



**CHRIST'S GREENFIELD
LUTHERAN SCHOOL
PARENT HANDBOOK**

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THE CHRIST'S GREENFIELD LUTHERAN SCHOOL BOARD

Mr. Kirk McAllaster, Chairman
Mrs. Jennifer Ford
Mrs. Carla Lindquist
Mr. Barry Luck

Mr. David Griebeler
Mr. Todd Wardlaw
Dr. Paul Vaughn
Mr. David Van Kanegan, Secretary

SCHOOL PERSONNEL

Pastor Dustin Lappe.....Shepherding Pastor/Interim Principal
Dr. Trey CoxAssistant Principal
Mrs. Laurie Wyssmann Preschool Director
Mrs. Stephanie Bean School Secretary

TEACHING STAFF

Mrs. Jane Wornick Kindergarten
Mrs. Gail Schmidt..... First Grade
Mrs. Dolores Furrey First Grade
Miss Lauren Witt..... Second Grade
Miss Stephanie Glanzer Second Grade
Mrs. Mary Johnson..... Third Grade
Mrs. Karen Zimmerman..... Fourth Grade
Mrs. Millie Lewis Fifth Grade
Mr. Ben Elliott..... Sixth Grade
Mr. Kevin Reinke..... Seventh and Eighth Grades

Principal's Message

I am pleased that you have chosen Christ's Greenfield Lutheran School for your child's education. The central purpose of Christ's Greenfield Lutheran is to spread the Gospel of our Lord and Savior Jesus Christ. Christian education provides more than just a good quality academic program; it also provides nurturing for a child's spiritual life. It is through this training that our faith in Jesus Christ is strengthened and nurtured into a faith that is firmly grounded in God's grace and salvation. Throughout God's Word we are reminded that God's love for us is clearly shown through the death and resurrection of His Son Jesus Christ. Because of His love for us, we too as teachers can share that love with the children that have been placed in our care. To this end, the teachers of Christ's Greenfield Lutheran School are committed to providing a good quality education to all of our students.

This handbook explains the policies of Christ's Greenfield Lutheran School. These policies are general guidelines for all to follow. Teachers may have more specific guidelines and rules for their classrooms. Please read the material and share it with your child(ren) before the start of the school year.

Welcome to Christ's Greenfield Lutheran School family.

In Christ,

Pastor Dustin Lappe

Lutheran Schools

Christ's Greenfield Lutheran School, founded in 1995, is one of more than 1400 such schools operated by congregations of the Lutheran Church-Missouri Synod throughout the United States. The Lutheran school movement generally dates back to the decade between 1830 and 1840 when a number of congregations were organized in several Midwestern states and established Christian schools for their children. Some of these schools are older than the public schools in the same area. The Lutheran schools are not in competition with public schools. Rather, they seek to work closely with them in fulfilling the responsibilities of education in the community.

Christ's Greenfield School Governance

Christ's Greenfield Lutheran School is owned and operated by Christ's Greenfield Lutheran Church. The School Board is the agency of Christ's Greenfield Lutheran Church responsible for overseeing the operation of the school and establishing school policy. Policy decisions are subject to review by the Church Council with final authority resting with the Voters' Assembly of Christ's Greenfield Lutheran Church.

Philosophy

1. We believe... that God is the creator of all things (Genesis 1:1) and that He is the provider of all earthly and heavenly benefits (Psalm 107:8-9) and that He has entrusted us to be caretakers of His world and His benefits.
2. We believe... that every child has an immortal soul (Hebrews 9:15) and that children are naturally in need of a savior (Psalm 51:5) and that Jesus Christ is that Savior.
3. We believe... that growth of the spiritual relationship toward God is the ultimate aim of education and that the Spirit of God works in the hearts of people through Word and Sacraments to accomplish this growth.
4. We believe... that all children are gifts from God, unique, wonderful, and limitless in their capacities for growth and love.
5. We believe... that absolute truth can be found in only one source – the inerrant, inspired Word of God (2 Timothy 3:16), the Bible, in which God reveals Himself to us.
6. We believe... that a school should offer scholastic training of the highest quality in a Christian environment, where children may experience the best growth spiritually, academically, socially, aesthetically, and physically.
7. We believe... that the Bible makes it clear that the primary responsibility for the education of their children rests with the parents. Parents participate actively in academic, spiritual, and social education, as well as emotional support for their child.
8. We believe... that Christ's Greenfield Lutheran School should be an extension of church and home, providing a learning atmosphere in which Christian love, concern, and discipline prevail.
9. We believe... that Christ's Greenfield Lutheran School should impart to its children a strong faith and knowledge of Jesus Christ so that they can spread God's Word as missionaries of the Lord. Christ's Greenfield Lutheran School should reach out to the community and welcome children of other denominations as well as the unchurched.

10. We believe... that the school is a part of the neighborhood; the school should prepare children to be a positive Christian force in the community.

Mission Statement

The mission of Christ's Greenfield Lutheran School is to bring people to Christ while providing the best possible spiritual, academic, and physical education in a Christian environment.

Purpose Statement

Christ's Greenfield Lutheran School exists as a ministry of Christ's Greenfield Lutheran Church and is committed to provide a Christ-centered quality education as the best preparation for life and service in a rapidly changing world.

As a Christ-centered school, our purpose is to:

- < Assist parents in meeting their God-given responsibilities to "...bring them up in the training and instruction of the Lord." --Ephesians 6:4 (NIV or New International Version)
- < Teach the Word of God, the means of grace, through which the Holy Spirit leads our children and young people into a personal, faith relationship with Jesus Christ.
- < Teach Christian values which form the framework of Christian living. Such values, which are a loving response to our Lord Jesus Christ, relate directly to Christian faith: they cannot be taught in a spiritual vacuum.
- < Provide a place in which Christian nurturing can occur on a daily basis, as adults, young people, and children relate to each other in the ordinary events of life.
- < Provide a staff of teachers who will serve as Christian role models, who will share God's love with others, and who will look for Christian answers to the everyday challenges of life.

As a quality school we will endeavor to:

- < Provide a basic foundation for life-long learning.
- < Challenge all students to achieve their own highest level of academic success.
- < Minister to both the child and the family.
- < Provide age appropriate student-teacher ratios in all classrooms.
- < Provide a safe and secure campus environment.
- < Provide on-going communication between teachers and parents/guardians.
- < Provide synodically trained teachers certified to teach all matters of faith and life.
- < Instill in students a love of excellence through the setting and meeting of challenging goals.
- < Provide and encourage continuing education for our teachers.
- < Provide extracurricular activities in a variety of areas.

As a school that prepares students for life and service we strive to:

- < Prepare young people to be living witnesses for Jesus Christ (Matthew 28:19).
- < Reach out to those in need so that the students of our school develop a profound sense of Christian compassion.
- < Provide a campus where understanding and compassion for others is encouraged and students recognize and respect the differences between themselves and others.
- < Facilitate social growth of the students through activities and Christian fellowship.

Objectives

1. It is our intent to teach children that they are unique and that God has a plan for each one of their lives (Jeremiah 29:11). Paramount in this plan for their lives is the fact that God has promised

salvation and immortality to those in whom the Holy Spirit has worked faith in the atoning merits of Jesus Christ, God's Son, our Savior and Lord. Such teaching takes place in classroom instruction, chapel services, and in a variety of church, school, and community-related activities and service programs.

2. As an underpinning for instruction in all areas, we teach that God is the creator of the universe (Genesis 1:1) and that all earthly and heavenly benefits to us are the product of our Creator's generosity and love. Furthermore, we strive to instill in our children a love, appreciation, and respect for God's innumerable gifts. We provide opportunities for our children to express their thanks for God's gifts in creative ways and to give them opportunities to practice conservation of all that He has created.
3. We strive to communicate to all children, through lessons, encouragement, and example, that they have unique God-given gifts and that these gifts are a part of God's plan for each of them. Furthermore, we stress the Biblical concept that these gifts are to be used for the up building of the Body of Christ, His church (1 Corinthians 12).
4. We offer to children a meaningful and thorough interpretation of the Holy Scriptures through instruction, chapel services, and church services. We teach the development of life skills in accordance with our scriptural convictions.
5. To the children and parents we stress that home, church, and school must work together to develop a Christian value system that is in accordance with Scriptural principles. We encourage children and parents to be part of the Christian worshiping community on a weekly basis, and that all members of the Body of Christ should support the work of the congregation, the Christian school, and worthwhile programs in the faith community.
6. We seek to develop and to foster programs in which we encourage children and their parents to reach out to others in the community who are not part of any Christian fellowship, to invite and to welcome them in our church services and Sunday school classes, and to urge them to join us in taking part in church, school, and community-related activities.
7. We strive to teach our children honor for God, respect for themselves and others, for the God-given institutions of our society, for their country, and for the world community. As part of the process, we strive to develop in our children a respect for practicing behavior that reflects a genuine love for God and for other human beings. Finally, we strive to teach the basic tenets of American citizenship, as it is practiced at school, at home, and in the community.
8. We strive to help children in developing a sense of self-worth, practicing consideration and respect for others, making decisions, developing thinking skills, nurturing curiosity and creative expression, verbalizing thoughts and expressing them in writing, and organizing their time and their work.
9. We encourage parents to be visible and active in the school community and their child's classroom. We provide opportunity and ask that parents participate in events and programs that would advance their child's education.

A Pledge For Parents

With the grace and help of God, We pledge to...

1. Pray for our children and all involved in their education.
2. Provide a Christian atmosphere in the home, which is the most vital influence in our children's lives.
3. Attend worship services faithfully with our children and to involve the family in Bible study.
4. Encourage and admonish our children to respect their teachers and school rules cheerfully and promptly.
5. Cooperate with and to uphold the teachers in the exercise of Christian discipline and in the training of our children.

6. Go directly and immediately to the teacher in a Christian manner if questions or concerns arise (Matthew 18:15).
7. Take an active role in seeing that our children's assigned homework is completed, and providing an opportunity for completing the task.
8. Take an active role in parent/teacher conferences, meetings, and other educational programs that provide parenting helps.
9. Take into account our children's extracurricular involvement and encourage completion of these activities.
10. Fulfill our financial obligation (tuition and fees) to Christ's Greenfield Lutheran School.

Admission Policy

During the school's annual registration period, admission to Christ's Greenfield Lutheran School will be based on the following:

1. Children or siblings of children currently enrolled in Christ's Greenfield Lutheran School
2. Children whose families are members of Christ's Greenfield Lutheran Church
3. Others, on a first-come, first-served basis.

Children who enroll in Kindergarten must be five (5) years of age on or before September 1st of that school year. If enrolled in Christ's Greenfield Lutheran Preschool, children must be five (5) by September 15th of that school year (with teacher recommendation).

Entrance Requirements

The first step in the process of enrollment is that the interested parent(s) meet with the principal of the school. After the initial meeting with the principal, the parent(s) may also meet with the teacher(s) who are directly involved with the new student. Parents should be prepared to submit the student's transcript of grades and scores from recent standardized test records. Exceptions to this process will be made on the basis of evidence that such an exception will benefit the child, not only at the present time but also in the child's future years. In cases in which the child has special needs, it is imperative that complete information concerning the handicap be made known to the administration and the teacher(s).

All Students entering Christ's Greenfield Lutheran School must have on record, in addition to the ordinary registration papers, an immunization record, and signed emergency forms. The State of Arizona requires that each public or non-public school have on record such an immunization record upon enrollment of any student. In addition, the immunization record MUST be kept current. Immunization Exemption forms are made available to parents who request them. Enrollment is complete ONLY when the school is in possession of such an immunization record.

Registration and Tuition Fees

Registration fee: An annual registration fee is assessed each student at the time of enrollment or re-enrollment. The fee provides for the purchase of consumable textbooks, the rental of hardbound textbooks, and some supplies.

Tuition: The tuition schedule is based upon the actual cost per student in the school for each school year. Non-member tuition fees are set accordingly. Tuition for members of Christ's Greenfield Lutheran Church is lower than that for non-members because all members of the congregation contribute to the operating costs of the school as part of their tithes and offerings.

A fee schedule will be provided on a separate sheet. If parents receive this booklet without such a fee schedule, please call the school office and one will be sent to you.

Parents should be aware of the fact that the Internal Revenue Service has ruled that persons having children enrolled in a parochial school which charges tuition may not use such tuition payments as a deduction for income tax purposes. Furthermore, parents may not ignore tuition and make contributions directly to the church in lieu of such tuition payments. That part of a person's contribution that is equal to the difference between the tuition paid and the tuition required will be classified as tuition by the IRS and will therefore not be allowed as a tax-deductible item.

Tuition Assistance

There are three primary avenues for assistance.

Arizona Christian School Tuition Organization (ACSTO) –

Since it began in 1998, ACSTO has awarded scholarships to more than 11,000 students attending 137 Arizona Christian schools. Over 30,000 visionary Arizona taxpayers have made this possible by donating to ACSTO, and taking advantage of Arizona's unique opportunity to receive a dollar-for-dollar credit against their Arizona state income tax.

Whether you are a parent looking for ways to afford Christian education for your child, or an Arizona taxpayer looking for new ways to support Christian education, you are invited to check out this program. Please to to www.acsto.com for further information.

Chuck and Marilyn Follett Memorial Scholarship - Chuck and Marilyn were members of Christ's Greenfield Lutheran Church. Their passion for Lutheran education and vision for the future were instrumental in establishing the school. Follett family members and friends, as well as Christ's Greenfield Lutheran church members, donate to this scholarship fund to support CGLS students. Contact the principal for more information.

Loretta Jeanne Kessler Memorial Scholarship -

Loretta is the late sister of Dr. Trey Cox. She sacrificed greatly so that her children could attend Lutheran schools and understood the incredible value a Christian education is to children in today's culture. To honor Loretta's life and her love for the Lord Jesus Christ, her family and friends financially support this scholarship fund for the benefit of CGLS students. Contact the principal for more information.

Curriculum

All textbooks used in the secular subject areas are the same as found in public schools or in other non-public schools. The latest texts, software, and other multi-media educational products and services made by various publishers are examined for possible classroom use. Other such opportunities are given to the faculty in various teachers' conferences and workshops offered by the Pacific Southwest District. The administration of the school, along with the faculty, conducts an annual review of all current and emerging educational materials and resources. To meet the aims and purposes of our school the chief subject is the study of God's Word. A well-integrated course of Bible study, Bible history, and Biblical memory work is required of every pupil. All children participate in regular morning devotions and a weekly chapel service.

Academic Program

Christ's Greenfield Lutheran School presents a rigorous academic program that is designed to challenge most children in achievement commensurate with their potential. We regret that currently we do not have the financial capacity, space, and personnel to offer special education programs. The children who come to us represent diversity, not only in the socio-economic structure of the surrounding population but also in the

kinds of gifts and abilities the Lord has given them. Reading, language arts, math, science, social studies and social sciences, music, art, health education, physical education, and computer education represent the various components of the academic program, which, together with a study of God's Word, makes the Christian school unique.

Grading Policy

The administration and faculty of Christ's Greenfield Lutheran School seek to measure total student performance in class work, homework, testing performance, class participation, and work on special projects. Therefore, written evaluation/grades will be given so as to keep students and parents aware of performance. We are concerned that students perform to the best of their God-given abilities.

Grades K-2 will be assessed on the following scale:

| | |
|---|-------------------|
| O | Outstanding |
| S | Satisfactory |
| N | Needs Improvement |

The grading scale for Grades 3-8 is:

| | | | | | |
|----|---------------|---|-------------|----|--------|
| A+ | 100% & higher | A | 93-99% | A- | 90-92% |
| B+ | 87-89% | B | 83-86% | B- | 80-82% |
| C+ | 77-79% | C | 73-76% | C- | 70-72% |
| D+ | 67-69% | D | 63-66% | D- | 60-62% |
| | | F | 59% & below | | |

Report Cards

Report cards are issued quarterly. In addition, mid-term reports are also sent home. The first parent teacher consultation will take place at the end of the first quarter, and the second at the end of the third quarter. Parents are encouraged to discuss their children's progress with the teachers at any time that is conducive to such discussion.

Assessments

Daily work assignments

- Counts towards 50% of final grade
- Work not completed by the due date will be given one day grace, after which the assignment will not be accepted.
- Students will be given a 'free pass' on one daily assignment in each subject per quarter. (Teachers will provide 'free pass' for the students)

Test /Quizzes

- Counts towards 50% of final grade
- Students may retake test once, the two test scores will be averaged for the final test grade. Student **must** ask teacher to retake test within three (3) days after the test is returned.

*If a student is absent s/he has one school day for each day absent to complete and turn in the missed work. Students absent for extended periods are encouraged to turn in their work (as much as possible) as it is completed, rather than waiting to turn it in all at once.

Academic Awards

Academic Awards will be determined upon grades received in all subjects: Religion, Reading, Language Arts,

Spelling, Math, Social Studies, Science and 'Specials/Electives' (P.E., Art, Music, Current Events, Computers, and Spanish). In Grades 3-8, a grade point average will be used to calculate academic awards.

Grades 3-8

G.P.A.

Principal's List 3.75-4.0 no grade lower than "B" in all subjects (core & specials/electives)

Honor Roll 3.5-3.74 no grade lower than "B" in all subjects (core & specials/electives)

Grade Point Average (G.P.A) is calculated by assigning points to each letter grade: A=4, B=3, C=2, D=1, and F=0. The points for each subject are added together and divided by the total number of subjects to find the G.P.A.

Cheating Policy

DEFINITION OF CHEATING

Examples are cheat sheets, answers on hand, copying from another student's work, giving away the answers, passing notes or answers during quizzes or tests, copying homework or class assignments and plagiarism (to take ideas, writing, answers, etc. from another and pass them off as one's own.)

TEACHER RESPONSIBILITY

When the evidence of cheating is obtained by the teacher, the following disciplinary actions will take place:

1st Offense

- a. Zero on assignment, teacher confers with student.
- b. Teacher notifies parent of the incident

2nd Offense

- a. Zero on assignment, teacher confers with student.
- b. Teacher contact parent explaining specifics of incident after it is established that cheating has occurred.
- c. The student will not be eligible for Principal List/Honor Roll recognition for that quarter.

3rd Offense

- a. Zero on assignment.
- b. Student sent to principal.
- c. The student will not be eligible for Principal List /Honor Roll recognition for that quarter.
- d. Principal contacts parent for parent conference.

Religious Instruction

Religion is not a course added to the secular course of studies. Rather, the course of studies is presented in the light of God's Word, and all subjects become meaningful to the child of God as ways of developing talents for greater service to a loving God, who redeems us from sin.

Chapel Services

Chapel services are normally held once a week with a few exceptions during the year. Services are held in a variety of formats. Chapel services generally consist of an invocation, age appropriate message, prayers, and songs. An offering is collected at each chapel service. The administration and faculty determine the recipients of each quarter's chapel offering at the beginning of the school year. We encourage parents, family, and friends to participate in the weekly chapel services.

Bible Memory Work

Memory is a required part of the curriculum in all grades. Each week the students are assigned Scripture passages, sections from Luther's Small Catechism, or a hymn verse to memorize. Scripture passages are from the New International Version of the Bible. A grade for memory is given. At the discretion of the teacher, memory tests may be written or oral.

Bibles

All students in grades 3-8 must have a New International version Bible for class.

Church Attendance

Holy Scripture makes it clear that the members of the body of Christ--Christians--are to be involved in the kinds of activities inherent in Christian worship services. Such activities include hearing God's Word, praising and thanking God in prayer and music, praying the petitions that express our needs, participation in the Lord's Supper, and participation in the process of strengthening other members of the Body of Christ. Here at Christ's Greenfield Lutheran School, as a response to the exhortations of Scripture, we teach children the importance of Christian worship as an integral part of the Christian life. Since the home and school are to be one with respect to these Christian values, it is our prayer that parents regard Christian worship in that same light.

Extra Curricular Policy

Extra curricular activities are an important part of the overall educational program in school. Christ's Greenfield Lutheran School also believes that the participation in an extra-curricular activity is a privilege. To insure a proper balance between the academic program and the extra-curricular program the following guidelines have been set up.

A. Academic Requirements

A satisfactory grade (C or better) is to be maintained in each subject. Satisfactory grades are those that reflect a student's academic ability. Effort on the part of students of limited ability is to be taken into consideration in determining their eligibility. Staff evaluation will continuously occur to assure each participating student is doing satisfactory work.

B. Conduct Requirements

Students are expected to abide by the guidelines of the school and the requirements that each teacher has for his or her class. A student who chronically or overtly violates standards of good conduct will jeopardize his or her eligibility.

C. Health Requirements

Students who wish to participate in extra curricular sports must receive a physical examination by a qualified physician prior to the beginning of the season.

D. Attendance Requirements

Students will not be allowed to participate in extra curricular activities on days in which they are absent from school due to illness or unexcused absence.

Choirs

The school program includes a number of choral groups. Members of the various choral groups are expected to be present for rehearsals, which take place during the school day, and for musical presentations during worship services on Sunday mornings. The choral groups provide training in part singing, and membership in such groups gives students opportunities to become familiar with church music. Most children love to sing, and membership in a choir gives them the opportunity to use this gift to glorify their Lord and to add beauty to the worship service.

Band

The school's band program meets before school two times a week. There are two bands: Beginning Band - for 4th-8th graders who wish to begin learning an instrument, and Advanced Band - for 5th-8th graders who have had at least one year of instruction of an instrument. Both bands are taught skills to be able to play their instrument as part of a group and as a solo instrument. Both bands play for church services and other school functions. The instruments that may be taught in each band include: flute, clarinet, saxophone, trumpet, trombone, and percussion.

Athletics

Athletics play an important role in the overall program of Christ's Greenfield Lutheran School. The school recognizes the importance of an adequate balance between academics and athletics. The academic program of each child is a priority and must be at a "C" level or above in order to participate in the athletic program of the school. Christ's Greenfield Lutheran offers all students in grades 4-8 opportunities to participate in the athletic program. Athletics are important to the overall maturity and development of each child that participates. The goal of the athletic program is to instill in each participant Christian sportsmanship, cooperation and teamwork, and self-esteem.

Opportunity to participate in the athletic program is available to all students in grades 4-8. Coaches are encouraged to play each member of the team, however, the coach, based upon the attitude, skill, work ethic, and practice attendance of each individual team member will determine length of playing time.

The athletic program is an extension of the overall Christian education of the school, where the Word of God can be utilized to further strengthen the faith of the participants.

Dress and Personal Grooming Policy

We are a Christ-centered school devoted to challenging all of our students to achieve their own highest levels of spiritual, academic, physical, and emotional well-being in their education. Our students are asked to dress in a manner that reflects a positive attitude toward self, others, and toward the learning environment. While on campus we ask that students follow CGLS dress code which is designed to prevent dress and appearance from being a distraction in any way from the educational process. These

guidelines are designed to maintain safety, individuality, and freedom of choice for students.

With freedom of choice comes the responsibility of our students to make choices that reflect their own faith in Jesus Christ that provides a clear Christian witness. Holy Scripture encourages us to lead by example (3 John 1:11), show care and compassion (Ephesians 5:1-4), be united in the Spirit (Philippians 2:1-5), and wear the clothing that counts (Colossians 3:12-14). Parents are encouraged to be sensitive and supportive and to assist their children with good choices in regards to their daily apparel.

We believe there is a strong correlation between student dress and grooming, and student behavior and learning. Our School Board along with our staff is committed to upholding this dress code. Please review this thoroughly with your student(s). We thank you in advance for your support.

ACCEPTABLE WEAR

Polo Shirts with a collar
Crew-neck T-shirts
Pants
Shorts, Skorts

Skirts, Dresses, Jumpers
Solid shoes with closed heel/closed toe
Socks/stockings

General Appearance – All clothing should be neat, clean, in good condition with no rips, tears, holes, or frayed edges; no transparent clothing; undergarments are not to be visible.

Shirts – All shirts must cover the midriff area at all times; shirts are to be loose-fitting but not oversized and baggy; shirts with buttons are to be buttoned up to no lower than “4 fingers” from the collar bone; no oversized armholes on sleeveless-style shirts and straps must be “2 fingers” wide with the neckline no lower than “4 fingers” from the collarbone.

Jeans/Slacks/Pants – These are to be worn at the waist and must be in good repair with no rips, tears, holes, or frayed edges and not baggy or dragging on the floor/ground; athletic uniforms/sportswear should be worn for organized P.E. class/sports.

Shorts, Skorts, Skirts, Dresses – The length of shorts, skorts, and skirts (dresses) is to be at least the length of the end of the child’s fingertips when their hands are allowed to hang fully-extended at their sides (including shorts that are brought for P.E. in the upper grades); a pair of shorts should be worn under skirts or dresses for recess/play; dresses with revealing, low-cut necklines are not acceptable.

Shoes – For safety here at CGLS **all shoes** must be secure to the foot and have a closed heel with the toes covered; shoestrings are to be appropriately tied; socks or a type of stocking are to be worn; no wheels-in-the-heels at any time on campus; any footwear that threatens physical safety is inappropriate.

Hair – Hair styles should be appropriate for age and for school; clean and well groomed; distracting hairstyles or extreme coloring is not acceptable; no bandannas, hairnets.

Outer Wear – Hats/caps, sweatshirts, and coats worn to school will be stored in the classrooms on the available hooks; outer garments are not to be worn in the classroom unless circumstances, weather, A/C, etc, dictate the need for them; normally sunglasses are for outdoor wear (Allowances will be made for Special Event Days).

Jewelry – For safety reasons jewelry is to be worn at a minimum due to the variety of activities during the school day which includes after-school sports/activities as well; pierced earrings are acceptable; no

extreme danglers or hoops due to P.E., sports, and recess activities; no other visible body-piercing.

Make-up – Make-up should be light and natural in color; make-up is not to be brought to school; lip gloss is permitted but is to be used sparingly.

Imprinted messages on clothing that are offensive, gang-related, sexually suggestive, vulgar or obscene, promoting drugs/alcohol, illegal activities, satanic, or are demeaning to self or the opposite gender will not be permitted.

Permanent or temporary tattoos/ writing on body parts are not to be visible. This includes glitter and face painting (Allowances will be made for Special Events Days).

Spirit Day – Each Friday will be “Spirit Day” when students are encouraged to wear their CGLS imprinted clothing.

Our Dress Code Policy will be in effect from the time a student arrives on campus until the time they are finally picked up. Our dress code does include our before/after care program.

Parents/Step-parents/Guardians should be aware of their student’s apparel for the day before he or she arrives at school. When in question about apparel choices, please refer to what is acceptable at CGLS. The following progressive discipline plan will be followed:

Consequences for Dress Code Violations

1st violation – The classroom teacher will send home a dress code violation form with the student to be signed by a parent/guardian. The form is to be returned the next school day. If available, the student will be given a more appropriate item to be worn for the remainder of the day.

2nd violation – The principal will meet with the student and will send home the second dress code violation form to be signed by a parent/guardian. The form is to be returned the next school day. If available the student will be given a more appropriate item to be worn for the remainder of the school day.

3rd violation – The classroom teacher will send the student to the office where he/she will receive an “in-school suspension for the day”. A conference will be scheduled with the student, parent/guardian, and the principal. Any class work or tests missed will be completed at the teacher’s discretion.

If the violation is not “fixable” for the student (such as giving them replacement attire to wear), the student will be sent to the office, and a parent/guardian will be called. The parent/guardian will be expected to bring in an appropriate change of clothing or take their child home for the remainder of the day.

Repeat violations may necessitate School Board Action which may result in additional consequences up to and including suspension.

Discipline

Discipline can be defined as training that develops self-control and character. It is an integral part of the educational process, which means that home and school should complement each other as they work

together in promoting discipline. With God's Word as our guide, parents and teachers are to praise, encourage, instruct, admonish, correct, and discipline wrongdoing as we guide children in this process of developing Christian character. Too often discipline is thought of only in terms of punishment for wrongdoing. Obviously, this is part of discipline, but certainly not all. At the same time, however, we recognize that punishment for wrongdoing, tempered with love and forgiveness, is an integral part of the process. Therefore, it is incumbent upon all of us involved in the process of Christian education to exercise wisdom in the total process of character development.

Administrative Discipline Plan

Teachers have classroom discipline policies that are based upon a process of escalating consequences when classroom guidelines are not followed. Occasionally, it becomes necessary to involve the principal in matters of discipline. When students are sent to the principal's office the following steps will be taken to try to help the student become self-responsible, so that he or she can become a contributor to a positive teaching and learning environment.

- Step 1: Counsel with the student.
- Step 2: Phone call to the parent(s) alerting them of the problem and the next step.
- Step 3: Meeting with the parent(s) to set up an action plan of corrective behavior.
- Step 4: In school suspension and another meeting with the parents to discuss the next series of steps
- Step 5: One day out of school suspension and a meeting with the parent(s) will take place before the student may return to school.
- Step 6: Three day out of school suspension.
- Step 7: Five day out of school suspension.

Serious Behavior Problems

The principal of the school has the authority to place a student on probation or to suspend a student from attendance at Christ's Greenfield Lutheran School. The period of suspension shall not exceed ten school days.

Expulsion of a student from the school will take place only as an action of the Parochial School Board. If expulsion of a student is to become a consideration of the Parochial School Board for action, the following steps are to be taken.

1. The recommendation for expulsion shall be brought to the Parochial School Board by the principal who shall be present at the meeting. The principal shall present evidence to support his/her recommendation for expulsion.
2. The meeting to consider expulsion of a student shall take place within the ten-day suspension period. If more than one meeting is necessary, only the initial meeting need be limited by the ten-day time period. However, any subsequent meeting should take place within a limited period of time, not to exceed thirty days.
3. The student under consideration for expulsion from school shall be invited, together with his/her parents or legal guardians, to attend the meeting of the Parochial School Board. The student and his/her parents or legal guardians shall be given adequate time at the meeting to present a defense or explanation in response to the charges and to present facts which uphold that defense.
4. After hearing all of the evidence and studying the documentation for such evidence from both the administration of the school and the student against whom the charges are brought, the Parochial School Board will render a decision to expel the student, to restore the student to a position of good standing, or to restore the student to the student body on a probationary basis. The Principal determines the length and terms of the probationary period.

School rule infractions, which may result in suspension and/or expulsion, include, but are not limited to, the following:

1. Flagrant disrespect for a faculty or staff member.
2. Possession of and/or use of tobacco, alcohol, or narcotics.
3. Physical violence to self or others.
4. Possession of a weapon.
5. Continued use of inappropriate language.
6. Stealing.
7. Willful destruction of the church and school property and the property of others.
8. Verbal harassment.
9. Truancy.
10. Continued refusal to accomplish tasks.
11. Continued disruptive behavior in the classroom, in the church, on the playground.
12. Inappropriate physical contact
13. Leaving school campus/classes without permission

Internet Use Policy

We now have the ability to enhance your child's education through the use of the Internet. The Internet offers vast, diverse, and unique resources. Christ Greenfield's goal in providing this service is to promote educational excellence by facilitating resource sharing, innovation, and communication. The Internet electronically connects thousands of computers throughout the world and millions of individual subscribers. Students and teachers may have access to:

- < Limited electronic mail communications with people all over the world
- < Information from government sources, research institutions, and other sources
- < Discussion groups
- < Many libraries, including the catalog to the Library of Congress, and the Educational Resources Information Clearinghouses (ERIC)

The use of inappropriate material or language, and/or violation of copyright laws, may result in the loss of the privilege to use this resource. Remember that you are legally responsible for your child's actions.

Christ's Greenfield Lutheran School takes precautions to prevent access to materials that may be defamatory, inaccurate, offensive, or otherwise inappropriate in the school setting. On an unregulated network, however, it is impossible to control all material. Ultimately, parents/guardians are responsible for setting and conveying the standards the child should follow. To that end, Christ's Greenfield supports and respects each family's right to decide whether or not to authorize Internet access.

Terms and Conditions

1. Acceptable use - Access to the Internet must be for the purpose of education or research, and be consistent with the educational objectives of the school.
2. Privileges - The use of the Internet is a privilege, not a right, and inappropriate use will result in cancellation of that privilege. The system administrator will make all decisions regarding whether a user has violated the acceptable use guidelines and may deny, revoke, or suspend access at any time; his or her decision is final.
3. Unacceptable use - You are responsible for your actions and activities involving the Internet. Some examples of unacceptable use are:

- a. Using the Internet for illegal activities, including violation of copyright or other contracts, or transmitting any material in violation of any US or State regulation,
 - b. Unauthorized downloading of software, regardless of whether it is copyrighted or de-virused,
 - c. Downloading copyrighted material for other than personal use,
 - d. Using the network for private financial or commercial gain,
 - e. Wastefully using resources, such as file space,
 - f. Gaining unauthorized access to resources or entities,
 - g. Invading the privacy of individuals,
 - h. Using another user's account or password,
 - i. Posting material authored or created by another without his or her consent,
 - j. Posting anonymous messages,
 - k. Using the Internet for commercial or private advertising,
 - l. Accessing, submitting, posting, publishing, or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, harassing, or illegal material,
 - m. Using the Internet while access privileges are suspended or revoked.
4. Internet Etiquette - The students are expected to abide by the generally accepted rules of Internet etiquette. These include, but are not limited to, the following:
- a. Be polite. Do not become abusive in messages to others,
 - b. Use appropriate language. Do not swear, or use vulgarities or any other inappropriate language,
 - c. Do not reveal personal addresses or telephone numbers of students or faculty,
 - d. Recognize that electronic mail (e-mail) is not private. People who operate the system have access to all mail. Messages relating to or in the support of illegal activities may be reported to the authorities,
 - e. Do not use the Internet in any way that would disrupt its use by others,
 - f. Consider all communications and information accessible via the Internet to be private property.
5. No warranties - Christ's Greenfield Lutheran School makes no warranties of any kind, whether expressed or implied for the service it is providing. Christ's Greenfield will not be responsible for any damages you may suffer. This includes the loss of data resulting from delays, non-deliveries, missed deliveries, or service interruptions caused by its negligence or your errors or omissions. Use of any information obtained via the Internet is at your own risk. Christ's Greenfield specifically denies any responsibility for the accuracy or quality of information through its services.
6. Indemnification - The user agrees to indemnify the School for any losses, costs, or damages, including reasonable attorney fees, incurred by Christ's Greenfield relating to, or arising out of, any breach of this internet policy.
7. Security - Internet security is a high priority. If you can identify a security problem on the Internet, you must notify the system administrator or the Principal. Do not demonstrate the problem to other users. Keep your account and password confidential. Do not use another individual's account without written permission from that individual. Attempts to log-on to the Internet as a system administrator will result in the cancellation of user privileges. Any user identified as a security risk may be denied access to the Internet.
8. Vandalism - Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any other network. This includes, but is not limited to, the uploading or creation of computer viruses.
9. Telephone charges -Christ's Greenfield assumes no responsibility for any unauthorized charges or fees, including telephone charges, long distance charges, per minute surcharges, and/or equipment or line costs.

School Attendance

School is in session for all students in grades one through eight from 8:20 A.M. until 3:20 P.M. Kindergarten sessions are from 8:20 A.M. to 11:15 A.M. and 12:30 P.M. to 3:20 P.M. If your child is to receive maximum benefit from his/her school years, it is imperative that school attendance be regular and punctual. If your child will be absent from school due to illness or any other reason, the parent must notify either the teacher or the school office by 8:00 AM.

Attendance Policy

Tardies (after 8:20 a.m.):

1. Any student arriving after 8:20 a.m. must be signed in at the receptionist desk by **the responsible adult**.
2. The student will then pick up a pass to class from the receptionist with the date and time.
3. If the student is to be in a classroom not located in the main school building, **the responsible adult** must escort the student to the classroom.

NOTE: There is no parking at the curb in front of the school and "running in" to sign in a child. This is a fire lane and must not be blocked.

Absences:

1. Each time a student is absent, the parent/guardian is to call the student's teacher at school by 8:00 a.m. to notify him/her of the reason for the absence.
2. As teachers take roll, they will note the reason (if known) for any student absence. If the reason is unknown, the receptionist will contact the parent/guardian to determine the reason.
3. If a student is absent for unknown reasons for two consecutive days, the student's teacher will give the family a courtesy call to offer prayer, support, and school work arrangements.
4. Any extended/frequent absences the teacher will notify the principal and contact/meet with the parents.
5. If absences by a student become a further concern, the teacher will refer the matter to the principal for further action.

Dropping Off or Picking Up Students

1. The doors to the school will open at 8:10 AM. Students should not be dropped off and left unattended prior to that time. Instead they should be taken to extended care for supervision.
2. When dropping off students, please do so in a way that the children will not have to walk in front of other cars.
3. Form a one-way line of traffic. Please do not double park or form a second lane of traffic.
4. Drive as far forward as you can before you stop. This will enable more cars to unload students one at a time.
5. Children should get out of the passenger side of the car immediately and walk to class.
6. Do not park and leave your vehicle along the curb, especially in designated Fire Lanes.
7. Do not leave car running unattended, this is very dangerous and puts other lives in jeopardy.
8. During times of heavy traffic in the morning and afternoon, drivers are not permitted to make a left hand turn onto Greenfield Road from the south parking lot. Doing so backs up the line of cars to the point that drivers cannot enter the parking lot from Greenfield. If you must make a left turn, please utilize the north parking lot.
9. At dismissal time, parents or other authorized adults should pick up their child(ren) directly from their

classrooms.

10. Students not picked up by 3:30 will be taken to Extended Care by their teachers and charges will be made accordingly.

Leaving School

Pupils who must leave the school premises during any time of the school day other than normal dismissal times must be "signed out" by the parent or other adult taking the student. This "signing out" procedure shall take place in person in the school office. As part of the procedure the student will be called from the classroom to the office, where the parent/guardian may pick up the child. Parents should not proceed to the classroom on their own to pick up their children.

Sickness

All students who are sick MUST be kept at home. We define sick as having a fever or not feeling well enough to participate in all school related activities. Students who are feeling too ill to do the work expected in their classes or who have a potentially communicable disease are expected to stay at home. When a student is well enough to participate in a normal school day, he/she may return to school. Temperatures should be normal (98.6) for a twenty-four hour period before a child returns to school. When a child attends school, he or she should be well enough to participate in all normal school day activities. If a child cannot, for medical reasons, join in any of these activities, a doctor or other qualified medical professional should notify the teacher. Students can work with their teachers upon their return to school to make up work that is missed. Parents should make arrangements with the teacher to get homework in the event of an illness with their child.

Medications

Under certain circumstances when it is necessary for a student to take medicine during school hours, the office staff may administer the medication if the following requirements are met:

1. Prescription medication should be brought to school in its original pharmacy container. Ask the pharmacist to give you a "school bottle" if the medication needs to be given during school hours.
2. Over-the-counter medications should also be brought in their original package and labeled with the child's name. The medication must come to the office in the original non-prescription (over-the-counter) bottle.
3. The Medication must be transported to and from school by a parent, guardian or an adult designated by the parent or guardian
4. There must be written permission from the parent to administer the medicine to the child. Forms are available from the school office.

Vacations

While we recognize that there are many educational opportunities that occur outside the classroom, the disruption for the students caused by voluntary trips and vacations often causes pressure and frustration for students in attempting to make up work that is missed while doing the current work. It is recommended that, whenever possible, trips be scheduled during regular school vacation times. In addition, prior to holidays, teachers often complete projects and tests in order to begin a new unit of study after the break. For this reason, time lost before or after a holiday break means that students miss tests or the introduction of new concepts. Please consider carefully the impact an extended holiday break may have on your child.

Lunch Program

Christ's Greenfield participates in the National School Lunch Program. Our school provides a daily hot lunch for students in grade one through grade eight. Students must purchase lunch tickets in advance. The students may elect to take only an occasional lunch or to participate every day. Students may also bring sack lunches, but refrigerators and microwaves are not available for student use. All daily hot lunches are served with milk, and students bringing lunch from home may purchase milk in the lunch room. Please inquire in the school office about the cost of the lunch program. Monthly lunch menus are sent home with the students. Applications for Free or Reduced Price lunches are available from the school office.

Lunch Behavior

The lunch period begins with a prayer. Once in the lunchroom student's behavior in should be based on courtesy and cleanliness. Each student is responsible for cleaning off his or her area before being dismissed from the table. Students are to remain in the lunch area until the lunch supervisor dismisses them.

Restricted Foods Policy

Christ's Greenfield Lutheran School Board and the Church and School staff researched, discussed, sought parental input, prayed about, and crafted a policy that we believe is the least restrictive to our general student population and yet provides protection for our allergenic students.

The School Board policy regarding restricted foods states:

The CGLS campus will restrict foods that may cause life threatening reactions to any enrolled student during regular school hours in compliance with the Guidelines for Managing Students with Food Allergies.

A set of research-based guidelines (known as the School Guidelines for Managing Students with Food Allergies) have been developed by a consortium of five professional organizations and adapted by the School Board to fit CGLS' needs. The responsibility for implementing these procedures rests on the shoulders of three sets of people: the family of the allergic child, Christ's Greenfield Lutheran School personnel, and the allergic child. This is not to say, however, that students without allergies will not be affected. One procedure that has been put in place is to allow students to bring peanut butter and peanuts for lunch but they will be asked to enjoy their lunch in a soon to be designated "Restricted Foods Area" of one or two tables in the cafeteria. Other children may choose to sit with their friends in this area and eat their lunch if they are non-allergenic. For a copy of the full guidelines contact the school office.

Extended Day Care

Christ's Greenfield Lutheran School offers extended care for all children whose parents enroll them in the kindergarten through eighth grade. The program offers supervised care and afternoon snacks for students from 7:00 AM until 8:20 AM and from 3:30 PM to 5:30 PM. Children may be part of this program on a daily basis or infrequently, once the registration fee is paid. The registration fee is non-refundable and must be paid before the start of services. Costs for the program are calculated on a per-hour basis with a minimum charge of 1/2 hour. An Extended Care handbook is given to all students registered for Extended Care. Children arriving in the morning should be signed in by an authorized adult. The teachers sign in each child not picked up by 3:30 in the afternoon. Each child is to be signed out by a parent or guardian.

Guidance

Parochial schools by their very nature offer daily guidance based upon what we regard as absolute truth. Guidance is given on the basis of God's Word, but this does not mean that psychological principles are ignored or forgotten. The Christian school recognizes the importance of integrating all guidance procedures to enable students to grow intellectually, emotionally, and spiritually. If the services of an educational psychologist are needed, the school will assist parents in securing such services. If the services of a clinical psychologist are needed, the school will recommend the services of persons who are both competent and sensitive to the Christian value system. The pastoral staff of Christ's Greenfield Lutheran Church is available if desired for consultation.

Home and School Relationship

All children of parents who desire a Christian education for their children are welcome in our school. Our desire is to work with children and parents in oneness of spirit and of purpose. For the good of the child it is vital that parents uphold the instructions of the school. Whenever the values of home and school are in conflict, the child suffers.

The home is and always will be the chief agency for the Christian training of the child. A Christian school does not relieve the parents of their God-given obligation. Rather, the purpose of our school is to serve as an important aid to and an extension of the home in the vital work of Christian training. If the home and school are both Christ-centered, your child will receive the best education available.

Remember, home and school are in this together.

Homework

The program at Christ's Greenfield Lutheran School has always required that some study be done at home. This is not only necessary for accomplishing our immediate goals, but also a helpful habit for future education. The amount of homework depends upon the grade level, abilities, and study habits of the student. Parents can help by providing encouragement, uninterrupted time, and a quiet place for study. Providing too much help is to be avoided. If your child is unable to complete his/her assignments for any reason, kindly send an explanatory note so he/she may make up the work at a later date. Students are expected to complete assignments neatly and promptly and come to class with the required books and supplies. If assignments are consistently burdensome, the teacher will appreciate such information so the problem may be addressed.

Parent Teacher Conferences

Parent teacher conferences are scheduled two times per year. The first is scheduled at the conclusion of the first quarter. This conference is mandatory for all parents to meet with their child's teacher(s). The second conference, which is optional, is scheduled at the conclusion of the third quarter of school. Parents are encouraged to call the school whenever they desire to arrange a conference with the teachers to discuss their child's academic status. In some instances, teachers will request the conference and then arrangements will be made. A parent teacher conference offers the best form of communication regarding the performance of a student.

Frequently asked questions asked during parent teacher conferences:

1. How do I schedule a parent teacher conference?
 - a. Contact your child's teacher(s).
 - b. Consider teacher's conference periods as well as your schedule.
 - c. Make a list of mutually acceptable times.
 - d. Ask whether your child, a counselor, or the principal should attend.

2. What should I do and say at the conference?
 - a. Take a list of your questions and concerns.
 - b. Listen to the teacher(s) and take simple notes.
 - c. See if you can pinpoint problem areas (e.g. attendance, testing, homework, behavior, attention span/participation, etc.).
 - d. Offer the teacher feedback on problem areas you or your child can remedy.
 - e. Ask the teacher for additional suggestions for improvement.
 - f. Offer the teacher insight into your child's problems or needs.
 - g. Ask when your child can come in for extra help.
 - h. Ask if the student can do extra credit work to bring up his/her grade.
3. How should I end the conference?
 - a. Make arrangements to check back in two weeks to see whether or not your child's grades have improved.
 - b. Check with the teacher every two weeks or until you are sure that your child is succeeding in the class.

Guidelines For Parent Visits

Parents have an open invitation and are encouraged to visit chapel services, assemblies, and athletic contests. Parent's visitations to the classrooms and all school activities are welcomed. As a courtesy, visits to the classroom for observation purposes should be arranged in advance via the principal or teacher. Conferences with teachers are encouraged, but parents are asked to call the school in advance to arrange a mutually convenient time.

Parents are always to come to the school office before visiting the classroom to sign in and pick up a visitor badge.

Health

Good attendance depends upon good health. We recommend that students be given regular physical check-ups as recommended by their physician.

Field Trips

Field trips are an integral part of the education process at Christ's Greenfield Lutheran School. All students are expected to participate. Parents are notified as to date and time through the school newsletter and/or special notices sent home with the children. All field trips require a signed permission slips by the parent or guardian. Parents generally provide the transportation to and from field trips.

Newsletter

A weekly newsletter known as the E(agle) Mail will be sent home by email to inform students and parents of up-coming events and other pertinent school information. Additional communications may come from the teachers on a weekly basis.

Telephone

During normal school hours, messages will be taken for students and teachers, but no one will be called to the phone during class time unless it is absolutely necessary. Students are not allowed to use the phone

unless it is an emergency.

Bicycles

Bicycles can be dangerous. Parents should instruct their children regarding the rules of the road before giving them the privilege to ride to and from school. All bicycles are to be parked in the designated area. Bicycles are not to be used during the day. Students are urged to use a casehardened steel lock and chain in order to discourage theft.

Lost and Found

Each year there is an accumulation of lost-and-found items, particularly clothing, which represents an expenditure of many dollars on the part of parents. To the bewilderment of the faculty, it has been found that many children do not recognize their own clothing. Labeling items of clothing can prevent much of this loss. Money should be brought to school only when necessary and should never be kept in the student's desk. Losses should be reported to the teacher immediately. Unclaimed articles are donated to a local charity at the end of each quarter. We urge parents to investigate the loss of clothing and other items with a visit to our lost and found department or by giving their children instructions to do so.

Care of School Property

School property is expensive. With care, damage can be kept at a minimum. Where damage to desks, books, windows, etc. is the result of willful negligence or disobedience, parents will be expected to pay for repairs or replacement and students will be subject to discipline. Parents can help promote good discipline in school by not permitting children to bring nuisance items such as water guns, Game Boys, Walkmans, MP3 players, and/or tape recorders to school. Such items will be confiscated and will be returned only at the request of the parents.

Guidelines for Birthdays and Parties

Unless invitations are given to each student in the class, birthday and party invitations may not be distributed at school or on the school grounds. Students should refrain from bringing party gifts to school. Students may not hold birthday parties at school, but birthday snacks or treats are optional and permitted at the teacher's discretion.

Transportation

Parents make their own arrangements for student transportation to and from school.

Parent Teacher League

The Christ's Greenfield Lutheran School - Parent Teacher League is an organization dedicated to the task of establishing a closer relationship between home and school. Several meetings are planned for each school year. In addition, the committee also plans to sponsor various family fun nights and fund-raising projects. There are elected officers who serve as a program committee whose task it is to plan effective programs. The PTL is also responsible for the activities of the room parents who aid the teachers in planning field trips, recreational activities, and other events. All parents of enrolled students, Kindergarten through eighth grade, are members of the PTL.

Volunteers

We are very fortunate at Christ's Greenfield Lutheran School in having many parent volunteers. They assist in the classrooms, library, office, and other areas of the school program. Parents wishing to volunteer their services should communicate with the classroom teachers, the principal, or the PTL Committee.

All classroom volunteers should sign in at the front desk and obtain a visitor badge.

Notice of Nondiscriminatory Policy—Equal Educational Opportunity

It is the policy of Christ's Greenfield Lutheran School to maintain a safe and supportive learning environment and to ensure that students are free from discrimination in any program or activity on the basis of race, ethnicity, national origin, gender or disability.

Under certain conditions, discrimination can include harassing conduct by students or by school employees if, among other things, the harassing conduct is based on the student's race, ethnicity, national origin, gender or disability and if the conduct creates a hostile learning environment under the law.

If a student believes he or she has been subjected to discrimination by the school, the student should report the discrimination to any teacher or school administrator. Any student who knowingly makes false accusations of discrimination may be subject to disciplinary action.

I have read the *Parent Handbook* of Christ's Greenfield Lutheran School
and agree to abide by the policies it contains.

Parent Signature

Printed Name

(please remove this page and return to School office)