

Genesee Christian School Student Handbook



Contents

General Information	5
Mission Statement:	5
Addresses/Phone	5
School Hours	5
Office Hours	5
Leadership	6
History	7
Historical Background of Genesee Christian School (GCS)	7
Christian Education as a Privilege	7
Statement of Faith	8
Student Code of Conduct	8
Statement of Cooperation	8
Philosophy of Education	9
Church Attendance	10
Patriotism	10
Child Abuse Policy	10
Nondiscrimination Policy	10
Harassment	11
Communicable Disease	12
Music	12
Media	13
Social Media	13
Electronic Devices and Cell Phones	14
Care of School Property	14
Prohibited Items	14
Admissions and Reenrollment	15
K4 & K5 Round-Up and Elementary Enrollment	15
Age Limits	16
Reenrollment	16
Books and Supplies	16
Financial Information (Tuition and Fees)	16
Withdrawal	17
Attendance	17



Attendance General	17
Attendance Elementary Building	17
Middle/High School Building	18
Academic Policy	20
Curriculum K-12	20
Elementary Curriculum/Academics	21
Grading Scale	22
Grading Scale	22
Early & Concurrent Enrollment	22
Graduation Requirements	23
Required Coursework	23
Minimum Required Credit	23
Commencement	24
Valedictorian and Salutatorian	24
Standardized Testing	24
Schedule Changes – Middle and High School	24
Grade Reporting	24
Honor Rolls	25
Conferences	25
Student Life	25
Middle/High School Athletics	25
Elementary Sports Activities	26
Beginning of the School Year	26
Parent Teacher Communication	26
Transportation – MTA	26
Field Trips	26
Honor Society	27
Locker Inspections	27
Lost and Found	27
Lunch Program	27
Medication	27
Student Drivers	27
Telephone Availability	28
Visiting Students	28
Volunteers	28
Emergency Closings	28
Student Expectations	28



Homework	28
Problem Solving	29
Dress Code General Guidelines	29
General Guidelines:	30
Elementary Attire (grades K4-5th)	30
Middle and High School Attire (grades 6th – 12th)	31
Athletic Event Attire- Middle/High School	31
Formal Attire – High School (10th – 12th)	32
Infractions of Dress Code	32
Technology	32
Technology Use Agreement:	32
Behavior and Discipline	33
Foundation	33
Genesee Christian Code of Conduct (for Elementary and Middle/High School)	33
Goal of Discipline	34
Assertive Discipline	34
Middle and High School Policies	34
Means of Discipline	34
Lunch Detentions	35
Demerit	35
Suspensions	35
Expulsions	35
Probation	36





General Information

Mission Statement:

Genesee Christian School strives to develop spiritual, academic and extracurricular excellence, supporting families and local churches by training students in a biblical, Christ-centered environment.

Addresses/Phone

Genesee Christian School Administration
Genesee Christian Middle and High School (6th-12th)
1223 S. Belsay Rd.
Burton, MI 48509
Phone: 810.743.3108
Attendance Line for MS/HS Only: 810.743.3292
Fax: 810.743.3230

Genesee Christian Elementary School (K4-5th)
1114 S. Genesee Rd.
Burton, MI 48509
Phone & Attendance Line: 810.743.3110
Fax: 810.743.3177

Little Leaders Preschool
-includes daycare and latchkey (beginning at age 2 ½)
1114 S. Genesee Rd.
Burton, MI 48433
Phone and Attendance Line: 810.743.3110
Fax: 810.743.3177

School Hours

Middle School (MS)/High School (HS): 8:10 a.m. – 3:05 p.m.
Elementary: 8:15 a.m. – 3:00 p.m.
Latchkey (elementary building): 7:00 a.m. – 8:00 a.m. & 3:00 p.m. – 5:30 p.m.

Office Hours

School Time: (August 1– June 15)

1. All offices will be open from 7:45 a.m. to 3:45 p.m.
2. All offices will be closed on holidays and during vacation times.
3. The Day Care program will be open from 7:00 a.m. to 5:30 p.m. daily. Advance notice will be given when the Day Care and Latch Key programs will be closed.



Summer Office Hours: (June 16 – July 31)

1. The administrative and high school office will be open from 8:00 a.m. to 3:00 p.m. Tuesday – Thursday. Offices will be closed on Mondays, Fridays, and during the first week of July.
2. The elementary office will be closed June 16 to July 31.
3. The day care program will be open from 7:00 a.m. to 5:30 p.m. daily. Day care will be closed on holidays or when advance notice is given.

Email for General Questions: gcs@geneseechristianschool.com

Website: geneseechristianschool.com

School Motto: Training Soldiers for Christ

School Mascot: Soldier

School Colors: Royal Blue and White



Leadership

Administrator and MS/HS Principal: Robert Buchalski

MS/HS Assistant Principal: Anna Major

Athletic Director/Assistant Principal: Chris Rainear

Elementary Principal: Rebecca Gebhart

Preschool/Day Care Director: Pam Gardner

Special Needs Coordinator: Jodi Arnst

GCS Board: Doug Armstrong, Gary Lauderbaugh, Paul Marino, Todd Mein, Ron Scott, Wally Rose, and Chris Yager





History

Historical Background of Genesee Christian School (GCS)

On March 26, 1974, a group of twenty concerned parents met to discuss the need for a new Christian elementary and high school in Genesee County. After prayer and much discussion, plans to open a Christ-centered elementary and high school offering academic courses from pre-kindergarten through twelfth grade was unanimously approved.

Genesee Christian School is an independent, fundamental Christian school operated by the Genesee Christian School Ministries, a Michigan Ecclesiastical Corporation. Its philosophy is built upon the fundamentals of the faith, the conservative ideals that made our nation great, character development, and personal morality.

All staff members and persons serving on committees at GCS must be in agreement in faith and practice with the organization's Articles (Statement) of Faith.



General School Policy

Christian Education as a Privilege

Attendance at Genesee Christian School is made possible by tuition, gifts from Bible-believing churches, and the sacrificial gifts of the Lord's people. Students should be grateful always for those who have provided for their Christian education and realize that attendance at Genesee Christian School is a privilege and not a right.

"For the grace of God that bringeth salvation hath appeared to all men, teaching us that, denying ungodliness and worldly lusts, we should live soberly, righteously, and godly, in this present world; looking for that blessed hope, and the glorious appearing of the great God and our Savior Jesus Christ" (Titus 2:9-11).

In keeping with the intent of the apostle Paul, the privilege of attending GCS may be forfeited by any student who does not conform to the standards and spirit of the school and the Bible.



Statement of Faith

Without apology, Genesee Christian School holds to its Statement of Faith. The Genesee Christian School Statement of Faith in full may be secured from the school office.

We believe in the following:

- the inspiration of the Bible;
- the triune God;
- the creation of man by the direct act of God;
- the incarnation and virgin birth of our Lord and Savior, Jesus Christ;
- salvation by grace through faith, the free gift of God;
- the progressive work of sanctification;
- the keeping power of God;
- the prominence of the local and visible church;
- the ordinances of baptism by immersion and the Lord's supper;
- the honoring of civil government;
- the pre-tribulational rapture of the church and the resurrection of the righteous to life;
- and the personal return of our Lord and Savior, Jesus Christ; to reign on earth for a thousand years, after which the unsaved will be judged.

Student Code of Conduct

(See Student Expectations – Genesee Christian Code of Conduct)

Statement of Cooperation

1. We have read the GCS School Handbook (located on our website or in the school office) and will cooperate with and support the administration and the written policies therein.
2. We have read the GCS's Statement of Faith (located on our website or in the school office) and are in agreement that these essential doctrines will be taught to our child.
3. We agree to be faithful in attendance with our family at a Bible-believing local church.
4. We agree to participate in and be available for parent-teacher conferences, parent seminars, fellowships, volunteering opportunities, and fundraising efforts in partnering with the school to build a healthy school community.
5. We understand that GCS is an independent fundamental school with Baptist doctrine as its foundation in teaching Biblical worldview in all academic subjects.
6. We give permission for our child to take part in all school activities including sports and school sponsored trips away from the school premises and will contact the school when any special or extenuating circumstance apply to our child.
7. We agree to hold the school and staff harmless in the event of any injury to our child at school or during any school activity.
8. In the case of accident or serious illness, we request that the school contact us. If the school is unable to contact us, we hereby authorize the school to take the appropriate steps with regard to our child's safety. We understand that the school will not dispense any medication, prescription or non-prescription, unless supplied by the parent to the office in the original container with the GCS issued Medication Form (in office) for medication. Students are not to carry medications during school (without special permission).



9. We will assure that our child's apparel and appearance conforms to the dress code as stated in the handbook.
10. We understand that we are financially responsible for registration fees, tuition, and any damage to school property by our child. We understand that outstanding school bills may result in student records being held by GCS.
11. We agree to uphold the high academic standards of GCS by providing a place at home for our child to study and to give our child encouragement in the completion of all assignments.
12. We understand that the administration will be making the final decision regarding placement of our child as far as room, teacher, and class assignment.
13. We will support the school's endeavor to provide an environment conducive to the spiritual growth and development of students who are not yet mature Christians in the following areas:
 - a. to refrain from swearing, indecent language, smoking, drinking alcoholic beverages, the abuse of drugs, gambling, and social dancing
 - b. to refrain from disorderly and boisterous behavior and violation of civil laws on or off campus.
 - c. to maintain Christian standards in courtesy, kindness, morality and honesty
 - d. to maintain Christian standards and good judgment in the types of music, reading materials, videos, movies, television programs, and computer/internet activities in which our students participate
14. As a Christian family that believes in the teachings of the Bible, we agree not to sue Genesee Christian School Ministries. (I Corinthians 6: 6,7)
15. We hereby invest authority in the school to discipline our child. This would include: student and/or parent conferences, demerits, detentions, suspension, or expulsion from the school, as necessary. While we understand that the primary place of discipline is the home, we authorize the school to discipline our child as an extension of our own admonition and correction (Proverbs 13:24; 22:6; 23:13,14; Colossians 3:20; Hebrews 12:6; Galatians 4:2).
16. If for any reason our child does not respond favorably to the school, we will not try to change the school to fit his/her needs but will withdraw quietly and without delay.
17. We give permission to the school to use pictures of our child in the school yearbook, activity programs, and other promotional materials for school use. We agree to provide a statement in writing if we do not want our child's picture used in any of these printed materials.

The selection of restrictions mentioned in the GCS Statement of Cooperation may appear arbitrary to some; but, while not condemning others who see differently, Genesee Christian School believes that the restrictions named are types of conduct which are detrimental to the standards established as its objective. Students are expected to abide by this Statement of Cooperation throughout their enrollment at GCS

Philosophy of Education

The philosophy of education at GCS is as follows:

First Premise

The World is God's Property

"The earth is the Lord's and the fullness thereof; the world, and they that dwell therein" (Psalm 24:1).

On this basis, it is the conviction of GCS that the school environment must be theistic; it must begin with God and never interpret data apart from God and His Word.



Second Premise

God Gave Man Responsibilities that Relate to this Earth

A. "Subdue the earth" (Genesis 1:28) - Man is to seek to discover, study, and explain earthly phenomena in the light of the Creator-God. The treasures of earth's mysteries are to be tapped for the glory of God. This is a mandate for true science.

B. "Rule over the earth" (Genesis 1:28) - Man as an intelligent being, created in God's image, is to conquer every aspect of life on this planet and utilize it for God's glory and man's good.

Third Premise

Man requires preparation to meet these responsibilities. This training is essentially the responsibility of the home (Proverbs 22:6; Ephesians 6:4). On this basis, it is the conviction of GCS that the Christian school environment should, in reality, be an extension of the Christian home. There are three basic areas of development that Christian education must provide:

A. Character - this is spiritual - what the student is;

B. Information - this is factual - what the student knows;

C. Skills - this is practical - what the student can do.

Church Attendance

All Genesee Christian School students are expected to be faithful in local church attendance. We feel that our students should attend all Sunday and mid-week services. Services are defined as those kinds of programs and/or activities in which God's Word is either preached or taught.

Patriotism

Our school endeavors to develop patriotism in order to create an appreciation for the common memories, hopes, and traditions of our country. Patriotism is the love and loyal support of a person for his or her country. This includes attachment to a country's land and people, admiration for its customs and traditions, and devotion to its well being. The term "patriotism" implies a feeling of oneness and membership in the nation.

Child Abuse Policy

GCS is required by law to report any evidences of parental child abuse. In cases of suspected child abuse, the principal or teacher will immediately notify the administrator, who will follow the proper steps to report suspected abuse.

Nondiscrimination Policy

Genesee Christian School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities accorded or made available to GCS students. We do not discriminate on the basis of race, color, national and ethnic origin in the administration of our educational policies and procedures, awards, athletic, or other school-administered programs. We do, however, reserve the right to withhold admission to any individual who cannot benefit from enrollment based on past academic achievement, behavior, or whose personal or family lifestyle is not in harmony with the stated philosophy of Genesee Christian School.

Genesee Christian School is an educational institution that seeks to provide a quality education in a



distinctly Christian environment. ***The mission and purpose of Genesee Christian School is to assist families and local churches in training young men and women in God's truth and righteousness.***

GCS believes that the Bible is the inspired Word of God and sets forth absolute truth by which Christians are to live. Genesee Christian requires that students, parents and staff sign a Statement of Cooperation each school year and that they support the school in its mission and Biblical beliefs.

In accordance with the teachings of Scripture, GCS believes that the Bible prohibits sexual immorality of any type, including but not limited to pornography, homosexuality, or any other sexually deviant behavior outlined in scripture. The Bible defines marriage as the union of one man and one woman. On those occasions in which a current home or student is acting in opposition to Biblical beliefs pertaining to sexual immorality, the school reserves the right to withhold admission to that applicant. Also, if a current student or household is acting in opposition to Biblical beliefs pertaining to sexual immorality, the school reserves the right to discontinue enrollment. Sexual immorality includes, but is not limited to, living in, condoning, or supporting any form of sexually deviant behavior; practicing or promoting a homosexual lifestyle or alternative gender identity; or having the inability to support the moral scriptural principles of the school concerning sexual purity.

It is the desire of GCS to work in cooperation with parents and churches in raising Godly young people who have a personal relationship with Him and who strive to follow the precepts of Biblical doctrine.

Harassment

Genesee Christian School is committed to maintaining an academic environment in which all individuals treat each other with dignity and respect and which is free from all forms of intimidation, exploitation and harassment, including all forms of bullying and sexual harassment. *(Mark 12:31 "The second is this: 'You shall love your neighbor as yourself.' There is no other commandment greater than these.")*

Definition of Harassment: Harassment is defined by the Michigan State Board of Education as, any gesture or written, verbal, graphic or physical act (including electronically transmitted acts – i.e., cyber bullying, through the use of a handheld device, currently in use or later developed and used by students) that is reasonably perceived as being dehumanizing, intimidating, hostile, humiliating, threatening, or otherwise likely to evoke fear or physical harm or emotional distress; and may be motivated either by bias or prejudice based upon race, color, religion, ancestry, national origin, gender, or mental, physical, or sensory disability or impairment. Bullying and harassment also include forms of retaliation against individuals who report or cooperate in an investigation under this policy. Such behaviors are considered to be bullying or harassment whether they take place on or off school property, at any school-sponsored function, or in a school vehicle or at any time or place where a child's imminent safety or overall well-being may be an issue. Harassment may be verbal, physical, visual or sexual. This harassment policy is not limited to student to student relationships but may involve staff (any GCS employee).

- 1) Verbal Harassment: Derogatory comments and jokes or threatening words (James 4:11 -12)
- 2) Visual Harassment: Derogatory and demeaning, written words or pictures or gestures/actions
- 3) Sexual Harassment: Sexual advances, requests for sexual favors/acts and verbal or physical conduct of a sexual nature



Responsibility of Genesee Christian School

- 1) Implement harassment policy through yearly meetings with staff/faculty
- 2) Be watchful and/or address conditions that create or may lead to hostile or offensive school environment
- 3) Establish practices to create a school environment that is pleasing to the Lord in which harassment will not be an issue among the student body

Responsibility of Students

- 1) Conduct himself/herself self in a manner which contributes to a positive school environment
- 2) Avoid any activity that may be considered harassment
- 3) Report all incidents of harassment to principal, teacher or supervising adult.
- 4) If you are informed that your behavior is harassing (hurtful behavior) then the conduct must immediately stop.

Communicable Disease

It is not the desire of Genesee Christian School to discriminate against any student, but it is recognized that certain life-threatening diseases can afflict children. GCS has great compassion and sympathy, yet we are faced with the challenge of providing a safe haven for all students. Our purpose is to protect our students from exposure to mortal illnesses. Therefore, it is the policy of Genesee Christian School to recommend an established Christian home school program for a child with a communicable disease.

Students enrolled at GCS who contract or are diagnosed with a communicable disease would be placed on a homebound medical plan or transitioned to a home school curriculum with guidance from GCS administration.

Students diagnosed with such diseases will not be permitted to enroll or reenroll until they have been medically cleared as no longer carrying the communicable disease.

This policy applies to, but is not limited to AIDS and hepatitis C.

Music

Genesee Christian School is opposed to music that promotes unrighteous living and rebellion against authority. We believe that this type of music has no place in a Christian's life.

We are growing increasingly concerned about certain types of contemporary Christian music that are heavily influenced by music that is opposed to Christian values. We do not believe that every form of music is a "neutral" medium of expression.

For these reasons, please note the following policy:

Secular music is not to be played on school property or in vehicles transporting students to or from any school activity. Failure to comply will result in loss of driving privileges and or disciplinary action.



Media

The GCS family is implored to think on things that are true, honorable, right, pure, of good repute, excellent, and worthy of praise (Phil. 4:8).

Genesee Christian School is unequivocally opposed to any media which are lewd or immoral in content. We strongly urge families to govern their viewing habits according to Psalm 101:3 and Philippians 4:8 as they consider the negative effects of the influence of this ungodliness in the home.

In view of the role of the motion picture industry in the contamination of biblical family values, we further expect families to choose only motion pictures and television programming that are in line with the standards of GCS and consistent with biblical values and Christian character. All movies should be reviewed by parents for questionable content. As a guideline, movies with a PG-13 or above rating should be carefully screened by parents.

Students who violate the spirit of this statement of policy may be asked to withdraw from Genesee Christian School.

Social Media

Definition of Social Media: websites and applications that enable users to create and share content or to participate in social networking

Definition of Social Networking: the use of dedicated websites and applications to interact with other users or to find people with similar interests to oneself

Social media and networking can be used in a variety of ways in order to provide a fast and efficient way to pass along communication, encourage school spirit, and help develop relationships. Social media interaction is part of most parent, staff, and student lives on a daily basis. Social media pictures and comments may have considerable influence and create perceptions. The influence and perceptions that are created by the users can be positive in the building up of others and the school as a whole. Likewise, it may have a tone that can be or be perceived as negative or disrespectful to others which is not in line with the Christ-like nature expected of our Christian community (Eph. 4:22-23).

In keeping with our desire to be Christ-like in all areas of our lives, it is important that we use social media in a respectable manner and in a positive way at all times.

It is the desire of Genesee Christian School Administration and Board that staff, parents, and students will communicate problems, grievances, and information directly and privately with those involved and not broadcast through the avenue of social media.

(Matt. 18)



Before you post a comment or picture on social media please ask the following.

- Is the post edifying?
- Is the image or comment Christ-like?

Students who have social media activity that are not in compliance with the Genesee Christian School Code of Conduct may face disciplinary action.

1 Timothy 4:12 Let no man despise thy youth; but be thou an example of the believers, in word, in conversation, in charity, in spirit, in faith, in purity.

Electronic Devices and Cell Phones

Use of a cell phone shall be limited to before and after school. Such devices shall not be carried by the student or used during instructional time, between classes, at lockers, during lunch, or at any other time during the school day. An exception may be granted by an agreement by the administration.

No personal electronic devices will be allowed that provides for a wireless, unfiltered connection to the Internet unless approved by administration in order to meet education requirements. Use of any electronic device to play music is not allowed during regular school days or school activities unless authorized by administration.

If a student violates these guidelines, the device will be taken and retained by administration and returned to the student. Repeat violations are cumulative from year to year.

Care of School Property

Genesee Christian School is considered to be God's property. Respect for the appearance and care of the school is a part of the Christian testimony presented by GCS. We all need to work together in keeping our campuses neat and orderly. Practical jokes involving school property are in poor taste and offenders will be dealt with accordingly.

Students, who disfigure property, break windows, or do other damage to school property or equipment will be required to pay for the damage done or replace the item in addition to being disciplined.

Prohibited Items

Certain items are not to be brought to school. These include electronic devices not used for educational purposes. Guns, knives, box cutter or any other object which could be used as a weapon or explosive will result in immediate dismissal from school. Books brought to school for personal readings could be subject to examination by the Administration and the English department.





Admissions and Reenrollment

Student admission is based upon achievement levels, an admissions test, an interview with a building principal, and openings in the particular grade levels. Please note the following:

1. Students must have a genuine desire to attend Genesee Christian School.
2. An application form and all required paperwork in the application packet must be returned to the school office.
3. An interview between the administration, the student, and at least one parent will be scheduled.
4. New students may be required to take an entrance test before grade placement is finalized and acceptance determined.
5. Students entering the sixth grade and above must give testimony that he/she has received Jesus Christ as their personal Lord and Savior.
6. Upon acceptance, the registration and application fees must be paid in full before name(s) will be placed on class lists.
7. Students will not be allowed to remain in school if they do not cooperate with the overall purpose and program.
8. A student who has been dismissed from another educational institution will not be considered for enrollment until one calendar year has passed and the behavior has been corrected.
9. All new students in grades 6-12 must successfully complete a semester of general probation in order to continue as a student of GCS.
10. Students who are pregnant, students who have children, or students who have been married may not attend GCS.
11. Genesee Christian School feels strongly that attitude is of supreme importance in a person's life. Therefore, students who manifest an unchristlike attitude toward the Bible, prayer, parents, teachers, administration, etc. will not be allowed to remain in school.
12. GCS reserves the right to dismiss any student if the administration feels that his or her attendance is not an asset to the school.
13. GCS students in grades 6th-12th must sign a Handbook Awareness Statement at the beginning of each school year. This handbook outlines what is expected of each student during the school year.

K4 & K5 Round-Up and Elementary Enrollment

K-4 and K-5 children are invited to attend Round-Ups (open house) in March each year. During this time, parents attend an informative session with the elementary principal where paperwork and registration materials are available.

K-4 and K-5 students must have all paperwork including a birth certificate, immunization records, and a physical on file to begin school.

- Required K-4 paperwork: Current physical, shot records, birth certificate
- Required K-5 paperwork: Physical within the past two years, shot records, birth certificate



All new families must attend an interview with the elementary principal. A tour of the school along with explanations of curriculum and school procedures will be discussed. Children are placed on the registration list for classes when all paperwork is completed.

Age Limits

Preschool:	Must be 2 ½ years old and potty trained
Four year old Kindergarten:	Must be 4 years old by September 1
Five year old Kindergarten:	Must be 5 years old by September 1

Regular education students must graduate before their 20th birthday

*Any exceptions must be approved by administration. It should be noted that any student who is 19 years of age before September 1 of their senior year will NOT be eligible to participate in athletics per the Michigan High School Athletic Association Policy.

Reenrollment

Reenrollment packets are mailed out to current families in February. Registration materials are also available at that time for new families.

The following items must be complete in order for a student to be placed in classes

1. Complete online reenrollment on ParentsWeb (RenWeb database system).
2. Complete a Statement of Cooperation and a Tuition Payment Preference Form (one per family).
3. Pay registration fees (All registration fees are due by June 1st. A late fee will apply to families that reenroll after June 1st).

Books and Supplies

A book fee for all textbooks is included in the cost of tuition. Students will be held responsible to replace lost or damaged books.

A supply list is distributed each year for materials that the student is responsible for (example: paper, pens, pencils, notebooks, etc.).

For the sake of uniformity, every student is required to have a complete copy of the King James Version of the Bible at school. Bibles are available to purchase in each building's office.

Financial Information (Tuition and Fees)

Application fees must be submitted with the application for enrollment. Upon acceptance, the registration fee is due. Once received, names will be placed on classroom rosters.

Parents annually receive a Tuition Payment Preference Form to indicate how they desire to pay their annual tuition payments. This form is to be returned to the Financial Director's office. Three payment options are available:

1. A single payment (less a 3% full payment discount) is due by July 15th each year. This is to be paid directly to the school.
2. A two-semester payment plan: one half of the tuition is due by July 15th; the second half is due by December 15th. This is to be paid directly to the school.
3. Payments are made through the FACTS Tuition Payment Plan and may be made on a 10 month or 12 month plan. This is set up as an automatic withdrawal from a checking or savings account.



Withdrawal

Withdrawal from school must be made by the parent or guardian in person in the school office. A Withdrawal Form must be completed in full by the parent and school personnel. Records will not be released until all financial obligations are paid and all textbooks/materials belonging to the school have been returned.

No refunds will be made on application and registration fees. Tuition will be pro-rated according to the number of days enrolled plus two. Therefore, if a student attends 90 days, tuition will be prorated at 92/180.



Attendance

Attendance General

Regular attendance is essential if the student is to receive full benefits of his/her educational opportunity and cultivate the valuable life skills that grow out of this practice. GCS is genuinely concerned any time a student is absent from school or late to class. It is important for everyone involved to recognize that both the school staff and parents have a shared responsibility in assisting students to develop desirable habits relative to punctuality and attendance.

If a student is not able to be in school for any reason, the parent should call the school before 9:00 a.m. that day to inform the office of the absence. Homework requests must be called in by 9:00 a.m. to allow time to gather the necessary materials (At the middle/high school, please use the attendance line 743.3292).

Attendance Elementary Building

If your child is absent, please notify the school. You may request daily work to be sent to the office for pick up. If your child will be absent for extended days, a Pre-arranged Absence Form (obtain from Elementary Office) may be turned in so daily work can be sent with the child.

Arrival and Departure: Students transported by car should arrive between 8:00-8:15 a.m. each day. Our latchkey program is available from 7:00-8:00 a.m. Latchkey information will be distributed at the annual orientation meetings. Students should be picked up between 3:00 - 3:15 p.m. each day. Students remaining after 3:15 p.m. will be placed in the latchkey program. If someone other than the parent will be picking up your child, please notify the office in advance. Students will not be allowed special pick-ups without a parent/guardian directive.

Early Dismissals: On days of early dismissals, students must be picked up within fifteen minutes of dismissal time, or they will be placed in the latchkey program.

Tardiness: Any child arriving after 8:15 a.m. will be considered tardy. When the parent and student arrive, they will need to check-in at the office; and the student will get a tardy pass from the office before proceeding to their class. Exceptions will be made due to late busses, icy roads, or extenuating



circumstances. Any student arriving before 11:45 a.m. is considered tardy. After 11:45, a half day absence will be recorded.

Excesses Tardy/Absence Guidelines:

1. Student may not miss more than twelve days per semester.
2. Excessive tardiness or absences over the twelve per semester may result in administrative action (truancy) or loss of credit in classes.

Middle/High School Building

If your child is absent, please notify the Middle/High School building by 9:00 a.m. by using the attendance line, 743.3292. Homework requests may be made at this time; these requests need to be made by 9:00 a.m., and homework will not be ready for pick-up until 3:00 p.m. If your child will be absent for extended days, a Pre-arranged Absence Form (obtain from Student Services Office) may be turned in so daily work can be collected by the student.

Arrival and Departure: The high school building is open by 7:30 a.m. each day. Students should stay in designated areas until school starts.

Students transported by car should be picked up between 3:05 - 3:20 p.m. each day. Parents should use the front of the building for drop off and the north parking lot for pick-up. All student drivers are to park in the rear area of the high school building.

If someone other than the parent will be picking up your child, please notify the office in advance. Students will not be allowed special pick-ups without a parent/guardian directive.

Genesee Christian School operates a closed campus. A student may not leave campus during lunch or any other time unless accompanied by his parent or authorized individual.

Attendance Guidelines:

1. Students may not miss more than twelve days per semester.
2. For days thirteen-fifteen, the student's semester grade will be reduced one step, per day over twelve (B to B-). In general, the numerical average should be reduced by three points per day for absences over twelve.
3. To prevent grade reduction, the student may serve one hour for each absence per class over the twelve day limit (13-15). The make-up time will be set by the administration. The student will pay a \$6.00 fee for each make-up hour.
4. If a student reaches sixteen absences, they will automatically forfeit credit in that particular class. Exceptions may be made by the administration involving extenuating circumstances (ie: extended illness, hospitalization, etc.)

Excused Absences (not to exceed twelve per semester)

The student will be given one day for each day absent with which to make up missed work. For example, worked missed on Monday must be made up on Wednesday; this includes tests and quizzes. Work must be completed and turned in by the end of the grade period to receive full credit. Students absent for a period of five days or longer must make up work under special arrangements with their individual teacher(s).

Extenuating circumstances will be reviewed by the administration on an individual basis. School sponsored activities which require absence from class do not count as absences.



The following reasons will be considered excused absences:

1. Student illness (three consecutive days may require a doctor's verification).
2. Bereavement (not charged towards the twelve day limit).
3. Verified medical appointments. These are to be pre-approved one day in advance (except in emergency), and the student must bring verification of the appointment upon returning to school).
4. Pre-arranged absences
 - a. Secure a Pre-arranged Permission Form in advance from the Student Services office.
 - b. Fill in required information and obtain all signatures.
 - c. Have parents review information and sign it.
 - d. Turn the form in to the Student Services office at least two days before the day of departure.

Unexcused Absences:

If a student is absent from class for reasons other than those described in "Excused Absences" or fails to have the absence excused within prescribed timelines, the absence will be unexcused. Unexcused absences are subject to loss of credit on assignments or class work during these days. Tests, quizzes, and major assignments may also be affected. The teachers and administration have discretion in credit granted to work missed due to unexcused absences.

Other unexcused absences include the following:

1. A student who leaves a class without teacher permission before the end of the class period.
2. A student who arrives to a class without a pass from the office or a teacher later than ten minutes after the tardy bell, this includes the first hour class.
3. A student who leaves the building at any time without first checking out at the Student Services office.

Tardiness:

A student is tardy to class when he/she is not in the area designated by the teacher when the last bell rings. Students who have a signed pass shall be excused. Unexcused tardiness to class will result in lunch detention. For every three lunch detentions, a demerit will occur. A student who is ten minutes late for class is considered absent.

Any student arriving after 8:10 a.m. will be considered late to school and must get a "late pass" from the Student Services office in order to proceed to their first hour. The following consequences apply to morning tardiness:

- 4th tardy – Lunch detention*
 - 5th tardy – Lunch detention
 - 6th tardy – One demerit & conference with administration
 - 7th tardy and following tardy – one demerit for every tardy
- Chronic tardiness will be dealt with by the administration.
* per semester

Exceptions will be made for those arriving on late busses or those with verified medical appointments. Student drivers and passengers involved in late carpools will be dealt with on an individual basis.

Absences – College visit, church activities, vacations:



Students are encouraged to visit colleges. Therefore, GCS allows the following number of days on a pre-arranged basis:

- 9th graders: one day per year
- 10th graders: two days per year
- 11th graders: three days per year
- 12th graders: four days per year

Students are allowed to miss one day per semester for church activities.

Family vacations are allowed (total days absent per semester, including vacation days, cannot exceed the twelve day limit).



Academics, Testing, and Reporting

Academic Policy

Genesee Christian School seeks to foster a curriculum which honors Christ and promotes high academic standards. While we cannot guarantee the success of each child enrolled, we do seek to provide an atmosphere which is conducive to high achievement.

Curriculum K-12

Curricula which promotes a biblical worldview is used at all grade levels, K-12. A Beka, Bob Jones Press, and Positive Action are the primary publishers along with some secular texts at the upper high school level and for Advanced Placement (AP) classes. All teachers at GCS are Christians who seek to explore biblical truth in all subjects. The following is a list of classes offered at each grade level.

Curriculum

Kindergarten

*Bible
Phonics
Reading
Numbers
Music
Art
Story Time
Physical Education
Recess
Computer/Spanish

Grades 1-5

*Bible
Reading
English
Math
Science
History
Spelling
Spanish
Physical Education
Music
Band (4th & 5th)
Art
Computer

Grades 6-8

*Bible
English
Math/Algebra I
Science/Health
History
Spanish
Keyboarding/Computer
Physical Education
Home Economics
Band/Choir
Woodshop
Art
Study Skills



Grades 9-12:

*Bible: Bible 9 (James), Old Testament Survey, New Testament Survey, Doctrines, Comparative Religions, Holiness, Bible Apologetics, Culture and Values

English: English 9, English 10, Honors English 10, English 11, Honors English 11, English 12, AP English Literature

Math: Algebra I, Algebra II, Geometry, Advanced Math (Trigonometry & Pro-Calculus), AP Calculus, Consumer Math, Senior Math

Science: Physical Science, Biology, Chemistry, Physics, AP Biology, Health

Social Studies: US History, World History, American Government, Economics, Geography, AP Psychology, AP US History

Other Core Classes: Physical Education, Speech/Technology, Spanish I, II, III,

Fine Arts: Choir, Concert Band, Art

Electives: Publications, Home Economics, Family Living

Online Class Offerings (subject to change each year):

Full Year Online Courses: American Sign Language I, American Sign Language II, Consumer Math (math credit), Environmental Science, Forensic Science I, French I, German I, Personal Finance (math credit)

Semester Online Courses (must choose at least two semester options): Anatomy & Physiology, AP United States Government and Politics I, Career in Criminal Justice, Creative Writing, Health Science, High School Critical Thinking and Study Skills, Introduction to Business, Introduction to Law, Java Programming I, Java Programming II, Leadership and Supervision in Business, Life Management Skills, Reading for College Success, Sports Management, and Veterinary Science

***Bible Curriculum**

Bible study and Bible memory work are fundamental requirements of all students at Genesee Christian School. Without Bible study, a student is not educated in the true sense of the word. The Bible says, "The fear of the Lord is the beginning of knowledge" (Proverbs 1:7a).

We hold the Bible as our principal textbook, and we interpret other subjects in the light of the Scripture. "Blessed is every one that feareth the Lord; that walketh in his ways" (Psalm 128:1). "Wherewithal shall a young man cleanse his way? By taking heed thereto according to thy word" (Psalm 119:9).

All students are taught a planned program of Bible study each day and attend regularly scheduled chapel programs. The Word of God is the foundation for all academic truth. A Christian school is privileged to use the Bible in the work of character building, which is perhaps the most necessary tool of a school. Bible classes far excel all other courses offered in laying a sure foundation of moral and spiritual values. Every effort will be made to daily incorporate the Scriptures into each subject to make God's Word practical to daily living and learning. To provide consistency and continuity for Bible study and memorization work, the Kings James translation will be used by all classes.

Elementary Curriculum/Academics

At the elementary, the A Beka Christian curriculum is used. It presents each subject area from a Christian perspective. Each day a Bible class is taught along with a memory verse for the week. Pastors, missionaries, and other Christian workers come to share with the students during a regular chapel time.



Grading Scale

Grades 1st -5th grade

99 – 100	A+	78 – 80	C+
94 – 98	A	74 – 77	C
91 – 93	A-	71 – 73	C-
88 – 90	B+	68 – 70	D+
84 – 87	B	64 – 67	D
81 – 83	B-	61 – 63	D-
		60 -	F

Primary Grading Scale:

S Satisfactory S- Needs Improvement U Unsatisfactory

Grades K4 and K5 use a Primary Grading Scale, this consists of S for satisfactory, S- for need improvement, and U is for unsatisfactory. A student in grades K4 and K5 must demonstrate a mastery of curriculum in order to move to the next grade level.

Grading Scale

Grades 6-12

GCS uses a basic 4.0 grading scale. All GCS offered AP courses are weighted with a 1.1 factor, thus it is possible for a student to earn a grade point average above 4.0. The grade point average (GPA) is calculated after each semester. The GPA reflects the total average of all semesters completed. GCS operates on a semester basis, and semester grades are entered on each student's transcript. The following information is used to calculate GPA's.

<u>6th -12th grades</u>			<u>AP</u>
94 – 100	A	4.00	4.40
91 – 93	A-	3.67	4.03
88 – 90	B+	3.33	3.66
84 – 87	B	3.00	3.30
81 – 83	B-	2.67	2.93
78 – 80	C+	2.33	2.56
74 – 77	C	2.00	2.20
71 – 73	C-	1.67	1.83
68 – 70	D+	1.33	1.46
64 – 67	D	1.00	1.10
61 – 63	D-	0.67	.73
60 – 00	F	0.00	

(GCS uses a 4.0 scale universal to most secondary schools. Since 4.0 is the highest earned non-weighted GPA, we do not award an A+ in middle/high school as a distinct grade since there is no numeric distinctive.)

Early & Concurrent Enrollment

Students are allowed to early enroll in college classes during the school year. Students may also concurrently attend the Genesee Area Skill Center or classes at another educational institution provided the following requirements are met:

1. Full tuition is due GCS.



2. The student cannot miss Bible class or chapel.
3. Transportation is the parent's/student's responsibility.
4. The student must be enrolled in a minimum of four classes at GCS.

Any outside course work completed prior to attending GCS will be included on the student's transcript and will count towards that students' GPA. Outside class work will reflect the grade given by that institution. Classes to be included on GCS transcript must be approved by administration prior to enrollment.

Graduation Requirements

To graduate from Genesee Christian School, a student must accumulate a minimum of twenty-four credits during the ninth through twelfth grades. To earn one credit, a student must pass both semesters of a subject area. Credits are earned on a semester average (1/2 credit per semester). Each student must be enrolled in and pass a Bible class each year.

Required Coursework

	Minimum Required Credit
Bible	4
English	4
Mathematics (senior year required)	4
Algebra I	
Algebra II	
Geometry	
Consumer Math/Accounting	
Advanced math/Senior Math/Calculus	
Science	3
Physical	
Biology	
Chemistry or Physics	
Social Studies	3
U.S. History	
World History	
Government/Economics	
Speech	½
Technology	½
PE/Health	1
Fine Arts	1
Electives	<u>3</u>
	24 Total



Commencement

To participate in the annual commencement ceremony, students must meet all of the following requirements:

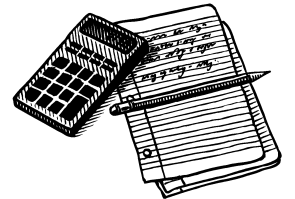
1. The student must have earned a full twenty-four credits and successfully passed all required courses (A student may march if missing up to ½ credit but must complete the missing credit before a diploma will be issued).
2. Financial obligations owed to GCS must be satisfied.
3. Attendance requirements established by GCS must be fulfilled.

Valedictorian and Salutatorian

GCS recognizes a valedictorian and salutatorian based on overall weighted cumulative GPA. In order to be named in either of these positions, the student must be at GCS for the final two full years (four semesters). Classes taken outside of GCS for additional credit will not be considered when determining the cumulative GPA.

Standardized Testing

A number of tests are given to GCS students starting at the kindergarten level. Testing is one of the means to evaluate and improve the curriculum at GCS. It can also aid students in receiving college scholarships.



K-9th Grade: IOWA Achievement Test

10th Grade: PSAT

11th Grade: PSAT & SAT

Schedule Changes – Middle and High School

If a student desires to drop or add a course in his daily schedule, they must secure permission from the high school principal. A drop/add form must be completed and turned in to the school office before a change will take place. Any course dropped after the first ten days of school will be recorded as a “Withdrawal / F.” This will show on the students’ transcript and be calculated into their GPA.

Grade Reporting

Elementary: All graded papers are sent home in folders each Monday. K-4 and K-5 classes use S+, S, S- and U for grades. Grades 1st – 5th use letter grades averaged by percentages. Progress reports are sent home at midpoint of each marking period and report cards are sent home every quarter.

Middle and High School: Report cards are sent home quarterly along with progress reports during each quarter. Report cards and progress reports are also available through ParentsWeb. Genesee Christian School operates on a semester basis. The semester grades are recorded on the permanent record. The semester grade is a calculation of the two quarter grades and the semester exam. The marking period grade is reflective of both daily work and measurement scores of tests and quizzes.



Honor Rolls

Elementary: After each grading period, GCS publishes an Honor Roll list for the elementary. The Honor Roll for the elementary is based on letter grades. A student with all A's, will be on the All A Honor Roll and a student with A's and B's will be placed on the A/B Honor Roll.

Middle and High School: After each grading period, GCS will publish two honor roll lists. To be on the Honor Roll, a student must have a 3.0 GPA with no grade lower than a C-. To be on the All A Honor Roll, a student must have all A's with no grade lower than an A-. Honor Roll lists will be published at the end of each quarter and emailed to parents.

Conferences

The teachers and staff members are happy to participate in conferences with the parents during scheduled parent-teacher conferences. More importantly, they are pleased to meet with parents or communicate via phone, letter, or e-mail on a more frequent basis if and when a need arises. The prayer of each staff member is that the love of God will be evident in everything said and done at GCS.



Student Life

Middle/High School Athletics

Genesee Christian School maintains an interscholastic sports program, competing in soccer, basketball, volleyball, baseball, golf, and cheerleading.

GCS is a member of the Michigan High School Athletic Association (MHSAA) and adheres to the association's standards of eligibility. Consequently, GCS will play both public and private schools. The purpose of our athletic program is to:

1. Instill Christian character
2. Develop the Christian philosophy of the true Winner's Creed based on Colossians 3:23
3. Develop self-confidence
4. Increase and build proper school spirit

Athletic Eligibility

Academic progress and conduct will be evaluated on a weekly basis by the administration. Students who participate in our athletic program are required to maintain the following standards of scholarship and conduct:

1. Student athletes must be passing all classes.
2. Student athletes must maintain no lower than a 2.0 GPA (C average / 74%) in all classes.
3. Student athletes must maintain acceptable behavior according to the student Code of Conduct.

Athletic Handbook

All students participating in our athletic program may view a handbook online at the GCS website under Athletics.



Elementary Sports Activities

The K-4 and K-5 classes have a morning and noon outdoor recess time along with gym two times a week. Grades 1st – 2nd have morning and noon outdoor recess along with gym four times a week. Upper grades (3rd – 5th) have gym every day along with a noon outdoor recess.

The 4th and 5th grade boys and girls may participate in an eight-week basketball program with games played on Saturdays. The 5th may also attend summer volleyball, basketball, and soccer camps. Special field days are held the last week of school.

Beginning of the School Year

An Elementary Open House is held prior to the beginning of school; afternoon and evening sessions are available. Children and parents attend orientation sessions in their assigned classrooms. Teachers present an overview of their classroom goals and expectations. This is a “get acquainted” time for students and teachers.

Sixth grade students will receive a special orientation time in addition to the Middle and High School Orientation. Prior to the beginning of the school year, all sixth grade students and parents will meet at the high school for an evening to orient the students with the high school building and policies.

Middle and High School Orientation (Open House) is held prior to the first day of school. It is held in the evening on the same day as the Elementary Open House. Orientation time gives students and parents a chance to visit all of their classrooms based on their schedule.

Parent Teacher Communication

GCS uses the RenWeb - ParentsWeb internet-based system to communicate with parents. Each family has a password that allows them to see their child’s grades and homework. Communication and weekly notes (elementary only) from the teacher are also available on Renweb (Parentsweb).

Monday notes for elementary students and the Courier newsletter (sent by email each Monday) also keep parents informed.

Teachers are available everyday by means of email and phone. Meetings may be set up right after school for conferences.

Transportation - MTA

Two MTA bus routes are available for GCS students: A Fenton - Grand Blanc area route and a Flushing - Swartz Creek area route.

Bus prices, times, and route schedules are available at the beginning of the year.

Field Trips

Field trips are taken at various times during the year to places of educational interest. Some field trips require additional fees; these fees must be paid by the due date listed on the permission forms. Students are required to maintain the same level of discipline away from school as is required at school. If any dress code changes are warranted, announcements will be made in advance. Chaperones are expected to dress modestly and appropriately for school activities.



Honor Society

Genesee Christian School Ministries maintains a local chapter of the American Association of Christian Schools' Honor Society. Students in grades 10 and 11 are selected by the administration and faculty on the basis of having a cumulative grade point average of at least a 3.50 and having demonstrated Christian character in the areas of leadership and service.

Locker Inspections

Student lockers are school property and are therefore subject to inspection at any time without notice. Regular inspections will also be held periodically throughout the school year for elementary and 6th grade students. Lockers must be kept locked or student will be issued a lunch detention. Students who decorate their lockers are expected to keep them in conformity to school standards. Locks are provided by the school for all middle school and high school lockers. No personal locks are permitted.

Lost and Found

Students are to care for their personal property. GCS does not assume responsibility for any items that are lost or stolen. Students are cautioned not to bring valuable items or large amounts of money to school. Students should be very careful about leaving their valuables, including wallets or purses, in places where they could be easily stolen.

A lost and found is maintained in each building. Students should check with the school office regarding lost items. Any article not claimed in a reasonable amount of time will be given to charity.

Lunch Program

Students may provide their own lunches or take advantage of the GCS hot lunch program. Students may also purchase drinks and other snacks from the kitchen or from vending machines located in each building.

Elementary students may purchase lunch tickets that are held in their classrooms. High school seniors may purchase items from Little Caesar's Pizza immediately north of the parking lot. This privilege is for seniors only.

Medication

In the case of accident or serious illness, GCS will contact the parents/guardian. If the school is unable to contact the parents/guardian, the school will take the appropriate steps in regards to the child's safety. GCS will not dispense any medication without the medication being brought to the school office in its original container with a Medication Permission Form (form may be found on the website). Students are not to carry medications during school without specific permission from administration for life-threatening health issues (asthma, diabetes, etc..).

Student Drivers

Any student who will be driving to school at any time during the year must annually secure and complete a Driver's Permit Form and pay the parking permit fee. This permit will include a list of regular passengers who will be riding with the driver. The student will then be issued a parking permit tag that will be placed in the vehicle.



Upon arrival to school, the car is to be parked in the designated parking area; and the driver and passengers are to come immediately into the school building. Vehicles driven to school are off limits from the time of arrival until 3:05 p.m. unless specific permission is granted by the administration. Unsafe driving and chronic tardiness by student drivers will result in loss of driving privileges.

Telephone Availability

Students may use the office telephone (high school and elementary school) for emergency purposes. Cell phones are not to be during school hours.

Visiting Students

Prospective students are welcome to visit GCS. Parents of prospective students should make arrangements in advance of the visit. Students visiting the school as a prospective student must conform to Genesee Christian's dress code.

Volunteers

Parents who are able to volunteer their services are greatly appreciated. There is an opportunity to be a help at field trips, in the lunch room, during school parties, and other school time events. The weekly newsletter (*Courier*) is a good place to look for these opportunities. Volunteers may be asked to abide by our school dress code and are subject to background check consistent with the practices of regular school employees.

Emergency Closings

In the event of school closing, GCS will notify parents via email and through the following radio and television stations:

Television:	WNEM	Channel 5
	WXYZ	Channel 7
	WJRT	Channel 12
	WEYI	Channel 25

Student Expectations



Homework

Genesee Christian School believes that homework is an integral part of the school program. Each teacher is at liberty to give homework to aid each student in advancing in his or her studies. We do expect parents' full cooperation in seeing that assignments are completed.

Homework is assigned for various purposes:

1. For practice: Following classroom explanation, illustrations, and study; it may be good for a student to pursue the activity independently for continued mastery and understanding of the skills and concepts taught. This may include review of materials already covered.
2. For drill: It may be necessary to engage in drill for mastery of facts and certain skills and concepts.



3. For remedial activity: At times, some students may have weak levels of understanding, and it may be necessary to do individual assignments as a means of overcoming this weakness.
4. For enrichment activity: Many children will need to be challenged to move on to higher levels of attainment.
5. For special projects: Extension of classroom activities may result in book reports, compositions, special research, searching for various materials to bring to class, and construction of various types of projects.

Some assignments are long range in nature and require planned study times for their completion. Planned study eliminates the necessity of spending too much time in completing an assignment the day before it is due.

In general, no homework assignment should take an unreasonable time for any grade level. If a child spends an excessive amount of time on homework, the parent should contact the teacher to alleviate the problem.

To encourage church attendance for both children and parents, it is the policy of GCS that teachers will not regularly give homework on Wednesday nights.

Problem Solving

Problem solving is a biblical principle explained in Matthew 18:15-17. This principle needs to be followed to find godly solutions to everyday occurrences. GCS encourages parents and students to follow the Matthew 18 principle in solving problems. Classroom teachers, building principals, and administrators will approach problems this way and appreciate your cooperation in following God's chain-of-command.

In the event of conflicts or difficulties with teachers or staff members, students and parents are expected to follow the "chain of command" for the school as follows:

1. Go to the person most directly involved in conflict with you and try to resolve the problem with them.
2. If the conflict is not resolved, go to the building principal.
3. If the principal cannot or will not resolve the problem, go to the administrator.
4. If the administrator cannot or will not resolve the matter, go to a board member.

Avenues of appeal are available and effective; however, resolutions must be sought biblically. Each member of the school family should prayerfully pursue conflict resolution with Jesus' instructions in Matthew 18 in mind.

Dress Code General Guidelines

Genesee Christian School seeks to support the instruction of young people in such virtues as modesty, neatness, and appropriateness. We consider dress standards to be an important means toward that end.

Our dress should reflect our Christian walk and character. It is the desire of this school to encourage all



teachers and students in the wearing of clothing which displays decency and modesty. GCS does not condemn styles or trends, but for the ease of enforcement, must maintain a standardized dress code. Since styles and fashion fads change rapidly in our society, GCS reserves the right to adopt and enforce appropriate dress code standards not specified in this dress code. The building principal or administrator will have the final decision concerning any questionable clothing worn by a student. GCS reserves the right to require any student dressed unacceptably to change clothing before attending classes.

The standards stated below should not be considered exhaustive but are examples of the type of standards that will be upheld at the school.

General Guidelines:

- Students are expected to dress according to the dress code from the time they arrive on school property until they leave for the day or begin practice for after school activities.
- Students are expected to be in approved school attire for all day, evening, and weekend school activities, unless otherwise stated by administration.
- All garments must be modest, neat, and clean.
- All garments are to have a traditional fit. Oversized or extremely tight styles are not permitted. Pants are to be worn at the waist (no sagging).
- Boys' shirts are to be tucked in and completely buttoned, excluding the top two buttons.
- Girls' tops or dresses must completely cover midriff (even when arms are raised) and have non-revealing necklines.
- Designer logos on approved clothing items are permissible. Any logos, pictures, or wording must meet GCS standards.
- Students are allowed to wear approved school "spirit wear" T-shirts and sweatshirts.
- Hairstyle extremes and non-traditional or unnatural hair colors are not permitted.
- Jackets, coats, hats, sunglasses, and other outside apparel (i.e. pull-over hoodies, athletic warm ups, etc.) may not be worn in class without administrative approval.
- Tattoos, gauges, and body piercing are not allowed. Violations will be reviewed by the administration and school board. Suspensions and/or expulsions may result.

Elementary Attire (grades K4-5th)

Boys:

School attire includes jeans, casual pants, tennis shoes, shirts with collars, turtlenecks, and crew neck sweaters/sweatshirts with a collared shirt. Sweaters and sweatshirts without a collared shirt are allowed for cold weather dress (January and February) and special events with prior notice. GCS spirit wear is acceptable everyday. Boy's jewelry is limited to hands and wrists. Boy's haircuts include a neatly tapered on the sides, top and back of the head.

Girls:

School attire includes skirts, dresses, sandals/tennis shoes, loose fitting tops, or sweaters. Skirt lengths are to be below the knee in 3rd-5th grade and can be to the top of the knee in K-5 - 2nd. K-4 students may wear skirts, dresses, or pants. Shorts, leggings, and tights may be worn under skirts and dresses. Jeans and slacks are allowed for cold weather dress (January and February) and special events with prior notice. Tops and dresses should cover the shoulder. GCS spirit wear is acceptable everyday.



Boys and Girls: No extreme haircuts or unnatural hair colors are allowed.

Middle and High School Attire (grades 6th – 12th)

Boys:

Pants: Dress or casual; flat or pleated front; pockets at waist

Excessively baggy or torn pants are not to be worn to school. Belts are to be worn if there are belt loops. Jeans are not to be worn on regular school days.

Shirts: Collared sport or dress shirts or traditional turtlenecks

All shirts are to be tucked in and completely buttoned, excluding the top two buttons.

Sweaters: Must be worn over a collared shirt

Spirit wear: Students are allowed to wear approved school spirit wear t-shirts or sweatshirts sold through GCS for school day attire and for athletic functions.

Shoes: Boys may wear casual, dress, or athletic shoes; no sandals.

Socks: Socks must be worn with shoes.

Hair: Hair should be neatly tapered on the sides, top, and back of the head without touching the eyebrows or the ears. Sideburns must not extend below the middle of the ear. Male students are to be clean shaven. Mustaches and beards are not allowed.

Jewelry: Jewelry is restricted to the hands and wrists.

Girls:

Skirts, Dresses: Skirt lengths are to be to the bottom of the knee or longer. All attire is to be non-form fitting and loose. Slits shall be no higher than the top of the knee. Blue denim is allowed.

Blouses, Tops: Blouses and tops should be loose fitting, long or short sleeved, have non-revealing necklines, and must cover the shoulders (no sleeveless shirts) and back. Girl's tops must completely cover the midriff when sitting or when arms are raised.

Spirit wear: Students are allowed to wear approved school spirit wear t-shirts and sweatshirts sold through GCS for school day attire and for athletic functions.

Shoes: Students may wear casual, dress, or athletic shoes. Fashion or non-athletic sandals are allowed but no beach flip-flops.

Jewelry: Jewelry may be worn in moderation and good taste. Girls are limited to two earrings per ear.

Make-up: Make-up should be **natural** in its appearance.

Cold weather: Girls will be allowed to wear casual or dress slacks when announced by the administration and during cold weather dress months. Acceptable pants can be straight, boot cut, flare, trouser cut, as well as loose fitting dress pants. Pants must not be ripped or torn.

The months of January and February are designated as cold weather dress months for girls. Additional weeks may be announced depending on weather conditions.

Athletic Event Attire- Middle/High School

Attire guidelines apply to home and away games.

Boys may wear cargo pants and appropriate T-shirts to athletic events. School attire and spirit wear is always appropriate. Modest jeans may be worn on Saturday sporting events.

Girls may wear loose-fitting and modest casual or dress slacks (including the cargo style) to school athletic events. School attire and spirit wear is always appropriate. Modest jeans may be worn on Saturday sporting events.



Formal Attire – High School (10th – 12th)

Girls who attend GCS banquet events (students and guests) must wear dresses that follow the guidelines. Dress guidelines are as follows:

1. Skirts/dresses must be no shorter than the bottom of the knee.
2. Slits should be no higher than the top of the knee.
3. Shoulders must be covered (“straps only” look is not allowed); fabric should not be sheer or sheer lace.
4. Dress fronts must be modest (no visible cleavage).
5. Dress backs should be open no lower than the bottom of the shoulder blades.
6. Midriff should be covered.
7. Undergarments must not be visible.

Infractions of Dress Code

Students found out of dress code will receive an appropriate discipline write-up. Students will be requested to correct the dress code infraction before being allowed to attend classes or activity.

Technology

Technology is becoming an increasingly important part of learning, expanding the classroom beyond traditional limits of time and space. Technology enables us to respond more effectively to the unique learning styles of today’s students. Technology expands our sense of community by changing the way teachers, students, and parents are able to interact with each other.

Our technology goals for students:

1. Equip students to use technology to impact the world for Christ.
2. Teach students discernment and the ethical use of technology.
3. Improve the quality of student learning and academic achievement as they develop knowledge and skills for the future world of work.
4. Provide greater access to educational opportunities and formative assessments for students.
5. Improve communications among students, parents, and teachers.
6. Equip students to be lifelong learners.

GCS will strive to put in place filters that will limit a student’s access to immoral or questionable content. Over the next few years, technology will become an integral part of GCS student’s curriculum. Middle and high school students may be asked to complete projects, papers, and assignments using “classroom apps” and will need to submit completed items to teachers through internet use at home. Parents are highly encouraged to monitor this activity closely as it pertains to internet use in the home.

Technology Use Agreement:

GCS students will be supplied an email address on the school domain. Students will be expected to use their school email and any electronic devices for academic purposes. Violations listed below are subject to discipline and/or possible legal action. Administration reserves the right to terminate use of GCS



provided email and technology usage.

The following uses of the internet and computer equipment are prohibited:

1. Any activity that is immoral or contrary to the high moral standards which must be maintained in an educational setting
2. Any attempt to bypass school security, including internet filters
3. Accessing or transmitting of immoral, obscene, pornographic, profane, lewd, vulgar, rude, defaming, harassing, bullying, threatening, disrespectful, or otherwise inappropriate images or information, or receiving such information from others by any means
4. Any commercial use, product advertisement, display of personal information, or promotion of any type
5. Any violation of copyright, trade secret, or trademark laws
6. Any attempt to damage, disrupt, or interfere with the use of any computer or electronic information resource
7. Any destruction, defacement, theft, or altering of school equipment
8. Any storing of illegal, inappropriate, or obscene material on school owned electronic equipment

Behavior and Discipline

Foundation

Webster defines discipline as "training that corrects, molds, or perfects the mental faculties or moral character." Genesee Christian School Code of Conduct is committed to the establishment of reasonable and proper standards consistent with Scripture for the purpose of training young people to think and act in a reasonable and proper manner.

The primary source of right conduct is the heart of the Christian who loves Christ and seeks to obey and submit to His Word. While the Bible clearly teaches that outward conduct does not of itself signify inward righteousness, it is also clear that a person's heart condition will show itself in that person's behavior. If the heart is right before God, it will bring forth right conduct.

The standards of the school's conduct code should not be seen as a test of spirituality. Some of the rules do have a strict Biblical basis (e.g. prohibition of alcohol and pornography); others are reasonable guidelines based on general Biblical principles (e.g. movie standards). Still others are issued in order to assist the smooth operation of the school (e.g. no talking in class).

All of these rules have a definite purpose, whether to enable the students to abstain from worldliness or to facilitate decency and order.

Genesee Christian Code of Conduct (for Elementary and Middle/High School)

1. No student will be admitted, or retained as a student who engages in unscriptural, immoral, or worldly practices. This includes, but is not restricted to, use of tobacco, illicit drugs, narcotics, alcoholic beverages, profane language, pornographic or lewd materials, fornication, homosexuality, bisexuality, transgenderism, involvement in premeditated cheating, vandalism, and social dancing (including attendance at proms, prom programs, or dancing establishments).
2. Students are to show proper respect for authority. This extends to administration, faculty, staff, custodial staff, coaches, bus drivers, substitute teachers, teachers' aides, or any other person acting



in an official capacity with the school. Requests made by such persons in authority are to be carried out cheerfully, quickly, and responsibly.

3. In the classroom, students are expected to be prepared and on time for each class. They are not to talk or be out of their seats without permission. They are to conduct themselves in a non-disruptive manner.
4. Students are to exhibit the utmost unselfishness and kindness toward their fellow students. Courtesy and proper deportment are to be the rule rather than the exception.
5. Students are to exhibit proper conduct toward fellow students. Holding hands and other forms of physical contact between students are not permitted.
6. Students are to demonstrate such common Christian virtues as honesty, self-control, respect, promptness, orderliness, and submission.
7. Other general rules include the following:
 - No petitions are to be circulated.
 - No running in the halls.
 - No gum chewing in school without permission
 - Students are not to be in restricted areas without permission.
8. Any student who is guilty of violating rules during the senior trip or who is sent home for those infractions will may forfeit his privilege of participating in commencement.
9. All movies should be reviewed by parents for questionable content. As a guideline, movies with a PG-13 or above rating should be carefully screened by parents.
10. Code of conduct offenses are subject to disciplinary action with serious or chronic offenses subject to possible suspension or expulsion from GCS.

Goal of Discipline

The Biblical goal of discipline is repentance and restoration. The Bible gives us the mandate to do all things “decently and in order.” Therefore, it is necessary to develop self-discipline in the lives of our students that they might grow and mature in their Biblical convictions of right behavior. When inappropriate behavior occurs, discipline will be used to bring a student to the point of repentance and restoration. Repentance and restoration, however, do not mean there will be no consequences. Parents will be kept informed of disciplinary proceedings.

Assertive Discipline

The GCS elementary building uses the Lee Canter Assertive Discipline system. The elementary building uses a list of rules posted in each classroom followed by rewards and consequences. A recurring severe offensive requires contacting parents for resolution.

The teachers at GCS Middle and High School use the assertive discipline method, as a positive program of behavior management, in their classrooms. Behavior expectations are clearly communicated to the



parents and students at the beginning of each school year. Rewards for meeting behavioral expectations, along with consequences for not meeting these expectations, are clearly communicated.

Middle and High School Policies

Means of Discipline

In dealing with violations of proper conduct, the school reserves the right to use appropriate means of discipline, in an attempt to change inappropriate behavior, including warnings, lunch detentions (LD), demerits, after-school detention (ASD), parent conferences, in-school (ISS) and out-of-school suspensions (OSS), and expulsion. A complete list of discipline guidelines including consequences for specific offenses is available in the Administration Office.

Lunch Detentions

1. Teachers may assign a lunch detention as part of their assertive discipline program.
2. Lunch detentions will also be given for minor classroom expectation infractions such as dress code violations, gum chewing, eating food in restricted areas, and unsigned papers.
3. Students will be notified in advance of their lunch detentions.
4. If the lunch detention is not served by the next school day, it will double. If the student is absent, he will serve the detention on the day he returns.
5. A drop down to a demerit will occur after three repeat offenses. One demerit for repeat offenses will occur after four and following.
6. Drop down to a demerit will occur after six lunch detentions per semester. One demerit will occur after seven and following. For every two demerits, an after school detention will be assigned.

Demerit

1. Students will be issued a demerit for major infractions of school rules such as direct disobedience, disrespect, inappropriate language and unexcused class tardies.
2. For every two demerits, an after school detention will be assigned.
3. Detentions will be served from 3:15 to 4:00 p.m.
4. Once notified, students will have a minimum of one week to serve after school detentions. Parents must sign and return the demerit related after school detention slip.
5. If an after school detention is not served by the due date, an additional ASD will be issued.
6. There is a \$5.00 fee for each after school detention.
7. Accumulative demerit totals will start over with each semester.

Suspensions

Genesee Christian Middle/ High School operates an in-school suspension (ISS) system. A student with an ISS will be assigned to a suspension area and will be supervised by a teacher or a substitute teacher. The family will be responsible for the stipend the school must pay the substitute teacher. The stipend will vary according to the number of days the student must serve his suspension. Students may also receive one to three days out of school suspension. All daily work will receive a zero. Twelve demerits during a single semester warrants an ISS. Sixteen demerits in a single semester warrants an out-of-school suspension (OSS).

A student who receives an OSS is responsible to make up all work missed during the period of his suspension. The days he misses will be considered unexcused absences. The student is not to be on



school grounds; he is not to attend any school activities during the duration of the OSS.

Expulsions

A student may be expelled from Genesee Christian School if at any time he is found to be guilty of serious violations of the guidelines of the school or if he exhibits a spirit of contempt or rebellion toward the school or personnel. Any student who has been expelled by the school or whose withdrawal has been requested by the school may be permitted to re-enroll after a period of time designated by the administrator.

Probation

Probation gives a student an opportunity to correct his or her deficiencies. Students may be placed on academic, attendance, or disciplinary probation. If probation is deemed necessary, a probation contract will state the conditions for continued enrollment and will be signed by the student, parent, and administration. If the student does not improve to a satisfactory level, he will be asked to withdraw from GCS. The administration reserves the right to dismiss any student not in compliance with the academic, attendance, or disciplinary standards of Genesee Christian School Ministries. A continued negative attitude or influence upon the other students can also result in dismissal.

