

Grace Christian School

2010-2011

Secondary Student Policies Handbook

Our Vision

To educate leaders who have a passion for Jesus Christ through the integration of faith and learning.

Our Mission

Grace Christian School, working together with the home and church, provides a Christ-centered spiritual, academic, and physical foundation in a nurturing environment to produce citizens who will be a transforming influence in their world.

**Grace Christian School
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Table Of Contents

Section I – Student Policies

CONDUCT	1	Grace Course Offerings	7
Philosophy.....	1	Dropping and Adding Courses	7
General Guidelines for Conduct	1	Failed Courses	7
Specific Guidelines for Conduct	1	Course Re-Takes.....	7
DRESS CODE	2	Transfer Credits	7
DISCIPLINE.....	3	Grade Reports	7
Philosophy.....	3	Grading Scale	9
General Guidelines.....	3	GPA – Grade Point Average.....	9
Specific Guidelines	4	AP Weighted Scale.....	9
Definition of Cheating	5	Honor Roll	9
ATTENDANCE.....	5	Graduation Requirements	9
Policy	5	Honor Graduates.....	10
Tardies.....	5	Class Ranking.....	10
Excused Absences.....	5	Grade Placement.....	10
Unexcused Absences (Truancy).....	5	Student Load.....	10
Accumulated Absences	5	Homework	10
MAKE UP WORK POLICY	5	Physical Education	10
Unforeseen Absences.....	5	Computer and Internet Use.....	10
Pre-Arranged Absences.....	6	Music/Fine Arts Eligibility	10
LATE WORK POLICY	6	Standardized Testing	11
SCHOOL CLOSING	5	ACTIVITIES	11
COMMUNICATION BETWEEN HOME & SCHOOL	6	Policy and Offerings	11
School to Home.....	6	Student Council	11
Home to School.....	6	National Honor Society	11
HARASSMENT POLICY	7	Eligibility for Extra-Curricular Activities.....	11
Definition of Harassment	7	GENERAL INFORMATION.....	12
What to do if you Experience or Observe		Accreditation	12
Harassment.....	7	Chapel.....	12
Where to Report Harassment	7	Fire Drills.....	12
Protection Against Retaliation	7	Lunch Program	12
Consequences for Harassment	7	Lockers	12
ACADEMIC INFORMATION	7	Lost & Found.....	12
College Advising and Counseling Office	6	Senior Rock	13
Course Scheduling and Requests	7	Visitors.....	13
Course Request Priority	7		

Administration

Nate Davis.....	Administrator
Erling Hofseth.....	Secondary Principal
Chris Gionet	Elementary Principal
Janet Pargeter	Guidance Counselor
Susan Cantwell-Long	Athletic Director
Matt Friese	Development Director

Grace Christian School admits students of any race, sex, color, national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at Grace Christian School. We do not discriminate on the basis of race, sex, color, national or ethnic origin in administration of our educational policies, scholarship, and financial programs, athletic, and other administered programs.

Grace Christian School reserves the right to admit and retain students on the basis of academic performance, religious commitment of parent and students, philosophical compatibility, and a willingness to cooperate with the Grace administration and abide by the school's policies.

CONDUCT

Philosophy

The pre-eminent principle of student conduct at Grace Christian School is that of Christ's command: John 13:34-35, "A new commandment I give to you, that you love one another, even as I have loved you, that you also love one another. By this all men will know that you are my disciples, if you have love for one another." (NASV)

Grace Christian School seeks to assist the home in "training up a child in the way he should go." Discipline in love requires a spiritual solution where Christ is in control. Only as one yields to Christ can he be truly considerate, obedient and open to others' needs. Outward conformity to standards and policies can be forced, but our goal is one of Christian principles of living which come from within by God's Holy Spirit. It is the desire of Grace Christian School that students develop in Christian maturity where they do right because it is their personal conviction and habit to do right.

Grace Christian School has sought to keep a minimum of rules to maintain an orderly atmosphere and learning environment. However, basic guidelines are necessary for consistent operation and good testimony before the community. Each student must realize his behavior affects not only himself but many others. Grace Christian School is dedicated to the training of children in a program of study, activity, and living that is Christ-centered. We believe that "all things should be done decently and in order" and all students should be taught to accept God-given authority which is firm, consistent, fair and tempered with genuine love for the students.

General Guidelines for Conduct

Be honest and kind in all you do.

Respect all people and treat them honorably.

Respect all personal and school property because it belongs to or is cared for by people.

Keep your mind, speech, and actions clean and above reproach.

Be on time and in the right place at the right time.

Follow all of your teachers' instructions quickly and cheerfully.

Specific Guidelines for Conduct

Closed campus policy:

Grace has a closed campus policy. Students may leave school grounds during school hours for a medical appointment. Students can only leave at lunch with parent/guardian or staff personal with parent permission. To ensure security, students must:

1. Provide office personnel by written note or parent phone call
2. Sign out and in on the office clipboard

Students not following procedure will be considered truant. (See Unexcused absences – Truancy)

Boundaries to observe. All church facilities, offices, and equipment are off limits unless special authorization is given. Students are not to be behind any buildings, on any landscaped areas, on or over the north or west banked areas, or otherwise out of sight of supervising personnel. Huffman and Pintail Streets and neighbors' yards are off limits at all times unless accompanied by an adult.

Vehicle use must be cleared through the office. Proper licensing of the driver and vehicle, evidence of valid insurance, and written parent permission must be on record in the school office. Vehicles are to be parked in designated areas. All students, including owner/driver, are to stay out and off of vehicles from arrival time until departure. All vehicles should be locked during the school day. Vehicles are to be parked upon arrival and removed immediately after school (exception would be school related activities). Vehicles are not to be driven on school grounds other than to and from parking areas. Students may not drive or be driven by another student during the school day. Abuse of these standards will result in loss of privilege. Vehicles on school premises may be inspected by school staff at any time.

Any items not directly related to the student's school work should be left at home (i.e., radios, pagers, toys, comic books, games, cards, pets, computer games, etc.) Items at school without approval will be confiscated.

Cell Phones/Electronic Communication Devices: A student may possess a cellular telephone or other electronic communication device (ECD) (e.g., personal digital assistants, and other devices designed to receive and send an electronic signal) in school, on school property, at after school activities, and at school-related functions as long as such activity does not interfere with educational processes or safety/security. As a condition of this permission, the student assumes all risk of loss, damage or theft of the cellular phone or other ECD.

Students are permitted to use cellular phones and other ECDs before and after school. Cellular telephones and other ECDs must remain off and put away at all other times during the school day. During school and school-sponsored activities, students will comply with administrative or staff member directives relating to the use of cellular phones and other ECDs.

Possession of a cellular telephone or other ECD by a student is a privilege, which may be forfeited by any student who fails to abide by the terms of this policy, or otherwise engages in misuse of the device so as to violate the law or any other school rule. If cell phone is confiscated during the day, student will receive an automatic detention.

The contents of a cellular phone, camera, or other ECD may be searched to determine ownership, to identify emergency contacts, or upon reasonable suspicion that a school rule or the law has been violated.

A cellular telephone or ECD that has been confiscated and not turned over to law enforcement will be released/returned to the parent/guardian when no longer necessary for investigation or disciplinary proceedings. As appropriate, the cellular telephone or ECD may be returned directly to the student.

In respecting each other and God's guidelines for relationships, please do not show affection by holding hands or anything beyond. Students are to observe the "6 inch rule". Participating in immoral sexual behavior is strictly prohibited.

*Please remember that we are not listing every possible standard or infraction. Parent cooperation is appreciated as Grace Christian School and the home work together to train from a Christ-centered philosophy.

DRESS CODE

Clean, Neat, and Modest. Our main goal in supervising the appearance of students is that the students are clean, neat, and modest, and that girls look feminine and boys look masculine. **Students not meeting these standards will be required to change.** Clothing that allows undue exposure is not acceptable.

General Standards:

- No clothing with inappropriate signs, slogans, or wording.
- Shoes must be worn at all times. NO flip flops or sandals during cold weather.
This is for student safety.
- Hats may only be worn **after** school hours.
- Clothing must be appropriately buttoned and zipped up.
- Clothing must fit appropriately (i.e., not too baggy, or too tight)
- Dresses, shorts, or skirts must be no shorter than 5" above kneeling knee (even with leggings)
- No dresses or tops with spaghetti straps or inappropriate slits
- No shirts exposing midriff
- No low-cut blouses, sports bras, Halter or tube tops
- No unnatural hair color (i.e. blue, purple)
- No earrings or pony tails for boys on campus
- No body piercing and /or tattoos
- No pajama bottoms
- No holes in pants.
- Boy's hair should be off the collar and out of eyes.

DISCIPLINE

Philosophy

"No discipline seems pleasant at the time, but painful. Later on, however, it produces a harvest of righteousness and peace for those who have been trained by it." Hebrews 12:11

General Guidelines

The following are successive steps of disciplinary action that may be taken for any violations of the standards of conduct, dress, or attendance. Severe cases may skip steps. As the school partners with the home in training the student, school-parent communication is eagerly sought and earnestly desired through each level of discipline.

1. Classroom discipline by the teacher.
2. Student sent to the office.
3. Student serves a 60 minute detention.
4. Student serves an after-school 2 hour extension.
5. Student serves an Out-of-School suspension.
6. Student faces expulsion.

Detentions are used as corrective discipline for students violating guidelines of a relatively minor nature. Detentions will be served on Wednesdays from 3:15-4:15 PM or on Thursdays from 7:00-8:00 AM. Students must read, write, or study with no talking, resting, or eating. Students who skip detention must serve the next extension. Students dismissed from detention for talking or misbehaving will be referred to the assistant principal. Students will not be excused from detention to participate in student activities.

Extensions will be used as corrective discipline for repeated and/or serious offenses. Students report to the Extension Room at 3:15 PM and stay until 5:15 PM. They must read, write, or study with no talking, resting, or eating. They are not allowed to participate in any after school activities, practices, or athletic contests on the day of their extension. Failure to serve an extension results in a 1 day OSS before returning to school.

Out of School Suspension (OSS) is used as a corrective discipline for severe cases or when a student fails to respond appropriately to school discipline and/or guidelines. Community Service **may** be assigned for a student to complete when serving an out of school suspension. A student may not be on campus any part of the day of the OSS and forfeits participation, including spectating, in any school activities for that day. Homework will be available on InfoDirect or in the secondary office for parents to pick up by 3:15 PM on the day(s) of suspension. To receive credit, all homework and school projects must be turned in on the day the student returns to school from the OSS. If a test is missed, the student must take it during his/her return day.

Re-Application will be used for severe offenses including, but not limited to, drugs, alcohol, tobacco, weapons, and sexual misconduct. The school board reserves the right to expel a student upon a first or subsequent offense. This policy (as do all Student Handbook policies) applies to activities both on and off campus during the entire enrollment year, including summer break, holidays, evenings, and weekends. Re-application process is as follows:

1. 10-day suspension from school (see Out of School Suspension guidelines)
2. Parent meeting with administration.
3. Parent and student meeting with the School Board or its Student Affairs Committee
4. Lose ambassador and leadership privileges for 6 months: removed from sports teams, chapel team, offices, memberships, mission teams, and other non-graded activities (can still participate in on-campus music and drama that is for graded credit, but not any regional or State competitions)
5. Favorable interview with an administrator before returning from suspension (testimony, church participation by student and family, personal convictions, walk with the Lord, pastoral recommendation)
6. The student agrees to eagerly participate in biblical discipleship with a Christian adult for 12 months as a condition of re-enrollment
7. Full cooperation and support from parents throughout the process, including active involvement in their local church.
8. A nine-week Probation will be effective upon student's return to school.

Expulsion may be recommended to the school board by the principal or administrator for repeated and/or severe disciplinary cases, whereby the student would be dismissed from school for at least the remainder of the year. Such action can only be taken by the school board.

Specific Guidelines

All student discipline is done on a case-by-case basis with the strongest sense of fairness and consistency possible. Each of the following severe infractions will be accompanied by student and/or parent conferences with the administration.

Infraction	Discipline
1. Cheating (see page 4)	Zero on assignment 1, 2 Day OSS
2. Dishonesty	1, 2, or 3 Day OSS
3. Inappropriate language or possession of inappropriate media (off-colored jokes, profanity, crude speech, unwholesome words)	1, 2 Day OSS
4. Fighting	5 Day OSS (minimum) School Board conference 9 week probation possible expulsion
5. Horse play (loud or boisterous behavior, physical pushing/shoving/wrestling, or physical contact)	minimum detention Maximum 1, 2, or 3 Day OSS
6. Bullying/Harassment (verbal and/or physical)	1, 2, or 3 Day OSS
7. Stealing/Vandalism	Repair, replace, or repay 1, 2, 3 Day OSS
8. Truancy (unexcused absence)	1, 2, or 3 Day OSS
9. Possessing weapons (including knives)	Re-Application possible expulsion
10. Sexual misconduct or harassment (sexual or otherwise)	Re-Application possible expulsion
11. Possession or use of drugs, alcohol, or tobacco	Re-Application possible expulsion
12. Detention 3	Extension 1
13. Detention 4	Another extension
14. Detention 5 or Extension 3	1 Day OSS

These guidelines apply to all school-sponsored activities on and off campus. In addition, since Grace students are representatives of the school to the community and role models to their peers and younger students, some violations which

occur at non-school-sponsored activities (including vacations) that come to the attention of the administration will be handled in similar fashion.

Definition of Cheating

Cheating is a breach of academic integrity and involves one or more of the following actions:

1. To use, copy, or turn in another person's work as if it were your own.
2. To copy information from another person's test, homework, examination, theme, report, or term paper whether the other person is currently enrolled at Grace Christian School or not.
3. To plagiarize - defined as, "to steal and use the ideas and writings of another as one's own," without giving credit to the original author.
4. To prepare to cheat in advance by:
 - a. having in your possession a copy of a quiz, project, or test given by a teacher.
 - b. using any form of notes during a test or exam not permitted by the teacher.
 - c. communicating in any way with another student during a test or exam.
 - d. asking or telling a student about a test or exam the student has taken before or after you have taken it.
5. Failing to follow testing instructions given by a teacher.
6. Assisting another student to cheat according to the above definitions.

ATTENDANCE

Policy

Parents are asked to call the school office before 9:00 AM if their student will be absent from or late to school. If a student is reported absent and the parent has not called, the office will attempt to contact the parents to research the absence. **A student is considered absent if he/she misses more than 20 minutes of a class period.** Students are required to check in at the office when arriving late to school or leaving early.

Arrival - Students are not to arrive to school before 7:30 AM unless involved in a school-sponsored activity.

Dismissal/Pick-Up - Students are to be picked up by 3:15 PM. Any student on campus after 3:15 PM must be involved in a school-sponsored activity.

After-school Activities - All students are encouraged to attend school-sponsored evening activities on campus. However, junior high school students **must be** supervised by someone in high school or older.

Tardies

A student will be considered tardy if he/she is not in his/her seat with the necessary supplies when the bell rings.

Tardies in a Quarter - Detentions will be served for the 4th and 5th tardies. Extensions will be served for the 6th – 10th tardy. A 1 day OSS will be served for the 11th and each additional tardy.

Excused Absences

Excused absences will be for reasons over which the student and parents have no control (i.e., illness, family death, or emergency, etc.).

Unexcused Absences (Truancy)

Any absence from school or class without the knowledge or permission of the parents and school is unexcused and will be subject to a 1-3 day OSS.

Accumulated Absences.

Extended and/or numerous accumulated absences are not recommended. If a student is absent from class for more than ten (10) days in any one semester, no credit will be given without an administrative review and approval.

MAKE UP WORK POLICY

Unforeseen Absences (includes: illness, family emergency, etc.)

Prior to calling the school to report absence, check InfoDirect for class assignments. If InfoDirect does not show assignments, please request assignments from the school office before 9:00 AM. This homework will be available for pick-up in the secondary office by 3:15 PM on the day it was requested. Following the absence, the student is given one day for each day absent, up to five days, for make-up. For example, if a student was absent on Monday, work due Tuesday does not need to be turned in until Wednesday. Work not completed within the requisite time without prior

permission from the teacher for an extension will not receive credit. If a test is missed, the student, on his/her return day, must schedule with the teacher when to take it. Any school work missed during truancy is forfeited and may not be made up for credit.

Pre-Arranged Absences

(Include: medical appointments, family vacations, missions)

A parent must notify the school office in writing or telephone whenever a student will be absent, unless the absence is for a school-sponsored activity. It is the student's responsibility to pre-arrange and schedule make-up work for classes missed. Students are encouraged to check with teachers and arrange a make-up schedule prior to leaving. Students have one day for each day missed up to 5 days to complete and turn-in work. All assignments not turned in by the proper time will be considered late and graded accordingly. During the make-up days, students are responsible and required to keep up with current work in scheduled classes, therefore, it is to the student's advantage to meet with teachers for assignments prior to leaving and complete as much pre-assigned work as possible prior to leaving or during the absence to minimize the workload upon return.

All assignments and tests for students leaving for short-term school sponsored activities (not including missions) and sports are due on the scheduled due date or date of return.

LATE WORK POLICY

Students missing assignment deadlines shall receive the following academic penalties: Students will receive at least a 10% deduction for missing the deadline and a 100% deduction for not turning it in on the third day after the deadline. AP students may receive a 100% deduction for missing the deadline.

SCHOOL CLOSING

In the event of an emergency school closure (snow days, power outages, etc.), the following radio stations will announce for Grace.

KBYR	700 AM	KAFC	93.7 FM	KFQD	750 AM
KATB	89.3 FM	KYMG	98.9 FM		

As a general rule, if the Anchorage School District closes school, Grace Christian will also close.

COMMUNICATION BETWEEN HOME & SCHOOL

School to Home

Student Absences

The school will call the parents if a student has an unexcused absence.

Grizzly Growler

The Grizzly Growler is the school's newsletter to communicate to the home. The Growler contains important information regarding school schedules, events and activities.

Academic/Behavioral Problems

Teachers are eager to work with parents and students when the need arises. Parents will be informed of academic or behavioral problems.

Report Cards

See Grade Reports

Parent/Teacher Conferences

Parent/Teacher Conferences will be scheduled at the 1st and 3rd quarters. Announcement will be made in the Grizzly Growler.

Home to School

Please call as soon as you know your student will be absent from school.
Please call if you have any questions or concerns.

HARASSMENT POLICY

Grace Christian School is committed to maintaining an academic environment in which all individuals treat each other with dignity and respect which is free from all forms of intimidation, exploitation and harassment, including sexual harassment. Employee to student and student to student sexual harassment is prohibited. This school is prepared to take action to prevent and correct any violations of this policy. Anyone who violates this policy will be subject to discipline, up to and including termination or expulsion.

Definition of Harassment

"Harassment," including "sexual harassment" means unwelcome sexual advances, requests for sexual favors, and the verbal, visual, or physical conduct of a nature that denigrates or shows hostility or aversion toward an individual because of his/her race, color, national origin, gender, disability or age, made by someone from or in the work or educational setting, under any of the following conditions:

- a. Submission to the conduct is explicitly or implicitly made a term or condition of an individual's academic status or progress.
- b. Submission to, or rejection of, the conduct by the individual is used as the basis of academic decisions affecting the individual.
- c. The conduct has the purpose or effect of having a negative impact upon the individual's academic performance, or of creating an intimidating, hostile, or offensive educational environment.
- d. Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through this school.

What to do if you Experience or Observe Harassment

Students who feel that they have been subjected to conduct of a harassing nature are encouraged to promptly report the matter to one of the school officials designated below. Students who observe conduct of a sexually harassing nature, are also encouraged to report the matter to one of the school officials designated below. All complaints will be promptly investigated.

Where to Report Harassment

The following individuals are specifically authorized to receive complaints and to respond to questions regarding harassment:

Nate Davis, Administrator
Chris Gionet, Elementary Principal
Erling Hofseth, Secondary Principal
Janet Pargeter, Secondary Guidance Counselor

Each of the above can be reached at the school at 345-4814 or 868-1203.

Protection Against Retaliation

It is against the school's policy to discriminate or retaliate against any person who has filed a complaint concerning harassment or has testified, assisted, or participated in any manner in any investigation proceeding or hearing concerning harassment.

Consequences for Harassment

Any employee or student found to be responsible for harassment in violation of this policy will be subject to appropriate disciplinary action up to and including expulsion or termination. The severity of the disciplinary action will be based upon the circumstances of the infraction.

ACADEMIC INFORMATION

Grace Christian School is a rigorous academic high school that grants diplomas and transcripts with extreme care and integrity. For that reason, Grace is committed to providing Grace Diplomas to Grace-educated students and an accurate scholastic record for each student.

College Advising and Counseling Office

If you have any questions, please contact the counselor, Janet Pargeter, at 868-1203 or email at jpargeter@gracechristianalaska.org. If you would like to speak to the counselor in person, please schedule an appointment. Although we make every effort to accommodate people who drop in, we do give priority to scheduled appointments and do not want to keep you waiting unnecessarily.

Course Scheduling and Requests

Each February all secondary students who plan to continue their academics at Grace Christian School are offered re-enrollment and course selection opportunities for the upcoming year. It is important to note that staffing levels, faculty positions, master scheduling, and course offerings are all based upon the number of student requests received. Schedule changes are highly discouraged and only granted when serious academic concerns exist. Therefore, students are strongly encouraged to carefully consider each course they request according to their long term plans.

Course Request Priority

Course requests submitted during the re-enrollment period are given preference and fulfilled according to grade level. Course scheduling priorities are considered for grade level and other extenuating reasons.

Course requests received after the last day of the re-enrollment period are given preference according to the time and date received but **will not** be given preference according to grade seniority. Course requests will be accepted during reenrollment night or at the secondary school office **only**.

Grace Course Offerings

If Grace Christian School offers the course, Grace students are required to first take the course at Grace. If there are unusual and extenuating circumstances, a parent may request a waiver in writing to take the course at another institution. The waiver must be granted before the other course begins. If the waiver is granted the course may be transferred to Grace's transcript. (see Transfer Credits).

Dropping and Adding Courses

Students may add or drop a course within one week after the semester begins unless an extended deadline is stated in a course syllabus. All add/drops must be approved by parents and the Guidance Counselor. Courses dropped before the add/drop deadline will not be recorded on the transcript. Courses dropped after the add/drop deadline will appear on the student transcript as "WP" (Withdraw Passing) or "WF" (Withdraw Failing), respective to their current grade on the day the course was dropped.

Failed Courses

If a student fails a course, he/she is encouraged to re-take the course to gain the credit. If the course is required for graduation, the student **MUST** re-take the course to earn his/her Grace diploma.

Course Re-Takes

Grace discourages students from re-taking courses just to "raise" a grade. However, if a student re-takes a course from Grace or submits a similar course to the Grace transcript from another institution, the official Grace transcript shall reflect both of the courses and the respective grades, but shall only report credit and GPA points for the highest grade earned.

Transfer Credits

Grace honors other accredited or recognized educational institutions in the reciprocity of grade and credit reporting. Upon the written request of the parent, approved courses may be reported on the official Grace transcript upon the following conditions:

1. Only official transcripts from other educational institutions will be reported.
2. Courses offered by Grace must have been previously approved by the Secondary Principal (see Grace Course Offerings above)
3. The name of the issuing institution, the dates, course names, credit values, and grades shall be listed on the Grace transcripts exactly as they appear on the incoming transcript except for credit values from college.
4. Credit values from college or university shall be transferred in at the rate of .5 High School credits per three-credit College course.
5. Each Home School course presented to Grace for High school credit which is not on an official educational transcript must be accompanied by a detailed portfolio to the Grace Secondary Principal for review and possible approval.

Grade Reports

At Grace Christian School the academic year is divided into two semesters. Each semester is made up of two nine-week quarters. Quarterly grade reports are available at the Parent/Teacher conferences scheduled for the end of the 1st and 3rd quarters. Semester grades are sent home and recorded to the student's official transcripts. Final exams will be given in high school courses and may be weighted up to 20% of the semester grade.

InfoDirect: Parents are encouraged to monitor student progress and current grades through InfoDirect. Weekly assignments and grades will be posted regularly.

Grading Scale

A	90-100	D	60-69
B	80-89	F	Below 60
C	70-79	I	Incomplete*

*Incompletes must be made up within two weeks of the end of the quarter.

GPA – Grade Point Average

Semester grades will be recorded on transcripts and used to calculate GPA. A student's GPA will be used to determine academic honors, eligibility, or for any other purposes deemed necessary by administration. Points are given to letter grades as follows:

A - 4	B - 3	C - 2	D - 1	F - 0
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AP Weighted Scale

A - 5	B - 4	C - 3	D - 1	F - 0
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Honor Roll

Academic achievement will be recognized by three levels of honor roll as follows:

Highest Honor Roll	GPA of 4.0+
High Honor Roll	GPA of 3.5 to 3.99
Honor Roll	GPA of 3.0 to 3.49

Graduation Requirements

Requirements for the 2011 graduating class:

Grace Christian School requires 22 credits of high school courses plus one credit of Bible for each year in attendance to graduate. Course requirements are as follows:

English	4	Math ¹	2
Geography	1	Science ¹	2
World History	1	Health/P.E. ²	.5/.5
U.S. History	1	Electives ³	9
Amer. Gov/Econ	1	Bible ⁴	1 per year at Grace
TOTAL		22 credits + Bible Credits⁴	

Requirements for graduating classes 2012 and after:

Grace Christian School requires 22 credits of high school courses plus one credit of Bible for each year in attendance to graduate.

English	4	Math ¹	2
Fine Arts	1	Science ¹	2
Practical Arts	1	Health/P.E. ²	.5/.5
World History	1	Electives ³	8
U.S. History	1		
Amer. Gov/Econ	1	Bible ⁴	1 per year at Grace
TOTAL		22 credits + Bible Credits⁴	

Special Notes:

1. It is strongly recommended students complete at least 3 math and science credits.
2. **Transfer students** may not use "K" waivers to meet Grace Christian School P.E. credit requirements.
3. It is strongly recommended students complete at least 2 foreign language credits.
4. **Transfer students** will only be expected to meet the Bible requirements for their years in attendance at Grace Christian School.

Honor Graduates

All graduating seniors who have received an "A" grade in all high school courses ("B" or better for AP courses) will be named Valedictorians. In the event there are no seniors with straight "A's", the graduating senior with the highest cumulative GPA will be the class Valedictorian and the graduating senior with the second-highest GPA will be named Salutatorian. All graduating seniors with cumulative GPA's of 4.0 or greater will be given honor cords to wear at graduation.

Class Ranking

Class rank will be determined each semester after the end of the junior year based on cumulative GPA and strength of schedule.

Grade Placement

High school students will be classified in grades by the number of accumulated credits according to the following scale:

0 - 5 credits	9th grade	Freshman
5.5 - 11 credits	10th grade	Sophomore
11.5 - 16 credits	11th grade	Junior
16.5 + credits	12th grade	Senior

Students will participate in student activities as a member of the class to which they are assigned by credit accumulation.

Note: Any senior high school student who fails to pass from one grade to the next will automatically come up for review before administration for continued enrollment at Grace Christian School.

Student Load

The Grace School Board believes that the school can best meet its objectives with each student by having each student in the full program for the full school day. Students may not take a class from another school if the class is offered at Grace Christian School. If there are unusual circumstances which merit consideration of an exception to this rule, administrative approval must be granted.

Homework

The Grace Christian School curriculum is designed to have a reasonable amount of homework to reinforce and give practice to the lessons taught each day. The amount of time involved varies according to grade level and the student's abilities and effort. Please check with individual teachers if you have questions about homework, content, or time involved.

Physical Education

In order to participate fully in physical education classes, each student is required to furnish his/her own gym shoes, gym shirt and shorts, and towel. All students are expected to actively take part in required activities and games being taught in the class. Any extended non-participation period may require a physician's statement. All P.E. students are assigned a locker room locker. (see Lockers)

Computer and Internet Use

Every Grace student has computer and Internet access unless he/she fails to abide by the Computer and Internet Use Agreement form, which each student reads and signs yearly.

Music/Fine Arts Eligibility

An integral part of any performing band/choir/drama group is the periodic public performances. Student participation in these performances is the prerogative of the instructor. Students participating in any fine arts activities (during or after school) are required to be in attendance at school for the full day their activity is to take place.

Grades may be affected for failing to appear for a scheduled performance. If a student's level of competence or conduct is below the instructor's expectation, the student may be omitted from the performing group.

High School Credit for Junior High Classes

Beginning with the class of 2008, students who took Spanish I, Algebra, or Geometry at Grace Christian School in Junior High may request High School Credit if they earned an A or a B. Grace recommends students make this request no earlier than the fall of their senior year and only after they have calculated the potential GPAs. Parents must petition this request through the counseling office.

Standardized Testing

Every April grades K-9 are given standardized testing in order to monitor the achievement of the individual as well as the school. Test results are mailed to parents at the end of the school year.

Freshmen, sophomores and juniors take the PSAT in October. Juniors and seniors are encouraged to take either the SAT or the ACT required by most colleges and universities. Admission requirements for colleges should be investigated early. The guidance counselor is eager to assist all interested parties.

ACTIVITIES

Policy and Offerings

It is the policy of Grace Christian School that all student activities are a means to the end of developing high standards of Christian character. The activities are not to be seen as an end in themselves.

Grace Christian School offers a variety of activities to enhance the talents and abilities of students. These include:

Activity

Men & Women's XC Running	National Honor Society	JH XC Running
Woman's Volleyball	Foreign Language	JH Basketball
Men & Women's XC Skiing	Leadership Conference	JH Girls Volleyball
Men & Women's Track & Field	Student Council	JH Boys Wrestling
Men & Women's Soccer	Missions	JH Track & Field
Men's Wrestling	Music	
Men's & Women's Basketball	Drama	
Cheerleading		

Contact Susan Cantwell-Long, Athletic Director, for specific information on a particular sport, season schedules, and junior high programs.

Student Council

The high school student council is composed of the at-large elected officers: President, Vice-President, Secretary, Treasurer, Chaplain, and the respective secondary Class Presidents and Class Representatives. They are governed by the Grace Christian School Student Constitution. Meetings are open to all members of the Grace Christian School student body.

National Honor Society

The Grace Christian School chapter of the National Honor Society is open to 10th - 12th grade students. Students are selected to NHS by a faculty committee who base their selections on four criteria: scholarship (3.5 cumulative GPA), leadership, service, and character. Graduating NHS members will be given NHS Honor Cords to wear at graduation.

Eligibility for Extra-Curricular Activities

Students must meet the following eligibility requirements to be allowed to compete, travel, or perform for extra-curricular activities. Athletic participants must refer to the Grace Christian School Athletic Handbook for complete policy guidelines.

Academics

In addition to Alaska School Activities Association's (ASAA) rules, a student must have a GPA of 2.0 and no F's for the previous quarter or at the semester. Students failing any class at any quarter or at the semester will be automatically

ineligible for three weeks. During the quarter, grade checks will be made every three weeks. A student falling below that standard at the check will be ineligible for that week and will have one week to become eligible. If the student is unable to bring his/her grades to an acceptable level after the one week, the student will be ineligible until the next scheduled grade check. The eligibility week runs Monday through Sunday following the Friday grade check. Ineligible students may practice if team policy allows, but may not compete or travel. See Eligibility Handout for complete details.

Attendance

Students participating in extra-curricular activities (during or after school) are required to be in attendance at school for the full day their activity is to take place. (This includes practices and performances). Reasonable time for doctor or dental appointments is the only exception. A written notice is needed for verification of an appointment and permission to participate in extra-curricular activities must be obtained from the athletic director or principal. Students absent from a practice, competition, or performance may have additional activity-specific consequences.

Conduct Eligibility

Any student who receives a detention or extension must serve at the earliest scheduled detention or extension time. Any student assigned a suspension may not participate in any activities the day of the suspension. Any student who receives a suspension from school for behavior, attitude, or absences shall be ineligible for a period of time determined by the administrator, usually starting from the first day of suspension or the day of infraction.

GENERAL INFORMATION

Accreditation

Grace Christian School is accredited through the Association of Christian Schools International and the Northwest Association of Accredited Schools.

Chapel

A regularly scheduled worship and/or teaching time is set aside each week. Usually the program is arranged for separate chapels for the elementary classes, the junior high classes and senior high classes.

Fire Drills

At the sound of a continuous bell, students are to stand, form in lines as directed, and move out of the building in an orderly, prescribed manner. At the all-clear signal, they can return to the classroom in the same orderly manner. Students must walk in lines. They are expected to refrain from talking, pushing or running. Each teacher will be with his/her group.

Lunch Program

Students must remain at school during lunch. Students will eat only in designated areas during scheduled lunch breaks. Students will be responsible to put trash in wastebaskets and to clean up the area when finished. With the exception of lunch time meetings, there is no food allowed in classrooms.

Grace Christian School provides a hot lunch twice a week on Tuesday and Thursday for grades 1-12. Sub sandwiches are available on Monday, Wednesday, and Friday. The menu will be advertised in the *Grizzly Growler* throughout the year. Other groups may offer baked goods (or similar items) for sale as fundraisers from time to time.

Lockers

Each student will be assigned a locker. A school combination lock is available with a refundable \$5.00 deposit. Lockers are the property of Grace Christian School and may be inspected by school staff at any time. The school does NOT assume responsibility for anything taken and/or lost from a locker. No pictures or slogans that violate Grace Christian School dress codes and standards may be placed in lockers. A locker inspection will be performed at the end of the year to make sure lockers are clean and undamaged.

Lost & Found

Lost items will be turned into the school office and kept for a reasonable time. Items will be laid out on tables in the Commons each Friday. All unclaimed items will be donated to charity groups. A charge for lost or damaged school books will be assessed.

Senior Rock

The rock at the South exit of the school is the property of the school and has been designated the "Senior Rock". Members of the current senior class may decorate the rock in any wholesome way they choose. It will be considered vandalism for members of the senior class to mark the rock inappropriately or for anyone other than a senior to mark it at all.

Visitors

Parents are welcome to visit the school at any time. If time is desired with a teacher or one of the administrative staff during school hours, an appointment should be made. Upon entering the building, parents must check in at the office before proceeding to the classroom.

Student visitors must have prior approval from the administration or the Admissions Office. Visitors are expected to abide by the rules and regulations of Grace Christian School students and are expected to attend class with the host student. Visitors must sign in and receive a visitor's pass before attending classes.

Guests

No student shall be allowed to meet with a guest (adult or student) without the expressed consent of the Grace student's parent.

Social events at Grace Christian School are intended to foster school spirit and to build Grace camaraderie. If a high school student feels it necessary to invite a non-Grace guest, a Student Guest Information/Approval Form is available from the secondary office. The guest must be a current student in good standing with his/her high school or a Grace alumni (graduated from Grace) who is not older than 20. All guests are to be pre-approval by a Grace administrator to attend any social event. Please turn in the required Student Guest Information/Approval Form to the secondary office no later than 1 week before the social event for approval. Social event participants who do not meet Grace dress code (neat, clean, and modest) will be asked to change or to leave the event.