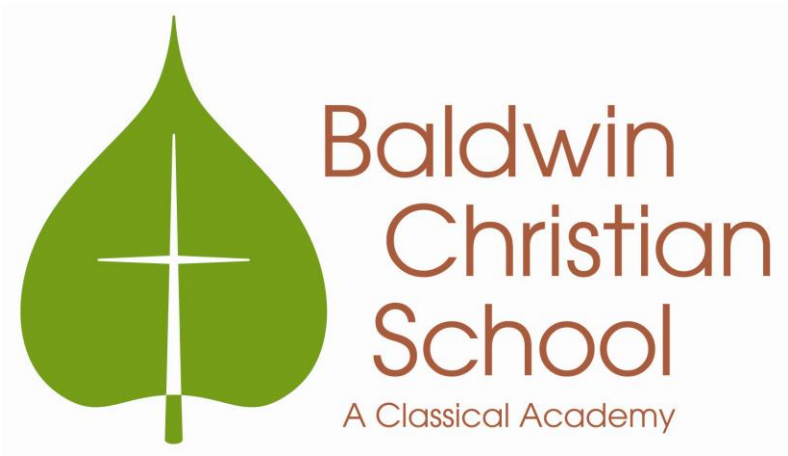


Junior/ Senior High

Parent/ Student Handbook



“Give instruction to a wise man, and he will be still wiser;
Teach a just man, and he will increase in learning. The fear of
the LORD is the beginning of wisdom, And the knowledge of
the Holy One is understanding.”

Proverbs 9:9–10

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I. GENERAL INFORMATION

Goals of Baldwin Christian School

"A Classical and Christian Education"

CHRISTIAN

In all its levels, programs, and teaching, Baldwin Christian School seeks to:

- A. Teach all subjects as parts of an integrated whole with the Scriptures at the center (II Timothy 3:16-17);
- B. Provide a clear model of the biblical Christian life through our staff and Board of Directors (Matthew 22:37-40);
- C. Encourage every student to begin and develop his relationship with God the Father through Jesus Christ (Matthew 28:18-20, Matthew 19:13-15)

CLASSICAL

In all its levels, programs, and teaching, Baldwin Christian School seeks to:

- A. Emphasize grammar, logic, and rhetoric in all subjects (see definitions below);
- B. Encourage every student to develop a love for learning and live up to his academic potential;
- C. Provide an orderly atmosphere conducive to the attainment of the above goals.

Definitions:

Grammar: The fundamental rules of each subject.

Logic: The ordered relationship of particulars in each subject.

Rhetoric: How the grammar and logic of each subject may be clearly expressed.

Statement of Faith

- We believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God. (2 Timothy 3:16, 2 Peter 1:21)
- We believe there is one God, eternally existent in three persons – Father, Son, and Holy Spirit. (Genesis 1:1, Matthew 28:19, John 10:30)
- We believe in the deity of Christ, His virgin birth, His sinless life, His miracles, His vicarious and atoning death, His resurrection, His ascension to the right hand of God, His personal return in power and glory. (John 10:33, Isaiah 7:14, Matthew 1:23, Luke 1:35, Hebrews 4:15, Hebrews 7:26, John 2:11, 1 Corinthians 15:3, Ephesians 1:7, Hebrews 2:9, John 11:25, 1 Corinthians 15:4, Mark 16:19, Acts 1:11, Revelation 19:11)
- We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature; and that we are justified on the single ground of faith in the shed blood of Christ and that only by God's grace and through faith alone we are saved. (John 3:16-19, John 5:24, Romans 3:23, Romans 5:8-9, Ephesians 2:8-10, Titus 3:5)
- We believe in the resurrection of both the saved and the lost – the saved to the resurrection of life, and the lost to the resurrection of condemnation. (John 5:28-29)
- We believe in the spiritual unity of believers in our Lord Jesus Christ. (Romans 8:9, 1 Corinthians 12:12-13, Galatians 3:26-28)
- We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life. (Romans 8:13-14, 1 Corinthians 3:16, 1 Corinthians 6:19-20, Ephesians 4:30, Ephesians 5:18)

Vision Statement

We aim to graduate young men and women who think clearly and listen carefully with discernment and understanding; who reason persuasively and articulate precisely; who are capable of evaluating their entire range of experience in the light of the Scriptures; and who do so with eagerness in joyful submission to God. We desire them to recognize cultural influences as distinct from biblical, and to be unswayed towards evil by the former. We aim to find them well prepared in all situations, possessing both information and the knowledge of how to use it. We desire they be socially graceful and spiritually gracious; equipped with and understanding the tools of learning; desiring to grow in understanding, yet fully realizing the limitations and foolishness of the wisdom of this world. We desire they have a heart for the lost and the courage to seek to dissuade those who are stumbling towards destruction; that they distinguish real religion from religion in form only; and that they possess the former, knowing and loving the Lord Jesus

Christ. We aim to give them the tools to eloquently and knowledgeably share the gospel of Christ. And all these we desire them to possess with humility and gratitude to God.

We likewise aim to cultivate these same qualities in our staff. We desire them to be professional and diligent in their work, gifted in teaching, loving their students and their subjects. We desire they clearly understand classical education, how it works in their classroom and how their work fits into the whole; that they possess a lifelong hunger to learn and grow; and that they have opportunity to be refreshed and renewed. We desire to see them coach and nurture new staff and to serve as academic mentors to students. We look to see them mature in Christ, growing in the knowledge of God.

We aim to cultivate in our parents a sense of responsibility for the school; to see them well informed about the goals of our classical and Christ-centered approach. We desire them to grow with the school, involved in and excited about the journey. We aim to help them to follow biblical principles in addressing concerns, to be inclined to hearing both sides of a story before rendering a verdict, and to embrace the Scripture's injunctions to encourage and stir up one another to love and good works.

Finally, in our relationship with our community, we aim to be above reproach in our business dealings and supportive of the local business community. We further seek to exemplify the unity of the body of Christ, to develop greater fellowship and understanding with the churches, and to bring honor to our Lord in all our endeavors.

Educational Philosophy

Although most Christian schools would agree on certain fundamentals, it is imperative that parents scrutinize the foundational beliefs of any school in which they may enroll their child(ren). Therefore, below are the most important philosophical elements that we at Baldwin Christian School believe distinguish our approach to education.

1. We believe that the Bible clearly instructs parents, not the Church or State, to "bring children up in the discipline and instruction of the Lord." The Churches commission is essentially to spread the Gospel and train believers (Matt.28:18-20). The State has been directed to enforce God's laws and protect the innocent (Romans 13). The Church trains parents and the State protects families. The Family raises and educates children (Eph.6:1-4). Therefore, under the delegation of the family, we seek to teach and discipline in a manner consistent with the Bible and a godly home environment.
2. We believe that God's character is revealed not only in His Word but also in every facet of the creation. Therefore, we

teach that all knowledge is interrelated (integrated) and can instruct us about God himself.

3. God wants us to love Him with our minds, as well as with our hearts, souls, and strength (Matt. 22:37). Therefore, we seek to individually challenge children at all levels and teach them how to learn, by using the centuries-old, proven classical method (see following explanation), incorporating instruction in Latin.
4. We want to help parents teach their children that all they do should be done "heartily, as unto the Lord." Therefore, we seek to encourage quality academic work and maintain high standards of conduct.
5. We have a full K-12 program because we believe that as long as a child is under the parents' authority and undergoing formal education, he should be trained biblically (Deut. 6:6,7; Prov. 22:6).

Above all, parents can be confident that their student, at every stage of his development in school, will be loved with Christ's love at Baldwin Christian School.

What do we mean by Classical Christian Education?

By *classical* we mean:

1. We use a method known as the trivium, which emphasizes three stages of learning. These three stages are grammar, logic, and rhetoric. Each subject contains a grammar element (the fundamental facts), a logic element (the relationship of these facts), and the rhetoric element (the clear expression of the grammar and logic of a subject).
2. Subjects are taught with these three stages and the development stage of the child in mind.
3. We seek to preserve and pass on the richness of our Western cultural heritage.

By *Christian* we mean:

1. All subjects are taught with the understanding that true knowledge can only be understood in relation to the triune God.
2. All subjects are taught as an integrated whole based on the truth of the Word of God.
3. All subjects are taught with a Biblical worldview in mind.

The Association of Classical and Christian School (ACCS)

The primary mission of the Association of Classical & Christian Schools (ACCS) is to promote, establish, and equip schools committed

to a classical approach to education in the light of a Christian world view grounded in the Old and New Testament Scriptures.

Requirements for all member schools:

1. All member schools must subscribe to the Confession of Faith adopted by the A.C.C.S. This must be affirmed on the application form by the signature of an authorized agent of the school.
2. All member schools must demonstrate conformity to the *Trivium* as set forth in the A.C.C.S. Mission statement.
3. All member schools must demonstrate a commitment to furthering the work of the A.C.C.S., its goals, purposes, mission, and objectives.
4. All member schools, except charter schools, must pay annual dues.

School History

Our school has been in operation since 1917, and has operated in our present school building since 1954. Today's Baldwin Christian School is the result of a combination of Hammond Christian School and Baldwin Christian Schools 50 years ago. Hammond Christian School began operating in 1917 as a one-room K-8 school on the west side of Highway 63, one and one-half miles north of our present site. Baldwin Christian School also operated as a one-room K-8 school beginning in 1919, located several miles east of Hammond Christian School. The schools combined, and began operating as one school at a new site in 1954. Our present school building is the result of that new building in 1954, with several additions and improvements since. In 2009, the Society of Christian Instruction voted unanimously to add grades 9-12, as well as use the classical method to educate the students.

Parent Involvement

"Fathers, do not provoke your children to anger, but bring them up in the discipline and instruction of the Lord." Eph. 6:4

As a support and extension of the family unit, Baldwin Christian School considers the family to be of first importance to a child. God, through His Word, the Bible, indicates that the family is the most important human institution He designed, since He compares it to the relationship believers have with Christ and the Father. Therefore, at Baldwin Christian School we are continually seeking ways to actively involve the parents, siblings, and grandparents of our students in the programs of the school.

Below are just a few of the more common ways we do this. Please feel free to ask if you would like to try additional ideas.

1. Visit the school/class at any time. (Simply call ahead out of courtesy to the teacher.)
2. Assist in the classroom, regularly or infrequently. (Again, arrangements should be made with the teacher concerned.)
3. Act as chaperone on field trips and/or library visits.
4. Serve as a story-reader, song-leader (in K-3), guest artist or offer your special talents.
5. With permission and arrangements with the teacher, present your vocation to the class or invite them to your place of business.
6. Share your experiences, trips, vacations, as they may relate to an area of study in a class.
7. Volunteer your help in the preparations for the many tasks related to the annual fundraiser.
8. Help hostess class parties at home or in the classroom.
9. Attend all Parent-Teacher Conferences. Informal conferences may be held anytime at the parent's request.
10. Closely monitor and praise your child's progress by reading all teacher notes and student papers sent home!
11. Offer specific assistance to serve on Board of Directors-appointed committees, or the Board of Directors itself.
12. Invite the teacher home for dinner.

Ebenezer Society

What is an Ebenezer? In 1Samuel 7:12 - 'Then Samuel took a stone and set it up between Mizpah and Shen. He named it Ebenezer, saying, "Thus far has the Lord helped us.'" The word Ebenezer, translated from Hebrew, literally means "Stone of Help."

Not to be confused with the Society of Christian Instruction, the Ebenezer Society is a parent support group for Baldwin Christian School. They meet monthly and sponsor a variety of activities to benefit the school. They also coordinate classroom helpers. All interested parents are encouraged to attend the meetings, which will be announced regularly in the Home Bulletin and on our website at www.baldwinchristianschool.org. Monetary donations to Ebenezer sponsored events are not donations to the school; therefore do not qualify as contributions to become a member of the Society of Christian Instruction.

Student Health Records

1. **All students attending Baldwin Christian School must have on record with the school office, either a current immunization record or an exemption statement according to Wisconsin Code, before entering school in the fall.** Standard immunization record forms may be obtained from the family doctor and a copy given to the school office.

2. **Before the school will issue any medication to a student, we must receive written parental permission.** In order to facilitate the general dispensing of non-prescription medicine (e.g. Tylenol & Tums), we have a form available for parents to grant a year's general permission to the school to issue non-prescription medicines to their student(s). This form will be kept in the student's file. No prescription medicines will be dispensed without written parental permission each time.

We must also have on file:

3. **Emergency Form:** Lists the emergency contact names and phones numbers of people who may need notification in a medical emergency. Includes signed waiver in order to facilitate necessary medical care.

School Hours

School hours are from 8:10 a.m. to 3:10 p.m.

1. In the morning, students are not allowed inside the school building prior to 7:55 a.m. The bell will ring at 8:10am in the morning and we ask that all students be ready to line up for the pledge at this time.
2. At the end of the day, students riding the bus will be picked up at 3:05 p.m., and non-bus riders will be released immediately after. If you arrive before this time, please park across the road in the CRC parking lot. Do not park between the fence and the building because it can be a problem when the bus arrives. Remember to always look for children before driving in the school lot.
3. Please keep in mind that no adult supervision is provided for playground activities prior to 7:55 a.m. or after students are released at the end of the day.

School Closings

The school will be closed or delayed whenever the Baldwin-Woodville public schools are closed or delayed due to inclement weather. For school closings or delays call the school closing hotline at 715-684-2200. You may also go to the following websites or TV stations: WCCO (4), FOX (9), KSTP (5), KARE (11), or WEAU (13). Each of these websites makes it possible for you to automatically receive emails if there is a change in the school schedule.

You can also receive automatic phone call alerts. Call the secretary of the school to be added to the Alert Now phone list.

Secondary Doctrine Policy

Secondary doctrine: Doctrinal issues which are not addressed in the Baldwin Christian School statement of faith. Classroom discussion of secondary doctrine should be on an informative, non-partisan level. Teachers must be careful not to speak to the students in a manner that would cause offense to the parents. Presentations of all sides of an issue are encouraged. The teacher should encourage the students to follow up any questions they have with their parents and pastor.

Evangelism Policy

To outline the approach taken by Baldwin Christian School in the evangelization of any unsaved students.

This policy applies to all administrators, faculty or staff at Baldwin Christian School.

For the purposes of Baldwin Christian School, with regard to those who are of age and mental capacity, the Christian here refers to a person who has heard the word of truth, the Gospel, and has responded to that message in genuine repentance and faith. This means they confess with their mouth that Jesus is Lord, and that He died for their sins. They believe in their heart that God raised Him from the dead.

Guidelines:

1. The Baldwin Christian School Statement of Faith says that, "for the salvation of lost and sinful men, regeneration by the Holy Spirit is absolutely necessary." We hold that a Christian is one who is so regenerated.
2. Baldwin Christian School teachers should not endeavor to pronounce who is or who is not a Christian in a careless or overbearing manner. But they are encouraged to freely declare the Gospel in the normal flow of classroom instruction, in line with the curricular objectives of that course. This should be done in terms of I Corinthians 15: 1-6, or as declared in the gospels or elsewhere in the New Testament. For any students whose manner of life does not bear witness to a genuine faith (Gal. 5:19-23; I John), a teacher may (in cooperation with parents and pastors, in line with other Baldwin Christian School policies) tell the child that they are not acting as a Christian.
3. The overall strategy of Baldwin Christian School is to have the same attitude in all our faculty and staff toward the lost as did our Lord Jesus Christ who came to seek and to save the lost; (a) live a life of love consistent with this attitude in which we pour out ourselves for the sake of others; (b) seek the help of the Holy Spirit in this enterprise (I Thess. 2:2; John 3); (c) declare the Gospel clearly as we ought to; (d) model an evangelistic heart to our students worthy of imitation; (e) where activities allow, to show them how to reach out to our unsaved community; (f) be patient in this matter like God who seeks all men to be saved and come to the knowledge of the truth; (g) and to remove impediments to discipleship, evangelism, and instruction by firm and loving discipline. If this discipline requires that we remove a

student from our classes, we ought to do so with a heart toward seeing them saved and restored.

Aesthetic Vision

God instructs us through His Word in Philippians 4:8, “Finally, brothers, whatever is true, whatever is honorable, whatever is just, whatever is pure, whatever is lovely, whatever is commendable, if there is any excellence, if there is anything worthy of praise, think about these things.” As a classical and Christian school, we have certain duties in this regard. We have been entrusted by our school parents with the responsibility to train and discipline the minds of their children. We understand that the loveliness and nobility that Paul describes in Philippians involves more than just spiritual truths, and that what God commands in His Word must be acted upon in our daily lives. Therefore our duty as a school must include the discipline of aesthetic education. Aesthetics is simply what Paul describes above. It is the attempt to understand and appreciate the beautiful, the artistic, the tasteful. At Baldwin Christian School, we affirm that the triune God contains within Himself all ultimate loveliness and beauty. He has created us in His image, requiring us to strive to imitate Him in all that we do (Leviticus 11: 44-45), and this includes the duty to understand how we are to appreciate, reflect, and create that which is lovely.

As fallen beings in a fallen world, we will only dimly understand godly aesthetics. Only He knows exhaustively what is truly beautiful. However, the partiality of our understanding does not free us to form our judgments of beauty based on individual preference or bias. Thus, at Baldwin Christian School, we deny all forms of aesthetic relativism as being against how a Christian must understand reality as it is revealed in Scripture. Aesthetic relativism demands that beauty be thought of as specific to cultural biases and individual interpretations instead of being judged upon innate qualities that originate in the godhead. Therefore, we want to train our students in their responsibility to make biblically grounded and informed aesthetic judgments and will instruct them to make their aesthetic judgments in humility and with a goal of Christian maturity.

Education in aesthetics does not stop at curriculum selection and classroom instruction. We also aim to teach the importance of biblical aesthetic standards in all activities associated with the school, striving for the form of excellence suitable to each activity. This begins with a strong emphasis throughout the curriculum on the fine arts – music, painting, sculpture, drama, literature, and poetry. However, our emphasis on aesthetics extends into our daily lives – the cleanliness and decoration of classrooms, staff and student personal appearance, and by our demeanor in athletic and academic competitions. In all this we aim to teach our students the reason for striving for godly aesthetics is an act of obedience to God.

II. SCHOOL ADMINISTRATION

The Society of Christian Instruction

The school is owned and operated by “The Society of Christian Instruction” of Baldwin, WI. The Society is organized solely for charitable, educational, religious, or scientific purposes within the meaning of Section 501 (c) of the Internal Revenue Code. The members of the Society are people who are in express agreement with Article II of the Constitution of the Society of Christian Instruction , and who are either parents or guardians of children attending the school, or who contribute not less than \$50 annually per person, and are 18 years or older.

The annual meeting of the Society shall be held in Baldwin, Wisconsin during the month of September of each year, the exact day, time, and place to be determined by the Board of Directors of Directors. Notices of all meetings shall be mailed to each member not fewer than ten days before the meeting.

Administration

The school is administered by the Board of Directors, aided by several committees.

The Board of Directors consists of at least five Society members; including a President, Vice-President, Secretary, Treasurer, and General Assistant. Directors serve three-year terms, and are elected by Society members at the Society’s annual meeting in September of each year. Director terms are staggered so that one or more terms expire each year.

Committees & Parental Involvement

Each of the students’ parents and guardians serve on one of several committees assisting the Board of Directors of Directors. Usually, parents/guardians can be placed on the committees of their choice. Standing committees consist of:

- Curriculum Committee
- Fundraising Committee
- Fellowship Committee
- Marketing/Public Relations Committee
- Audit Committee
- Buildings and Grounds Committee

The Curriculum Committee oversees curriculum and educational materials. The Fundraising Committee promotes ways for people to financially benefit the school and organizes several fundraising activities each year. The Fellowship Committee organizes several fellowship gatherings each year for students’ families, teachers, and other Society members. The Marketing/Public Relations Committee promotes certain school activities within the community each year and keeps our name in the view of the community as frequent as possible. The Audit Committee

oversees the work of the Treasurer. The Buildings and Grounds Committee maintains the physical needs of the school and organizes the annual clean up day.

Because Baldwin Christian School is parent operated school, committee involvement is **MANDATORY**.

III. ADMISSIONS

I. Admission Procedures:

1. Upon return of a completed application, an interview with the family will be held with the Board of Directors of Directors.
2. After the interview, and after reviewing all other required materials (as stated on the application form), the Board of Directors will make the decision whether or not to admit the student(s).
3. The Board of Directors will then notify the parents with the decision regarding acceptance. If accepted, the parents will receive an Acceptance Letter and a Transfer of Records form, if the student attended another school previously.
4. All financial arrangements between the family and the school must be agreed upon before an admission is considered final.

II. Admission Requirements for the Student:

1. The student should understand that his parents have delegated their authority to the school. Therefore, he is subject to the instruction and discipline of the teachers in their prescribed roles at Baldwin Christian School.
2. Baldwin Christian School admits students of any race to all rights, privileges, programs, and activities generally made available to all students. Baldwin Christian School practices a biblical philosophy of admissions, not discriminating on the basis of race, sex, color, or national origin in the administration of its policies, admissions, scholarships, athletic, and other school-directed programs. A child entering any grade level may be tested for grade placement.

III. Admission Requirements for the Parents:

1. The parents of students in Baldwin Christian School should have a clear understanding of the biblical philosophy and purpose of Baldwin Christian School. This understanding includes a willingness to have their child exposed to the clear teaching of the school's Statement of Faith in various and frequent ways within the school's program.

2. The parents should be willing to cooperate with all the written policies of Baldwin Christian School. This is most important in the area of discipline (see Discipline Guidelines and School Rules) and school work standards, as well as active communication with the respective teacher(s) and administration.

IV. ACADEMIC PROGRAM

Report Cards

Report cards will be sent home with the students on a quarterly basis within two weeks of the end of each quarter.

Parent-Teacher Conferences

Parent-Teacher conferences are scheduled in the fall. Parents and/or teachers may schedule additional conferences anytime they desire.

Textbooks

Each student is responsible for the care of the books he or she uses. Students who lose or severely damage a textbook or other classroom supplies will pay for their repair or replacement.

Learning Disabilities Policy

Severe Learning Disability: Any condition in a potential student which would require a separate classroom, program, and staff in order to provide the educational services desired by the parents.

Learning Disability: Any condition in a prospective student, which does not require a separate classroom, program, and staff in order to provide the education services desired by the parents. For the purposes of this policy, it is not important whether or not the condition was accurately diagnosed and is a genuine learning disability.

Guidelines:

1. Children with a severe learning disability will not be admitted to Baldwin Christian School due to the lack of adequate staff, funding, and facilities.
2. Children who have been diagnosed as having a learning disability will be required to meet the same academic standards as all the other children in their grade level.
3. Children who have been diagnosed as having a learning disability will be given as much individual instruction and encouragement as their classmates.

Junior High

Bible:

Christian Worldview and Apologetics
Acts of the Apostles (Acts and Letters)

Math:

Students are placed according to ability level.
8/7 and Pre Algebra
Algebra

Writing/Grammar:

Shurley English Level 6
Institute for Excellence in Writing, Levels B & C

Reading:

Literature selected on the basis of its high quality, with some selections integrating with History units being studied.

Science:

General Science
Earth/Space Science

History:

World History
U.S. History/Constitutional History

Logic:

Informal Logic
Introduction to Formal Logic

Latin:

Latin I and II

Music:

Weekly instruction in vocal techniques, musical genres and history, basic music theory, as well as the opportunity to join the school instrumental ensemble.

Art:

Weekly instruction in the basic fundamentals of drawing to enable them to create adequate renderings, in the knowledgeable use a variety of art media, encouragement to

appreciate and imitate the beauty of the creation in their own works, and provision of an introduction to masters' works of the Western culture.

Health:

Instruction offered in alternate years

Physical Education:

Weekly instruction in strengthening, conditioning, basic game skills, and the enhancement of biblical patterns of behavior through activities requiring cooperation, team work, and good sportsmanship.

High School

HS Graduation Requirements

4 credits Bible/Theology

2 credits Latin or Koina Greek^

1 credit Logic^

2 credits Rhetoric^

4 credits English*

3 credits must come from the following Ancient, Medieval, and Reformation-Modern Literature

3-4 credits Sciences

Science credits must be from upper level Sciences e.g., Physical Science, Biology, Chemistry

3-4 credits Math

Math credits must come from upper level math e.g. Algebra I and II, Geometry

3 credits History *

3 credits must come from the following Ancient, Medieval, and Reformation- Modern History

1.5 credits Physical Education*

.5 credits Health (unless completed in 7-8th grade)*

.5-3.5 credits from electives

26 credits minimum required for graduation from Baldwin Christian School Senior High School

* indicates required by state of WI

^ indicates required by ACCS

List of electives as of 2010

Economics	1 semester class	.5 credits
Civics	1 semester class	.5 credits
Modern Lang.	2-4 semester class	1-2 credits
Geography	1 semester class	.5 credits
Drawing I	1 semester	.5 credits
Drafting I	1 semester	.5 credits
Creative Writing	1 semester	.5 credits

Latin

Considering the sheer number of years and amount of quality schools wherein the teaching of Latin was an integral part of any good academic training, the instruction in Latin at Baldwin Christian School should need no explanation or defense. However, like many traditional particulars of good education lost in the name of "modern" or "progressive" education, Latin's advantages have been neglected and forgotten by a couple of generations. Latin was regularly taught even in American high schools as late as the 1940s. It was considered necessary to a fundamental understanding of English, the history and writings of Western Civilization, and the understanding of Romance languages.

Baldwin Christian School teaches Latin, therefore, for two major reasons:

1. Latin is not a "dead language", but rather a language that lives on in almost all major western languages, including English. Training in Latin not only gives the student a better understanding of the roots of English vocabulary, it also lays the foundation for learning other Latin-based languages.
2. Learning the grammar of Latin reinforces the student's understanding of the reasons for, and the use of, the parts of speech being taught in our traditional English class work, e.g. plurals, nouns, verbs, prepositions, direct objects, tenses, etc.

New students to Baldwin Christian School **Junior High:**

1) During the admissions process, the student's teacher will determine the necessary Latin instruction for the entering student. This determination will be based upon the student's academic background, any previous Latin instruction, and the requisite knowledge of Latin needed for entering each level of the Baldwin Christian School secondary Latin program.

2. New students without any previous Latin background will be placed in Latin Primer A.

Homework Philosophy and Guidelines

I. PHILOSOPHY:

Baldwin Christian School may assign some amount of homework to many of its students at any given time. Below are the primary reasons or causes for homework being assigned:

1. Students often need some amount of extra practice in specific, new concepts, skills, or facts. In certain subjects (e.g. math or languages), there is not enough time in a school day to do as much practice as may be necessary for mastery. Therefore, after reasonable in-class time is spent on the material, the teacher may assign homework to allow for the necessary practice.
2. Repeated, short periods of practice or study of new information is often a better way to learn than one long study period.
3. Since Baldwin Christian School recognizes that parental involvement is critical to a child's education, homework can be used as an opportunity for parents to actively assist in their child's studies. This will also keep the parents informed as to the current topics of study in the class.
4. Homework may also be assigned to students who, having been given adequate time to complete an assignment in class, did not use the time wisely. The homework, in this situation, serves a punitive, as well as practical purpose.

II. GUIDELINES FOR ASSIGNING HOMEWORK:

Since homework, by its nature, takes time at home, it is not to be assigned due to the teacher's poor planning or in place of an assignment which could have been completed in school.

The necessity for doing homework will vary from grade to grade and even from student to student. The guide below should be regarded as maximum times, not as required minimum times, and then only if homework is assigned. In any event of homework normally being assigned, a student-owned assignment book should be used in the secondary grades.

Homework limitations: (Expectations for the “B” student)

- Junior-high: An average of one hour each night.
- Freshmen and sophomores: An average of one and one-half hours each night.
- Juniors and seniors: An average of one and ½ hours to two hours each night depending on the length of the school day.
- Students who have been absent and have make-up work to complete and/or students, who are academically deficient and need extra work to maintain a satisfactory level of learning, may require more time completing homework than do other students.

Assignments

Late Work

All assignments are due the hour the class meets. One late item per quarter will be accepted with no penalty. Any other late assignments will incur a 10% loss in grade. This must be handed in by the next class day. No assignments will be accepted 25 hours after the due date.

Make up work

If a student is absent due to illness or family crisis (e.g. funeral) he has one day + the day(s) absent to make up the work. If the work is not completed the late work policy will go into effect.

If a student is absent for any other reason than the ones listed above he is responsible to have all his assignments completed by the next school day. If the work is not complete the late policy will go into effect.

Unscheduled Vacation

(Parents should be aware that unscheduled vacations can cause academic hardship for their student!)

Junior High (7-8): Parents should notify the teacher at least 2 weeks in advance of a vacation. The teacher will, to the best of their ability, let the student know of work and tests that can be done in advance.

High School: If a student goes on vacation other than those already scheduled on the school calendar he must complete the assignments he will miss prior to leaving on his vacation. Any test that is scheduled during the time that the student is gone must also be completed prior to leaving and must be arranged with the teacher.

Redoes

Junior High (7-8): Unless indicated a redo is due the next day.

High School: If a student is asked to redo any school work the redo must be turned in a week from the original due date or the date the teacher indicates on the assignment.

Test Retakes

Test retakes will be done after school on the next school day or within a week of the original test date. Student is responsible for making the necessary arrangements (e.g. rides home).

Grade Reporting

Report cards are sent home with the students at the end of each quarter. Teachers are required to notify parents before the end of the grading period if a student is in danger of receiving a failing grade for the quarter or the semester.

Grading Guidelines, Report Cards and Honor Rolls

All academic grading in Baldwin Christian School uses a criterion-referenced base for evaluation. (The students' work will be evaluated against an objective standard in each class). Grade point averages (G.P.A.s) are computed at the end of each quarter. Grades earned in elective courses, independent study courses, college and/or correspondence courses, and work completed in home school settings apply toward graduation requirements but are not factored into cumulative G.P.A.s. Only semester grades appear on the student's high-school transcript. The following percentages, grades, and grade points are used school-wide:

<u>%</u>	<u>Grade</u>	<u>Grade Point</u>	<u>Meaning</u>
100-94	A	4.0	Excellent
93-90	A-	3.7	
89-87	B+	3.3	Surpassing
86-84	B	3.0	
83-80	B-	2.7	
79-77	C+	2.3	Satisfactory
76-74	C	2.0	
73-70	C-	1.7	
60-69	D		
59 and below	F	0.0	Failing
		0.0	
100-70	S	N/A	Satisfactory
N/A	I	N/A	Incomplete

Grading Guidelines: High School Transcripts

In recognition of the demanding academic standards at Baldwin Christian School, we use an alternative method to compute grade point averages recorded on a student's high school transcript. It is common practice for admissions officers at universities and colleges to recalculate a grade-point average after deleting all pluses and minuses from the reported grade. Therefore, Baldwin Christian School will follow this practice when calculating the grade-point average shown on the transcript.

<u>%</u>	<u>Grade</u>	<u>Grade Point</u>	<u>Meaning</u>
100-94	A	4.0	Excellent
93-90	A-	4.0	
89-87	B+	3.0	Surpassing
86-84	B	3.0	
83-80	B-	3.0	
79-77	C+	2.0	Satisfactory
76-74	C	2.0	
73-70	C-	2.0	
69-60	D	0.0	Failing
59- 0	F	0.0	
100-70	S	N/A	Satisfactory
N/A	I		N/A Incomplete

Honors and Awards

I. Honor Rolls

Students earning placement on one of the honor rolls will be recognized at secondary assemblies following each quarter. Students who have earned placement on the honor roll for each semester will be recognized.

Summa Cum Laude requires a G.P.A. of 4.0.

Magna Cum Laude requires a G.P.A. of 3.99 to 3.70.

Cum Laude requires a G.P.A. of 3.69 to 3.50.

Academic Probation Policy

This policy is intended to provide additional motivation to students whose academic achievements are not up to their capability. If implementation of this policy would be counterproductive to this end, the Board of Directors may decide not to place a student on probation. A written record explaining this decision will be signed by the teacher and Board of Directors president and placed in the student's file.

Secondary students are required to maintain at least a 2.0 grade-point average during any two, consecutive quarters. Exceptions will be made for students who have a grade point average of less than 2.0 but have not failed any courses during the quarter in question.

1. Grade point averages (G.P.A.'s) for each secondary student will be calculated at the end of each quarter. (Based on core classes)
2. If a student's G.P.A. is below 2.0 (i.e. a "C" average), that student will be placed on academic probation during the following quarter. A parent-teacher conference will be arranged at this time.
3. If at the end of the next quarter the student's G.P.A. (for the quarter) has not risen to at least a 2.0, that student will be expelled.
4. Students who are on academic probation are ineligible to participate in extra-curricular activities.

Eligibility For Extra-Curricular Activities

All Baldwin Christian School students participating in extra-curricular activities must maintain a G.P.A. of 2.5 or above. This does not apply to transfer students during their first quarter of enrollment at Baldwin Christian School.

If implementation of this policy would be counter-productive to the students' best interests, the teacher may decide not to restrict a student's eligibility.

Study Hall

Students in study hall must work quietly on homework or read. There is no talking during study hall. The student is to remain in the designated study area until released.

V. DISCIPLINE POLICY

Baldwin Christian School students are expected to live and conduct themselves in a manner that will be pleasing to God and glorifying to the name of Jesus Christ (II Thessalonians 1:11-12)

Purpose

We would like Baldwin Christian School to be a place where visitors sense a difference. Specifically, the constant and unmistakable aroma of Christian love.

“But thanks be to God, who always leads us in triumphal procession in Christ and through us spreads everywhere the fragrance of the knowledge of him. For we are to God the aroma of Christ among those who are being saved and those who are perishing. To the one we are the smell of death, to the other, the fragrance of life.”
II Corinthians 2:14-15.

School Rules for Christian Attitudes and Behavior

All secondary students should be aware of, and are expected to adhere to, the following list of school rules:

1. Students are expected to cooperate with basic Christian standards of behavior and conversation.
2. Secondary students are expected to demonstrate exemplary conduct before the elementary students.
3. There should be no talking back or arguing with teachers or staff. Prompt and cheerful obedience is expected. Requests from the teacher should not have to be repeated.
4. Students are not to use laser pointers, radios, iPods, or personal entertainment devices at school. If their presence at school is deemed a disruption by the teacher, the device may be confiscated, to be returned at the end of the school day. No firearms (legal definition) are allowed on the school grounds.
5. If a student must bring a cell phone to school it must remain in his backpack on silent and is not to be used during school hours. If you need to make a phone call you should use the school phone.
6. Students are expected to treat all of the school's materials and facilities with respect and care. A few particular matters related to this principle are:
 - a. Students will be charged for lost or damaged textbooks.
 - b. Hardback textbooks must be covered with a book cover.

- c. Lockers must be kept straightened so that textbooks may be kept on the shelf.
7. Public displays of affection are not permitted at school or school activities. (As an application of rule 2.)
8. Junior High students may not chew gum at the school.

“House Rules”

Because we are a large number of people sharing a small space, we have established some house rules, with the desire to show consideration of others. The students will not. . . .

- walk across desk seats or dash across the room to get to their desks.
- throw paper from their desks to the trash.
- eat or drink in class except during lunchtime meetings or class parties.
- disturb anything on the teacher’s desk (including reference books) without permission.
- sit at the teacher’s desk or open drawers in the desk when the teacher is not in the room.
- prop their feet up on other’s desks, chair/seats, or classroom furniture.
- throw pencils, pens, white out, etc. across the room to another student.
- write on desks, walls, textbooks, posters, etc.
- leave a mess around their desks at the end of the period.
- adjust blinds or open or close windows without permission from the teacher.
- rearrange desks without permission from the teacher.
- pass notes nor ask others to pass notes.
- talk while the teacher is talking nor interrupt other students during class discussion.
- work on other homework assignments during class (until they have finished with assigned work).

Discipline Procedure

The kind and amount of discipline (correction) will be determined by the teachers, and if necessary, the Board of Directors. The discipline will be administered in the light of the student's problem and attitude. All discipline will be based on biblical principles, e.g. restitution, apologies, (public and private), restoration of fellowship, no lingering attitudes, etc. The vast majority of discipline problems are to be dealt with at the classroom level.

Love and forgiveness will be an integral part of the discipline of a student.

I. **Office Visits:** There are five basic behaviors that will **automatically** necessitate discipline from the school Board of Directors (versus the teacher). Those behaviors are:

1. **Disrespect** shown to *any* staff member. The staff member will be the judge of whether or not disrespect has been shown.
2. **Dishonesty** in any situation while at school, including lying, cheating, and stealing.
3. **Rebellion**, i.e. outright disobedience in response to instructions.
4. **Fighting**, i.e. striking in anger with the intention to harm the other student(s) or staff.
5. **Obscene, vulgar or profane language**, as well as taking the name of the Lord in vain.

During the visit with the Board of Directors, they will determine the nature of the discipline. The Board of Directors may require restitution, janitorial work, parental attendance during the school day with their student, or other measures consistent with biblical guidelines which may be appropriate.

If for any of the above, or other reasons, a student receives discipline from the school Board of Directors, the following accounting will be observed.

1. The first *two* times a student is reprimanded for discipline the student's parents will be contacted immediately afterward and given the details of the infraction. The parents' assistance and support in averting further problems will be sought.
2. The *third* offense will be followed by a meeting with the student's parents, and the school Board of Directors.
3. Should the student require a *fourth* reprimand, a **two-day suspension** will be imposed on the student.
4. If a *fifth* reprimand is required, the student will be **expelled** from the school.

II. **Expulsion:** The Baldwin Christian School Board of Directors realizes that expelling a student from school is a very serious matter and should always be carefully dealt with on a case-by-case basis. Forgiveness and restitution are fundamental to our total discipline policy. However, should a student and his parents not be able to eliminate behavioral problems before a fifth reprimand, the student will be expelled.

III. **Serious Misconduct:** If a student commits an act with such serious consequences that the teacher deems it necessary, the school Board of Directors process may be bypassed and **suspension** or **expulsion** imposed immediately. Examples of such serious misconduct could

include acts endangering the lives of other students or staff members, gross violence, vandalism to the school facilities, violations of civil law, or any act in clear contradiction of scriptural commands.

IV. **Re-admittance:** Should the expelled student desire to be readmitted to Baldwin Christian School at a later date, the Board of Directors or its delegated committee will make a decision based on the student's attitude and circumstances at the time of re-application.

Student Etiquette

“Do nothing out of selfish ambition or vain conceit, but in humility consider others better than yourselves. Each of you should look not only to your own interests, but also to the interests of others.” Phil. 2:3-4

There are numerous ways that students are encouraged and expected to show kindness to one another, and to their teachers, during their hours at Baldwin Christian School. Periodically, students will receive teaching and reminders about these expectations. It is our hope that these actions will become part of the daily fabric at Baldwin Christian School.

First, we want to train our young men to show consideration and respect for the ladies in the school. (*“Husbands, in the same way, be considerate as you live with your wives, and treat them with respect as the weaker partner and as heirs with you of the gracious gift of life, so that nothing will hinder your prayers.” 1 Peter 3:7).*

Second, we want to train our students to show proper respect to their teachers and administrators. (*“Submit yourselves for the Lord’s sake to every authority instituted among men; whether to the king, as the supreme authority, or to governors, who are sent by him to punish those who do wrong and to commend those who do right.” 1 Peter 2:13*)

At Baldwin Christian School, the secondary students will be an example to the younger students. We want them to be a good example. Consider the heart of Christ toward younger children. *Jesus said, “Let the little children come to me, and do not hinder them, for the kingdom of heaven belongs to such as these.” When he had placed his hands on them, he went on from there.*

Conclusion: We would like Baldwin Christian School to be a place where visitors sense a difference. Specifically, the aroma of Christian love. (*“But thanks be to God, who always leads us in triumphal procession in Christ and through us spreads everywhere the fragrance of the knowledge of him. For we are to God the aroma of Christ among those who are being saved and those who are perishing. To the one we are the smell of death, to the other, the fragrance of life.” II Corinthians 2:14-15*)

Dress Code

Baldwin Christian School students are expected to live and conduct themselves in a manner that will be pleasing to God and glorifying to the name of Jesus Christ (II Thessalonians 1:11-12), which includes how they dress.

We have found that it is generally true that children and young people in play clothes will tend to play; children dressed in clean, neat clothes are more likely to behave in a way which corresponds with their attire.

The cooperation of STUDENTS, PARENTS, and TEACHERS is necessary in maintaining the standards of the dress code. It is very important that the code is accepted fully and is enforced consistently. (It is especially important to be mindful of this when school clothes are purchased.) Enforcing the dress code is not the sole responsibility of the school - PARENTS are expected to cooperate with the school in monitoring their child's DAILY attire.

Students should dress in a way to demonstrate their respect for the school. Therefore, students shall:

- **Be respectful:** All shirts tucked in, no unrepaired holes/tears in clothes, clothing appropriately sized for the wearer, an overall neat appearance.
- **Be modest:** No tight tops. Shirts may not reveal any midriff area when standing *or* sitting. Pants should be high enough on the natural waist to be considered modest when bending *or* sitting.
- **Be professional:** Outlandish or distracting clothing or appearance will not be allowed.
- **Be diligent:** Dress as if you are coming to work, prepared to do the work of a student. Be consistent in presenting yourself well each day at school.
- **Be clean:** Recently washed, hair combed neatly.

As a guideline, we strongly encourage dressing up for rather than dressing down for school.

Junior High Dress Code for Standard School Days:

Shorts, or Pants:

Shorts & Skirts need to be mid thigh or longer. No unrepaired holes in pants.

Shirts, blouses and sweaters:

No T-shirts with logos.

No low-neck lines.

No uncovered spaghetti straps. No midriff should show when hands are raised or while sitting.

Shoes:

Jr. High students are required to keep one pair of inside shoes at the school to prevent wear and tear of the carpets. Tied athletic shoes are required for Physical Education.

Skirts and Dresses:

Should be knee length or longer.

High School Dress Code for Standard School Days:

Gentleman

Polo or button down shirt with collar

Dress pants –**no jeans**

Dress shoes

Belt

Crew or V-neck sweater – **no hoodies**

Young men are to tuck their shirt in their pants and they must wear a belt if loops are present.

Hair must be clean and combed neatly.

Ladies

Dresses or a blouse and skirt- **knee length or longer**

Dress shoes-**no flip-flops**

Crew, V-neck or Button down sweaters– **no hoodies**

Ladies are to dress modestly.

No tight shirts or blouses.

Spaghetti straps shirts cannot be worn alone.

No cleavage or bare midriff should be exposed.

Hair should be clean and neatly styled.

Required Uniform Code for Informal School Functions:

(The teacher and/or home bulletin or an email will let the students know when to wear their uniforms)

- Short or long sleeve Navy Interlock Polo Shirt with Baldwin Christian School logo (tucked in)
- A white long sleeve shirt may be worn under a short sleeve polo in cooler weather
- Khaki Pants, shorts or skirt
- Brown or Black Belt if belt loops are present
- Brown or black shoes

Please visit www.landsend.com to order a polo shirt with logo. You are welcome, but not required to purchase other select Baldwin Christian School items as well. Our preferred school number is 900133158.

Here are the requirements for each shirt:

Classic Navy
Interlock fabric (**not mesh**)
Short or long Sleeve

Required Uniform Code for Formal School Functions:

- Long sleeve white oxford (tucked in) for boys
- Long sleeve white blouse or button down for girls
- Black Pants or Black Skirt
- Black or Dark Brown Belt if belt loops are present
- Black Socks
- Black or dark Brown Shoes

Polo Shirt & Khaki Pants Exchange Closet

If your child has outgrown his Lands' End Uniform shirt or khaki pants, you may donate them to the Exchange Closet so another child may use them. Please drop the clothes off in the office and let the office administrator know if you need a new size.

Attendance Policy

Jr. High Attendance Policy

A student enrolled in Baldwin Christian School is expected to be present and on time in school every day school is in session. The actual number of days school is in session will be determined by the yearly school calendar. Students are also expected to attend and complete all requirements for every course offered. Attendance records for the elementary students are kept by the individual classroom teachers and reported on the student's report card each quarter.

Vacations are encouraged during scheduled school breaks.

1. Short-Term Absences: If a student needs to be absent from school for one to two days, for any reason, the parents should contact the teacher by note or phone as soon as possible. In case of illness, please notify the school by 8:00 a.m.

2. Long-Term Absences: If a student needs to be absent for three or more consecutive days, the parents should notify the school in writing explaining the circumstances. This will permit the office to inform the appropriate teacher(s) and to compile the necessary schoolwork which the student would otherwise miss. Notification should be made as soon as possible to limit the amount of missed schoolwork.

3. Extended Absences: We will gladly cooperate with families taking their children from school for vacations, hunting trips, etc. However, when extended absences are voluntary (versus emergency or illness) we expect all schoolwork to be completed prior to the absence. Please keep in mind that these disruptions from schedules school time often cause extreme academic hardship for the student.

4. Tardy Report:

Tardiness is disruptive and disrespectful to the teacher and to other students. Students are expected to be seated and ready to learn at the ringing of the first bell. Failure to do so will result in the student being reported as tardy. No distinction will be made for excused vs. unexcused tardy reports. The Board of Directors of Directors will be notified if a student with has four (4) tardy reports in a semester. If necessary the parents, teacher and Board of Directors may have a meeting about the situation.

High School Attendance Policy

This policy is designed to encourage student attendance at school. At school a student is exposed to various types of instruction. Because each class period should contribute significantly to the curriculum objectives of Baldwin Christian School and because the instructional program is progressive and sequential, it is necessary to encourage student attendance in all prescribed classes. However, in recognizing the authority of parents over their children, we understand that parents may decide that it is in the best interests of their child *not* to attend school on a particular day.

Planned absences are any absence that is the result of a parent *deciding* to excuse their student from attendance at school for reasons that are *foreseeable*. Examples are absences due to family vacations, doctor or dentist visits, programs that are not school-related, etc.

Unplanned absences are any unforeseeable absence. Specific examples are illnesses or family emergencies.

1. Students enrolled in Baldwin Christian School are expected to attend all prescribed classes, i.e. parents and/or students may not choose how many classes to attend.
2. A record of attendance for each student will be kept. The total number of days absent and days present will be recorded on the student's quarterly report card and on his high school transcript. The secondary staff will keep these records.
3. If the secondary teacher is not notified of the reason for the student's absence from school, the absence will be considered a planned absence.
4. A student must complete final exams before a semester grade will be given. A student who is absent during a final exam will

receive a grade of I (incomplete) in the pertinent course until the missed exam is completed.

5. In the event the total number of *planned absences* for one quarter exceeds five days the student's final quarter grade in each class will be reduced by one percentage point per day for each day absent over five days in the quarter.
6. In the event the total number of planned absences is equal to or exceeds fifteen days in one semester, the student will not receive credit for that semester.
7. If the planned absences have a distinct educational component (e.g. a trip to Europe or a trip to U.S. historical sites), the parents may appeal to the Board of Directors for a reduction and/or a waiver of the grade penalty. Students who receive waivers will be asked to write about their educational experience during the trip.
8. Sophomores and juniors may appeal for an exception to this guideline for the purpose of substituting another course for a Baldwin Christian School elective class. The teacher is authorized to rule on this appeal, either approving or denying it. The secondary teacher will consider the electives that the student has taken previously, whether or not the student has completed the requisite number of fine-arts credits and the academic merits of the proposed course.

Attendance Guidelines

1. Unplanned absences:

Due date: An extension will be given. The extension will not exceed the number of school days missed during the absence. Due dates will be established by the classroom teacher.

See "Assignments" section for more details.

Note: It is the student's responsibility to find out what work was assigned. In the case of extended illness, it is recommended that the parents contact the teachers directly in order to find out what assignments were missed.

2. Planned absences (One or two days):

Due date: Generally, no extension of due dates will be given. However, one additional day may be given for absences resulting from attendance at school related events, e.g. Mock Trial, Math Competition, etc. Due dates will be set by the teachers. Extensions will **not** be given for absences resulting from attendance at athletic events.

Students must complete all work assigned before their absence.

3. Planned absences (Three days or more):

Due date: Work must be completed BEFORE the planned absence. Students will receive full credit (no grade deduction) for completing assignments given to the rest of the class during their absence.

4. Tardy Report:

Tardiness is disruptive and disrespectful to the teacher and to other students. Students are expected to be seated and ready to learn at the ringing of the first bell. Failure to do so will result in the student being reported as tardy. No distinction will be made for excused vs. unexcused tardy reports. The Board of Directors will be notified if any student has four (4) tardy reports in a semester. If necessary the parents, teacher and Board of Directors may have a meeting about the situation.

Grievance Policy

Christian Conciliation:

In keeping with I Cor. 6:1-8 and Matt. 18:15-20, all parties formally affiliated with Baldwin Christian School agree that the Bible commands them to make every effort to live at peace and to resolve disputes with each other in private or within the Christian Church.

Purpose: The objective of this policy is to establish biblical guidelines for the resolution of disputes and grievances in the operation of Baldwin Christian School. These guidelines are to be followed whenever there is a dispute or grievance concerning any aspect of Baldwin Christian School's operations between any two parties connected in a direct way to the school. This includes students, parents, staff, volunteers, administration, and Board of Directors.

General Guidelines:

1. It is understood that if any disputes arise which are not covered by this policy, the Board of Directors will decide what procedures to follow based on a parity of reasoning from those procedures established by this policy.
2. It is also understood that, especially during the attempted resolution of concerns, the principles of Matthew 18 and James 3 will be followed.

Students/parents to teachers:

1. All concerns about the classroom must first be presented to the teacher by the parents, or if the student is mature enough, by the student himself. If the student presents the concern, a respectful demeanor is required at all times.
2. If the problem is not resolved, the parents or student may bring the concern to the president of the school Board of Directors. If

the student brings the concern, he must have permission from his parents to do so.

3. If the problem is still not resolved, the parents should appeal the decision to the Board of Directors.
4. If there is still no resolution, they should request a hearing with the Baldwin Christian School Board of Directors.

Parents to administrator:

1. If parents have a grievance or dispute about the general operation of the school (apart from the operation of the classrooms), they should bring their concerns to the Board of Directors.
2. This procedure also applies to Board of Directors members who are acting in their capacity as parents.

VI. OTHER INFORMATION

Chapel

Chapel is held weekly. Chapel usually lasts about 15 minutes and includes prayer and a brief message. This is in addition to regular Bible classes, which are held daily.

Lunches

JUNIOR HIGH:

Hot lunch is provided through the public school system. The menu can be found in the *Baldwin Bulletin* or at www.bwsd.k12.wi.us.

1. The Baldwin Christian School has a monthly billing system for lunch charges. The system works well for students and their parents. However, charges may accumulate faster than parents realize unless they monitor their accounts carefully. Each month, a written statement will be sent to each family notifying them of the balance due. The statement will be sent home with the oldest child of each family.
2. When the School Food Authority determines that a family is two months delinquent, the students will no longer be allowed to participate in the hot lunch program until there is a positive balance in their account.

HIGH SCHOOL:

1. **CLOSED CAMPUS** (on campus only): Secondary students are expected to leave the lunchroom clean when they are finished eating. Students may not eat in any classroom unless given permission to do so by the appropriate teacher.

Student Drivers

Students who drive to school are expected to do so responsibly. Special attention should be paid to elementary students in the parking lot before and after school. Driving to school is a privilege which may be revoked if necessary.

Leaving Campus

We are a **CLOSED CAMPUS**. Students may not leave without a parent's permission.

1. Parental request: If a student needs to leave school during school hours, a parent may notify the teacher either by calling or sending a note. The student will be given permission to leave and their absence from class will be excused.

Extra-Curricular Activities

Junior High students may participate in extra-curricular activities through the public school system. Parents should notify the teacher ahead of time so that attempts can be made to minimize the amount of class instruction missed at Baldwin Christian School. Students are responsible for making up any work that is missed. Parents are responsible for transporting students to and from the public school.

Illnesses or Injury

If a child becomes ill or receives an injury during school hours, the teacher will contact a parent and make arrangements for the child's care. By law, teachers may not dispense aspirin or other medications without written permission.

Early Departures

A child may not leave the school grounds unless a parent has previously made arrangements with one of the teachers. Written permission from home is required if a student is to go home with someone else or by a means other than their usual routine.

Field Trips

A child must be present at roll call to be eligible to attend a field trip.

Fire and Tornado Drills

To prepare our students for such emergencies, fire and tornado drills are held periodically.

Library

Each classroom contains suitable reading materials for the students of that room. Students must check out books with their teachers to be read at school or to take home. As with textbooks, students who lose or severely damage library books will be responsible for paying for their repair or replacement. Newspapers, magazines and reference materials such as encyclopedias and dictionaries must remain at the school. We encourage the students to use reference materials found at the local public libraries and electronic resources.

Home Bulletin

The home bulletin is a weekly letter containing school news, announcements, upcoming events, etc., which is made available each Monday. Please be diligent to read the HB weekly to keep up with school news. It can be found each Monday on the school's web site at www.baldwinchristianschool.org. Contact the web administrator to obtain the password. Alternatively, a paper copy can be requested.

Items to be included in the Home Bulletin need to be submitted to the school by the end of Friday of the preceding week. Submittals can be placed in the Home Bulletin mail slot in the school's office.

Yearly Calendar of Secondary Events and Programs

The following is a list of those events and programs in which the Baldwin Christian School secondary classes normally participate. Additional programs and events may be added throughout the year as they meet the quality and time criteria.

1. **Athletics:** We offer an archery team.
2. **High School Graduation:** The Baldwin Christian School High School Graduation will be held at the CRC church.
3. **Trinity Math Competition:** Select Junior High students participate in this competition.
4. **Protocol Dinners:** High-school students are given classroom instruction in social graces during the weeks preceding the Protocol Dinner. At the end of the instruction they have a chance to practice what they have learned at an evening dinner and/or separate event.

Athletic Philosophy

1. The purpose of our athletic program is to complement, not compete, with our academic program. We reject as a false dichotomy the idea that either the academic must serve athletics or vice versa. Our goals and vision statement state the educational mission of our school, and we seek to use both academics and athletics as instruments to help us accomplish those goals.
2. Our athletic and physical education activities are considered an important component of our classical and Christian curriculum. We recognize that the training of the body has been part of the classical approach to education from the very beginning. Further, our understanding of the Christian worldview does not permit us artificially to limit a course of training to the mind only. Our goal has always been to educate our students in all aspects of life, with the Scriptures at the center of all things as the point of integration. We have the same standard for our athletic program and physical education classes, and see this point of integration as particularly important.
3. Each student is responsible to have an appropriate change of clothes i.e. shorts, t-shirt, running shoes for Physical Education class. Jeans are **not appropriate and are only** allowed during Archery Class. P.E. clothes must be stored in a separate bag, not your backpack.

School-Sponsored Events Policy

This policy seeks to ensure that school-sponsored programs meet the same standards for quality and content established in the educational programs at Baldwin Christian School. It also seeks to ensure that the same standards for student conduct established at the school are maintained at all events sponsored by Baldwin Christian School. Finally, this policy is designed to limit the liability assumed by Baldwin Christian School for school-sponsored events.

School-sponsored events are:

- 1) events which are organized by a Baldwin Christian School staff member acting in his official capacity as a teacher, administrator, etc. or
- 2) events which are published on the Baldwin Christian School yearly calendar or
- 3) events which receive financial support from Baldwin Christian School (including fund-raising opportunities provided through Baldwin Christian School).

Guidelines:

1. School-sponsored events should be consistent with the goals of Baldwin Christian School.

2. School-sponsored events require the attendance of a staff member from Baldwin Christian School.
3. Attendance at school-sponsored activities is generally limited to students who are currently enrolled at Baldwin Christian School. Exceptions may be granted by the Board of Directors.
4. Timely information about school-sponsored activities must be provided to the parents. Parents must sign a written waiver releasing Baldwin Christian School from any liability for all events taking place off campus. This statement should also authorize medical treatment to be given to the student in case of injury.
5. Only school-sponsored and Ebenezer events will be placed on the monthly school calendar.
6. The Board of Directors or their delegates must approve all proposed activities, determine the number of chaperones required, and approve a date for the event.
7. Only school-sponsored and Ebenezer activities will receive support from Baldwin Christian School, e.g. no charge for copier and/or telephone use, bulletin announcements to publicize the event, use of supplies).

VI. TUITION POLICY

Rates

Annual Registration Fee: \$100.00/student to be paid during the summer prior to the school year.

Tuition Rates will be mailed in the spring of each year.

Monthly payments are to be paid by the first of each month. Tuition paid on the twelve-month plan is to be paid over the twelve months beginning August 1st. Tuition paid on the nine-month plan is to be paid over the nine months of September through May.

Tuition Assistance

In the event a family encounters financial difficulty to the extent it is not possible to make tuition payments on time, parents are encouraged to notify the Baldwin Christian School Board of Directors. In the past, Baldwin Christian School has received contributions designated for tuition assistance. Depending on availability and circumstances, it may be possible for the school to financially assist a struggling family. Even if assistance cannot be offered, the Baldwin Christian School Board of Directors appreciates being notified of such situations and is often amenable to alternative payment arrangements.

Automatic Tuition Payments

Parents have the option to pay tuition payments through

automatic monthly transfers from their own bank account. Any family desiring to pay in this manner should notify the school's treasurer, who can provide a form to enable automatic payments.

Delinquent Policy

Parents are expected to make tuition payments in a timely manner. When the school treasurer determines that a family is two (2) months delinquent, the parents will receive written notice from the Baldwin Christian School Board of Directors or the Treasurer. The parents will then have one month to make their account current or make alternate payment arrangements with the Baldwin Christian School Board of Directors or the Treasurer. If a family is three (3) or more months delinquent in tuition payments, and has not made alternate payment arrangements with the Baldwin Christian School Board of Directors, the parents will need to make other arrangements for the education of their children. All previous financial obligations must be paid before a student will be enrolled for the following school year. Parents are responsible for reimbursing the school for any bank fees incurred as a result of bad checks.