

Judah Christian School



Secondary Parent/Student Handbook 2011-2012

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The Judah Christian School Administration reserves the right to change any procedure in this handbook at any time at its sole discretion, after reasonable notice to constituents.

Secondary Parent/Student Handbook

Table of contents

School History, Mission, & Statement of Faith.....	3
Admissions, Statement of Philosophy & Code of Conduct.....	4
Classroom Policies, Detention/Discipline Policy & Procedures.....	5
“No-Tolerance” Policy of Violence, Resolving Conflict & Attendance	7
Regular School Schedule, Grading Periods.....	8
Grading Scale & Conduct Guidelines, Promotion/Retention.....	9
Athletic Eligibility & Transfer Credits.....	10
Student Council & National Honor Society.....	10
Drop/Add Classes, Health requirements, Homework, Physical Education.....	11
Chapel, Hall Policies & Lockers.....	11
Lunchroom.....	12
Dress Code, Care of Books and School Equipment.....	13
Accidents, School Hours, Before/After School Supervision.....	14
Office Hours, Leaving School & Automobiles.....	14
Bicycles/Skateboards/Roller Blades, Field Trips, Fire/Tornado Drills.....	15
Car Pools, Change of Address, Lost & Found.....	15
School Security & School Closing.....	15
Telephone Usage, Electronic Devices, Internet Use, First Aid & Visitors.....	16
Withdrawals, Library, Parent Involvement Program (PIP), Dances.....	17
Graduation Requirements.....	18
Appendix I: Policy on School Violence.....	19
Appendix II: Computer Usage Policy for Students.....	21
Appendix III: Dress Code Enforcement Policy.....	22
Appendix IV: Volunteer Responsibilities & Guidelines.....	23
Appendix V: National Honor Society.....	24

Deuteronomy 6:4-9

Hear, O Israel: The Lord our God, the Lord is one, Love the Lord your God with all your heart and with all your soul and with all your strength. These commandments that I give you today are to be upon your hearts. Impress them on your children. Talk about them when you sit at home and when you walk along the road, when you lie down and when you get up. Tie them as symbols on your hands and bind them on your foreheads. Write them on the doorframes of your houses and on your gates.

History of Judah

On February 18, 1983, parents concerned over the lack of Christian education at the Jr. High and High School level held an open meeting to plan a Christian high school for the Champaign-Urbana Community. They presented the following purpose and standards for such a school: “. . . to train young men and women – spiritually, mentally, and physically – in an environment of educational excellence that will preserve and promote the standards and the faith taught in a Christ centered home.”

In the fall of 1983, Judah Christian School began this educational ministry for grades 7-10. The intent was to add one grade per year until JCS became a program for grades 7-12. In order to help the school begin, Urbana Assembly of God discontinued its seventh and eighth grade program and encouraged its former students to become involved with Judah Christian School. In May of 1986, Judah Christian High School accepted the request of parents for a Christian elementary school to become part of the ministry, thus becoming a K-12 school named Judah Christian School. In the fall of 1991, the Judah Christian School Society decided to incorporate a preschool into the structure of Judah Christian School – thus making Judah Christian School a ministry serving the educational needs of children from preschool through high school.

Mission

Educating. Inspiring. Impacting the world.

Judah Christian School is dedicated to:

- Educating students in a Christ-centered, academically excellent environment.
- Inspiring students to know and use their God-given gifts for His kingdom to fulfill His purpose in their lives.
- Preparing students to achieve God's best for them in college and throughout life.
- Nurturing a biblically-based worldview in which students are prepared to impact their community and the world for Christ.

Statement of Faith

1. We believe the Bible is the only written Word of God; it is inspired by Him and is wholly trustworthy and authoritative. (2 Tim. 3:15-16)
2. We believe in one God, eternally manifested and existent as Father, Son, and Holy Spirit. (Matt. 28:19, John 10:30, John 16:13-15)
3. We believe in the deity of our Lord Jesus Christ (John 1: 1,14), in His virgin birth (Isaiah 7:14, Luke 1:34-35), in His miracles (John 2:11, Acts 10:38), in His vicarious and atoning death (I Cor. 15:3, Heb. 2:9, Heb. 10:10, 14), in His bodily resurrection (I Cor. 15:4, John 2:21-22, Luke 24:6), in His ascension to the right hand of the Father (Acts 1:9, Eph.1:20, Col. 3:1), and in His personal future return to the earth in power and glory. (Mk 13:26, Matt. 16:27)
4. We believe in the necessity of regeneration by the Holy Spirit because of man's sinful nature inherited from Adam; we believe that man is justified only through God's grace by personal repentance and faith in Jesus Christ and His shed blood. (John 3:16-19, Rom. 3:23-24, Rom. 5:8-9, Eph. 2:8-10, Titus 3:5)
5. We believe in the resurrection of all persons; those who are saved unto the resurrection of life, and those who are lost unto the resurrection of damnation. (John 5:28-29)
6. We believe in the spiritual unity of believers in our Lord Jesus Christ. (Rom. 8:9, I Cor. 12:12-13, Gal. 3:28-28)
7. We believe in the present, active ministry of the Holy Spirit by whose indwelling the believer receives sanctification and the power to live a Godly life. (Rom. 8:13-14, I Cor. 3:16, I Cor. 6:19-20, Eph. 5:18, Eph. 4:30)

Admissions

All students applying for admission to Judah Christian Junior/Senior High School are required to take an entrance test. Admittance also requires three good references, a positive interview with the administration, and a signed statement from the student that he/she will abide by the standards of the school.

Any student who has been expelled from another school, or has had severe behavioral problems previously or is under court supervision will not be admitted.

Non-Discriminatory and Lifestyle Policy

Judah Christian School admits students of any race, color, nationality, and ethnic origin with all the rights, privileges, programs and activities generally accorded or made available to JCS students. We do not discriminate on the basis of sex, race, color, national or ethnic origin in the administration of our educational policies, admission procedure, scholarship awards, athletic and other school administered programs. We do, however, reserve the right to deny admission or continued attendance to any individual who cannot benefit from enrollment based on academic achievement, disqualifying handicap, or whose personal or family life-style is not in harmony with the stated philosophy and purpose of Judah Christian School. (See below)

Statement of Philosophy

We believe:

- That Christ died and rose again for the salvation of children and adults. (Rom. 3:22-26, 4:7-8, 5:1-17, and Matt. 19:13-15)
- That the Holy Bible is God's inerrant word. (2 Tim. 3:16-17 and Col. 1:5)
- That parents are the primary educators of their children spiritually, physically, emotionally, academically and socially. (Deut. 4:9, 6:6-9, Ps. 127: 3-5, Prov. 1:8, 22:6, and Eph. 6:1-4)
- That the Christian School should partner with the parents to provide a Christian education for their child. (Deut. 6:6-9, 1 Tim. 4:13, 2 Tim. 4:2, Titus 3:1-2, Eph. 4:22-24)
- That sexual lifestyle of the family and students should be in harmony with Biblical principles. (Rom. 1:27, 1 Cor. 6:9)

Code of Conduct

Since the school bears the name of Jesus Christ, a high standard of conduct is expected of staff and students alike. Our public conduct should be consistent with our basic concept of life, and since we profess to love God above all and our neighbor as ourselves, we should reflect that love in all of our actions as well as in our attitudes toward each other and our work. Christian students in a Christian school should follow the Biblical principles we all accept as guidelines. "If we live by the Spirit, let us also walk by the Spirit." – Galatians 5:2

1. I will obey those that have authority over me for this is right in the sight of God. – I Thess. 5:12
2. I will learn to accept all school policies with a positive attitude and do my best to speak and act in a positive manner regarding all things at all times. – Rom. 13:1-2
3. I will refrain from the use of drugs, tobacco, and alcohol at all times since these are contrary to God's plan for my life. – I Cor. 6:19-20
4. I will be unselfish, honest, responsible, courteous, respectful, and edifying in my attitudes toward fellow students and teachers. – Phil. 2:5-7
5. I will, at all times, use language consistent with my commitment to Christ. I will, by my words, be supportive and encouraging to those around me. – James 3:10
6. I will keep myself well groomed and all materials and areas assigned to me in order at all times. – I Cor. 14:33, 40
7. If I have a dispute with a schoolmate, I will follow this procedure:
 - a. I will talk with him or her and try to solve the problem.
 - b. If talking with him or her fails, I will bring a friend as a witness.
 - c. If the dispute remains, I will go to the teacher in charge.
 - d. At no time will I resort to force to solve a dispute.
– Matt. 18:15-17, Gal. 6:1
8. In my expression of affection for someone of the opposite sex, I will conduct myself in a manner that conveys respect for the dignity of the individual and the purity of the relationship God intended. – Eph. 5:3, 1 Tim. 5:2

General Classroom Policies

1. Enter room quietly and orderly.
2. Come prepared with the necessary materials.
3. Follow directions the first time they are given.
4. Food, candy, beverages, and gum will not be allowed in the classroom.
5. Do not talk without raising a hand to get permission.
6. Keep hands, feet, and objects to yourself.

Detention/Discipline Policy

Good discipline is necessary for a good learning environment. Hebrews 12:1, 13:17, Proverbs 22:15 and 6:23 give Biblical support for this statement. Our ultimate goal in disciplining students is to develop self-disciplined individuals who will exemplify Christ in their conduct. We believe that discipline situations are often opportunities for growth in the life of a student and are committed to humbly seeking God's wisdom and direction as we implement student discipline that encourages growth and change. Teachers will seek to maintain good discipline at all times.

Judah Christian School expects full cooperation from both students and parents in the education of the student. The board, faculty, and Judah Christian School Community are dedicated to a lifestyle that is Christ-centered.

Replacement of parental authority in the correction of behavioral problems is not the responsibility of the school (faculty). Rather, each parent is to instill basic Christian standards into their children. The school will reinforce such standards in a disciplined Christian environment.

We believe that "all things should be done decently and in good order" (1 Cor. 14:40), and that our students should be taught to "walk in a manner worthy of the Lord." (Col. 12:10). Therefore, the discipline that is maintained in the school is firm, consistent, fair, and tempered with love. Our faculty maintains standards of classroom behavior through kindness, love, and genuine respect for each student. However, when disciplinary action becomes necessary, it is promptly carried out with good judgment and understanding.

Students who exhibit repeated behavioral problems will not be allowed to continue their education at Judah Christian High School.

We differentiate between forgiveness (both God's and others') and consequences. We believe it is important that students learn that their choices do bring consequences. We seek to correct the behavior without rejecting the person.

Disciplinary/Detention Procedures

Students earn detentions by failing to observe school standards concerning timeliness (tardies), proper behavior, obedience, respect of authority, etc. As a principle, detentions take precedence over other activities (**including athletic practices and games**). Consequently, students will be expected to serve detentions at assigned times. The principal or a faculty member may issue detentions. Detentions will generally be 30 minutes long, however, in some cases a 60 minute detention may be warranted and will be issued. Detentions will be served after school (3:45-4:15 or 4:45) on **Tuesday through Friday**, the day after it is issued. For minor offenses (chewing gum, food/drink-times and places where it is not allowed, etc.) teachers will issue **one** warning. These warnings will be reported to the principal who will issue a detention upon notification of a **second** incident. Public display of affection will automatically result in a detention.

Missing Detentions

In certain situations, students or parents consider other activities important enough to consider missing a detention. Students should be aware that because detentions are not designed to be convenient, an additional penalty would apply (usually the original time of the detention will be doubled; however, a parent conference or Saturday suspension may also be indicated).

Parents may request permission for a detention to be moved to another day, PRIOR to the assigned detention date, for a valid conflict (doctor's appointment, work, family emergency). These requests should be directed to the principal.

Accumulated Detentions

When a student has received 3 detentions; parents will be notified by mail. Students who receive six detentions in a quarter for any reason, will be required to serve a ½ Saturday Supervised Study (8:00 a.m.-noon) as well as attend a conference with parents and principal. Students and their parents will be notified at least one week ahead of an assigned Saturday Supervised Study, whenever possible. If a student receives *12 detentions in a semester*, he/she will serve a *full day Saturday Supervised Study* (8:00 a.m. - 4:00 p.), along with a parent/principal conference. Students will be expected to bring adequate schoolwork to keep them “productively occupied” for the duration of their suspension. Continued accumulation of detentions/suspensions will be cause for reviewing a student’s enrollment status.

Detentions for Disrespect

Student behaviors, which exhibit a lack of respect for authority, will be handled with more severe consequences. For disrespect, a minimum penalty will be that parents will be contacted by the principal and students will receive a 60-minute detention. Any student who receives 3 detentions for disrespect will be required to serve a full day Saturday Supervised Study. Any additional detentions for disrespect will result in possible multiple Saturday Supervised Study days.

Suspension

The highest of Christian standards are to be maintained at Judah Christian School at all times. In keeping with this philosophy, harmful or questionable activities (such as immoral conduct, stealing, skipping class/*unexcused absence*, cheating: *cheating will also result in a zero grade for the test/quiz, assignment, etc.*, drug, alcohol, or tobacco possession use or sale, weapons’ possession, violent or threatening behaviors, arson, vandalism, possession of pornography, gross insubordination/disrespect) will be investigated by school officials and penalized by the appropriate penalty, up to and including expulsion.

If suspension is warranted, the length and type of suspension will be determined by the administration (for issues pertaining to acts of violence, refer to policy on school violence, Appendix I pg. 19). Students who are suspended Out of School will receive no credit for the missed days of school. Additional instances of behavior warranting this type of suspension may be cause for expulsion. The behaviors listed should serve as an illustration of the types of behaviors and activities which are unacceptable, rather than an all-inclusive list.

Expulsion

Certain behaviors and activities, which constitute misconduct, may warrant expulsion. In the event the administration determines expulsion is warranted, the parents or guardians will be contacted to schedule a meeting with the administration and school board. Usually, expulsion will become effective only after the student’s parents have an opportunity to appear at a meeting with the administration and the school board where the details of the incident can be presented and a recommendation is made. The student may be suspended until the time of this meeting. The “Policy on School Violence” addresses the action taken for threats of violence of acts of violence.

Due Process

- Students will receive notification and explanation of rule violation. (Ex: detention, dress code violation, etc.)
- Students will have the opportunity to offer an explanation of circumstances.
- Students and parents will be notified of the consequence or disciplinary procedure that will result. (written and/or verbal confirmation)
- Parents may contact the school administrator if they desire further consideration regarding disciplinary matters.

Detention Hall Rules

Students will be expected to abide by the following detention hall rules.

1. Students will be expected to be at detention on time. Detentions will be served after school (3:45-4:15 or 4:45) on Tuesday through Friday, the day after it is issued.
2. Students will be expected to bring material (homework, detention slip, etc.) necessary for the detention hall by the beginning of detention.

3. Students will be expected to work on homework assignments during detention hall. This can include assignments and assigned readings. If a student fails to come to detention hall with adequate homework, the student will not be allowed to serve the detention.
4. Communication between students in detention hall is not allowed. If a student has a question for the detention hall worker, he/she must raise their hand and be recognized.
5. If there are any disruptions during detention hall, the detention teacher may refuse to allow the student to complete the detention assignment and proceed to the next level of discipline.

“No-Tolerance” Policy of Violence on JCS Property

Judah Christian School (JCS) has a “*no tolerance*” policy regarding violence, or threats of violence. Violence includes, but is not limited to, fighting, or otherwise physically touching with intent to harm, injuring or assaulting another person. Threats of violence include, but are not limited to written comments, graphic depictions, drawings or other representations of violence, or verbal comments or gestures intended to create fear or otherwise intimidate or subdue another person. The full policy is provided in the back of this book in Appendix I (pg.19).

Resolving Conflict

Should a conflict arise with a teacher or staff member, parents are advised to use the Biblical method of conflict resolution as described in Matthew 18:15-17. Specifically, parents should go directly and privately to the person in question. Do not share your concerns with others. If at the end of this meeting all concerns have not been resolved, the next step is to share the concerns with the individual’s immediate supervisor. The organizational chart below should help you determine which administrative staff member you should talk with (usually a principal). If at the end of this meeting you feel things are still not resolved, you are encouraged to talk with the Administrator of the school and finally the Judah Christian School Board. Please do not take things out of order. Give the teacher/staff member a chance to explain and correct any problems before moving up the chain of command.

If we all work to follow these simple guidelines from God’s word, we will see unity and harmony reign and Judah Christian School will grow to be all the Lord would have it to be.

Attendance

Research indicates that regular attendance is the single greatest predictor of academic success.

The procedure for parents to report an absence is for a parent to call the school office (217-359-1701) between 8:00 and 9:00 a.m.

If a call must be made before 8:00 a.m. please leave the information on the school’s answering machine.

More than fourteen (14) absences (excluding school related ones) in any class, in a single semester, will result in the loss of credit in that class. Extenuating circumstances up to ten (10) consecutive additional days of extended absence need to be discussed with the school administration and may require written verification.

Juniors and seniors are permitted two days for college visits, which must include written verification from the college.

An excused absence includes personal illness, or death in the family. Prior notice, when possible, is always helpful. Students will have twice the number of days absent to complete missed work. Tests and quizzes over material covered during the excused absence will be scheduled upon the timely completion of the missed assignments.

A conditionally excused absence (missing school with parental permission but not because of illness or emergency) includes such reasons as working, vacations, and school related activities. This type of absence requires a parent to notify the school in writing prior to the absence in order for it to be conditionally excused. The student is responsible for obtaining assignments and to take tests or quizzes before the absence. If the assignments, quizzes or tests are not available before the absence, the student and parents should arrange a satisfactory solution with the teacher prior to the absence. The homework issued during the period of absence will be due on the day the student returns to school.

A conditionally excused absence will not be granted by the school during a time when exams are being given. An example would be during the last two weeks of the semester.

An unexcused absence or truancy is a serious offense and will result in the student receiving a zero in all of the classes missed. The school administration will assign additional penalties for truancy.

Participation in extracurricular activities (athletics, drama, etc.) requires that students be in attendance by 4th period on the day of the event. Students who leave school during the day due to illness will not be allowed to participate in after school activities on the same day. Emergencies/extenuating circumstances will be considered on an individual basis.

Tardiness to school is disruptive and unfairly impacts the classroom process. Students are allowed 3 tardy arrivals to school per semester with no penalty. Please make it a practice to leave early rather than late. The 3 allowable tardies are for those unforeseen circumstances that occur for all of us. On the 4th late arrival, detention will be issued. Additional late arrivals will result in a parent conference and possible monetary penalties. Students who arrive after the mid-point of any class will be counted absent rather than tardy.

Tardiness to periods 2-8 is totally unacceptable. Detentions will be issued to students arriving late to class, unless they bring a written excuse from another teacher.

Regular School Schedule

Jr. /Sr. High School Bell Schedule

Enter	8:00 a.m.
School begins	8:10 a.m.
1st Period	8:10-8:54 a.m.
2nd Period	8:59-9:43 a.m.
JH Snack Break	9:43-9:48 a.m.
3rd Period	9:48-10:32 a.m. (J.H. @ 9:50)
4th Period	10:37-11:20 a.m.
5th Period	11:20-11:50 p.m.(HS lunch 1) 11:50-12:20 p.m. (HS lunch 2) 11:25-12:30 p.m.(j.h.5 th period)
6th Period	12:30-1:09 (J.H. lunch) 12:25-1:09 (h.s. 6 th period)
7th Period	1:14-1:58 p.m.
8th Period	2:03-2:47 p.m.
9 th Period	2:52-3:30 p.m. (jr. high) 2:52-3:35 p.m. (sr. high)

Chapel Day School Schedule (Thursday)

Enter	8:00 a.m.
Chapel	8:15-9:00 a.m.
1 st Period	9:05-9:40 a.m.
2 nd Period	8:45 -10:20 a.m.
3 rd Period	10:25-11:00 a.m.
4 th Period	11:05-11:40 a.m.
5 th Period	11:4 -12:10 p.m.(HS lunch 1) 12:10-12:40 p.m.(HS lunch 2) 11:45-12:35 p.m. (j.h. 5 th period)
6 th Period	12:40-1:20 p.m. (JH lunch) 12:45-1:20 (h.s. 6 th period)
7 th Period	1:25-2:05 p.m.
8 th Period	2:10-2:50 p.m.
9 th Period	2:55-3:30 p.m (Jr. High) 2:55-3:35 p.m. (Sr. High)

Grading Periods

There will be four grading periods of nine weeks each. At the end of the each grading period, a day will be set aside for parent-teacher conferences. (See your school calendar for dates.) For the 1st quarter & 2nd quarter, parents are strongly encouraged to attend. 3rd quarter conferences are available at the request of the teacher.

At the end of each grading period, a report card with letter grades will be sent home. Every student will receive a mid-term report during the 1st quarter for the purpose of keeping parents informed of their child's progress. 2nd, 3rd and 4th quarter mid-term reports will be sent to parents of students who have earned a cumulative letter grade of D or F.

Parents are encouraged view their students' progress on RenWeb and to contact the teacher for an appointment to discuss matters of concern.

Grading Scale

Percentage	Letter	GPA Equivalent
98 -- 100	A+	5.33
93 -- 97	A	5.00
90 -- 92	A-	4.67
88 -- 89	B+	4.33
83 -- 87	B	4.00
80 -- 82	B-	3.67
78 -- 79	C+	3.33
73 -- 77	C	3.00
70 -- 72	C-	2.67
68 -- 69	D+	2.33
63 -- 67	D	2.00
60 -- 62	D-	1.67
0 -- 59	F	1.00

Semester exams represent 20% of the final semester grade.

Seniors who have earned a minimum cumulative grade of 90% in any class for the 2nd semester, and have been in attendance 90% of the days of class (to qualify for the exemption, students may miss no more than 9 days in the semester) will be exempt from the final exam requirement for the second semester.

Conduct Guidelines

Excellent (E)- "Second Mile" attitude. Openly exhibits desire to help. Cooperation and enthusiasm for JCS and its standards is obvious. Evidence of concern for fellow students.

Good (G) - Willingness to abide by standards and rules without evidence of dissatisfaction.

Satisfactory (S) - Careless about minor infractions but responds positively to correction resulting in a change in behavior.

Needs Improvement (N) - Frequently careless about minor infractions, or responds negatively to correction.

Unsatisfactory (U) - Careless about standards and rules and resents correction, resulting in:

1. Arguing
2. Griping
3. Complaining to others about correction and an obvious demonstration of dissatisfaction and discontent with school rules.

Promotion and Retention Policy

7th and 8th grade students who receive a cumulative grade of "F" for the second semester in any of the 5 major courses (Bible, Math, English, Science, and History) must retake the equivalent of that semester course(s) and earn a minimum grade of "C" in order to enroll at the next grade level. "Appropriate" coursework will be determined by the building principal, in conjunction with the parents, on an individual basis.

Athletic Eligibility Policy

Beginning with the end of the 2nd week of school, a cumulative quarter average for each subject shall be initiated. Each subsequent quarter shall begin a new cumulative average with the previous quarter's average being used to determine eligibility for the 1st 2 weeks of the new quarter. This average will be used to determine eligibility on a weekly basis. A student will be ineligible to participate in athletics if he/she has a cumulative letter grade of F or more than two letter grades of D. When an athlete is ineligible they are unable to participate in athletic contest (games). The student is notified of his/her ineligibility on Monday and it takes effect on Tuesday. The athletic director notifies parents, athletes, and coaches by mail or a phone contact.

High School students participating in a school- sponsored sport will receive P.E. credit and a pass/fail grade for sport's participation.

The Judah Christian School Athletic Policy Manual is available in the Athletic Director's office and covers such areas as vision, sports offered, participation policy, tryouts, fees, game and practice time limitations, and parent and student responsibilities.

Transfer Credits

Judah Christian School will accept transfer credits free of charge for new students only. Any further credit transfers will be subject to a \$50.00/credit fee (as the credit appears on a Judah transcript). Transfer credits will be accepted from approved educational institutions only and must be approved by the administration. A complete list of approved institutions is listed below:

All state recognized public & private high schools
Parkland College (No transfer fee for current fulltime JCS students)
Urbana Theological Seminary

The same \$50.00 fee applies to "approved" home school courses.

Student Council

In the spring, four student council representatives will be elected from each class in the jr/sr high school. It is the responsibility of these representatives to conduct any necessary class meetings and to assist the administration in the planning of various school and class related activities. This would include such things as class socials, fund-raising events, etc. A faculty advisor will be assigned to each class and will be responsible for overseeing all class meetings and activities.

National Honor Society

National Honor Society (NHS) is the nation's premier organization established to recognize outstanding high school students who have demonstrated excellence in Scholarship, Leadership, Service, Character and Citizenship. Admission to NHS at Judah Christian School is open each year to juniors with a cumulative GPA of 5.0 and higher and seniors with a GPA of 4.67 and higher (**see Appendix V for application guidelines pg. 24**). Officer positions each year are held by returning seniors who were inducted their junior year. Officers, with faculty assistance if needed, conduct the induction ceremony in late October each school year. New inductees each year assist the faculty advisor with organization and introductions at the year-end Awards Night. NHS seniors wear the traditional gold cord at their commencement ceremony.

Drop / Add Classes

Adding or dropping an academic course will be determined on an individual basis with parental agreement. Course changes may take place, without penalty, within 4 weeks of the start of a semester. Elective courses may not be changed once the semester begins.

Health Requirements

Pursuant to Illinois Law and Article 27, Section 8 of The School Code of Illinois, all students must have a physical examination by a physician licensed to practice in Illinois prior to their entrance into kindergarten, sixth and ninth grades. This exam may be completed any time within twelve months prior to entrance into the above grade. A blank medical form may be picked up in the school office. This completed health examination form and a current immunization record must be on file in the school office prior to the first day of school.

We also require a photocopy of a certified birth certificate that may be acquired at the county clerk's office. We will be happy to make the photocopy for you.

Homework

Homework is an integral part of a student's education and is given for several reasons: drill, practice, remedial activity, and special projects. We urge parents to review each student's homework. This can greatly increase a student's academic progress.

Students are generally responsible for knowing their assignments; however, parents may check weekly assignments for each class. (See link to Parents Web information via RenWeb)

Physical Education

Physical education is a part of our regular curriculum. All students are required to participate unless medically unable. A written excuse from a doctor will be required if a student is unable to take part in PE. Any junior high student participating in a school-sponsored sport's activity is exempt from PE while his/her sport is in season. Once a sport is completed, junior high students will be required to return to PE at the beginning of the next grading period (mid-term or end of quarter). Senior High students are excused from PE for the year if they participate in a school-sponsored sport.

Chapel

Regular chapel time will be held on Thursdays, from 8:15 a.m. to 9:00 a.m. as part of the school program. The purposes of chapel services are for worship, inspiration, education, and communication. Music, special speakers, Christian films, and chapel talks by our own staff and students will combine to make a chapel program.

Hall Policies

1. No student is to be in the hallways during a class period without their hallway pass signed by a teacher.
2. Students are only allowed in the elementary building with a pass, or if attending a class.
3. Always walk and talk in the hallways so as not to disturb others.
4. No food or drink may be consumed in the halls during school hours.

Lockers

1. All students will be assigned a locker. Books, coats, and personal effects may be stored in the lockers.
2. It is required that students keep lockers locked at all times. No personal locks are allowed inside or outside of lockers.
3. The school will not be responsible for lost or stolen articles.

4. Pictures or other items displayed inside lockers are to be in "good taste". Students should check with an administrator if there is any question. Items are not permitted on the outside of lockers without administrative approval. No open containers of food or drink are permitted in lockers.
 - A locker remains the property of the school and may be inspected at the discretion of the school administration.
 - Students will be held responsible for damage done to lockers (ex.: doors are not to be forced or kicked closed, etc.)

6. In order to be in compliance with the Fire Code, it is necessary for the hallways and classrooms to be clear of students' book bags. Students will need to put all book bags in their lockers. They will not be allowed on the hallway floors, tops of lockers or in the classrooms.

Lunchroom

Students may bring their lunches from home or choose to purchase lunch through our hot lunch program (menus are mailed each month). Students may purchase pop and/or white or chocolate milk from the school.

Food is limited to designated times and areas. Except for special occasions, no food will be permitted outside of the cafeteria and must be kept in bags or lunch boxes in the student's locker until lunchtime. Inside the lunchroom, students will be expected to observe the following standards of table manners and etiquette.

1. Junior High students are not permitted **outside of the cafeteria** during the lunch period unless special permission has been given. A one-day in-school suspension will be given to any 7-8 graders **outside of the cafeteria** without permission during lunch.
2. No loud talking or running will be permitted.
3. Stay in seats except to throw away trash, warm up food, buy drinks, etc.
4. Students must be in the lunchroom 5 minutes after the end of the fifth period.
5. Students will be assigned certain lunchroom duties. These are to be carried out or detentions will be given.
6. Students are only permitted upstairs during lunch with a pass.
7. No throwing of food or other items; this will result in an automatic detention.
8. If you need to use a phone, restroom, etc., get permission from the lunchroom supervisor.
9. Stay in the lunchroom until dismissed.

Any student (Grades 9-12) will be allowed to go off campus for lunch if a permission slip has been signed by the parents. *"No student will be allowed off campus in a car, for lunch, without written permission and prior approval of administration."* (Youth pastors, parents and older siblings are appropriate chaperones for off campus lunch.) **Judah Christian School is a closed campus.** Prospective students may visit the school with 24-hour notification to the office. All other students, who attend other schools, are **not** allowed to visit Judah during the school day.

Dress Code

B.A.S.I.C. Guiding Principles of the Policy

1. **Balanced**
2. **Applicable to K-12**
3. **Simple to understand**
4. **In harmony with Scripture**
5. **Can be enforced**

Biblical Concepts of the Policy (**MGN**) - These are the over-arching concepts that guide and apply to all rules:

1. **Modest** (I Timothy 2:9; I Cor.10:31) – Attire should not inappropriately accentuate the body, including length of shorts/skirts, tight fitting shirts and blouses or showing undergarments.
2. **God-honoring** (I Corinthians 10:31) – Attire should not promote images, labels or philosophies that are in conflict with God's Word.
3. **Neat** (I Corinthians 6:19) – Attire should be clean, matching (no radical colors/patterns), safe and in good repair.

Rules for Boys

1. No hats or head covering of any kind (accept those for documented religious purposes).
2. Extreme hair colors, cuts or styles are not allowed. Hair should be cut off the ears, collars and above the eyes. No facial hair allowed.
3. No body piercing jewelry or tattoos.
4. Shirts must be sleeved, collared (turtlenecks/mock are allowed) and properly buttoned.
5. Pants or shorts must be Dockers-style or corduroy material: Denim material allowed for K-6 only.
6. Shoes or sandals are allowed; K-6 sandals must have straps around the back of the heel for safety (no heelys or other "extreme" shoes).

Rules for Girls

1. No hats or head covering of any kind (accept those for documented religious purposes).
2. Extreme hair colors, cuts or styles are not allowed.
3. No body piercing jewelry other than a maximum of two ear piercings in each ear; No tattoos.
4. Shirts must be collared (turtlenecks/mock are allowed) and properly buttoned.
5. Pants, shorts and skirts must be Dockers-style or corduroy material, loose fitting and not shorter than the top of the knee (including slits in skirts). Denim material allowed for K-6 only.
6. Shoes or sandals are allowed: K-6 sandals must have straps around the back of the heel for safety (no high heels or other "extreme" shoes).

The Elastic Clause

The administration reserves the right to interpret all dress code policies and make final decisions regarding the appropriateness of student attire. Attempts to wear clothing that are considered extreme fashions/colors or distractions to the educational process will not be permitted. The ultimate goal of this policy is to create a school atmosphere that both honors the Lord and provides an excellent platform for learning.

Consequences for Dress Code Violation: see Appendix III (pg. 22)

Care of Books and School Equipment

Students will be issued textbooks at the start of the school year. It is understood that the student will return these books to the school at the end of the school year in the same condition in which they were received, with reasonable wear and tear. If a book is lost or damaged, it is understood that the student is responsible for the cost of replacement or repair. **Students must have books covered by the end of the first week of school.** Pictures or other references to alcohol, tobacco, secular groups, or sexual connotations, are not to be displayed on book covers, books, notebooks, or workbooks. In an attempt to keep our hallways clean, students will be expected to keep all books and personal effects in a locker.

With proper recognition and respect for the God-given resources of J.C.H.S., students will:

1. Take responsibility for equipment and supplies
2. Take good care of physical facilities including buildings, desks, tables, lockers, and other items
3. Be responsible for their own personal items.

Accidents

All accidents that occur during the school day should be reported to the school office immediately. The office staff will treat minor injuries. All accidents that occur on school-sponsored trips should be reported to the person in charge of the activity. Students with serious injuries will be taken to a hospital and parents will be notified by phone. It is the responsibility of parents to see that the office has an "Authorization to Consent to Medical Treatment" form on file in the office.

School Hours

School starts at 8:10 a.m. and is dismissed at 3:30 p.m. for jr. high and 3:35 for sr. high. Since the doors are not unlocked until 7:15 and faculty supervision does not begin until then, please do not drop off your students before this time. High School students should remain in the lobby of the gym and junior high students should report to the concessions room for a.m. supervision, beginning at 7:45 a.m.. Students need to be picked up each day by 3:40 p.m.

Before and After School Supervision for Jr/Sr High Students

Students arriving at school between 7:15 a.m. and 7:45 a.m. will be required to wait in the gym lobby under the supervision of a faculty member. Jr/Sr high students who have not been picked up by 4:00 p.m. (and are not under the direct supervision of a coach or teacher) will be required to remain in a supervised after school area until a parent/guardian arrives. Parents will be charged \$2.50 per half hour, per student. Parents will be billed for this service. Parents must enter the building to "sign out" their student and record the departure time. This supervision is provided until 5:30 p.m. only.

Office Hours

The office is open from 7:45 a.m. to 4:00 p.m. Monday through Friday. The best times to call are after 8:30 a.m. and before 3:00 p.m. If you are calling before or after school hours, please leave a message on the answering machine. We will get back to you as soon as possible.

Leaving School

During the school day, students must check in and out at the main school office. This is necessary to relieve the school of its responsibility once the student has left school.

Automobiles

Students who drive to school must abide by the following regulations:

1. Park in the designated area. (north of the gymnasium)
2. Cars are to be used for transportation to and from school or under special circumstances.
 - a. Special circumstances include: attending classes at Parkland, part-time student, medical appointments.
 - b. Students may not occupy cars during the school day.
3. Register driver's license number, car(s) description, and license plate number(s) with the office when school begins or when beginning to drive to school.
4. Observe the 10 M.P.H. speed limit while on school grounds.
5. A "Driving Permission" form must be signed by the student's parents. (available on RenWeb)

Violation of any of the above could result in the suspension or withdrawal of the privilege of driving on Judah's grounds.

Bicycles/Skateboards/Roller Blades

If a student rides his/her bicycle to school, the bicycle must be parked and locked in the designated area until leaving for home. Bicycles may not be ridden on school grounds during school hours. Skateboards, roller skates, and roller blades are not to be used on school grounds.

Field Trips

Field trips are a part of our educational program. Parents will be notified of all trips ahead of time along with suggested appropriate dress. All students are expected to go on these trips. Please help your teachers out and volunteer to drive (see appendix IV - pg. 23 for Volunteer Responsibilities and Guidelines).

Fire and Tornado Drills

At periodic intervals throughout the year, fire and tornado drills will be held. These are necessary for the safety of the students. All students are requested to follow directions.

Car Pools

Parents are responsible for forming car pools for the purpose of transportation of their own children to and from school. The school cannot be responsible for the safety of the child in any car. Please be sure that the driver is adequately covered with insurance. All students are to be dropped off on school property and are not to leave the campus without written permission from the office until picked up by parents or the car pool.

Change of Address

If your address or telephone number should change during the school year, please update your information on RenWeb under family information.

Lost and Found

Lost and found articles are taken to the school office. Please place your name on articles that you value.

School Security

For security reasons, the front door (facing Prospect Avenue) is the only door that will remain open during the school day (7:30 a.m. to 5:30 p.m.). Please enter and exit the building through this door. The high school gym lobby doors will be unlocked from 7:15 a.m. to 8:10 a.m. and 3:25 p.m. to 4:00 p.m.

School Closing

If it becomes necessary to close school for any reason, the news media will be notified. The most reliable sources are:

www.judah.org

Email from school

WBGL 91.7 FM (radio)

WDWS 1400 AM (radio)

WILL 580 AM (radio)

Channel 3 (TV)

Channel 15 (TV)

With rare exceptions, this information will be announced by 7:00 a.m. Listen to the radio if you are in doubt. If at any time, travel seems dangerous to you, but school has not been canceled for the day, the student may remain at home and receive an excused absence. In such instances, please notify the school promptly. In the event that daytime weather looks threatening and school may be closed for the remainder of the day, please listen for an announcement on the radio.

Telephone Usage

During regular school hours, 8:00 a.m. - 3:40 p.m., students will be allowed to use the office telephones in case of an emergency. *NOTE: Phone calls are not an excuse to be late to class.*

Judah's office phones are for school use only. Parents should make sure all necessary arrangements are made with their student prior to school.

As a last resort, parents may leave important messages at the school office for students. Office staff will make every effort to make sure that these messages are delivered.

Electronic Devices

The following items: iPod, cellular phone, palm pilot and other related electronic items are not to be used inside the school building between the hours of 7:30 a.m. and 4:00 p.m. w/o administrative permission. These items will be confiscated for the remainder of the day (for first offense). Repeated offenses will result in additional days of confiscation, detention and parent notification. In particular, the advent of cell phone cameras, video cameras and instant messaging has created new academic security risks. Therefore, cell phones will be confiscated if seen on a student's person at any time during the school day in any part of the school facility (including but not limited to: classrooms, library, lunchroom, restrooms, etc.). If a cell phone rings or a student sends or receives a text message in class, an automatic detention will be issued. Parents are cautioned not to allow their students to bring expensive, personal items to school (including large amounts of cash); however, they do so at their own risk. Laser pointers are not permitted.

Off Campus Internet Use

Consistent with the philosophies of this school, we expect our students to maintain proper Christian conduct when using the Internet off campus. Should the administration have reasonable suspicion of harmful or inappropriate content involving our students, public Internet sites may be examined for evidence. As both the school's testimony and the Lord's testimony are at stake, disciplinary consequences may be pursued.

Social Networking Sites

Any student who has a personal *Facebook*, *Twitter* or other social network site or blog must refrain from posting any material, content, pictures, music or communication on their site that would violate rules set forth in this handbook and/or damage the testimony of our Lord. The school reserves the right to investigate any of these sites for questionable material and may pursue disciplinary action if warranted.

First Aid

The office staff is charged with the responsibility of handling all medical needs including the dispersing of medication and dealing with medical situations.

In the event that a child does become sick during the school day, the office staff may need to contact the parents to pick up the child. We request that the parents try to respond as quickly as possible. Children that are ill should be picked up in the office. In this case, the child can be signed out in the office.

Visitors

All parents and visitors are asked to come to the office and sign in before going elsewhere in the school. They are also asked to sign out before leaving.

Prospective students may visit the school at any time with 24-hour notification to the office. Judah Jr/Sr High School is a "closed campus" for student visitors, unless accompanied by a parent and with prior notification to the office. Visiting students need to adhere to JCS dress code requirements.

Withdrawals

Withdrawals are coordinated through the school office. Please notify the office and teacher as far in advance as possible. All accounts should be up to date. All student records will be forwarded upon request of the new school.

Library Rules

1. General circulation books may be checked out for two weeks. Books may be renewed until requested by another student. Fines for overdue books are five cents a day per book.
2. Students will be responsible for replacing lost books.
3. Students with unpaid fines, lost, or overdue books may not check out items from the library or receive report cards until all books are returned and fines are paid.
4. Books and fines may be taken to the school office at any time. Fine notices must accompany fine payment when this is taken care of in the school office.
5. Books and fines may be taken to the office during library hours.
6. Students are not allowed to save any work on a school computer and will only be allowed to use school printers in emergency situations (printing request needs to be communicated by a parent via note or e-mail). Students will be charged at the rate of 10 cents per page.

Parent Involvement Program (P.I.P.)

Judah Christian School is vitally dependent on the participation of parents in our school's functions and decision-making processes. Running a Christian school takes a lot of effort. Our parent involvement program is designed to get the parents of Judah students involved in the operation of the school in a way, which will reduce the cost of running the school, and helps keep the tuition as low as possible.

We ask each family to commit 25 hours each year in service to our school. Our list of possible supportive activities is almost endless. It includes fund raising activities, volunteer work in the school office or classrooms, school committees, cleaning and repair of school property, working in the library, and many more.

Each of these hours of service is valued at \$20. Your total commitment of 25 hours translates into \$500. This \$500 of service helps us to keep tuition at a minimum. Any balance of hours not spent in an actual service at the end of the year will be billed to your family account.

Non-Judah Functions

Clear communication with the home concerning sponsorship of extra-curricular events is essential. As such, all Judah sponsored events (with the exception of athletics) will be posted on RenWeb. Privately sponsored events can be announced on school grounds through verbal communication only. The use of posters, flyers, or PA announcements while at school is strictly forbidden.

The name "Judah" should not be used in any way to advertise a privately sponsored event because of the implied relation with the school.

Dances

The Judah Christian School Board and Administration, in conjunction with the Student Council will sponsor a fall Homecoming Dance and a Spring Prom. These events will be organized and facilitated by committees with representation from students, faculty and administration. Faculty chaperones will be provided for each event.

**JUDAH CHRISTIAN HIGH SCHOOL
GRADUATION REQUIREMENTS**

Revised (7/11)

Minimum Requirement
Program (23 Units)

Recommended College
Prep Program (27-28 Units)

MATHEMATICS

3 units

Algebra I
Algebra IA & IB
Geometry
Intermediate Algebra
Algebra 2 w/Trigonometry
*Electives—
Statistics; Business Math*

4 units

Algebra I
Geometry
Algebra 2 w/Trigonometry
College Algebra
Pre-Calculus/
Trigonometry
Calculus*
AP Calculus AB*

ENGLISH/LITERATURE

4 Units

English 9*
English 10*
English 11*
English 12*

4 Units

English 9* Introduction to Literature
English 10* American Literature
English 11* British Literature
English 12* Communication Studies/Writing Skills

SOCIAL STUDIES

3 Units

World History
U.S. History
Civics (*1 semester*)
20th Century World Affairs
(*1 semester*)

3 Units

World History
U.S. History
Illinois History & Government (*1 semester*)
AP U.S. Government (*1 semester*)

SCIENCE

2 Units

Intro Chem/Phys
Biology

4 Units

Intro Chem/Phys
Biology
Chemistry
Physics*

FOREIGN LANGUAGE

2 Units

Two years of the same
Foreign language

3-4 Units

Four years of the
same foreign language
Spanish I, II, III, IV*

PHYSICAL EDUCATION (incl. Sports Participation) & HEALTH

2 1/2 Units

Two units can be
earned in 4 years

2 1/2 Units

Two units can be
earned in 4 years.

On-Line HEALTH – ½ Unit

On-Line HEALTH – ½ Unit

BIBLE

4 Units (same requirement for both tracks)

Kingdom of God & Discipleship
Biblical Doctrines & Christian Community
Apologetics & Life Calling/Leadership
Worldviews & Christian Thought (**honors credit available*)

ELECTIVES

3 Units

4 Units

Art (1,2 & Studio), ASL(Beginner 1,2 & Conversational), Band, Jazz Band, Choir, Computer, Drama, Journalism, Speech, Business Math, Statistics, Food Fundamentals, Sewing, Teacher's Aide, Human Anatomy, Life on Your Own, Survey of Film, Creative Writing.

* = *Academic Weighted Courses.*

SPECIAL NOTE: To be eligible for Valedictorian and Salutatorian, students must be on the recommended college prep program

Appendix I

Judah Christian Jr/Sr High School Policy on School Violence

Judah Christian Junior and Senior High School (JCHS) has a “no-tolerance” policy regarding violence, or threats of violence. No-tolerance means that acts or threats of violence will not be ignored nor go without consequence.

Violence includes, but is not limited to, fighting, or otherwise physically touching with intent to harm, injuring or assaulting another person. Threats of violence include, but are not limited to written comments, or verbal comments. Gestures intended to create fear or otherwise intimidate or subdue another person are also viewed as a threat of violence. This policy applies equally to all JCHS students enrolled in grades 7-12. The Board has final authority in all matters pertaining to student discipline.

Students, while on JCS property, which create or possess graphic depictions, drawings or other representations of violence, may be required at the discretion of the Administration and/or Board, at the parent’s expense, to seek an evaluation by a professional to be identified by the Board in order for the student to remain enrolled at JCS.

JCS is 100 percent committed to the safety and protection of everyone on school property. Violence of any kind toward another will not be tolerated. The Administration and School Board of Directors (Board) believe that a robust policy that is strictly enforced will deter threats of violence and violent acts on school property and will help foster a safe environment that is conducive to learning and spiritual growth.

Violent students will face consequences as deemed appropriate by the Administration and/or Board. These consequences include, but are not limited to expulsion or suspension. In all cases of acts or threats of violence the Administration must act as soon as they are aware of the situation and notify the Board as soon as possible. The Board must approve disciplinary measures taken in response to all violent acts committed by JCHS students while on school property or JCS sponsored events, activities or athletic contests.

The Administration has the right to determine appropriate consequences on a case-by-case basis, but is required to enforce at least the minimum requirements outlined in this policy and the student handbook. The Administration may enact punishments that exceed the minimum requirements outlined in this policy on a case-by-case basis if they determine it is appropriate and necessary.

With the administration’s recommendation the Judah Board of Education reserve the right to expel students who choose to use otherwise useful and harmless objects (i.e. lighters, pencils, scissors, etc.) to threaten, attempt to threaten or injure or cause bodily harm to another person while on school property. Administration can use suspension and other disciplinary measures to enforce consequences for this type of behavior as they deem appropriate.

For the purposes of this policy, "school" means Judah Christian preschool, elementary and secondary school. School property means all land, buildings, parking lots, and easements, right of ways owned by the school or under the schools authority or jurisdiction. This policy is also applicable to all JCS sponsored events, and activities and all athletic contests.

Student Suspension Resulting from Violent Act

Acts of violence such as, but not limited to, fighting or otherwise injuring another person may result in an immediate out-of-school suspension for at least five consecutive days. The Champaign Police Department may be notified by the Administration on a case-by-case basis.

Threats of violence, as described in this policy, but not limited to this policy, may result in an immediate out-of-school suspension for at least three consecutive days. The Champaign Police Department may be notified by the Administration on a case-by-case basis.

The Administration and/or Board have the authority to require parents of suspended students, at the parent’s expense, to seek an assessment and evaluation and counseling by a professional to be identified by the Board in order for the student to be eligible to return to school following a suspension.

Student Expulsion Resulting from Violent Act

Certain acts may result in immediate and permanent expulsion from JCHS. The Champaign Police Department may be notified by the Administration. Documentation of the student’s expulsion will be placed in the student’s permanent record. The information will also be made available to any school seeking information on the expelled student.

Any student violating any component of JCHS policy on school violence three times in one academic calendar year shall be immediately expelled for the remainder of the academic year. The student may apply for re-admittance the following year, but is not guaranteed re-admittance.

If a student is expelled from school due to a violation of JCHS policy on school violence the local police will be notified as soon as possible, but not prior to notification of the incident to the Board, except in the case of an emergency or otherwise life-threatening situation.

A Judah Christian School student will be immediately and permanently expelled from school by the Administration and/or Board if the student, while on school property, knowingly:

(1) Possesses or carries any bomb, bomb making material or device, firearm (automatic rifle, handgun, pistol, revolver, shotgun, rifle), BB or like target gun, any device or attachment of any kind designed, used or intended for use in silencing the report of any firearm, bludgeon, black-jack, sling-shot, sand-club, sand-bag, metal knuckles, throwing star, or knife with a blade exceeding four inches or any knife, commonly referred to as a switchblade knife, which has a blade that opens automatically by hand pressure applied to a button, spring or other device in the handle of the knife, or a ballistic knife, which is a device that propels a knifelike blade as a projectile by means of a coil spring, elastic material or compressed gas; or

(2) Carries or possesses with intent to use the same unlawfully against another, a dagger, dirk, billy, dangerous knife, razor, stiletto, broken bottle or other piece of glass, stun gun or taser or any other dangerous or deadly weapon or instrument of like character; or

(3) Carries on school property or on or about his person or in any vehicle, a tear gas gun projector or bomb, or bomb making material or any object containing noxious liquid gas or substance, other than an object containing a non-lethal noxious liquid gas or substance designed solely for personal defense carried by a person 18 years of age or older; or

(4) Carries or possesses in any vehicle or concealed on or about his person any firearm, cross bow, compound bow, stun gun or Taser.

Section (4) does not apply to or affect transportation of weapons that meet one or more of the following conditions according to Illinois law: (A) are broken down in a non-functioning state; or (B) are not immediately accessible; or (C) are unloaded and enclosed in a case, firearm carrying box, shipping box, or other container by a person who has been issued a currently valid Illinois Firearm Owner's Identification Card issued by the Illinois State Police. D) Compound bows, and crossbows must be cased and stored in compliance with Illinois statute.

Parental Notification of Incident Resulting in Expulsion

Procedure for dealing with students involved in violence or threats of violence:

1) When the principal is notified of a concern with a student's behavior (usually by a teacher), he/she **may** remove that student from class as soon as possible. That is usually within a class period (principals often supervise classes and obtaining coverage for those may take a little time). If a teacher were to express concern that the student was volatile or presenting an immediate threat, the student would immediately be removed from class and their parents contacted.

2) After the student has been removed from class, the student and principal will discuss the incident. The principal may also talk to other students, teachers, and/or support staff to gather additional information regarding the incident.

3) The student's parents will be contacted regarding the incident. Parents may also be asked to come to school for a conference (at the discretion of the principal).

4) The **Chief Administrative Officer** will be notified of the incident and the board will be contacted. The Champaign Police Department may be contacted, depending on the incident.

5) Consequences as detailed in the policy will be administered.

6) The incident will be documented and filed appropriately.

The Judah Christian School Board reserves the right to change any policy or procedure at any time in its sole discretion after reasonable notice to constituents.

Appendix II

JUDAH CHRISTIAN SCHOOL COMPUTER USAGE POLICY FOR STUDENTS 2008–2009

Judah Christian School expects high moral standards and disciplined behavior from its students. In order to allow access to the Internet, all students/parents must agree to abide by the guidelines in this policy. The school must have the signed documents from both the student and the parents before the student is granted Internet access. Access to the Internet is a privilege, not a right. The Internet access is filtered and we do not anticipate access to inappropriate material.

Acceptable Use

- Being responsible, courteous, and polite
- Using appropriate language
- Honoring all copyright laws
- Accepting responsibility for the use of login IDs and passwords; Keeping login IDs and passwords confidential
- Researching data for classroom projects
- Using computers in the Computer Lab, library, or classrooms only with a teacher's permission
- Using the Internet only for the fulfillment of classroom assignments
- Developing data and documents that project a positive image for Judah Christian School

Unacceptable Use

- Accessing or attempting to access inappropriate Internet web sites—inappropriate sites are those that are in conflict with Judah's mission of upholding Biblical values
- Tampering with, loading new programs, or deleting programs/files from any computer at Judah Christian School
- Accessing chat rooms on the Internet
- Sending or receiving e-mail from any computer at Judah Christian School
- Downloading programs from the Internet
- Modifying control panel and system settings without permission
- Using unauthorized software
- Writing data to a diskette/CD without a teacher's prior approval

Supervision of our students is a priority and will be maintained to the best of the staff's ability. Supervision does not, however, guarantee the prevention of inappropriate web surfing and/or misuse of the computers. Judah Christian School will not be responsible for the following: 1) any information that may be lost, damaged or available when using the network, 2) any information retrieved via the Internet, 3) any unauthorized charges or fees resulting from access to the Internet. Judah Christian School will deal firmly with violations to the Computer Usage Policy.

Consequences

If a student is caught violating the policy, his/her computer privileges will be taken away for a length of time. If the loss of computer privileges affects the student's ability to complete class requirements, the administration will meet with the parents/student to determine a plan.

- Attempting or accessing inappropriate Internet web sites—loss of computer privileges for 4 weeks
- Tampering with, loading new programs, or deleting programs/files from any computer at Judah Christian School—loss of computer privileges for 3 weeks
- Accessing chat rooms on the Internet—loss of computer privileges for 3 weeks
- Sending or receiving e-mail from any computer at Judah Christian School—loss of computer privileges for 3 weeks
- Downloading programs from the Internet—loss of computer privileges for 3 weeks
- Modifying control panel and system settings without permission—loss of computer privileges for 3 weeks
- Using unauthorized software—loss of computer privileges for 2 weeks
- Writing data to a diskette/CD without a teacher's prior approval—loss of computer privileges for 2 weeks

Appendix III

Judah Christian Schools Dress Code Enforcement Policy Effective fall of 2011

First Violation

- The violation will be corrected (parents will be contacted to bring suitable clothing, if necessary). Zeros will be assessed for the time and assignments missed while correcting the violation.
- **A warning will be issued.**
- Parents will be contacted by mail and informed of this situation and the minimum penalty for a future violation.
- The student's discipline record will reflect this violation, the action taken, and the next penalty.

Second Violation

- The violation will be corrected (parents will be contacted to bring suitable clothing, if necessary). Zeros assessed for the time and assignments missed while correcting the violation.
- **A warning will be issued.**
- Parents will be contacted by mail and informed of this second situation and the penalty for a future violation.
- The student's discipline record will reflect this second violation, the action taken, and the future penalty recorded.

3rd and all remaining violations during the semester

- The violation will be corrected (parents will be contacted to bring suitable clothing, if necessary). Zeros assessed for the time and assignments missed while correcting the violation.
- **Detention issued (first detention is 30 min.; all other violations will result in a 60 minute detention)**
- The student's discipline record will reflect this third (and any additional) violation, the action taken, and the future penalty recorded.
- ***Refer to "discipline/detention policy" regarding accumulation of detentions.***

Additional Notes

- The principal has the authority to increase the penalty at any violation level.
- Students may be assessed a monetary penalty to pay for the Saturday Supervised Study, if they reach that point.

Appendix IV

Judah Christian School Volunteer Responsibilities & Guidelines

Parents volunteering to supervise off-campus activities for Judah Christian School are charged with the following responsibilities:

- Supervise all students assigned to his or her care until the end of the scheduled activity when the class is reunited and the teacher assumes responsibility for all students.
 - Adhere to a student/volunteer ratio so that no less than two children accompany one adult at any given time (parent/child pairing is the exception to this guideline).
 - Volunteers must monitor student behavior/conversations and report inappropriate conduct to the faculty supervisor.
 - No Smoking; No Videos; Christian Music only
 - Obey all traffic laws and speed limits
 - Provide the school with all required volunteer information (see below)
-

Required Volunteer Information

Please provide the following information to the main office prior to assuming any volunteer responsibilities.

- Copy of valid driver's license
- Proof of valid automobile insurance
- Cell phone number
- License plate number of vehicle used for volunteer activity

We appreciate your willingness to volunteer at Judah Christian School and help us maintain the most secure educational environment for all of our students.

Appendix V

National Honor Society Judah Christian School Chapter Guidelines

SCHOLARSHIP: Incoming Juniors must have earned a 5.0/5.0 GPA and incoming seniors must have earned a 4.67/5.0 in order to be considered for admission to Judah's chapter of the NHS. Once a student achieves the required grades, he/she is then eligible for consideration based on his/her service, leadership and character qualities. **SERVICE:** Service is defined by NHS as "voluntary contributions made by a student to the school or community, done without compensation and with a positive, courteous and enthusiastic spirit." This means students who work well with others, are mentors in the community, and participate in activities outside of the school. Parents & students can view their current community service status on RenWeb and may contact the Guidance Counselor to update their service hours.

LEADERSHIP: Student leaders make visible contributions to their schools and communities. NHS defines student leaders as "resourceful, good problem solvers, promoters of student activities, idea-contributors, and exemplify positive attitudes about life."

CHARACTER: According to NHS, students of good character maintain moral and ethical principles, cooperate, are honest and reliable, courteous, show respect and concern for others, and make good lifestyle choices. The level of integrity expected of NHS students is far greater than that of others. These students should take criticism willingly, comply with school regulations, and apply concentration, self-discipline, perseverance and attention to studies.

CITIZENSHIP: NHS applicants must demonstrate citizenship qualities, showing an understanding of civic involvement and mature participation in activities (ex: scouting, school clubs, church and community organizations)

Students who have met the academic requirements for consideration must complete the following prior to September 16, in order to be considered for admission to the Judah NHS:

- Eligible students must maintain a full-time status (minimum of 4 courses)
- Eligible students must have completed a minimum of 30 community service hours (for 2011-2012, the required service hours are the same for juniors and seniors. In the future, the requirement for seniors will be a minimum of 40 hours of service) prior to their nomination. These hours must be verified by an adult supervisor.
- Provide 2 letters of recommendation: One from a Judah classroom teacher & the 2nd from any of the following (coach, pastor, employer, etc.) These letters should affirm the student's qualities of leadership, character & citizenship.
- Provide a one-page, typed essay responding to the following: "How do you feel the NHS qualities of scholarship, service, leadership and character are reflected in your own Christian life?"

Mrs. Behrends is the faculty advisor for National Honor Society and all materials should be submitted to her as soon as they are available (no later than September 16).