek another school for their children.

Parents must agree that...

1. I have received and read the "What We Believe" statement of the school and am willing to have my child educated in accordance with these beliefs.
2. I agree to support the standards of the school in every area--academic, discipline, spiritual, moral and financial.
3. I agree to participate fully in all the activities of the school, including parent-teacher conferences, special meetings, the Parent Teacher Fellowship, and fund raising efforts.
4. I agree to pay all financial obligations to The Christ School by the due date or provide a written explanation of difficulty and request for a change in my payment plan.
5. I agree to support my child's education by supervising the responsible completion of all homework assignments, providing a loving home environment and initiating contact with my child's teacher when appropriate.
6. I agree to handle any matters of concern or areas of dissatisfaction in a manner consistent with the teachings found in Matthew 18:15-20. I agree to handle any matters of concern or areas of dissatisfaction regarding the classroom with the teacher. I agree to handle any matters of concern regarding school-wide issues with the appropriate school administrator. I agree to discuss any unresolved matters of concern with the Head of School.
7. I will encourage my child's attitude of love and servant leadership by living, loving and serving as an appropriate model.
8. I agree to support the educational program at The Christ School by seeing that my child attends school regularly, arrives and is picked up on time and by sending written explanations for absences or tardiness.
9. I agree that The Christ School reserves the right to designate the appropriate teacher for my child and I will not attempt to influence or interfere with this process.
10. I agree to participate fully in opportunities for input and involvement in the school such as the Parent Teacher Fellowship, surveys and notes sent from the school, and communication with the school administration and teachers as appropriate.

The Christ School Crest



The Christ School crest has been designed to capture the beliefs, the principles, and the convictions upon which our school was founded.

First and foremost, the exalted cross acknowledges the Lordship of Jesus Christ over all things. Our school's name, deliberate in its intent, places Christ front and center where He belongs, and expresses our desire to exalt His name, His teachings, His examples, and His will in the lives of all associated with our school. (Colossians 1: 15-20)

The open **Bible** symbolizes the centrality of God's Word to humankind. The Scriptures of the Old and New Testament will occupy an important place in all our instruction. (2 Timothy 3: 14-

17)

The **dove** descending from heaven represents the Holy Spirit and the **flame** represents academic excellence. Combining the dove and the flame not only reminds us of the purifying, refining fire of the Spirit of God at work in our world, but also affirms that academic pursuit in the context of the Christian faith yields an educational experience of the highest and purest quality. (*Acts 2: 1-3, Galatians 3: 23-28*)

Finally, the **shield** of faith declares our commitment to stand against the evil that exists in our world and to prepare future generations to live by faith in the world of which they are a part. (*Ephesians 6: 10-17*)

Teacher-Parent Conferences

Teacher-Parent conferences will be scheduled a minimum of twice a year including one in the fall and one in the spring. Please do not hesitate to request a conference when you have a concern.

Teachers and administrators are here to serve you and your student. Matters of a school-wide nature should be discussed with the appropriate school administrator.

2010-2011 Tuition and Fees

<u>New Students</u>		<u>Returning Students</u>	
Elementary	\$8,165	Elementary	\$7,825
Middle School	\$8,635	Middle School	\$8,295

Tuition Payment Options

1. Full tuition payment due on June 5, 2010 paid to The Christ School
2. Monthly payments coordinated with the FACTS Tuition Management Company commencing in June, 2010.

Refund Policy: A partial refund of tuition may be made for re-location out of the area only.

Visitation of Classroom/Early Pick-up or Late Drop Off

Parents are welcome to experience the classroom learning environment during specific times scheduled by the teachers throughout the school year.

In order to ensure the safety of our students and to serve our visitors most efficiently, all guests must sign in at the first floor TCS reception desk. The school receptionist will assist visitors who need access to other parts of the school building. Visitations to classrooms are only permissible when prior arrangements have been made with the classroom teacher.

Parents dropping off students after 8:25 a.m. must walk their student into the school and check in at the first floor TCS reception desk.

To pick up your student before the end of the school day, check in at the first floor TCS reception desk and TCS receptionist will arrange for your student to meet you at the reception desk.

Parents picking up students in the school clinic must sign in at the first floor TCS reception desk and then may proceed to the clinic.

Parents bringing a forgotten lunch, backpack or other item, are to leave them at the first floor TCS reception desk. We appreciate your cooperation in following these procedures. Our priority is to provide a safe environment for our students and to serve our families most efficiently.

Volunteers

We are so grateful for the many parents and friends who give freely of their time in support of our school's mission. The Christ School is a much richer learning community thanks to your help. There are a few items to remember as you volunteer at The Christ School. First, it is the responsibility of the teacher or office staff you are helping to fully explain what is expected of you. This "job description" should include your duties, the time frame required and any special instructions. Please do not hesitate to ask your classroom teacher or a school staff member if you need any additional information.

Please record your hours in the notebook kept at the 1st floor TCS reception desk. Whatever you do, whether at the school, at home, or on a field trip, it is important for you to enter the number of hours worked in the notebook. This information is important for us to include it in grant requests, award applications, school certification and it is a measure of our parents' support. Our volunteers, on average, have contributed almost 30 hours per student per year to the school, a truly outstanding effort! Once again, thank you for your willingness to help!

Website

The Christ School is proud to offer students and their families access to our school wide website www.thechristschool.org. Through this website, students and parents can access School Calendars, CSPTF minutes, E-mail the Administration, Faculty and Staff, Weekly Update, TCS Information, Bible Searches, Lunch Menus, Sports updates, Computer Lab information, and a variety of informational links. Please add our website to your *Favorites*!