

FAITH FELLOWSHIP CHRISTIAN SCHOOL

2009 • 2010

STUDENT/PARENT HANDBOOK

2009-2010 FFCS School Board

President - Don Wiley

Current Members - Tonya Ireland, Ann Denney, Karen Rechlin, Gay Ward

The school board attempts to meet on the 4th Monday of each month.

CALENDAR OF IMPORTANT EVENTS AND HOLIDAYS

9/8	First day of school
10/12	Columbus Day
10/19	School Picture Day
10/26-30	Red Ribbon Week
11/07	Harvest Festival/Silver Sneaker Game
11/11	Veteran's Day
11/16	Parent Conference Day/No school
11/24	Thanksgiving Feast
11/25-27	Thanksgiving Recess
12/17	Christmas Program (7:00pm)
12/23-1/2	Christmas Recess
1/18	Martin Luther King, Jr. Day
1/26-29	Regents Exams
2/12	Heritage Day
2/15-19	Mid-Winter Break
3/15-18	History Fair
3/22	Staff Development/No school
4/2	Good Friday
4/9	High School Festival/No school for elementary
4/12-16	Spring Recess
4/28	Kindergarten Round-up/No Pre-K students
4/27-5/1	Spring Jubilee/Closing Program 5/1 (7:00pm)
5/19	Race for Education
5/21	Race for Education (rain date)
5/24-28	Spring Jubilee/Closing Program- May 27
5/31	Memorial Day
6/14	Last day of school/7th & 8th grade
6/16	Field Day
6/18	Elementary Graduation/ Last day of school/Pre-K-6th grade (early dismissal)
6/15-24	Regents Exams
6/25	Senior Commencement (7:00pm)

2009-2010 PTF

Tricia Ray - President
- Vice President
Gay Ward - Treasurer
Debbie Shoen - Secretary

Angela Gregerson - Room Parent Coordinator
Rhonda Redder - Publicity
Julia Samuelson - Box Tops

Ways You can get Involved at FFCS

1. Attend PTF meetings
2. Volunteer at Harvest Festival
 - a. Contribute to your classes silent auction basket
 - b. Contact local businesses to donate items for silent auction.
 - c. Donate an item for silent auction
 - d. Cook chili for chili cook-off competition
 - e. Send in bag of candy for prizes
 - f. Volunteer on day of festival
3. Volunteer to help at the Thanksgiving Feast
 - a. Donate and/or cook a turkey
 - b. Help with set-up, serving, and/or clean-up
4. Help your teacher(s) with class parties
5. Assist with driving for class field trips
(Make suggestions for new ideas for field trips)
6. Race for Education
 - a. Send in your students addresses
 - b. Help in classroom with writing letters
 - c. Help address envelopes
 - d. Volunteer on day of race
 - punch lap cards
 - help with picnic lunch
7. Spring Jubilee
 - a. Sign up to help judge the various competitions
 - b. Help your student be prepared
8. Provide needed classroom supplies (check with teacher)
9. Volunteer for Field Days
10. Assist with driving for sporting events
 - if unable to drive, help with gas money
11. Tutoring
12. Ask teachers how you can assist in the classroom

POLICIES YOU SHOULD KNOW

- 4027: Enrollment of children in FFCS is a privilege, not a right. Parents must understand that continued enrollment and/or re-enrollment of their children is dependent on their support of the school, its staff, and its policies.
- 4028: Faith Fellowship Christian School's biblical role is to work in conjunction with the home to mold students to be Christ like. On occasion, the atmosphere or conduct within a particular home may be counter or in opposition to the biblical principles of lifestyle. This includes, but is not necessarily limited to, sexual immorality, homosexual orientation, or inability to support the moral principles of the school. In such cases, the school reserves the right, within its sole discretion, to refuse admission of an applicant or to discontinue enrollment of a student. (Dis-enrollment)
- 4031: Parents are to give notice of intention to withdraw, with the reason, in writing, 30 days prior to the withdrawal date.
- 4070: When your child returns to school after an absence, you should present an excuse to the office immediately upon arrival at school, but no later than three (3) days from the absence. This excuse is to be written by the parent/guardian of the student and should have the following information.
- 1) Date written
 - 2) Date(s) of absence
 - 3) Reason for absence (this dictates if the absence is viewed as excused or unexcused)
 - 4) Parent/Guardian signature
- When a student is absent from the classroom for part of the school day, an excuse is also required.
- 4071: If a student must leave school early, the parents will send in a written excuse, stating the reason for leaving. The student must be signed out by a parent or guardian at the main office. Please be prepared to show a picture identification to the office personnel.
- 4072: Tardiness must be covered by a written excuse from the parent clearly stating the reason for tardiness.
- 4161: FFCS functions on the basis of four (4) grading periods of equal duration during the school year. Report cards are issued at the end of each grading period.
- 4162: Progress reports will be sent home with each Jr./Sr. High School student at the half way point in each marking period.
- 4163: Parents can request conferences with a teacher at any time during the school year. Teachers can also initiate conferences with parents if student achievement falls below acceptable levels.
- 4170: Student conduct policy
Moral problems are when a mischievous problem continues uncorrected. Moral problems can include lying, stealing, cheating, fighting, overt disobedience to God's commandments and disrespectful or defiant attitudes.

- 4171: A first offense will be treated by notifying the student and explaining the offense. Parents will be contacted the same day. Middle and high school students may receive a detention/suspension.
- 4172: A second offense will be responded to with a request for a parent conference with the teacher and the Principal as soon as possible. Disciplinary action will be decided by the teacher and the Principal and can include suspension or a recommendation for expulsion.
- 4173: Severe moral problems such as (but not limited to) criminal acts, sexual immorality, stealing, drug abuse, possessing drug paraphernalia, violence, and violation of moral principles clearly defined in the Bible, may result in disenrollment, and/or denial of re-enrollment.
- 4175: The following rules shall be followed by all students:
- 4176: In General:
- 1) Pupils shall be respectful of others' rights and property. Pupils shall not enter another student's desk, locker or handle his personal belongings.
 - 2) Pupils shall not damage or destroy school property.
 - 3) Pupils shall respect the teacher and his/her authority.
 - 4) Pupils shall not leave class or school property without permission.
- 4177: In the Building:
- 1) Pupils shall not run in the building except in supervised physical education activities.
 - 2) Pupils shall stay in line when moving in building as a class.
 - 3) No balls allowed in building during school hours except during physical education activities or teacher directed games.
- 4179: Extra Curricular Athletics - Academic Requirements
- Student Responsibility
- 1) All participating students must maintain a passing grade in all main subjects.
 - 2) A student on probation or suspension is required to work with the teacher to return his/her grade to passing.
 - 3) During a period of suspension, a student may not practice or play.
- Teacher Responsibility
- 1) For a student that is failing, the teacher is to inform the student, Administrator, parents, and coach that the student is suspended from the team. The initial suspension lasts for one week.
 - 2) The suspension period is extended one week at a time, until the grade is passing or the season is over. The Athletic Director and Administrator will monitor the student's progress..
- 4210: Dress Code Policy
- 4211: Uniform for Preschool - 6th Grade
- A. Girls
- 1) Chapel Day.
 - a) Option 1: Knee length dress or skirt.
 - b) Option 2: FFCS Polo shirt and khaki or navy pants.

2) For all other days, blouses and shirts (no bold advertising), pants, slacks or jeans. Knee length shorts are also acceptable from May 1 - Oct. 15. All clothes should be clean and in good repair (no holes, patches or frayed parts). Sweats and a tee shirt will be allowed on gym days. (Shorts may be worn under sweats and the sweats put back on after gym.)

3) Dress shoes or sneakers.

B. Boys

1) Chapel Day

a) Option 1: Dress pants, shirt and tie.

b) Option 2: FFCS Polo shirt and khaki or navy pants.

2) For all other days, shirts (no bold advertising), pants, slacks or jeans.

Knee length shorts are also acceptable from May 1- Oct. 15. All clothes should be clean and in good repair (no holes, patches, or frayed parts). Sweats and a tee shirt will be allowed on gym days.

(Shorts may be worn under sweats and the sweats put back on after gym.)

3) Dress shoes or sneakers.

4212: Uniform for Grades 7-12

A. Girls required daily uniform:

1) The Faith Fellowship Christian School Polo shirt with navy or khaki 4-pocketed cotton blend slacks.

2) The FFCS uniform skort/skirt (khaki or plaid) may also be worn.

3) Solid color dark navy blue, red, black or orange pullover or cardigan sweaters may be worn over the FFCS Polo shirt.

4) Solid color turtlenecks may be worn under the FFCS Polo shirt.

5) No hats or scarves, hoodies, jackets, or fleece jackets may be worn during school hours. Only the FFCS sweatshirt is approved for wear.

6) Nylons (natural color), socks or tights (solid color).

7) Plain t-shirt, knee length shorts, sweat or warm up pants, and sneakers are required for gym.

B. Boys required daily uniform:

1) The Faith Fellowship Christian School Polo shirt with navy or khaki 4-pocketed cotton blend slacks.

2) Solid color dark navy blue, red, black or orange pullover or cardigan sweaters may be worn under the FFCS Polo shirt.

3) Solid color turtlenecks may be worn under the FFCS Polo shirt.

4) No hats or scarves, hoodies, jackets, or fleece jackets may be worn during school hours. Only the FFCS sweatshirt is approved for wear.

5) Plain t-shirt, knee length shorts, sweat or warm up pants, and sneakers are required for gym.

4250: Student Accident Insurance

All students are covered by accident insurance as part of their registration fees. In case of a school accident or injury an appointed staff member is asked to complete the accident form and turn it in to the office the same day as the accident filing. In the event of an accident, the families insurance will be the primary insurance. The school will then cover what the primary insurance does not cover.

4260: Visitors

Parents are encouraged to be closely involved in the education of their children. Visits to the classroom may be a part of this involvement. Parents may visit their child's classroom to view activities during the school day provided they contact the teacher at least one day in advance to agree on a suitable time of visitation. Upon arrival, all visitors must sign in at the office and pick up a visitors pass.

4290: Inclement Weather

If we must delay or close school due to inclement weather, adequate announcements will be made through local radio and television stations. (We are included under Watertown parochial schools.)

4320: Grievances

All parents are requested to discuss grievances with their child's teacher, if appropriate, or with the Principal/Administrator. If the grievance is not settled at these levels, the parent may take their grievance to the Board of Education, Pastor or one of the Elders of Faith Fellowship Church

4331: Photo and/or Audio Recording Devices

It is the school policy that any students wishing to photograph, video and/or audio record a class, a student, a teacher, or any part of the school day must obtain permission in advance from the teacher, school administrator, and the person involved. A student violating this policy is subject to suspension or expulsion.

4332: Cell Phones, Communication Devices

FFCS does not allow students to use privately owned or personal communication devices during the school day. These include, but are not limited to: cell phones, I-pods, laptop computers, pagers, ear buds . . . Use of such devices without the expressed permission of the teacher or school administrator is a violation of policy. A student violating this policy is subject to suspension or expulsion.