

# FAITH FELLOWSHIP CHRISTIAN SCHOOL 2017-2018



**TO KNOW CHRIST AND MAKE HIM KNOWN**

## **Student/Parent Handbook**

## **2017-2018 FFCS School Board**

President: Karen Rechlin

Members: Jim Elliott, Don Hopkins, Troy Matteson, Jeff Hewitt,  
Sarah Gleason, Sean Butler

The School Board attempts to meet on the 4<sup>th</sup> Monday of each month.

## **2017-2018 PTF**

President: Deltra Main            Treasurer: Sarah Gleason  
Secretary: Crystal Rowley

### **Ways You Can Get Involved at FFCS**

1. Attend PTF meetings
2. Volunteer at Harvest Festival/Family Fun Day
  - a. Contribute to your classes silent auction basket
  - b. Send in bag of candy for prizes
  - c. Donate an item for the silent auction
  - d. Contact local businesses to donate items for auction
  - e. Cook chili for chili cook-off competition
  - 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 student's addresses
  - b. Attend letter/thank you card addressing parties
  - c. Volunteer on day of race
    - punch lap card
    - help with picnic lunch
7. Spring Jubilee
  - a. Sign up to help judge the various competitions
  - b. Help your student to be prepared
8. Provide needed classroom supplies (check with teacher)
9. Volunteer for Field Day
10. Assist with driving for sporting events  
-if unable to drive, help with gas money
11. Tutoring
12. Ask teachers if they need assistance in the classroom

## **POLICIES YOU SHOULD KNOW**

- 4027** Enrollment of children in Faith Fellowship Christian School 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 Absences & Tardiness**

Daily attendance is recorded by the homeroom teachers. Homeroom begins at 7:55 am and ends at 8:00 am. Teachers are required to record absent or tardy students on our attendance sheets. These sheets are to be sent to the office at the end of homeroom. The school secretary records attendance information for our school records and these (hard copy) records are secured and kept for six years. Any students who arrive at school after 8:00 am are required to report to the office where they will sign in. The school secretary will then record the information for our school records.

In order for your child to gain the most from school, he must be regular in attendance. 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) Dates(s) of absence, 3) Reason for absence (this dictates if the absence is viewed as excused or unexcused), and 4) Parent/guardian signature. The school secretary records attendance information for our school records and these (hard copy) records are secured and kept for six years.

- 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.

**4074** The following constitute excused absences from school:

Illness	Approved community service projects
Illness in families	Religious observances
Death in the family	Military obligations
Doctor/dentist appointments	Driver's Test
Required court appearance	School approved events
Approved college visits	

**\*\*A student with an excused absence will have the opportunity to make up missed work to receive full credit.**

The following is not an exhaustive list of examples of unexcused absences:

Shopping	Babysitting
Hunting/Fishing	Missing the bus
Hair appointments	Working
Cold Weather	

**\*\*Students who miss school due to an unexcused absence may forfeit credit for any missed assignments and tests that were given on that day.**

### **High School absentee and tardy policy**

High school students are expected to be present to receive credit for courses taken at Faith Fellowship Christian School. If a student has excessive absences/tardies within a class (this distinction is based on the individual classes offered at FFCS not on whole days missed) their credit for that class would be in jeopardy. The maximum allowable number of absences within a class per quarter, where the student is still able to receive credit, is 10 with no more than 20 missed classes for the whole year. Once a student exceeds either of these numbers the school board will decide, based on circumstances, whether the student is still eligible for credit in the class. If the School Board deems the student to have missed too many days in a given quarter or the year, said student will receive a failing mark for the quarter or the year.

**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 junior/senior 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 and in severe cases expulsions)

**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 Principal and can include suspension or a recommendation for expulsion.

**4173** Severe moral problems such as (but are 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.

**4174 Statement on Marriage, Gender, and Sexuality**

It should go without saying that marriage matters. God created and sanctioned marriage to bring together men and women, the complementary halves of humanity, by joining them in "one-flesh" unions. (Gen 2:18-25.) Marriage between one man and one woman for life uniquely reflects Christ's relationship with His Church. (Eph 5:21-33.) Marriage also serves as the foundational unit of a stable society. (1 Cor 7:2.) It provides the best chance that children will grow up in the same home with both their mom and their dad. Among many other negative cultural developments over the last several decades, the general acceptance of sex outside of marriage and other sexual sins, including homosexual behavior, constitute direct attacks upon this timeless and universal institution.

Gender, likewise, matters. God wonderfully and immutably creates each person as male or female, and these distinct, complementary genders together reflect the image and nature of God. (Gen 1:26-27.)

But some individuals reject their biological sex and often present as the opposite sex. In so doing, these confused individuals reject God's design and the person He created them to be.

**Parameters for acceptable behavior**

(1) dressing in conformance with one's biological sex; (2) using the restrooms, locker rooms, and changing facilities conforming with one's biological sex; and (3) abstaining from all intimate sexual conduct outside the marital union of one man and one woman.

**4175** Every school must have some rules of conduct for the students to follow. In a Christian school the teachers understand their responsibility to God and to parents in teaching good citizenship and self-discipline (self-government) in the lives of their students. Good citizens are trustworthy, obedient to laws, and considerate of others. As Christians, our conduct needs to be based not only on what other people expect of us, but what our Savior expects of us. It is for this purpose that 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. Pupils shall refrain from pushing, bothering others, or talking.
- 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 Responsibilities**

1. All participants 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 Responsibilities**

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**

Our goal at Faith Fellowship Christian School is to do all things in a way that is pleasing and honoring to our Lord Jesus Christ. We want this to be seen in our personal testimony concerning our appearance.

#### **4211 Uniforms for Preschool - 6<sup>th</sup> Grade**

##### **A. Uniform for Preschool on Monday, Elementary Chapel Days**

###### **1. Pre-K Girls**

Dress or sweater and skirt. The FFCS polo shirt is recommended.

###### **2. Pre-K Boys**

Shirt, tie and dress pants. The FFCS polo shirt is recommended.

##### **B. Elementary K-6<sup>th</sup> grade**

###### **1. Girls**

- *On Monday, Elementary Chapel Day*, the uniform is the FFCS polo shirt and khaki colored pants or khaki colored knee length skirt.
- *All other days*, the uniform is FFCS polo with khaki/navy knee length skirt, blue jeans or khaki/navy color pants. Leggings may be worn under the knee length skirt.
- No skin-tight pants such as skinny jeans, leggings or yoga pants are permitted unless covered by a knee length skirt. No leggings, jeggings or yoga pants with only a shirt are permitted.
- Solid color pullover or cardigan sweaters may be worn over the FFCS polo shirt. Solid color turtlenecks or long sleeve t-shirts may be worn under the FFCS polo shirt.
- Only the FFCS fleece pullover, FFCS fleece jacket pullover, or FFCS jackets are approved for wear.
- No hats, scarves, hoodies, jackets or fleece jackets may be worn during school hours.
- Socks and leggings must be solid color.

###### **2. Boys**

- *On Monday, Elementary Chapel Day*, the uniform is the FFCS polo shirt and khaki colored pants.
- *All other days*, the uniform is the FFCS polo shirt and khaki or navy colored pants or blue jeans (no rips or holes).
- Solid color pullover or cardigan sweaters may be worn

over the FFCS polo shirt. Solid color turtlenecks or long sleeve t-shirts may be worn under the FFCS polo shirt.

- Only the FFCS fleece pullover, FFCS fleece jacket pullover, or FFCS jacket is approved for wear.
- No hats, scarves, hoodies, jackets or fleece jackets may be worn during school hours.
- Socks must be solid color.

### 3. Gym Days

- Students have the option to wear a t-shirt under their polo shirt and the polo may be removed (only for gym class).
- Sneakers must be worn for gym.

### 4. Shorts

Knee-length shorts may be worn from May 1- Oct 15 that are solid color cotton-blend khaki, navy, or blue jean material (no cargo shorts or frayed shorts, no rolling of shorts will be permitted).

5. All clothes should be clean and in good repair (no holes, patches or frayed).

## **4212 Uniforms for Grades 7-12**

### 1. Girls

- The FFCS polo shirt is worn with navy blue or khaki colored knee length skirt or pants. (No cargo pants, skinny jeans, jeggings, or yoga pants.)
- Nylons (natural color), socks, tights, or leggings (solid color) are permitted.

### 2. Boys

- The FFCS polo shirt is worn with navy blue or khaki pants (no cargo pants).

### 3. Boys and girls

- Solid color dark navy blue pullover or cardigan sweaters may be worn over the FFCS polo shirt. Solid color turtlenecks or long sleeve t-shirts may be worn under the FFCS polo shirt.
- No hats, scarves, hoodies, jackets or fleece jackets may be worn during school hours.
- Only the FFCS fleece pullover, FFCS fleece jacket pullover, or FFCS jackets are approved for wear.

### 4. Gym Days

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

### 5. Shorts



Khaki colored or navy blue, 4-pocket, knee-length shorts may be worn from May 1- Oct 15 (No cargo shorts or frayed shorts, no rolling of shorts will be permitted).

6. All clothes should be clean and in good repair (no holes, patches or frayed).

#### **4213 Dress Down Policy Regarding Off-Campus Dress Code**

If students change out of uniform before leaving Faith Fellowship Christian School during school hours for sporting events, field trips, BOCES, or any other school related activity, they must still be in compliance with the 'dress down' code of the school. As representatives of FFCS, their clothing choices must be modest and appropriate.

#### **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.

#### **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 visitor's 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. Also, an automated system, called "One Call Now" will also be employed to send texts and emails communicating schedule changes.  
(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 Recording Devices**

It is the school policy that any students wishing to photograph, video, and/or audio a class, a student, teacher, or any part of the school 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**

Faith Fellowship Christian School 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.

**4350 JCC Enrollment**

Jefferson Community College courses are open to students of FFCS only on a supplemental basis. If a student desires to enroll in a course at JCC that is not offered at FFCS and the course does not conflict with their schedule at FFCS, that request will be considered by the School Board of Education. If a student wishes to enroll in a course that is offered at FFCS, that request will not be allowed. If the class is offered at FFCS and is a requirement for their diploma, the student must take the course at FFCS.