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HISTORY Of WARREN COUNTY CHRISTIAN SCHOOL

In August of 1977, WCCS opened for business in the basement of Saron Lutheran Church in Youngsville, PA. Under the leadership of Rev. Ed Showers. The following year, enrollment increased to such a degree that the school moved to the Meadowbrook Dairy building on Lookout Street in nearby Warren.

In June of 1981, with enrollment at 45, WCCS once again moved, this time to its current location at the former Garland Farms Dairy Barn. In September of 1982, Jim Bodamer assumed the job of principal. Under his leadership, a departmentalized junior-senior high program came into being. Also added were computers, an art program, an annual yearbook, drafting, and Bible classes. Within a few years a science lab, foreign languages, library, accounting, computer, and Physical Education were added. The sports program expanded to include boys' soccer, girls' volleyball and basketball for both boys and girls. Music became a priority. WCCS hosted the first Combined Choral Concert for area Christian schools. The choir began to perform locally and "on the road."

In 1988 with enrollment at 135, two classrooms were added, along with an expanded science lab and a regulation sized gymnasium.

David Bush assumed leadership of the school in 1994. Since then the school has undertaken many challenges and grown to include an NILD/Discover Program, Orchestra, Band, Junior Choir, Ski Team, Newspaper, Latin, Anatomy, Envirothon, Computer Lab, Technology Lab and several other present day specials.

WCCS became a member of The Association of Christian Schools International in 1995. The Garland Farms Dairy was purchased in 1998. A Development Department was added in 1999. The Mecholah Worship/Dance Team was formed in 2000, adding a new dimension of worship to chapel services and concerts. Readers Theater was added in 2003.

WCCS STATEMENT OF FAITH

1. There is one God, eternally existing in three persons – the Father, the Son, and the Holy Spirit. **(Mt. 28:19)**
2. The Holy Scriptures are verbally inspired by God and are our only infallible rule of faith and practice. **(II Timothy 3:16)**
3. Jesus Christ died, shedding His blood for our sins, and was bodily raised from the dead, thereby breaking the bonds of death and assuring us of eternal life. **(1 Cor. 15:20-22)**
4. Jesus Christ will return visibly and bodily with power and great glory. **(1 Thes. 4:16)**
5. Man is, by nature and practice, a sinner separated from God and can become God's child only by personal faith in Jesus Christ, and as a result, live in submission to God's will as revealed in the scriptures. **(Rom. 3:22-24)**
6. Those who are thus born into God's family have eternal life **(Jn. 3:16)**, and those who are not remain in spiritual death and will be separated from God forever in hell. **(2 Thes. 1:7-9)**
7. The Holy Spirit lives in the believer, enabling him to walk in purity of life and submission to the will of God. **(Rom. 8:13-14)**
8. The believer, in response to his faith in and commitment to Christ, is an active part of the local body of Christ. **(Eph. 4:1-16)**

GOALS

Warren County Christian School exists to provide:

- A spiritually challenging program of instruction to help each student accept and commit his life to Jesus Christ.
- An educational environment where students are helped to discover and develop their abilities so that they may find personal fulfillment and so that they may serve and honor God with their lives.
- A balanced program to educate the whole person: spiritually, intellectually, socially, and physically. A full program of activities: music, sports, social, and opportunities for student leadership is designed to complement the academic training.
- A controlled environment of behavior and exposure to ideas, not as a shelter from the world in which we live, but as a companion role with the student as he or she makes their encounter with the opposing ideas of the world.
- A program of quality instruction directed toward meeting the educational needs of the students as determined by past school performance and standardized test scores.

An atmosphere where students are taught to work collectively in pursuit of truth and excellence.

OBJECTIVES

The goals of WCCS state that we will seek to provide a balanced educational environment designed to educate the whole person: spiritually, intellectually, socially, and physically. The following characteristics will mark the implementation of these goals.

I Spiritual and Moral Development: WCCS seeks to

1. Make students aware of their sinful nature and God's unconditional love for them. **(Rom. 3:23; Jn. 3:16)**
2. Lead students to an acceptance of Christ as their Lord and Savior. **(Rom. 10:13)**
3. Help students recognize the Bible as the inspired, inerrant, authoritative Word of God. **(2 Tim.3:16)**
4. Develop in students a desire to know, love, and obey the will of God through daily prayer and Bible reading and participation in a local church.**(2 Tim. 2:15; Heb. 10: 24,25)**
5. Instill in the students a knowledge of the foundational truths and doctrines of God's word and the desire to apply these in life. **(2 Tim. 2:15; Eph. 3:13-17)**
6. Help students realize the importance of recognizing and overcoming sin, and of living godly, obedient lives. **(Eph. 4:21-32)**

Curriculum / Programs designed to encourage spiritual and moral growth among Warren County Christian School students:

- a. Teachers are hired who know Christ, have a dynamic relationship with Him, and who can role model Him to students.
- b. Bible instruction in all classes K-12.
- c. Weekly chapel services as a time set apart to allow students and staff to celebrate God's presence through worship, conform to His purpose through instruction, care for each other through fellowship, and communicate God's promises through evangelism.
- d. Annual retreat for grades 7-12.
- e. All subjects taught from a Biblical reference.
- f. Elementary Scripture Bee.
- g. Seder Meal.
- h. Required church attendance for families enrolled at WCCS.
- i. ACSI leadership conferences.
- j. Annual Spiritual Emphasis Week for K-12.
- k. Student missions
- l. National Day of Prayer

II. Personal Development: Warren County Christian School seeks to:

1. Help students see and accept themselves as individuals, created in the image of God with special gifts to be fully developed for His glory. **(Ps.139:13-16; 1 Cor. 12:7-11)**
2. Develop in students habits of good stewardship overall that God has given them –time, talents, material possessions, and the physical environment **(Lk. 12:48b; Gal. 6:7, 8)**
3. Teach students personal responsibility and accountability for their words, deeds and attitudes. **(Rom.14:12; Gal. 6:7, 8)**
4. Encourage in student's physical fitness, good health habits, and wise use of the body as the temple of God. **(1Cor.6:19, 20)**
5. Develop in students the ability to make decisions based on biblical principles. **(Ps. 1:1-2; 19, 20)**

Curriculum / Programs designed to encourage personal development among Warren County Christian School students:

In addition to the required curriculum, WCCS will offer:

- a. Drama ~Taught for the purpose of developing communication skills.
- b. Art ~ Taught to be an expression of one’s philosophy. Art at WCCS is taught to be a reflection of God’s handiwork.
- c. Music ~ At WCCS, music is meant to produce legitimate Christian emotions. Music is under the influence of the Holy Spirit. In that way, it will first appeal to the through the melody; secondly, it will appeal to the soul through the harmony; thirdly, it will appeal to the body through the rhythm.
- d. Sports ~ Allows students the opportunity to learn how to reach personal goals while applying them to a team effort. Sports at WCCS are for the express purpose of training students in ambassadorship. **(2 Cor., 5:20)**
- e. School Newspaper ~ offered for the express purpose of learning to exercise good written communication skills. Another means of teaching students that man’s speech and language must be pleasing to God, for what one communicates will either justify or condemn him. **(Mt. 12:36, 37)**
- f. Student Council ~ Offers training in service, stewardship, leadership, skills.
- g. Yearbook ~ Teaches the responsibilities of setting goals and meeting deadlines, Also teaches the importance of providing a historical framework whereby future generations can see how God can bless the efforts of a united body working toward a common goal.
- h. Foreign languages ~ Offer students the opportunities to examine and visit other cultures. Provides a framework for missions prepared as well as an appreciation of God’s people throughout the world.

III. Social Development: Warren County Christian School seeks to:

1. Encourage students to view all others as made in God's image, and to treat them with love and respect. (**Gen.1:27; Jn. 13:35; James 2:8, 9**)
2. Develop in students the skills, perspective, and desire to function as cooperative members of the larger society (**Rom. 13:1-7; 1 Tim. 2:1, 2**)
3. Help students develop Biblical attitudes toward marriage and the family, emphasizing the need to establish God-honoring homes. (**Ps. 127:1; Eph.5:31**)
4. Help students desire to lead others to a saving knowledge of Christ and to discipline believers by precept and example. (**Mt. 28:18-20; 1Tim.4:12**)
5. Develop in students the desire both to lead and serve as circumstances and God's direction permit. (**Mt.25:21**)

Curriculum / programs designed to encourage social development among Warren County Christian School student:

- a. Student Council
- b. Musical Performing groups(Choir, Orchestra, Junior Choir, Choir Chimes)
- c. Student missions
- d. Ski Club
- e. Student fund raisers
- f. Ecology Day
- g. Senior Class Trip
- h. Elementary / Secondary field trips
- i. Mecholah
- j. Athletics
- k. Ice-Cream Sculpting Contest

Academic Development: Warren County Christian School seeks to:

1. Help students reach their full academic potential by providing a developmentally appropriate instructional program with high academic standards. (**Is. 28:9, 10; Col. 3:23, 24; Heb. 5: 13, 14**)
2. Teach students to use good study habits to enhance their creative and critical thinking. (**2 Tim. 2:15; Pro.4:5-12**)
3. Help students interpret and apply all knowledge from a biblical perspective. (**Is. 8:20; 1Jn. 4:1**)
4. Help students identify and develop their gifts in the areas of fine arts, applied arts, and athletics. (**1Cor. 12:4-11**)
5. Prepare students for the future educational or vocational experiences by developing in them the necessary communication, thinking, and technology skills. (**Pro. 4:5-8**)
6. Develop in students independent study habits and foster in students a life-long love for learning and personal excellence. (**Pro. 4:5-8**)
7. Help students become aware of changing world events and interpret them from a biblical worldview. (**Heb. 13:8**)
8. Help students acquire a knowledge and appreciation of their Christian and American heritage. (**Deut.4:2-9; Ps. 33:12a**)

THE MATTHEW 18 PRINCIPLE FOR SOLVING SCHOOL PROBLEMS

By

Paul A. Kienel, former president, ACSI

The “me generation” philosophy of “I’ll do it my way” sometimes spills over into the Christian community. For example, when differences develop between individuals, some Christians take matters into their “own hands” and by pass the biblical procedure of solving problems.

A Christian school is made up of people – parents, administrators, teachers, and students. Like any other collection of earthly mortals, the people associated with a Christian school have the potential for misunderstanding, disagreement, and even wrongdoing. Nevertheless, it is God’s will that we will live and work together in harmony. Jesus said, “A new commandment I give unto you, that ye love one another; as I have loved you, that ye also love one another. By this shall all men know that ye are my disciples, if ye have love one to another (John 13:34-35, KJV).

Due to our human nature, we may at times irritate others, resulting in misunderstanding or strong disagreements. In **Matthew 18: 15-17**, Jesus gives His famous formula for solving person-to-person problems. I call it “the Matthew 18 principle” for solving school problems. The following are the words of Jesus:

“...and if your brother sins, go and reprove him in private; if he listens to you, you have won your brother. But if he does not listen to you, take one or two more with you, so that by the mouth of two or three witnesses every fact may be confirmed. And if he refuses to listen to them, tell the church; and if he refuses to listen even to the church, let him be to you as a Gentile and a tax-gatherer.”

There are several clear principles that Jesus taught in solving people-to-people problems:

One: Keep the matter confidential. The very pattern of sharing the problem only with those directly involved establishes the principle of confidentiality. The Bible has much to say about those who gossip or malign others with their words:

“...with his mouth the godless man destroys his neighbor, but through knowledge the righteous will be delivered...”
Proverbs 11: 9

Two: Keep the circle small. *“...if your brother sins, go and reprove him in private...”*
The first step and most often the only step needed in solving a person-to person problem is for one of the two people involved to initiate face-to-face dialogue. Most problems are solved at the two-people level.

Three: Be straightforward. *“...reprove him...”* Jesus tells us to be forthright and to love honestly. Sometimes it is difficult to be straightforward and to tell someone the very heart of the matter. But restoration and improvement can only come when the issues are lovingly, yet clearly, presented. The Scripture says, *“...faithful are the wounds of a friend...”* (Pro. 27:6)

Four: Be forgiving “...*If he listens to you, you have won your brother...*” This implies that once the matter is resolved, we should wholeheartedly forgive and restore the person whose fault has offended us. Galatians 6:1 reads “...*If a man is caught in any trespass, you who are spiritual, restore such a one in a spirit of gentleness: each one looking to yourself, least you too be tempted...*”

As I mentioned earlier, most school problems are resolved at the two-people level.

Forgiveness and restoration is the normal happy conclusion. But what is the Mathew 18 principle if the individual will not “hear” you? Let’s say you are a parent of a student in a Christian school. You are unhappy with a teacher because you believe your child is being treated unfairly in the classroom. The two of you have met together and talked together and you are not satisfied with the outcome of your discussion. What is the next step in the Mathew 18 principle?

Five: The parent and teacher should agree to share the matter with the school principle. At this stage the council of Jesus would be “...*take two or more with you, so that by so that the mouth of two or three witnesses every fact may be confirmed...*” Both parent and teacher should rehearse their version of the issue or issues with the school’s administration. Each person should come to the meeting in a spirit of prayer and humility, willing to submit to the Lord’s will in the matter should joyfully confirm to reproof if needed. Those of us who bear the name of Christ should joyfully conform to the will of Christ. An open and honest discussion among people will most often reach an amiable solution.

I estimate that 80% of school problems are solved at the two-people level. Another 18% of school problems are solved at three and four people level which includes the school administration. This leaves two percent to be resolved at the level of the school board. The board represents the church or church community. Let’s say a problem now exists and is not solvable by the normal channels of communication and established policy. What is the next step in the Mathew principle?

Six: The school principal should explain the problem to the chairman of the school board. The chairman will decide how the matter should be present to the board. Depending on the complexity of the problem, it may be appropriate for the board chairman to request that all persons involved be present at a school board meeting. The goal of such a high-level meeting is 1) a clear understanding of the problem: 2) solving the problem: 3) reproof and correction if necessary: and 4) forgiveness and wholehearted restoration of thus who have made amends.

In summary, the Matthew 18 principle requires that parents talk to teacher about student problems before they talk to administrators. If not resolved at the two-people level, the matter is prayerfully and in an orderly fashion moved upward in the school organizational structure. This is the Lord’s way of solving people-to-people problems.

A Christian school is a ministry in Christ’s name. Everything that is done in the context of the school must be done Christ’s way. The world’s methods of solving school problems are inappropriate. Satan would like to destroy the normal flow of harmony and good fellowship in Christian school education. That is not possible if all of us follow the Matthew 18 principle of solving problems.

Discipline

The purpose of discipline at WCCS is to bring students to maturity in Christ so that they will learn to exercise self-discipline in the school, in the home, in church and in every other area of life. It is to establish a clear description of the type of behavior that is considered unacceptable, and to set forth any disciplinary measures that shall be taken against unacceptable behavior and to assign responsibility for the disciplinary action. It provides communication to all involved (parent, student, teacher, and administrator) and the reason for discipline and the action to be taken. The discipline will be administered in a firm, fair, and consistent manner. It also must be established that discipline will be seasoned with grace if it is to be beneficial and Godly. The ultimate goal for any Christian school is to develop students who are God wise. Wisdom is looking at and reacting to life from God's point of view.

DISCIPLINE POLICY

(Based on board policies est. in 1994 and 2004)

Minor infractions:

- First offense: Teacher will document
- Second offense: Teacher will document (Elementary-Home/Office notified).
- Third offense: Lunch detention, Office & Home notified. Staff will counsel & pray with student
- Fourth offense: After-school detention. (Elementary-Parent conference)
(Parents will be notified of detention in order to make transportation arrangements)

Minor infractions include:

- Unexcused lateness to school.
- Late to school (other than bus delay)
Note: Student Drivers: With 4th offense, serve detention and lose driving privileges for 5 days. Future infractions result in loss of school driving privileges in multiples of 5 days each.
- Failure to complete assignments
 - *Grade of "0" given
 - *Work must be made up by the next day
 - *Documented as per guidelines (**cumulative for year**)
 - *Failure to keep scheduled appointments, to make up work, test, etc.
- Causing disturbance in class or study hall
- Unnecessary talking, inattentive, sleeping, note passing, etc.
- Meddling with other people's property.
- Disobedience to specific rules of school.
- Misbehavior between classes, in the restrooms, chapel, etc.
- Violation of the 6" rule
- Dress code violation (Unless extreme, which may require calling home for change of clothing)
- Cheating(minor offense)

*****Any exception in the policy for one is not meant as an exception for anyone else.**

****Principal deals with all violations listed below****

Major infractions

- Depending on severity/situation, the Principal may take any of the following actions:
 - *Counsel with student [and family]
 - *Issue appropriate discipline, which may include corporal correction
 - *Suspend from school for the length of time deemed appropriate (1-3 days). During this time work will be made up and **no credit given**. Students who are on suspension may not attend school activities (Ambassador Eligibility).
 - *Probation- All major infractions result in **probation for one semester**, while student behavior is monitored in an attempt to correct problems. Any future major infractions would lead to expulsion.
 - *Expulsion

Major infractions include (not limited to):

- Frequent critical or derogatory remarks
- Acts of rebellion against school policy
- Cutting class or school without permission
- Swearing, using obscenities
- Cheating, lying or stealing (remuneration made)
- Defiance, willful disobedience of those in authority
- Abuse or willful destruction of school property (remuneration made)
- Fighting or mistreatment of other students (bullying, harassing, etc.)
- Continued failure to accept responsibility for academic work
- False alarms
- Habitual committing of minor (less serious) offenses
- Disrespect shown to those in authority
- Committing a serious breach of conduct inside or outside of the school

Critical Infractions (Possible Expulsion) (Board notified)

- *Automatic 3-day out of school suspension, no work may be made up and students may not attend school activities
- *Probation of 90 school days with student behavior being monitored to assure compliance
- *Counsel with student [and family]. Disciplinary action may also include outside counseling.
- **Critical Infractions include actions of an illegal or immoral nature, including, but not limited to:**
 - *Habitual violations of major infractions
 - *Extortion, threats or use of force to obtain anything
 - *Smoking or possession of tobacco **on or off campus**
 - *Drinking or possession of alcoholic beverages **on or off campus**
 - *Unacceptable sexual behavior (I Cor. 6:19-20); sexual harassment

Extreme Infractions (Board notified)

**Automatic expulsion

- Possession, sale or use of illegal drugs or drug paraphernalia
- Possession of a gun or use of a weapon of violence
- Sexual Immorality
- Alcohol brought into the school

****Any exception in the policy for one is not meant as an exception for anyone else.*

DRESS CODE

Girl's Chapel Dress Day (Reserve clashing clothes for spirit week)

Any modest dress, jumper, skirt, with dress top, no hoodies, sweatshirts or tee shirts (follow code **)

- Nylons and dress flats or heels (grades 5-12) (no sneakers or flip flaps)
- Knee socks, tights, or anklets (K-4)
- Dress slacks are allowed during the months of Dec. thru Feb.
- Dress Gauchos are allowed

Girl's Regular Dress

****Neckline no lower than three fingers below hollow of collar bone, also no skin showing at waist or hips**

-Blouses/Tops

*At least a short sleeve (no sleeveless/cap sleeve)

* Tops are to be **loose fitting and modest, no tight fitting clothing allowed**

*Silky/thin fabrics must not be sheer and must be worn with full slip/camisole.

-Skirts/Dresses

*Length to bottom of knee or longer(5-12)

*May be above knee but modest(K-4)(no shorter than 2 inches above knee when seated)

*No side, front or back slits(above the knee)

*Straight skirts should be loose fitting and modest and must reach to the knee when seated

*Must be worn with appropriate slip(as above)

*Slacks (No blue denim)

*No sweat pants, pants that look like sweat pants or jogging apparel

*No sundresses, or spaghetti straps at any school activity

-Shoes(No work-type boots/shoes)

*Christ honoring lettering on all shirts, etc.

Boy's Chapel Dress (Reserve clashing clothing for Spirit Week)

-Dress slacks or dress khakis, keep all pants at waist, no tattered leg bottoms

-Tie

*Must be pulled up and shirt collar buttoned at all times

-Dress shoes (no sneakers) (socks should match slacks)

-Dress shirts with collars; No hoodies, or sweatshirts

Boy's Regular Dress

-Shirt

*Shirts with tails tucked in pants. Pants should be pulled up to waist at all times

*Christ honoring lettering on all shirts, etc.

-Slacks

*No blue denim

*No sweat pants, pants that look like sweat pants or jogging apparel

-Shoes (No work-type boots/shoes)

-Hair

* No spikes, tails, or shaven areas

*Hair should be above the dress shirt collar and above the eyebrows

- No earrings

ALL STUDENTS (Modest, loose fitting clothing should be worn at all times))

- Socks, anklets , tights or nylons must be worn at all times

- Sneakers are allowed for all ages, except on chapel days

- **Dressy** colored denim will be allowed for slacks in all colors except **blue**.

- Blue denim is permitted in anything except slacks, i.e. skirts, shirts, dresses.

NOTE: Although a garment may conform to the stated guidelines, the school reserves the right to interpret **modesty on an individual basis**. If clothing is not deemed acceptable, a note will be sent from the office and the students will be asked to refrain from wearing the item. If you have a question about a particular garment, bring it to the school and have it checked out. Chapel dress is required for those students participating in school programs. We ask that girls in K-6 refrain from the use of make up. Grades 7-12 girls are asked to use discretion. Blue jeans, Capri pants, sweats, joggings suits, team tee shirts are permitted **on dress down days only**. The following are also not permitted: Spandex/bicycle shorts; stirrup slacks; dance aerobic tights; large, long, or dangling earrings; pins, clothing, or bags that represent secular music groups or displaying grotesque, obscene, or offensive pictures or sayings.

Hats/caps may only be worn in the building, classrooms etc. during Spirit Week. Students not in dress code will be issued a notice of dress code violation. Three infractions will receive a lunch detention. A note will be sent home for the lunch detention. The next infraction will be served as an after school detention, as will any that follow. Only those students receiving no dress code violation will be permitted to dress down on the regularly scheduled dress down days (third Friday of the month).

*****Any exception in the policy for one is not meant as an exception for anyone else.**

WITHDRAWAL FROM SCHOOL

Parents who wish to withdraw their children from school should request a conference with the principal. Approval for withdrawal will be granted after schoolbooks or other school property has been turned in. Upon request of the school, to which the pupil is transferring a transcript of marks and credits received, together with other pupil records, will be forwarded after all financial obligations have been met.

SENDING MONEY TO SCHOOL

We ask that anytime money is sent to school, it is enclosed in an envelope with the child's name, amount, and purpose written on the outside.

DELIVERY OF ARTICLES

To minimize classroom disruptions please bring forgotten lunches, books etc. to the office and someone will see that they are delivered to appropriate room.

ABSENCES

Good academic performance in school requires that you be in attendance as often as possible. On the day of return following an absence from school, students are to bring a signed absence excuse to their classroom/homeroom teacher. This excuse must give the DATE of the absences and the REASON for the absence. If you are absent **for 5 or more consecutive days, or a cumulative total of ten days** you may be asked to have some verification from the doctor.

1. Legal excused – The Pennsylvania school law defines a legal absence as one due to illness in the family. All other absences are considered “illegal”.
2. Illegal excused – This would include church retreats, seminars, family trips, hunting trips, etc. These **must be approved by the principal 10 days in advance** (*see pre-arranged absence request form*). . Parents must understand that their student is responsible for obtaining, prior to their absence, the work that he/she will be missing and that as much of this work as possible, including tests and quizzes, is to be completed before the absence.
3. Illegal unexcused-An illegal absence not approved in advance is considered unexcused. Students may not receive full credit for make up work from these absences and may forfeit the privilege of making up tests and quizzes.

ADMISSION

The school accepts children who are working on grade level or above and do not have serious learning disabilities. A student’s previous schooling must be free from serious discipline problems. Parents must be in full agreement with all school policies before acceptance and must have **Parent Contract** signed and handed in prior to school start.

In applying for admissions the parents understand the following: (1) the teacher and/or principal has full discretion in the discipline of the student subject to school policies. (2) The school has authority for placing the child in the proper grade regardless of the grade completed prior to transfer. (3) The school reserves the right to discipline or expel any student who does not cooperate with the total educational process. Students whose lifestyle violates Biblical norms and thus casts a poor reflection on the Lord and on the school, even during out-of-school hours, may also be dismissed.

Warren County Christian School accepts students who meet the educational and spiritual requirements regardless of race, color, and national or ethnic origin to all the rights ,privileges ,programs, and activities generally accorded or made available to the students at the school. It does not discriminate on the basis of race, color, and national or ethnic origin in administration of its educational policies, admissions policies, athletics, and other school-administered programs.

DAILY SCHEDULE OF CLASSES

Homeroom	8:15 – 8:30	Fifth Period	11:34 – 12:15
First Period	8:34 – 9:15	Lunch	12:15 – 12:41
Second Period	9:19 – 10:00	Sixth Period	12:45 – 1:26
Third Period	10:04 – 10:45	Seventh Period	1:30 – 2:11
Fourth Period	10:49 – 11:30	Eighth Period	2:15 – 2:56

TARDINESS TO SCHOOL

Students who arrive late by car or bus prior to 8:30 will report directly to homeroom. Students who arrive after 8:30 must report to the office and have their name removed from the late slip and sign in at the secretary's desk.

Students arriving to homeroom after 8:15 will be marked tardy. Any student who arrives between 8:15 and 8:30 will need to **report immediately to homeroom** and then, with permission from the homeroom teacher, may go to their lockers. Both tardies and lates count toward lunch detentions unless excused.

TELEPHONES

The phones in the school are business phones. Phones are coded and are not available for students use. Should you need to make an emergency call, permission must be received from the office Secretary.

OPENING

The first day of every school week all students will gather in the gym for a time of pledges, prayer requests, and general announcements. Students are expected to be attentive as well as participate in all activities.

RESOURCE RULES

Resource class (study hall) is for the purpose of study and/or receiving assistance on class work. No talking will be allowed. No food or drink is allowed in the library. Students are not allowed to go to other classrooms without written permission from the classroom teacher. Leaving the resource center will be kept at a minimum in order that students will not be distracted from their studies. **Students are required to have work to do during their resource time. No exceptions.**

FINANCIAL INFORMATION
Tuition Schedule for 2008-2009

	<u>Annually</u>	<u>Monthly</u>
1 Student Family -	\$3,936.00	\$328
2 Student Family -	\$5,664.00	\$472
3 Student Family -	\$6,744.00	\$562
Each Additional Student	\$ 456.00	\$ 38
NILD	\$1,704.00	\$142

A 10% discount is available for the clergy

Financial Statement:

It is the desire of WCCS to offer a high-quality, educational program at a competitive, affordable price. All tuition includes enrollment fees and book fees. Tuition can be paid in 12 monthly installments starting **with July and is due by the 1st of each month**. A late fee of **\$25.00** is assessed if the monthly payment **is received after the 15th**.

The actual per child cost to operate the school is over \$5,000 so we rely heavily on donations and fundraisers to fulfill the projected budget. Family volunteers also help keep our cost down. Participation in fundraising and willingness to help the school with your time and talents **is expected of all families**.

Delinquent Payments

No account will be allowed to exceed 30 days delinquency. The parents will be asked to remove their children from the school if the financial obligation is not met.

ENROLLMENT INFORMATION

WCCS seeks to enroll families who have a clear testimony for Christ and who are attending a biblical fellowship. It would be the desire of the school to accept families whose reason for sending their children are spiritual as well as academic and whose children are academically prepared to cope with the level of performance expected by the school. Other criteria include: 1) A family life which seems wholesome and stable, 2) Evidence of wholehearted support for the school and its standards, 3) Secondary students desired to be enrolled, 4) Children give evidence of being disciplined and parents support a disciplined environment. 5) Recommendation by a local pastor who supports WCCS. Any exceptions to the criteria listed above must be approved by the school board.

ADMISSION TO KINDERGARTEN

Those seeking admission to our kindergarten program must meet the minimum age requirement of 5 years old prior to the first day of that school year. Any other exception to the listed criteria must be approved by the Board of Directors.

FIRE AND TORNADO DRILLS

Each class will be instructed in proper drill procedures. Be sure your exit is orderly and silent. If you are in the restroom or another part of the building at the time of a drill, you are to exit and join your class outside immediately.

RELEASE OF INFORMATION

Information on a student's permanent record will not be released to a school of higher education, perspective employer, or any other outside agency without written permission from parents.

SCHOOL PROPERTY

Fines will be assessed for damage to school property, including lockers, desks, lab equipment, books, etc.

STUDENT VISITORS

A WCCS student who wishes to bring an outside person must receive permission at least 24 hours in advance from the office. The visitor brings written permission from his/her parents if he comes on one of his scheduled school days. A person who is on suspension or probation from another school may not visit WCCS. A student hosting a visitor assumes the responsibility of explaining the school's standards and expectations for proper conduct. Visitors will adhere to WCCS dress code guidelines.

LIBRARY PROCEDURES

Time allotted for a borrowed book is two weeks. If there is no reserve on a book, a student may renew for another two week period. The library will assess an overdue fee of five cents per day for each book returned after the due date. Reference books such as encyclopedias, dictionaries, and periodicals are to remain in the library unless given permission to remove them. Repeated violations in returning books past the date due could result in loss of borrowing privileges.

STUDENT DRIVERS

Students driving to school must be registered with WCCS prior to using their vehicle on campus. To register his/her vehicle, a student must present a written note from his parent or guardian along with a copy of his/her driver's license. **Other students are not permitted to ride in a student's vehicle without written permission from both the driver's parent and the rider's parent and approval obtained from the office.** Students are to park in the back of the school building. Vehicles are off limits during the school day. They may not be taken off the campus during school hours without the permission of the school office. Students must also adhere to tardy policy (*See Discipline Policy, Less Serious Infractions*) Failure to follow these guidelines will result in the loss of driving privileges.

MANDATED REPORTING

In accord with state law and school policy, school staff is obligated under penalty of fine and jail term to report the reasonable suspicion of physical abuse, sexual abuse, or child neglect. In this very serious and legally narrow area, the school will not contact parents in advance of making a report to authorities, which would be the procedure followed in most other legal matters. The clear intent of the law, based on the seriousness of the crimes listed above, is to mandate that a report of reasonable suspicion of abuse be made. School staff will make such reports in the best interest of the affected child and do not, once reasonable suspicion is established, have any legal alternative except to make a report to the proper authorities for their investigation and review.

BULLYING/TEASING

Teasing, bullying, and intimidation of other students are considered a major infraction according to the school's discipline code. Examples of this type of inappropriate behavior include (but not are limited to): persistent tormenting, utilizing habitually cruel or overbearing comments, sexual harassment, making fun of or spreading rumors, mocking, belittling, or encouraging exclusion and teasing. Age-appropriate discipline will be administered according to the WCCS school discipline policy.

PERSONAL CELL PHONES and CD/MP3/I PODS

Student cell phones are not permitted for use during school hours. They are to be turned **off** during school time and only used in emergency situations and must be left in lockers or back packs. **CD/MP3/I PODS are not to be used on school premises or at school activities. Emergency contacts can be made through the main office phone**

VALEDICTORIAN/SALUTATORIAN

Candidates for salutatorian must have an overall grade point average of at least 3.0.
Candidates for valedictorian must have an overall grade point average of at least 3.5.

FUND RAISING

All fund raising projects must be approved by the administration and the Board of Directors. The purpose is to insure that each fundraiser is as profitable as possible and not wear out our welcome in the community.

BIBLES

Bible class is scheduled each day in elementary classes and three times per week in secondary. It is necessary that each student have a Bible of his or her own to keep in school. Many students choose to take their Bibles home for church services. The choice of translation is yours to make. Recommended versions are King James, N.I.V., New American Standard, New King James (or an age-appropriate version).

AMBASSADOR ELIGIBILITY

Any student who has the privilege of representing WCCS publicly is an ambassador who is expected to adhere to the highest standards of conduct. All ambassadors will uphold the biblical principle of “abstaining from the appearance of evil”. Ambassadors are expected to uphold all the rules and guidelines of WCCS as listed in the student handbook.

Any student who violates the discipline or conduct code may lose this privilege.

No student who is serving a 90 day probation for a **major/critical discipline infraction** may serve as an ambassador.

Ambassador activities include but are not limited to: Sporting events, field trips, class trips, musical and academic competitions.

ILLNESS / INJURY AT SCHOOL

Students becoming ill in school will be taken to the office for treatment. Parents may be called to take the child home or they may lie down in the “sick room” until feeling well enough to return to class. It is important that the office has emergency phone numbers on file in the event that you must be reached for an emergency.

SCHOOL CLOSINGS

If it is necessary to close the school due to weather conditions, the announcement will be made on your local radio stations. In the event that the Warren County School District schools are closed, we will be closed as well. **Please do not call the staff for this information.**

CALLS/ MESSAGES TO YOUR CHILD

All phone calls and messages to students or teachers must go through the school office. Students / teachers will be called out of class **only in case of emergency**. Messages to students will be delivered by the office staff. If you wish to contact a teacher, the office will give them your message and they will return your call at a convenient time.

BRINGING / PICKING UP YOUR CHILD

Please use the **office entrance** for delivering children to school. Do not use the entrance that faces Rt. 6 as it is congested with bus traffic. If your child is to be dismissed during the day (for doctor’s appointments, etc.) the teacher will dismiss the student to the office at the appointed time to pick up there. Please do not go to the classroom for your child.

PHYSICAL EDUCATION

All students in grade 7, 8 and 9 are required to participate in Physical Education classes. Students in grades 10, 11 and 12 will be required to take P.E unless they are involved in sports. **Tenth, Eleventh and Twelfth grade students who participate in other out-of-school athletic activities (dance, martial arts, gymnastics, etc.) for at least 2 hours per week may use this as P.E credit with special permission from the Office.** P.E. classes are held on Mondays and Fridays when you would normally have Bible. Students are required to dress appropriately (sweats, shorts, T-shirts. No jeans or jeans shorts; no dress or skirts) Grading will be: 50% for dressing, 50% for participation (so if you dressed everyday and did not participate, you would fail the course). The grade for participation is based on attitude and a willingness to try; *not* on physical ability. Participation grades also include any tests and quizzes which may be given. **Elementary grades will have P.E. special one time per week.**

TARDINESS TO CLASS

Students who are not in their seats when the tardy bell rings are considered tardy for class. If you are tardy your name will be turned into the office for disciplinary action. For every three tardies you will be assigned a lunch detention and your parents are notified. The fourth tardy will result in an after school detention, as will any that follow.

LUNCH DETENTIONS

Lunch detentions are served with the classroom teacher who administers the detention or with another pre-arranged staff member. Students are to show up without having to be reminded and remain in the room for the entire lunchtime. Talking is not permitted.

AFTER SCHOOL DETENTIONS

After school detentions are served in the Principal's office. After school detentions begin at 3:00 and students are dismissed to leave at 3:45.

CLASSROOM MOVIE

Movies shown in classrooms will only be for the purposes of fulfilling required curriculum goals. Students are **not** permitted to bring movies to view for entertainment purposes without the permission from the classroom teacher. No movie will be shown prior to being screened by the teacher.

PRAYER

Each class begins with group prayer. Students are encouraged to share their concerns, needs and praises, class unity and blessing results from this practice. We encourage you to pray daily for your child, his teacher, and the school.

TOYS IN SCHOOL

Any toys brought to school should be:

- Durable (*Bring toys at own risk! They may be broken*)
- Brought with a readiness to share with any and all classmates.
- Kept in a designated area*.
- Played with only at designated time*.

Toys of a violent nature (guns, war and monster toys, etc.) are not acceptable in school at any time. *Toys must be kept in back packs except before school, snack and recess. (*Toys may be taken if used inappropriately or at inappropriate times.*)

ROOM MOTHERS

Each classroom has several volunteer mothers who help plan parties for special days, arrange drivers for trips, help with projects, etc. If you would like to volunteer, please contact your child's teacher or the school office.

PARENT/TEACHER CONFERENCE

There is a scheduled parent/teacher conference held each year after the completion of the first nine week grading period. Parents will be notified of their meeting times. In addition, parents may request a conference with their child's teacher at any time. Parents interested in arranging a conference with a teacher should call the school office and leave a request for the teacher to return the call. A conference should be scheduled at a time convenient for both the parents and the teacher. Parents should communicate with the teacher before contacting the principal. The principal is available for parent/teacher conferences **following** the initial parent/teacher contact. Out of consideration for the teacher, we recommend and request that the above procedure be strictly adhered to a policy.

SCHOOL NURSE

Our school nurse is here on Thursdays. Questions regarding physical exams, immunizations, health records etc. may be directed to her by contacting the school office.

ACHIEVEMENT TESTS

Each year students will be administered the Stanford Achievement Test. Cost of the test and scoring will be covered through a testing fee included with registration.

SPORTS

The following sports are available for student participation:

- Boys / Girls Basketball
- Girls Soccer
- Boys Soccer
- Girls Volleyball

To be eligible for any of the competitive teams, you will be required to adhere to the eligibility policies of WCCS.

RETREAT

Grades 7-12, both students and teachers, spend three days each year on retreat, the retreat theme is decided by the senior class. The seniors also design the retreat T-shirt. The retreat is geared to help both students and faculty grow in their spiritual life. This is **required** for all students in these grades.

CHOIR

Any students in grades 7-12 is eligible to be in choir. The choir has many opportunities to sing in local churches, other Christian schools and our own school programs.

ORCHESTRA

The WCCS Orchestra offers an opportunity to any student interested in the stringed instruments to participate.

INSTRUMENTAL MUSIC LESSONS

Music lessons are available to all students at WCCS and are scheduled on an individual basis with the available staff member.

JUNIOR CHOIR

A group chosen from grades K-6. auditions at the beginning of the year. These students are selected according to their singing ability.

CHOIR CHIME CHOIR

An elective offered to those who may not want to sing or perform on an individual basis. Choir chimes offers a student a chance to be a part of a musical group and teaches them how to work together with other students.

ATHLETIC ELIGIBILITY

All participants in athletics are required to meet the guidelines of WCCS.

Athletes are expected to order their lives according to the Word of God. Our foundation scripture is taken from II Cor. 5:20, "...we are therefore Christ's Ambassadors..." You must be aware that this position of ambassadorship begins in the home and must be carried out in the school and every area of life. If you desire to be an athlete but not an ambassador, you have missed the goals and philosophy of the entire athletic program and will not be allowed to participate. WCCS students will be expected **at all times** to exhibit Christ's love and courtesy. Academically, the following is required

1. At least a "C" average overall (85-77)
2. No failing grades in any class. *Teachers will be given the opportunity to declare a student eligible even though they are unable to receive a passing grade under the following conditions:*
 - The student hands in all assignments on a consistent basis.
 - The assignments are completed and done neatly.
 - Students are prepared for class daily.
 - Students show a good attitude in their work.
3. **Two classes with "D" average will also make student ineligible**
4. In order for a student to participate in extra-curricular activities they must be in school and on time the day of the activity.
5. Students must be in attendance **on time** at school the day **after** any extra-curricular activity, unless a legal excuse, signed by the parents, is given to the office. The office reserves the right to reject any excuse that is turned in for the late absence. ***Any illegal excuse turned in will make that student ineligible for the next game.***
6. If a student is suspended from school for any reason, he will be ineligible for a period assessed by the administrator which is determined by the offense.
7. During a student's ineligibility, he will not be allowed to participate in any games
8. There may be circumstances concerning a student's eligibility which is not covered by the above situations and so ***an exception for one is not meant to be an exception for all.***

SICKROOM

Any student who becomes ill during school and desires to go to the sickroom must **first be given permission by the classroom teacher**. They are then to report to the secretary before they will be allowed to be in the sickroom.

GRADING

Grading for the nine weeks will be calculated as follows:

Daily Average X .40
Tests / Quizzes X .50
Class Effort X .10

CHANGE OF SCHEDULE

A student must receive approval from the office to change his schedule. To withdraw from a course, the student secures permission from the teacher and his parents and then makes arrangements through the office.

GRADING

- A** – Superior 94 -100
- B** – Above Average 86 – 93
- C** – Average 77 – 85
- D** – Below Average 70 – 76
- F** – Failing 0 – 69

PROGRESS REPORTS

These are given to you at the end of the fourth week of each grading period. They are to be signed and returned within three school days.

PROMOTION

Students in grades seven and eight must pass the required courses to be promoted. Students who fail two or more subjects may be retained, subject to the recommendations of the faculty and principal.

HONOR ROLL

The principal will post the honors list at the end of each grading period. To be placed on the Principal's List, a student must achieve a G.P.A. of 3.50 or above. To be placed on the Merit List, a student must achieve a G.P.A. of 3.00 to 3.49.

LOCKERS

Student lockers are the property of the school and are provided as a service for students to secure their belongings. Any locker may be opened and its contents may be searched or examined by school authorities without the permission of the student at any time when, at the sole discretion of the school authorities, they deem it necessary to do so.

****Any exception in the policy for one is not meant as an exception for anyone else.*

CREDITS TO GRADUATE

WCCS grants a diploma to students evaluated by the faculty and principal as members of the school community in good standing. The following requirements establish the criteria for graduation.

Students will eligible for a diploma only if they have been enrolled for at least one full academic year, including the senior year. Graduates must successfully complete a minimum of 23 credits of academic work offered to students in grades 9-12. Graduates must also successfully complete 1 credit of Bible studies and a half credit of Physical Education per year. In addition, students are expected to obtain at least 2 credits of a foreign language. Exceptions to these requirements may be made by the principal and faculty only for unusual circumstances. The academic year is divided into two semesters. Students will receive 1 credit for each successfully complete year course. The minimum 23 required credits of academic work must include the following:

- *4 Credits in Bible
- *4 Credits in English (**Research Paper Required Jr. Yr.**)
- *3 Credits in Math
- *3 Credits in Science (1 yr lab)
- *4 Credits in Social Studies (1 yr of U.S. History)
- *½ Credit Computer
- *½ Credit in Health
- *2 Credits in Physical Education
- *2 Credits Foreign Language

In addition to the minimum course requirements, each student will choose those electives each year that will best fit the need of the individual.

CHAPEL

Each student attends chapel services that are conducted for praise, worship, meditation, and inspiration. Chapel dress is required. Bibles are required.

REPORT CARDS

Report cars are given at the end of every 9-week grading period. It is to be signed by the parent and returned within 3 school days from the time they are received.

STUDENT COUNCIL

The Student Council is a service organization dedicated to enhancing the overall quality of school life. Each class elects representatives to serve them on the Student Council.

PUBLICATIONS

One important activity available to selected students in the publication of the WCCS yearbook, **THE SWORD**. Students also publish a monthly newsletter *Lions Pride*.

LOST AND FOUND

Articles that have no marking of identification are to be brought to the principal's office. **Items left on top of lockers will be removed and can be redeemed for \$.25.**

PERMISSION SLIPS

You must obtain **written permission** from your parents or guardians to 1) Leave the school grounds during regular school hours 2) Engage in school functions off campus 3) Participate in competitive sports 4) Change your normal mode or schedule of transportation 5) Drive an automobile to school 6) Get off the bus at a location other than regular stop (*i.e. friends house; a note must be presented to the elementary classroom teacher, the bus driver, and the office*) 7) Ride in an automobile with another student to a school function. Please adhere to this policy, thanks.

PUBLIC TRANSPORTATION

Public transportation is available to all students of WCCS if they live in a school district whose boundaries are within a 10-mile limit of the school. All arrangements for public transportation is made with the school district office. School guidelines regarding behavior and the Warren County Bus Discipline Code are in effect while students are traveling to and from school.

DISMISSAL

Secondary students are dismissed from eighth period at 2:55. Elementary classes are dismissed no earlier than 3:00 from their classrooms (unless a note from home is sent)

BUS CONDUCT

Student behavior while waiting for the school bus or while loading, unloading, and riding must be appropriate to assure the safety of all the students. The school district has enacted rules to help insure all students receive a safe ride to and from school. WCCS has been provided with a list of rules that our students are expected to follow at all times.

(Copies of these may be obtained from WCSD or WCCS upon request).

CHURCH ATTENDANCE

Although the school seeks no jurisdiction over out-of-school time of students, we urge that our families unite with us in seeking a regular involvement with a Bible-believing church as part of the life of every child.

DISMISSAL -EARLY

Dismissal time is 3:00 p.m. Parents who pick up their children early are not to go directly to the classroom, but sign the student out in the office. If an emergency arises and you know you will be late, please call the school office.

Parents who pick up students after school **should wait in the office area.** Children will be sent to the office by their teacher. It is important that these instructions be given to anyone who may be picking up a child. Names of any **persons not permitted to pick up children must be on file in the office.** *(If one of the persons listed is a parent, then WCCS must have court action papers on file in the office).*

HOLIDAYS

Halloween: As a school, we make no provisions for a Halloween celebration. There are so many connotations to the spirit world and evil that we feel it is wise to pass this holiday by. *(Students are encouraged to attend the Annual Fall Festival – check the school’s master calendar for this year’s date).*

Christmas: This will be a time of celebration as we honor Christ and His birth. We steer away from Santa, elves, etc. and place our focus on His glorious incarnation. *(Events include the Annual Christmas Dinner and Concert).*

Valentines Day: This is a time for a bit of harmless romantic fun when the students have a valentine exchange as well as light refreshments and some appropriate games and classroom parties. *(Seniors help to make this day special with their Annual Flower Sale).*

Easter: We consider this to be the highlight of the year and we stress this historic event of Christ’s resurrection from the grave throughout the school as that which validates our Christian faith. *(All are invited to the Annual Seder Meal – check the school’s master calendar for this year’s date).*

DISCOVERY PROGRAM

Discovery is a program of individual educational therapy for students with specific learning disabilities. Students meet individually with educational therapists for (two) 80 minute sessions per week. They are in regular classrooms at other times.

The tuition charge per student is \$1704.00 per year. Initial testing is required before a student is recommended for the Discover Center.

SPEECH THERAPY PROGRAM

The state, under Act 89, offers a Speech Therapy Program for children, which provides diagnosis and remediation of speech to students. Speech screening occurs in grades K, 1, and 2. Teacher and parent recommendations are also honored. Children attend weekly.

PARENT - TEACHER LEAGUE (PTL)

PTL is the parent involvement arm of the school. Meetings are listed on the master Calendar of Events and are announced via the weekly newsletter. Meetings provide the opportunity to get to know others and have a voice in parent projects. Your attendance is also a statement to your child that you are interested in this school and what happens there.

FIELD TRIPS

When any class takes a trip outside the school, we are required to have parental permission. Forms will be sent home notifying you of the date and purpose of the trip. Your child must have a signed consent form to participate. These forms are usually signed at the beginning of the school year providing 'blanket coverage' for field trips. Parents are urged to volunteer assistance as needed either to help with transportation or supervision. (*Parents who are chaperones on field trips are asked not to bring their preschool children*)

LUNCHES

As you pack your child's lunches, we ask that you keep nutrition in mind. Lunches high in sugar and artificial additives (lots of candy, chocolate, etc.) do affect attention span and behavior following lunch. For your convenience, lunches are provided by different organizations most every day. Milk and juice are available from the machines. Secondary students are permitted to use the soft drink machine. *Please be certain that your child has the proper utensils provided with which to eat their meal.* **Parents of elementary students are reminded to send a healthy morning snack with their children.**

MUSIC DEPARTMENT

The music department at WCCS affects all classes from kindergarten through the sixth grade that have a general music class once a week. Also offered on an elective basis is ensemble, junior (elementary) choir, orchestra and choir chime choir. All of these music students mentioned above are required to attend the concerts we perform yearly. Spring jubilee rounds out our music season.

Our music teachers are members of the Pennsylvanian Music Educators Association. Which allows them to send students to area Festivals, orchestra and chorus, etc., also in association with ACSI (Association of Christian Schools International) some of our students attend some of their music festivals when time allows.

Occasionally, some of our performing groups are asked to sing outside of the school. We do that rarely, since most of the performing times are Sundays. The choir chimes group and the junior choir may go on mini-tours to area nursing homes in the winter/spring. All information about these things will be sent home in the advanced so the parents will know what is going on and be able to prepare for it.

IN SCHOOL SUSPENSION

In-school suspensions are held in the office area and students report directly to the principal. They are generally given for major infractions (see discipline code). Students spend the entire day in the detention room doing their regularly scheduled assignments. Students also eat their lunch in the detention room. Credit is given for completed assignment

OUT OF SCHOOL SUSPENSION

An out of school suspension is the most severe punitive measure, with the exception of expulsion. Students are removed from school for a given number of days. During this time, assignments must be completed with no credit given. In addition students are automatically placed on a 90-day disciplinary probation period. Should behavior not improved and/or further infractions occur within the probation period, the student could be expelled from school.

Please Read Parent/Student Handbook, sign the following form and return it to the office. Thank you

I have read and understand the Parent/Student Handbook of Warren County Christian School. I am in agreement with the policies and procedures set forth in the handbook and understand my duties and responsibilities as a parent to uphold them. Also I will strive to pray for the school and staff as God brings them to my attention.

Parent's Signature

Date

Please check one of the following:

____ Both parents attended parent orientation

____ Only one parent attended orientation

____ Neither parent attended orientation

____ Our schedules prohibited us from attending, though we wished to be there

As secondary student(s) of Warren County Christian School, I understand the procedures and policies set forth in the Parent/Student handbook and agree to follow them to the best of my ability. I further will honor my teachers by holding them up in prayer on a regular basis.

Student's Signature

Date

Student's Signature

Date

Student's Signature

Date

Student's Signature

Date