

Banks County Christian Learning Center

Student Handbook

Purpose Statement

We exist to help prepare students for God's call on their lives.

Mission Statement

We exist to teach Banks County public school students the absolute truths of the Bible in relevant ways to affect transformational change in their lives and prepare them to positively impact their families, schools, communities, and world.

Don't let anyone look down on you because you are young, but set an example for believers in speech, in life, in love, in faith and in purity.

(1Timothy 4:12)

TABLE OF CONTENTS

<u>Topic</u>	<u>Page</u>
Our Beliefs	3
Our Philosophy	3
Our Statement of Faith	4
Statement of Non-Discrimination	4
Released Time Education	5-6
Entrance Requirements	6
Grading System	7
Attendance	7
Make-up Work	7-8
Student Code of Conduct/Discipline	8-12
Cell Phone/Electronic Device Policy	12-13
Dress Code/Classroom Rules	13
Passenger Rules for Bus	14
Parent/Student Response Sheet	15
Contract Regarding Use of the Internet	16

Our Beliefs:

- All students can learn.
- Each student is a valued individual with unique intellectual, physical, social, emotional, and spiritual needs.
- Teachers, staff, parents, board members, students and community members share in the responsibility of providing a supportive learning environment within our school.
- Clear goals and high expectations for student achievement should guide the development of the curriculum and the design of instructional strategies and learning activities.
- Students learn in different ways and should be provided with a variety of instructional approaches to support their learning.
- Assessments of student learning should provide students with a variety of opportunities to demonstrate their achievement and authentic contexts to apply their learning
- The commitment to continuous improvement is imperative if our school is going to enable students to understand and live God's call on their lives.

Our Philosophy:

The Banks County Christian Learning Center exists to provide biblically based instruction in the area of character building and leadership skills to the public school students of Banks County Public Schools.

We believe that students should be an “example to the believers in speech, in life, in love, in faith and purity” (1 Timothy 4:12), and to that end, offer instruction in such Christian concepts as honoring parents and respecting authority at all levels, purity before marriage, developing trust bond friendships, living a life of integrity, and being a leader like Moses, Esther, Joshua, Nehemiah and Paul.

Our Statement of Faith:

We believe that

1. The Bible is the inspired Word of God, without error in the original manuscript.
2. God is the only true living God, existing eternally as three persons—Father, Son, and Holy Spirit—and that these three are one God, having the same divine attributes.
3. Man, originally created in the image of God, fell through sin into spiritual death. This death has been transmitted to the entire human race, with Jesus Christ the only exception.
4. Jesus Christ, the only begotten Son of God came into the world to redeem it from sin. Virgin-born and sinless, He died on the cross to take away the penalty for our sin, after which He rose from the dead and ascended into heaven. He shall return to judge the living and the dead.
5. All men are lost until saved by their own personal faith in the finished work on the cross of the Lord Jesus Christ.

We are a non-denominational organization and therefore submit to the authority of the scriptures and not any one denomination. We believe in teaching students to study for themselves God's Word, leading them in an exegetical study of the Scriptures so that they may know fully what they believe and in Whom they believe.

Non-discrimination:

We desire to teach students not only to love the Word of God, but to love the God of the Word.

The BCCLC does not discriminate against students on the basis of race, color, gender, veteran status, sexual orientation, national origin, age, religion, or disabled condition in any educational program or activity.

Released Time Education:

The Banks County Christian Learning Center represents a form of education known as “released time education”. Upon completion of each course, the student will receive one (1) elective course credit. What follows is an explanation and background of “released time education”.

The idea of releasing public school students for devotional religious study off school premises in the United States was first discussed in 1905 at a conference in New York City. The proposal was at first that public elementary schools should be closed one day during the school week so those parents who so desired could have their children attend religious instruction outside of the school building.

However, it was not until 1914 that Dr. William Wirt, an innovative educator and superintendent of the Gary, Indiana schools, established a program in 1914 in which 619 students participated in off-campus religious education. Dr. Wirt believed that the church, home, playground, library, and school were all components in a child’s education. The public schools, however, had and still have no responsibility for teachers, curriculum, conduct, or achievement within the Released Time classes.

Released Time grew and flourished. In 1922, for example, Released Time programs were active in 23 states. 40,000 students from 200 school districts were participating. By 1932, thirty states had active Released Time Programs in 400 communities with enrollment of 250,000 students. Ten years later, in 1942, participation reached 1.5 million students in 46 states. Released Time peaked in 1947 with 2 million students enrolled in 2,200 communities. During this time, 12 states adopted favorable Released Time legislation.

Currently, it is estimated that there are over 1,000 Released Time Programs in operation today involving over 250,000 students in kindergarten through high school.

The legality of a Released Time Program recognizes and reinforces the constitutionally protected right of parents to direct the religious education of their children. Released Time gives the opportunity for all children to be released from school time for off premises attendance at the religious education classes of their choice, or not to be released. Before school

and after school programs would not allow equal access for all children due to transportation problems and extra- curricular activities.

The U.S. Supreme Court has upheld the constitutionality of Released Time programs:

“We are a religious people whose institutions presuppose a Supreme Being. When the State encourages religious instruction or cooperates with religious authorities by adjusting the schedule of public events to sectarian needs, it then follows the best of our traditions, for it then respects the religious nature of our people and accommodates the public services to their spiritual needs. To hold that it may not be constitutional would be to find in the Constitution a requirement that the government show a callous indifference to religious groups. That would be preferring those who believe in no religion over those who do believe. We find no constitutional requirement which makes it necessary for government to be hostile to religion and to throw its weight against efforts to widen the effective scope of religious influence.”

--Justice William O. Douglas, Zorach v. Clauson (1952)

(Source: www.releasetime.org)

Entrance Requirements:

The only requirement for taking any course offered by the Christian Learning Center is **permission from a parent or guardian**. Students who do not obtain permission prior to the beginning of any course will not be allowed to continue and will need to meet with their counselor for drop/add. **There is no cost to the student for any Christian Learning Center course. BCCLC is totally private funded and receives no public funding.** The permission form grants permission to take the course and to be transported by the Banks County Christian Learning Center.

Required Forms to be on file for each student:

1. Parental Permission to take course/transportation release form

Grading System:

The grading system for the Christian Learning Center is the same as that of the Banks County School District and is as follows:

<u>Grading Scale</u>	
90-100	A
80-89	B
70-79	C
Below 70	F

<u>Breakdown of final grade</u>	
Tests	30%
Journals	20%
Quizzes	25%
Class Participation	25%

Attendance:

Students are expected to attend class daily and be on time. It is the student's responsibility to be on time and ready for transportation from his or her school to the Christian Learning Center. Students that miss transportation MAY NOT walk to CLC. They must report to the school office immediately; if the office is able to contact the CLC teacher, he/she may come to transport them to CLC. If the CLC teacher is not able to retrieve the student from the school, the student must complete a provided assignment there. Students who do not report to the office/ISS will be written up for skipping class. Students are responsible for any work missed during class.

Attendance is taken at the beginning of each class and reported to the attendance office at the school.

Make-up Work:

A student with absences from class is allowed three (3) school days from the day of the return to make-up work missed. Any work not made up within the 3 days will not be assigned credit, regardless of subsequent absences.

Students who are absent on the day a previously announced assignment is due must bring that work to the teacher at the start of the next school day for full credit. Students who miss class for school-related activities must turn in work on or before the due date.

It is the responsibility of the student to make arrangements with the teacher for make-up work. Absence due to school activity is not considered an absence and make-up work will be allowed, but it must be submitted on the same date as required for students NOT participating in the school activity.

*The man of integrity walks securely.
(Proverbs 10:9a)*

Student Code of Conduct:

The purpose of the Christian Learning Center is to help prepare students for God's call on their lives. In order to fulfill our purpose, the CLC has a twofold teaching focus: teaching God's Word as relevant and applicable truth and teaching personal accountability. We, at CLC, believe that teaching our students to be accountable for their words and actions is one of the single most vital lessons we can teach your child. Our class motto is: "I am accountable to the Lord, the authority figures He has placed in my life, and my peers for my words and actions."

Pursuant of this focus on personal accountability, we, as the CLC staff, want you as parents/guardians to be aware of certain policies we have in our classroom. First, we expect students to participate in class by completing work in a timely manner.

Another area of personal accountability in CLC is participation grades. On your student's syllabus, you will see that participation counts for 25% of each student's grade. We, at CLC, believe that the way our students conduct themselves in our classroom setting is key to their success in the future. We want them to learn to be responsible citizens who are prepared, who are respectful and courteous to others, and who model godliness in their daily walk. Below, we have outlined our expectations for words and actions in our classroom. Please review these with your student carefully.

To receive an "A" for participation (90-100), the student must do the following *daily*:

- Bring any and all materials needed to class (pencil, paper, notebook, journal, etc.).
- Participate often and thoughtfully in class. No sleeping, texting on a cell phone, or misuse of other electronics/computers during instruction time. Students are encouraged to discuss; however, comments must be appropriate to the topic at hand.
- Listen carefully and thoughtfully to the teacher and other students.
- *Always* follow directions.

Students who receive a "B" for participation (80-89) will have fulfilled above items with slightly less consistency than those receiving an "A."

Students who receive a "C" for participation (70-79) did a combination of any of the following:

- Did not always bring basic materials needed for class (see “A” work list).
- Prepared for class, but not consistently.
- Did not attempt to answer all questions/complete all assignments
- Could generally answer factual questions but did not analyze and discuss issues, see connections between topics, etc.
- Occasionally volunteered to participate in class, but often could not give a competent or complete answer if called on.
- Did not give full attention to instruction in class; often called down for texting, misusing iPad, etc.
- Had to be prompted several times to start, keep working on, or finish assignments.
- Did not always follow directions

Students who receive an “F” for participation (69 or below) did a combination of any of the following:

- Consistently did not bring basic materials needed for class.
- Did not read assigned materials, complete assignments, or prepare in any way for class discussion and participation.
- Did not contribute in any way to group assignments.
- Never volunteered to participate in class, and if called on, was not able to give a competent and/or complete answer.
- Did not listen to teacher or other students in class
- Even with teacher prompts, did not attempt and/or complete in-class assignments; did not follow directions
- Was disrespectful in words and/or actions towards teacher/assistant teachers, students, and/or other adults/guests.

CLC Discipline Policy and Procedures:

We are thrilled to have the opportunity to work with your student this semester! We know that the Lord is going to bless us as we seek to follow and grow in Him! We believe it is incredibly important for you as parents and guardians to be informed of what is expected of your student while he or she is in our classrooms. To that end, we want to inform you about our discipline policy. Based upon the wisdom of other organizations similar to ours, as well as a desire to uphold the standards of Scripture, we believe that it is necessary to have a discipline policy that is clearly laid out for both students and parents so that everyone will understand both expectations as well as consequences that will occur when those expectations are not met! Scripture tells us to “Hate what is evil; cling to what is good,” (Romans 12:9) and to “avoid

every kind of evil” (1 Thessalonians 5:22); it is our prayer that the following discipline policy will aid us in doing those things as well as showing respect and love to each other and to the Lord.

Procedures for Disciplinary Action:

After an incident requiring disciplinary action occurs, the following steps will be taken in sequence until the problem is resolved. The CLC Teacher, Director, and Board of Directors may change or skip steps at any time, depending on the nature and severity of the infraction. The Banks County CLC will use the four step plan as outlined in the Banks County Middle School Handbook. The teacher will also use the Four Step Plan Form in the Banks County Middle School Handbook on page 19.

1. Verbal Warning (only *ONE* warning will be given) and conference with the student to address the behavior

2. Verbal Reprimand and E-mail to Parent/Guardian regarding the issue

3. Parent/Teacher Conference

*The teacher will schedule the conference by phone or email *Conference to be held before or after school at the CLC building *CLC Director will also be in attendance

4. Removal from CLC

*The teacher will notify the student, parents/guardian, and the school in writing

CLC Cell Phone/Electronic Device Policy:

In an effort to comply with and uphold the BCSS cell phone/electronic device policy and to minimize any distractions to a successful learning environment, CLC restricts the use of cell phones and other electronic devices by students on campus. The restriction of cell phone/electronic device use is primarily to avoid distractions to our class time and to keep students focused on the Lord and the tasks at hand while class is in progress. Upon entering the CLC classroom, students will be required to leave their cell phones in a secure, designated location before class begins. CLC reserves the right to take up any cell phone in use and any electronic device in use for purposes other than those regarding classroom assignments.

If the CLC teacher sees a phone or other electronic device out or in use, or a Chromebook being used for purposes other than classwork, in the CLC building, the following is a list of the steps that will be taken toward disciplinary action:

1. 1st offense: The teacher will give a warning to the student and inform parent by phone or e-mail of the warning given.
2. 2nd offense: The teacher will take up the phone/other device immediately; a second warning will not be given. The teacher will hold confiscated cell phones until the end of the class, when it will be returned to the student
3. 3rd offense: The teacher will complete a discipline referral to be given to the school's administration. The teacher will take up the phone/other device and the device and it will be given to the student at the end of class.

Dress Code:

The dress code as outlined in the Student Handbook of the Banks County School District will be strictly enforced at the Christian Learning Center. Students are reminded of the Biblical principle of dressing modestly (1 Timothy 2:9) and to remember Who we represent. Students violating dress code will be referred to the School administrator at the end of the class period.

CLC Rules and Procedures:

Rules: (Individual teachers may add to this list as they deem necessary)

1. Be respectful...of everyone at all times.
2. Be an active student—listen and complete work on time.
3. Bring all materials for class daily.
4. Clean up after yourself.
5. Follow directions the first time they are given.

Passenger Rules for the Christian Learning Center Bus:

1. Be ON TIME to the designated place for the CLC shuttle pick-up (Students who miss the CLC bus may NOT walk to the CLC building unaccompanied by a CLC teacher or adult volunteer, but must report to the front office to try to notify the CLC teacher to come get them. If this is not successful, students must report to ISS on the main campus of the school, and they will receive a tardy on their attendance report for the day).

2. Fighting, smoking, using profanity, horseplay, throwing trash or other objects, distracting the driver, or refusing to obey instructions of the driver or other authority figure will NOT be tolerated!
3. Tampering with the bus seats, windows, fire extinguishers, etc. is strictly prohibited.
4. Any objects considered illegal by Banks County School System are also considered illegal by the Christian Learning Center and are not allowed on the bus. These items include (but are not limited to): knives, firearms of any kind, fireworks or explosives, tobacco products, drugs, alcohol, obscene items (books, magazines, pictures, etc.). Please refer to the school's policies for a complete list of illegal items that are not allowed on CLC premises, including the bus.
5. Students should stand on the sidewalk well out of the road and the way of traffic while waiting to be picked up.
6. Keep hands and arms inside the bus at all times.
7. Maintain normal voice level—no loud talking or shouting.
8. Do not bring anything on the bus that cannot be held in your lap.
9. Pick up all trash upon leaving the bus. Keep the bus clean *all times!*
10. Wait your turn when entering or leaving the bus. No pushing or shoving.

