



**Elementary School
Parent / Student Handbook**



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Introduction

Letter from the Administrator

Dear Nampa Christian Families,

On behalf of the Board, administration, and staff, I want to welcome you to Nampa Christian Elementary School. We trust and pray that you will enjoy your year with us as we work and learn together. It is an honor and a privilege to partner with your family as we provide a Christ-centered education. We take this task seriously as it is our desire to glorify God while we prayerfully instruct students through a biblical worldview.

In this handbook, you will find information that I hope will encourage clear and open communication. We have tried to be as comprehensive as possible without being overwhelming with the information provided. Please make yourself familiar with the contents in the handbook and if you have questions feel free to contact me.

Our intent is to provide a safe, orderly and loving Christian environment where students can learn and teachers can teach. We appreciate your support and prayers for our staff throughout this coming year and thank you for commitment to Christian education!

Blessings,
Mrs. Vermillion
Principal, Nampa Christian Elementary School



Handbook Policies

It is crucial that every Nampa Christian Schools student and parent read and clearly understand the policies and procedures outlined in this handbook. Every student will be held accountable for the policies indicated and will face consequences for their actions. If clarification is needed, please confer with an Administrator.

Each student enrolled in Nampa Christian Schools is required to read the handbook and sign a waiver indicating cooperation and understanding of the stated guidelines. The student's parent(s) is/are also required to sign the waiver. The waiver must be in the student's file on the first day of school.

Nampa Christian Schools reserves the right to modify or make amendments to this handbook and its content as deemed necessary.

School Leadership

Board of Trustees

Marc Taylor - President
Ryan Martin- Vice President
Mary Langdon - Secretary
Bill Savage
Norm Brown
Ryan Brown
Jeremy Kuntz
Mark Hilty
Greg Matson

Administration

Dr. Greg Wiles - Superintendent
Shannon Asselin - Early Childhood Center Director
Julie Vermillion - Elementary Principal
Jennifer Cornell- Middle School Principal
Jim Eisentrager - High School Principal
Tina Pelkey - Dean of Students / Athletic Director
Dr. Christie Jorgensen - Instructional Coach

Faculty

Kristen Cheney- 2B	Camille Douthit – PKA	Merline Bowman – PKB
Suzanne Rainey – 3A	Valentina Levandovsky – PKC	Janet Michaelson – 3B
TyAnn Mills – KA	Sandy Alexander – 4A	Janelle Miller – KB
Kimberlee Nixon – 4B	Alyssia Forrest – KC	Toni Brown – 5A
Julie Howerzyl – 1A	Zach Dwello – 5B	Jenny Myers – 1B



Cheryl Schierman – Music

Brenda Dunstan – 2A

Rachel Evenhouse – P.E.

Support Staff

Elementary Secretary:

Charlene Kringel

Counselor:

Maria Scott

Librarian:

Debra Unruh

School Nurse:

Shauna Mullins

Resource Teacher:

Laurie Johnson

Classroom Aides:

Juanita Bever (PKA), Bonnie Shaffer (PKB), Bobbie Maschek (PKC), Juanita Bever (KA), Patty Olarte (KB), Cari Smith (KC)

Maintenance/Janitorial Staff: Kendall Thomas, Steve Hunt, Keith Macho

Bus Drivers:

Michelle Smith, Kendall Thomas

Lunchroom:

Jenny Collins

Identification

Belief Statement

Nampa Christian School believes in a God-centered (as opposed to a man-centered) view of life. We believe in one triune God who is personal, spiritual, sovereign, perfect, infinite, self-existent and self-revealing in three distinct persons--the Father, the Son, and the Holy Spirit.

We believe in the Lord Jesus Christ, the only begotten Son of God who was born of a virgin birth, lived as both true God and true man, died on the cross as a sacrifice for the sins of men, rose from the dead, and is the advocate and intercessor for man with God. Jesus Christ is the eternal Word, the source of all knowledge and wisdom. It is only through faith in what Jesus did that man can receive the free gift from God of salvation and eternal life in heaven. Christ will return to earth a second time to resurrect and translate all those who have accepted His gift of salvation. He will judge every man, and non-believers will be cast into the final place of everlasting judgment.

We believe in the Holy Spirit who indwells the child of God to empower him to live a holy life. It is the Holy Spirit who guides and teaches the believer in truth. He enables the believer to know that which the non-believer can never know. Only people (in our case, teachers and support staff) who have been empowered by the Holy Spirit can teach God's truth to man.

We believe that man is the direct creation of God and in NO way the product of an animal ancestry. By direct disobedience to the revealed will of God, man became and is sinful and the progenitor of a fallen race. Within himself, he has no possible means of recovery or salvation. Man is to live a righteous life and do good works, not in any sense as the procuring cause of salvation, but as its proper evidence and fruit. He is to have no fellowship with evil ways of unclean habits that defile mind or body.



We believe in the existence of Satan who through unlawful ambition rebelled against God and thus became utterly depraved. He is the deceiver and god of this world, but is defeated and judged at the Cross. The child of God is able to resist and overcome him with God's armor and Christ's blood.

We believe in the HOLY SCRIPTURES: accepting fully the writings of the Old and New Testaments as the ONLY Word of God, verbally inspired in all parts and, therefore, wholly without error as originally given of God, altogether sufficient as our infallible rule of faith and practice (Matthew 5:18; John 10:35; John 17:17; II Timothy 3:16). It, in conjunction with God's creation, is the basis for all truth and reality. Its truth is eternal, not material or temporal. All knowledge and wisdom must be based on God's Word.

We believe that the education of children is the responsibility of parents. The school exists as an extension of the home to assist the parents with this responsibility. All instruction must have the Bible as its base. Its main purpose is to assist parents to bring their children into conformity with God's revealed will so that every man may be presented perfect before Christ. The child needs to be prepared to be a productive member of society and the body of Christ.

Mission Statement

Nampa Christian School is a non-denominational, biblically based, learning community that partners with Christian families to develop a Christian worldview, promote academic excellence, and prepare students for a lifetime of faithfulness to Christ.

Vision Statement

Nampa Christian School exists for the purpose of providing a Christ-Centered academic experience for Christian families in the Treasure Valley. Our goal is to develop Christian character and leadership through purposeful work, earnest scholarship, vital participation, and Christ-centered living.



Core Values



Academic Excellence

Academic excellence includes the general goals of high academic standards, individualized instruction, extraordinary college placement, concurrent credit offerings, standardized test scores well above state averages, accelerated learning and high expectations in the classroom.

Biblical Worldview

The Biblical worldview encompasses Biblical integration, development of moral principles, encouraging outreach to others, being service minded, a value-based educational emphasis, consistent demonstration of open prayer, and becoming a person of Christian character.

Extra-Curricular Opportunities

The offering of extracurricular opportunities such as drama, interscholastic athletics, music, community service activities, and academic bowls and science competitions allows Nampa Christian Schools to emphasize the development of well-rounded students within a Christ-centered focus.



Church-Family-School Partnership

This encompasses a safe learning context, staying connected with families, partnering with churches, cultivating a sense of belonging, developing leaders, creating a supportive environment and encouraging appropriate parental involvement.

Mission and Vision Key Characteristics

Non-Denominational

Christians from numerous denominations lay aside any denominational distinctive and agree on the essential doctrines of the faith in order to achieve the common mission of Christian education. At personal sacrifice, for the common good, the constituency of Nampa Christian School, including employees, volunteers, parents and students, seeks a common unity emanating from each one's commitment to emulate Christ and obey His teaching (Acts 6:1-4; Romans 12, 14:1-23; I Corinthians 3:1-9; 8:1-13, 12:1- 13:8a; Ephesians 4:1-5:21; Colossians 3:1-17; I Peter 2:17; 4:7-11).

Biblically Based

Nampa Christian School derives its philosophy, purpose, practice, policies, and procedures from the Holy Bible, the infallible written revelation from God as interpreted through the Holy Spirit of God (John 17:17; I Corinthians 2:9-16; II Timothy 3:16-17, I Peter 1:22-25; II Peter 1:19-21).

Learning Community

For a lifetime, all members of the NCS community will diligently seek after and listen for God's truth, earnestly endeavoring to ask and answer every question to the finest and fullest of their ability (I Corinthians 2:9-16, 9:24-27; Philippians 3:7-14; Colossians 3:10,17; I Peter 3:15).

Partnering With Christian Families

The employees, volunteers and the families of Nampa Christian School agree to work together in a Christian manner to fulfill their responsibilities to develop within children a Christian mind and a Christian heart (Deuteronomy 6:1-7; Proverbs 22:6; Galatians 6:1-10).

Developing a Christian Worldview

Our goal is to produce within our community the desire to seek God's truth, the ability to process information from a biblical perspective, and the intention to act upon truth with integrity (Proverbs 22:6; Romans 12:1-3; I Corinthians 2:9-16; I Corinthians 13:1-8a; Colossians 3:1-17; II Timothy 1:7; I Peter 3:15).

Promoting Academic Growth

Our goal is to encourage academic growth in the lives of the students entrusted to us (I Corinthians 2:9-16, 9:24-27; Philippians 3:7-14; Colossians 3:10, 17; I Peter 3:15).



Statement of Faith

1. We believe in the **HOLY SCRIPTURES**: accepting fully the writings of the Old and New Testaments as the **ONLY** Word of God, verbally inspired in all parts and, therefore, wholly without error as originally given of God, altogether sufficient as our infallible rule of faith and practice (Matt. 5:18; John 10:35; John 17:17; II Tim. 3:16).
2. We believe in **THE ONE TRIUNE GOD**: who is personal, spirit, and sovereign (Mark 12:29; John 4:24; John 14:9; Psa. 135:6); perfect, infinite, and eternal in His being, holiness, love, wisdom, and power (Psa. 18:30; Psa. 147:5; Deut. 33:27); absolutely separate and above the world as its Creator, yet everywhere present in the world as the Upholder of all things (Gen. 1:1; Psa. 104); self-existent and self-revealing in the three distinct persons -- the Father, the Son, and the Holy Spirit (John 5:26; Matt. 28:19; II Cor 13:14).
3. We believe in **THE LORD JESUS CHRIST**: who is the second person of the Triune God, the eternal Word and only begotten Son, our great God and Savior (John 1:1; Tit. 2:13; Rom. 9:5); that without any essential change in His divine person (Heb. 13:8), He became man by the miracle of Virgin Birth (John 1:14; Matt. 1:23), thus to continue forever as both true God, and true man, one person with two natures (Col. 2:9; Rev. 22:16); that as man He was in all points tempted like as we are, yet without sin, (Heb. 4:15; John 8:46); that as the perfect Lamb of God He gave Himself in death upon the Cross, bearing there the sin of the world, and suffering its full penalty of divine wrath in our stead (Isa. 53:5-6; Matt. 20:28; Gal. 3:13; John 1:29); that He arose again from the dead and was glorified in the same body in which He suffered and died (Luke 24:36-43; John 20:25-28); that as our great High Priest He ascended into heaven, there to appear before the face of God as our Advocate and Intercessor (Heb. 4:14; Heb. 9:24; I John 2:1).
4. We believe in **THE HOLY SPIRIT**: who is the third person of the Triune God (Matt. 28:19; Acts 5:3-4), the divine agent in nature, revelation and redemption (Gen. 1:2; Psa. 104; 30; I Cor. 2:10; II Cor. 3:18), that He convicts the world of sin (John 16:8-11), regenerates those who believe (John 3:5), and indwells, baptizes, seals, empowers, guides, teaches, and sanctifies all who become children of God through Christ (I Cor. 6:19; 12:13; Eph. 4:30; 3:16; Rom. 8:14; John 14:26; I Cor. 6:11).
5. We believe in **THE CREATION AND FALL OF MAN**: that he was the direct creation of God, spirit and soul and body, not in any sense the product of an animal ancestry, but made in the divine image (Gen. 1:26-28; 2:7; 18-24; Matt. 19:4; I Thess. 5:23); that by personal disobedience to the revealed will of God man became a sinful creature and the progenitor of a fallen race (Gen. 3:1-24; 5:3), who are universally sinful in both nature and practice (Eph. 2:3; Rom. 3:23; 5:12), alienated from the life and family of God (Eph. 4:18; John 8:42-44), under the righteous judgment and wrath of God (Rom. 2:5, 1:18), and have within themselves no possible means of recovery or salvation (Mark 7:21-23; Matt. 19:26; Rom. 7:18).
6. We believe in **SALVATION BY GRACE THROUGH FAITH**: that salvation is the free gift of God (Rom. 3:24; 6:23), neither merited nor secured in part or in whole by any virtue or work of man (Tit. 3:5; Rom. 4:4), but received only by personal faith in the Lord Jesus Christ



(John 3:16; 6:28-29; Acts 16:30-31; Eph. 2:8-9), in whom all true believers have as a present possession the gift of eternal life, a perfect righteousness, sonship in the family of God, deliverance and security from all condemnation, every spiritual resource needed for life and godliness, and the divine guarantee that they shall never perish (I John 5:13; Rom. 3:22; Gal. 3:26; John 5:24; Eph. 1:3; II Pet. 1:3; John 10:27-30); that this salvation includes the whole man, spirit and soul and body (I Thess. 5:23-24); and that apart from Christ there is no possible salvation (John 14:6; Acts 4:12).

7. We believe in **RIGHTEOUS LIVING AND GOOD WORK**: not in any sense as the procuring cause of salvation, but as its proper evidence and fruit (I John 3:9-11; 4:19; 5:4; Eph. 2:8-10; Tit.2:15; Matt. 7:16-18; I Cor. 15:10); and therefore as Christians we should keep the word of our Lord (John 14:23), seek the things which are above (Col. 3:10), walk as He walked (I John 2:6), be careful to maintain good works (Tit. 3:8), and especially accept as our solemn responsibility the duty and privilege of hearing the Gospel to the last word in order that we may bear much fruit (Acts 1:8; II Cor. 5:19; John 15:16); remembering that a victorious and fruitful Christian life is possible only for those who have learned they are not under law but under grace (Rom. 6:14), and who in gratitude for the infinite and undeserved mercies of God have presented themselves wholly to Him for His service (Rom. 12:1-2).
8. We believe in **THE EXISTENCE OF SATAN**: who originally was created a holy and perfect being, but through pride and unlawful ambition rebelled against God (Ezek. 28:13-17; Isa. 14:13-14); thus becoming utterly depraved in character (Matt. 4:1-11; Rev. 12:10), leader of all other evil angels and spirits (Matt. 24:41), the deceiver and god of this present world (Rev. 12:9; II Cor. 4:4); that his powers are supernaturally great, but strictly limited by the permissive will of God who overrules all his wicked devices for good (Job 1:1-22; Luke 22:31-32); that he was defeated and judged at the Cross, and therefore his final doom is certain (John 12:31-32; 16:11; Rev. 20:10); that we are able to resist and overcome him, but only in the armor of God and by the blood of the Lamb (Eph. 1:12-18; Rev. 12:11).
9. We believe in **THE SECOND COMING OF CHRIST**: that His return from heaven will be personal, visible, and glorious – the Blessed Hope for which we should constantly watch and pray, the time of it being unrevealed but always imminent (Acts 1:11; Rev. 1:7; Mark 13:33-37; Tit. 2:11-13; Rev. 22:20); that when He comes He will first by resurrection and translation remove from the earth His waiting church (I Thess. 4:16-18), then pour out the righteous judgments of God upon the unbelieving world. (Rev. 6:1-18; 24), afterward descend with His church and establish His glorious and literal kingdom over all nations for a thousand years (Rev. 19:1-20; 6; Matt. 13: 41-43), at the close of which He will raise and judge the unsaved dead, and finally, as the Son of David, deliver up His Messianic Kingdom to God the Father (I Cor. 15:24-28), in order that as the Eternal Son He may reign forever with the Father in the new heaven and new earth (Luke 1:32-33; Rev. 21 1-22; 6).
10. We believe in **FUTURE LIFE, BODILY RESURRECTION, AND ETERNAL JUDGMENT**: that the spirits of the saved at death go immediately to be with Christ in heaven (Phil. 1:21-23; II Cor. 5:8), where they abide in joyful fellowship with Him until His second coming, when their bodies shall be raised from the grave and changed into the likeness of His own glorious body (I Thess. 4:16; Phil. 3:20-21; I Cor. 15:35-38; I John 3:2), at which time their



works shall be brought before the Judgment Seat of Christ for the determination of rewards, a judgment which may issue in the loss of rewards, but not the loss of the soul, (I Cor. 3:11-15); that the spirits of the unsaved at death descend immediately into Hades, where they are kept under punishment until the final day of judgment (Luke 16: 19-31; II Pet. 2:9 ARV), at which time their bodies shall be raised from the grave, they shall be judged according to their works, and cast into the place of final and everlasting punishment (Rev. 20:11-15; 21:8; Mark 9:43-48; Jude 13).

11. We believe in **THE ONE TRUE CHURCH**: the Body and Bride of the Lord Jesus (Eph. 4:4; 5:25-32), which He began to build on the day of Pentecost (Matt. 16:18; Acts 2:47), and will complete at His second coming (I Thess. 4:16-17), into which all true believers of the present age are baptized immediately by the Holy Spirit (I Cor. 12:12), that all the members of this one spiritual Body should assemble themselves together in local churches for worship, prayer, fellowship, teaching, united testimony, and the observance of the ordinances of our Lord (Heb. 10:25; Acts 2:41-47; Matt. 28:19-20; I Cor. 11:23-26).
12. We believe in **SEPARATION FROM THE WORLD**: that since our Christian citizenship is in heaven, we should walk in separation from this present world, having no fellowship with its evil ways (Phil. 3:20 ARV; II Cor. 6:14-18; Rom. 12:2; Eph. 5:11), abstaining from all worldly amusements and unclean habits which defile mind and body (Luke 8:14; I Thess. 5:22; I Tim. 5:6; I Pet. 2:11; Eph. 5:3-11, 18; I Cor. 6:19-20; Col. 3:17), from the use of worldly courts for the settlement of disputes between Christians (I Cor. 6:1-9), and from taking personal vengeance in carnal strife (Rom. 12:18-21; II Cor. 10:3-5).
13. We believe in educating young people according to the **FOREGOING PRINCIPLES AND TEACHINGS** in a manner which shall at all times be non-denominational, and in all events to avoid foolish controversies, contentions and strivings (Titus 3:9).
14. We believe that **GOD DESIGNED MARRIAGE** to be the lifelong union of one man and one woman, and only within the context of such a marriage does sexual intimacy have God's blessing (Gen. 2:20-24; Mark 10:2-9; Hebrews 13:4).

Gender Belief Statement

NCS sincerely holds to the Biblical Truth that each person is fearfully and wonderfully made (Psalm 139:14) and that God created us all in His own image, both male and female (Genesis 1:27) reflecting the image and nature of God in humanity. The reality of being male or female, defined as gender or sex, is determined biologically at birth, and is not a choice. We are called to express ourselves consistent with our God-given gender, the image of God in us, His creation.

It is the Policy of NCS that facilities such as changing rooms, restrooms, locker rooms/showers, or other facilities where members of the NCS community may be undressed in the presence of others shall be designated for one sex and will be used by only members of that sex. The school will provide separate, private areas designated for use by members of the school community based on their sex.



Statement of Final Authority

The statement of faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind, is the sole and final source of all that we believe. For purposes of Nampa Christian Schools' faith, doctrine, practice, policy, and discipline, our Board of Trustees is Nampa Christian Schools' final interpretive authority on the Bible's meaning and application.

Lifestyle Statement

Nampa Christian Schools, Inc. ("NCS") is a religious, nonprofit organization representing Jesus Christ throughout the local community. NCS desires its families to be born-again Christians, living their lives as Christian role models (Romans 10:9-10, 1 Timothy 4:12, Luke 6:40). Families should conduct themselves in a way that will not raise questions regarding their Christian testimonies. A Christian lifestyle should reflect the biblical perspective of integrity and appropriate personal and family relationships, business conduct, and moral behavior. NCS Families should demonstrate a teachable spirit, an ability to share love for others, a willingness to live contentedly under authority, and a commitment to follow the Matthew 18 principle when an issue arises with other NCS families, teachers, board members or administrators.

The NCS Statement of Faith expects families to maintain a lifestyle based on biblical standards of moral conduct. Moral misconduct includes, but is not limited to, adultery (Exodus 20:14), promiscuity, homosexual behavior, sexual orientation, transgender identity, or any other violation of the unique roles of male and female (Romans 1:21-27, 1 Corinthians 6:9-20). NCS believes that biblical marriage is limited to a covenant relationship between a man and a woman (Genesis 2:21-24, Ephesians 5:22-33).

NCS families will maintain a lifestyle based on biblical standards of conduct. Failure to do so may result in a conference or, in some cases, dismissal from enrollment. It is the goal of NCS that each family have a lifestyle which reflects Colossians 1:18, ASV.

Sanctity of Human Life

We believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life (Psalm 139).

Drug-Free Policy

It is the policy of Nampa Christian Schools that all campuses and facilities are to be Drug, Tobacco and Alcohol-free. The use of drugs, tobacco, alcohol or vaping is not allowed by any person on any school property. All school property and the locations of NCS-sponsored events are to be designated as Drug-Free Zones. Idaho state law prohibits students from possessing, using,



distributing, or being under the influence of an illegal or controlled substance including, but not limited to, amphetamines, barbiturates, marijuana, narcotics, tobacco, hallucinogenic drugs, vapor, vapes, e-cigarettes, inhalants, alcohol, or intoxicants of any kind while at school. This includes while attending a school activity or event, and/or while being transported in a contracted or school vehicle of any kind or at any location, public or private, where Nampa Christian School students are attending as representatives of Nampa Christian Schools or any facility that is part of Nampa Christian Schools.

Board of Trustees and Administration Policies

NCS families agree to abide by the policies set forth by the Board of Trustees and Administration to ensure the orderly day-to-day operation of NCS. Families hereby acknowledge the Board of Trustees and administration may, in their sole discretion, amend the policies regarding the day-to-day operations of NCS during the term of their enrollment.

School Affiliation and Accreditation

Nampa Christian School is an independent non-denominational school representing over 70 different churches in the Treasure Valley. We are accredited by the [Association of Christian Schools International](#) and the [State of Idaho](#) through AdvancEd.

Non-Discrimination

Nampa Christian Schools, Inc. admits and does not discriminate against students of any race, color, national or ethnic origin to all the rights, privileges, programs, and activities made available to students and does not discriminate in administration of its educational policies, admissions policies, financial aid policies, and athletic and other school administered programs.

Admission Philosophy, Policies and Procedures

Nampa Christian School is open to Christian families interested in securing a Christian education, from Pre-kindergarten through twelfth grade, whom the school finds qualified for admission and who agrees (and whose parents agree) that he or she shall abide by NCS rules. It must always be understood that attendance at NCS is a privilege and not a right. This privilege must be forfeited by any student who does not conform to the school's standards of conduct and/or who is unwilling to adjust to our environment.

All students must be convinced they want to attend NCS and agree to honestly and wholeheartedly apply themselves to "study to show [themselves] approved unto God" (2 Timothy 2:15, KJV). They also agree to be courteous and respectful to their peers, staff, faculty, and other daily associates.

NCS admits students of any race, color, national and ethnic origins to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in admissions policies,



scholarship and loan programs, and athletic and other school-administered programs. NCS reserves the right to select students on the basis of academic performance, religious commitment, lifestyle choices, and personal qualifications including a willingness to cooperate with NCS administration and to abide by its policies.

Admission Criteria

1. Student possesses or is seeking a personal relationship with Jesus Christ.
2. This relationship is shown by his/her personal life and continues to be in evidence while at Nampa Christian.
3. Student attends church and/or Christian youth services regularly.
4. Parents/guardians show evidence of support and responsibility in participating in school activities including fundraisers.
5. Family is able to meet financial obligation.
6. Student maintains C average.
7. Student is socially mature with no severe behavior, attitude, or moral problems at prior school or at Nampa Christian.
8. Student wants to attend Nampa Christian and willingly agrees to abide by all school policies, regulations, and guidelines.
9. Student may be accepted on a probationary basis at the discretion of the Admissions Team.

Financial Policies

Accounts are delinquent after 30 days and will be charged a 1.5% per month interest fee (\$10.00 minimum charge) on all portions of any accounts past due. Accounts more than 60 days past due require a plan of correction to be submitted to Nampa Christian for approval. Failure to present a plan, rejection of the plan or failure to follow the approved plan will result in the student(s) dismissal from school until the account is brought current. The final decision for permanently removing a student from school for non-payment and/or sending an account to collections rests with the Board of Trustees. Report cards and transcripts will not be processed until all accounts are fully paid.

Written notice to the school office is required if a student is withdrawn from school during the school year. If a student is withdrawn or expelled, tuition charges will be pro-rated according to the actual number of days enrolled, using the actual date of expulsion or receipt of written notice of withdrawal for the calculation. All student fees must be paid in full regardless of the date of enrollment or of expulsion or withdrawal, and no student fees are refundable in case of withdrawal or expulsion. In case of a late enrollment, tuition charges will be pro-rated according to the actual number of days remaining in the school year.



After a student has withdrawn, for any reason, and after all efforts to collect past due or delinquent accounts have been exhausted, the school shall turn the account over to a collection agency.

Notice: It is our policy to withhold a transferred student's records for nonpayment of tuition or fees pursuant to prior agreement by parents, and in accordance with Idaho Code 18-4511 for private schools.

Financial policies are subject to change, by the Board of Trustees, without notice.

Nampa Christian Schools, Inc. is a non-profit ministry, governed by a Board of Trustees, serving the needs of the Christian community.

Nampa Christian Schools does not discriminate against students of any race, color, national or ethnic origin to all the rights, privileges, programs, and activities made available to students. NCS does not discriminate in administration of its educational policies, admissions, financial aid, athletic and other school administered programs.

Counseling Services

Amanda Duerre, LMSW 9-12 Guidance Counselor; Maria Scott, LPC K-8 Counselor

Nampa Christian's counseling services are essential to the school's educational program. It is a school counseling program which promotes the spiritual, academic, personal, social, and career development of all students. Mrs. Scott and Mrs. Duerre are advocates for students, parents, and staff alike. They are utilized as a resource for teachers and administration throughout the school year. Your student may have various contact with their counselor throughout the year during classroom guidance lessons, one on one check-ins, school wide events, and per requests made by themselves, a teacher or a parent/guardian. Requests to see the counselor can be made by anyone. If an elementary student requests to see the counselor and the presenting issue is occurring regularly, concerning, or of a sensitive nature the parent/guardian will be notified within 48 hours. For middle school and high school student, a call to parents will occur if a student reports a plan to or has already self-injured, indicates an eating disorder, possible drug or alcohol addiction, run away plan, or other dangerous behavior.

Policies

Attendance

Students are expected to be at school all day, every day. The primary responsibility for attendance rests with the parents. While perfect attendance is the goal, all students must be in attendance at



least 90% of the time (no more than 18 absences for the year) in order to be prepared for the next grade level. The following procedures must be followed in the event of an absence:

- **Excused Absence:** When a student is absent, parents must call or Email the school attendance line, by 9:00 A.M. at 466-0487 ext. 1107, so that we can maintain proper communication between the school and home. If a call is not received, the school will contact the parents.
- **Make up Work:** The student will have one day for every day missed (with a maximum of five days) to make up work. This formula does not necessarily apply to pre-arranged absences. It is the teacher's option to require work to be made up with a specific schedule of due dates. Except in unusual cases (extended illness), any work not made up in this time frame will receive no credit. It is the parent's' responsibility to pick up a students work from the office or request to have it sent home with a sibling.
- **Pre-Arranged Absence:** Passport forms are available in the office for parents to complete if students plan to miss **two or more days** of school for any reason other than illness. Please do this several days before the anticipated absence to allow teachers to prepare work and minimize the students' difficulties in keeping up with the class. While classroom instruction can never be duplicated and tests can not be sent home, some work may be given before the absence, with the remainder to be made up on return.
- **Excessive Absences:** Excessive absences have a detrimental effect on a student's learning. Absences, both excused and unexcused, exceeding the 90% attendance rule will result in a conference with the administrator and parents.
- **Tardies:** Students arriving at school after 8:20 A.M. must check in with the office to get a tardy slip before being admitted into class. Teachers begin class promptly, therefore, please ensure your child does not miss out on important instruction time. 10 tardies will result in a note home. Should the problem continue a student may be asked to withdraw from the school. Habitual tardies will be addressed by the administrator.

Academic Awards

An annual awards assembly takes place at the end of each year for the following in grades 1-5:

- **Principal's Award:** Given to students with A's in all subjects on each trimester report card. (Penmanship not included). **Grades 4 and 5 only**
- **Honor Roll:** Given to students with A's or B's in all subjects on each trimester report card.
- **Citizenship Award:** Given to two students in each class for demonstrating citizenship qualities throughout the year.
- **Perfect Attendance Award:** Given to student with no absences and having no more than 5 tardies during the year.
- **Personal Success Award:** Given to students who make great improvements throughout the school year.



Classroom teachers may also hand out individual awards at the end of the year.

Academic Integrity

Nampa Christian Schools values the principles of honesty and believes that violations in this area should be dealt with in an appropriate and effective manner. Students are expected to do their own work to the best of their ability and encourage others to do the same.

Academic dishonesty includes but not necessarily limited to:

- Cheating on assignments or exams by copying answers from another student or book.
- Allowing others to copy answers on an assignment or test.

Academic dishonesty is considered a level two behavior on the discipline rubric and will result in serious consequences including receiving a “0” on the assignment. Repeated incidents will result in detention time or suspension (refer to the behavior rubric).

Academic Probation

Our goal is to ensure every child succeeds at NCS. Students not maintaining at least C average in core subject areas may be placed on academic probation. A meeting will be set with the administrator, teacher and parents to discuss possible interventions and/or consequences.

Acceptable Use of Technology

Students in Nampa Christian Schools must develop the research, information fluency, and technology skills that will allow them to be successful in this digital world, as well as the skills necessary to live safely and biblically. Computer access and access to the Internet, digital communication and collaboration tools, and online learning spaces are critical to teaching these skills. The guidelines set forth in this document are based on the Children’s Internet Protection Act (CIPA), Children's Online Privacy Protection Act (COPPA), to promote safe, legal, and ethical use of technology in the classroom.

Failure to adhere to district policies, procedures, and guidelines for the use of Nampa Christian Schools technology resources may result in revocation or restriction of access privileges and / or disciplinary action. In addition to Nampa Christian Schools standard consequences for misbehavior, any network misuse or illegal activities may result in contact with the student's parent/guardian, or if a violation of law has occurred, contact with law enforcement authorities.

Student Will:

- Follow all Nampa Christian Schools handbook and classroom policies, procedures and guidelines when using technology.
- Use all Nampa Christian Schools technology resources to create files and projects for school related work, research, and college and career planning.
- Keep user names and passwords private.



- Treat others with respect and use appropriate language in all their electronic interactions with others.
- Immediately tell a teacher or other adult staff member if they receive an electronic comment or communication that makes them feel uncomfortable, or if they accidentally access inappropriate materials, pictures, video, or websites.
- Respect the work and intellectual property rights of others, and they will not intentionally copy, damage, or delete another user's work. They will properly cite my sources when they use someone's information, pictures, media, or other work in their own projects and assignments.
- Respect the privacy of others. They will limit all in-school photography, video and audio recording to educational use. They understand that this applies to both Nampa Christian Schools technology resources and their personal electronic devices.

Students Will Not:

- Use Nampa Christian Schools technology resources to find, create, or send information to spread lies or misinformation; or harass, harm, or bully others.
- Use technology to gain unauthorized or inappropriate access to Nampa Christian Schools technology resources.
- Use, retrieve, store, or send improper language, pictures, or other digital content.
- Use Nampa Christian Schools technology resources or my personal electronic device to cheat. They will not get or give answers to tests; search for and / or copy answers or information on the Internet or other electronic resources contained on or in any technology resource or device; copy and submit someone else's information or assignment as their own; or conduct other similar forms of electronic cheating.
- Access inappropriate or blocked resources using personal Wi-Fi accounts, 3G/4G/LTE, anonymous proxy sites, or by any other manner while on district property during school hours.
- Share or post any personally identifiable information about others or themselves that could help someone locate or contact others or me. This includes such things as e-mail address, full name, home or school address, phone number, parent's or guardian's names, and school name.

I understand:

- Use of Nampa Christian Schools technology resources, including networks, computers or mobile devices, and the Internet is a privilege, which may be denied, revoked, or restricted at any time for misuse or abusive conduct.
- Nampa Christian Schools reserves all rights to control the technology resources and may monitor or restrict a user's technology resources. Nampa Christian Schools administrators may search any computer, mobile device, or electronic storage device that is assigned to a user or used on any district computer or network; and retrieve, alter, and delete any data created, received, or maintained by any user using district technology resources.



- Use of the Nampa Christian Schools technology resources is at my own risk; the system is provided on an "as is, as available" basis; and Nampa Christian Schools are not responsible for any loss, damage, or unavailability of data stored on the system regardless of the cause.
- Online learning spaces and communication and collaboration tools should be treated as a classroom space, and language and behavior that is not appropriate in the physical classroom is not appropriate in online spaces, no matter what time of day those spaces are accessed.
- Assignments in online learning spaces are just like any other assignment in school, and students are expected to follow all policies and procedures in this handbook, including all policies related to cheating, plagiarism, and acceptable use of technology.
- Personal electronic devices are at an increased risk of being stolen, misplaced, or damaged, and the District is not responsible for any damage or theft of personal property.
- Use of personal electronic devices during the school day should be limited to legitimate educational purposes.
- Students may be subject to disciplinary action for using technology in violation of Nampa Christian Schools policies, procedures, guidelines, or this handbook.

Parent/Guardian Notice and Permission

Filter

Nampa Christian Schools provides students with access to various technology resources, including a wide range of educational resources through the Internet. Nampa Christian Schools uses content filtering technology in compliance with the Children's Internet Protection Act (CIPA) on all school computers with Internet access to protect against unacceptable web content. However, because no web filtering technology is 100% safe, Nampa Christian Schools makes every effort to monitor online activity.

Home Access and Monitoring

Outside of school, parents/guardians bear responsibility for providing guidance on Internet use, just as they do with other information sources such as television, radio, movies, and other possibly offensive media. Parents/guardians are responsible for monitoring their child's use of the Internet and access to Nampa Christian Schools technology resources, including online learning spaces, collaboration tools, and educational resources.

Parent and Guardian Rights

Parents/guardians have the right at any time to review the contents of their child's electronic and e-mail files. In the event that a parent/guardian has a serious concern regarding their child's safety and wishes to review their child's electronic files, they must submit their request in writing to the school principal. The request must include the student's name, identification number, school name, a list of files or accounts, and the reason for requesting a copy of their child's files. The



building principal will work with the Information Technology Department to obtain copies of the files.

Parents/guardians also have the right to request termination of their child's computer and account access. Parents/guardians should be aware that their decision to limit or eliminate access to technology resources will significantly affect their child's ability to work collaboratively on projects and assignments, and will hamper the development of skills necessary to live and work in this increasingly digital world.

Birthday Celebrations

Birthdays are important to children! We welcome birthday treats to celebrate. Some classes celebrate individual birthdays, while others pick one day a month to celebrate all the birthdays in that month. Please check with your child's teacher.

To prevent hurt feelings of students all birthday invitations are to be handed out outside of school unless it involves the entire class.

Bullying, Harassment, and Intimidation Policy

Nampa Christian Schools strongly discourages any form of bullying, harassment, or intimidation. Any student who causes, or threatens to cause, physical injury to another person, or uses forceful violence upon another person for the purpose of coercion, personal gratification, or humiliation will be subject to the consequences expressed in the Parent/Student Handbook.

Nampa Christian Schools strives to provide a safe, Christ-like, and nurturing learning environment for all its students. The demonstration of appropriate behavior, treating others with respect, and refusing to tolerate the harassment of others is a priority for the school, its faculty, and students. Consequences for a student who commits an act of bullying, harassment, or intimidation shall be unique to the individual incident and will vary in method and severity in accordance with the nature of the behavior, the developmental age of the student, and the student's history of problem behaviors and performance.

No retaliation shall be taken against any student who reports bullying, harassment, or intimidation in good faith.

Definition of Bullying

1. To cause, or attempt to cause, or threaten to cause personal injury to another person. Willfully using force or violence upon another person for the purpose of personal gratification, coercion, or humiliation.
2. To demonstrate habitual verbal or intimidating behavior to humiliate or mentally abuse another person.

Definition of Harassment and Intimidation

1. To cause, or attempt to cause, or threaten to cause something that disrupts, interferes with, or limits a student's ability to participate as a student.



Individual Roles for Handling Incidents

<p>Student- Understand what it means to be a victim. Is it someone being unkind, or is it a matter of consistent efforts to disrespect you and make you feel harassed, threatened or intimidated? Report the incidents to a teacher or administrator. Understand that the behavior of the person likely will not stop without the school intervening.</p>	<p>Parents- When you learn about an incident, talk through the matter with your student and try to understand the facts surrounding the incident. Help direct your student to the appropriate school authority to seek help. Be willing to work with the other family of the student involved as deemed necessary.</p>
<p>Faculty/Staff- When you learn about a concern, gather the facts of the incident, those involved, and begin the dialogue with the students to seek resolution. Report the matter to the school administrator. If within the classroom, provide separation of the students.</p>	<p>Administration- Gather the necessary facts of the incident(s) and meet with the students involved. Notify the parents of the matter and assign the appropriate consequences as outlined in the Parent/Student Handbook.</p>

Bus Rules

Responsibility, Romans 14:12

- Keep head, arms and body inside the bus.
- Be disciplined and show self-control.
- Do not sit in the driver's seat.
- No eating, drinking or chewing gum on the bus.
- Do not throw objects inside or outside the bus.
- Take a seat and remain seated, facing forward while on the bus. Keep your feet on the floor in front of the seat, not in the aisle.
- Keep the aisle and exits clear.
- Please keep the bus clean.

Respect, Psalm 119:117

- Avoid loud talking.
- Give consideration to others.
- Listen to the driver.
- No comments are to be made outside the bus windows.

Relationships, Ephesians 4:32

- Use appropriate language.
- Be respectful.
- Treat others as you want to be treated.



Readiness, 1 Peter 3:15

- Remain seated until the bus has come to a complete stop.
- The emergency door and exit controls may be used only during supervised drills and/or actual emergencies.

Campus Visitors

All visitors or volunteers must sign in at the front office and wear a visitor tag while in the building.

Change of Address

When families move during the course of a year, it is critical that they notify the school office of this change so the school can maintain necessary and appropriate contact with the family. In the event of a move, notify the school secretary with new address and phone number immediately.

Chapels

Chapels are special times of worshipping and learning more about God. Speakers are brought in from the community and area churches. Teachers and classes also lead chapels on occasion.

Chapels are held every Tuesday morning. There is a specific chapel dress code for elementary students, grades 1 through 5. Please refer to the dress code section.

PreKindergarten and Kindergarten classes have combined weekly classroom chapels.

An offering is taken every chapel to support outreach ministry projects such as sponsoring a child overseas, Lifeline, the Rescue Mission, or missionary support.

Child Abuse Reporting

All NCS employees are required by law to report any suspected child abuse to the appropriate authorities.

Christmas Program/Bake Sale

Each December all students Kindergarten thru 5th grade will be involved in an evening Christmas concert. Students are required to participate in this event. After the concert we have a bake sale set up in the foyer. Each family is asked to bring 2-3 dozen cookies or holiday goodies to be sold. All proceeds support basic needs within the elementary school. An offering is also taken to help offset the cost of the facility rental.

Pre-Kindergarten students have a “Happy Birthday Jesus” program that takes place during the school day in the gym.

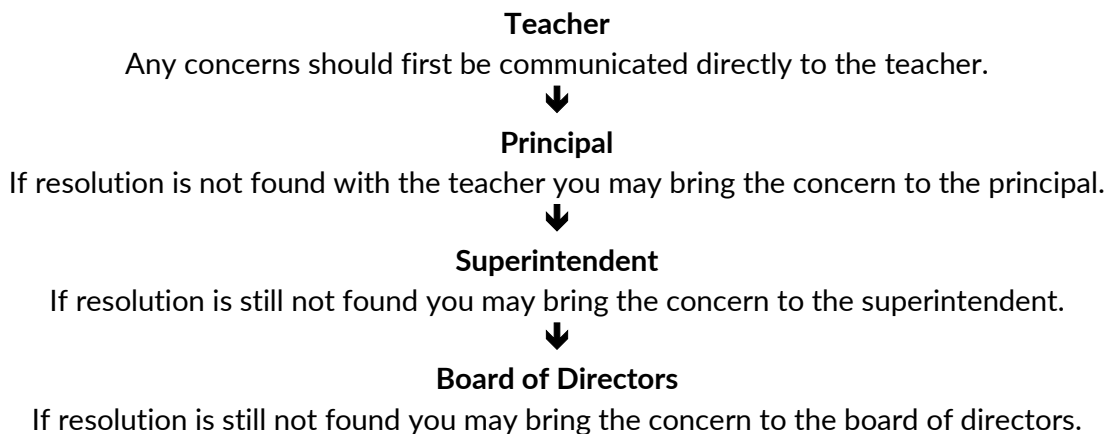


Communication

In order to facilitate better understanding and agreement within our school family, we will observe the following Biblical procedures from Matthew 18:

1. Speak first to the person most directly involved (if someone is not a part of the problem or a part of the solution, they should not be a part of the conversation);
2. If after consulting together a mutual agreement or reconciliation is not found, the matter should be brought to the principal;
3. If after consulting the principal a mutual agreement or reconciliation is not found, the matter should be brought to the superintendent.
4. If the matter is still unresolved, it will be brought before the board.

Chain of Command for the Flow of Communication in the School



Conduct Policy

All students at NCS are expected to conduct themselves in a Christ-like manner. This expectation applies to students while they are in school, or attending any school activity. All school-wide and classroom rules are based on the following:

1. Respect/ obey those in authority (Romans 13: 1-2)
2. Follow directions cheerfully the time they are given
3. Behave in a respectful manner toward all school personnel and volunteers
4. Honor others above yourself (Philippians 2:4)
5. Model Christ's teaching about love for one another in all interactions
6. Maintain a courteous, grateful, respectful and cooperative attitude
7. Be considerate of others
8. No harassment or inappropriate physical contact
9. No public display of affection (hugging, holding hands, kissing)
10. Practice self-control (Proverbs 25:28)
11. Walk in the hallways
12. Raise hand to be recognized



13. Keep your hands and feet to yourself
14. Do all things in a decent/orderly manner (I Corinthians 14:40)
15. Come to class prepared
16. Pick up after yourself
17. Respect all property belonging to yourself, others, or the school
18. Work responsibly without distracting others learning
19. Obey school rules including dress code, classroom and playground rules
20. No chewing gum on the school campus
21. No use of cell phones or electronic devices on the campus
22. No hats are to be worn inside the building
23. Follow the 4 R's
 - a. Respect - Psalm 119:117
 - b. Readiness - 1 Peter 3:15
 - c. Responsibility - Romans 14:12
 - d. Relationships - Ephesians 4:32

The school reserves the right to dismiss any student for serious or persistent violations of school rules, or for an attitude that hinders the growth of other students.

Conferences

Nampa Christian Elementary has two formal conference times throughout the year. The first one is held in November, at the end of the first trimester, and is mandatory for everyone. The second conference is an optional conference held in March based on request of either parent or teacher. Information regarding conferences and times will be sent home from the office in your child's Monday folder.

Informal conferences may be set up anytime throughout the year with your child's teacher to address any concerns or issues that may arise. You may do so by calling the office and leaving a message for the teacher to call you or by sending a note to the teacher.

Country Fair & Auction

This is the main fundraiser each year at Nampa Christian the last weekend in February. The school depends on this activity to meet important needs. It is also a time of fun and fellowship for parents and children.

The event begins with a breakfast on Friday morning. Students who purchase tickets are taken over in the morning as a class to eat. The evening kicks off with a dinner and leads into the auction and carnival. Saturday morning begins with a breakfast and is followed by a full day of auction and carnival events. Lunch, snacks, and drinks are served throughout the day.

This is great community event that you do not want to miss!



Curriculum

A variety of curriculum is used to create a comprehensive academic program including but not limited to Abeka, Bob Jones, and ACSI.

5th grade students are required to do 1 hour of community service each trimester. This service will be part of their Bible grade.

Although NCS families use a variety of versions of scripture, our Bible curriculum and special programs follow the NIV version. Therefore, all students need to have the required NIV Bible for classroom work.

Discipline

Our school goal in dealing with student misconduct is not to 'punish' but to bring about change. In an effort to create and maintain an environment in which students can grow spiritually, academically, and socially we have designed a school wide discipline plan to encourage consistency in our expectations. The discipline rubric (found in the appendix section) is discussed in depth with the students at the beginning of the year. Each class has a 'purple book' that contains a behavior log for every student in the class. This book is used by the classroom teacher, music teacher, P.E. teacher, librarian, and aides on playground supervision. Parents will be notified of any level 2 or 3 infractions.

Daily Folders

Each teacher sends home a class newsletter and posts on Renweb every Monday. Depending on grade level and teacher, a folder will be sent home weekly or daily. This folder contains all the primary communication from the school to home. Please make sure you take time to sort through your child's folder. **The office newsletter will be E-mailed every Monday.**

Dress Code

Philippians 4:5 "Let your moderation be known to all men..."

We are very thankful for the cooperation of the parents and students of NCS who work together to maintain our standards. Every parent is asked to sign a form stating they have read and agree to support the following dress code:

- Shirt logos/ pictures/ messages/ advertisements must conform to NCS standards
- Dress/ Skirt length is to be no shorter than 2" above the knee
- Slacks or neat jeans- no large rips or holes, or baggie pants
- Girls wearing tights, leggings, activewear, or snug fitting knit pants/ shorts will wear tops, dresses or skirts 2" above the knee or lower.
- PK-4th grade shoes or sandals must be fastened securely around the feet; heel height must be no higher than 1" (no flip flops, clogs, platforms, etc.). *
- 5th grade may wear flip flops and clogs but must not have a heel height higher than 2" *
- Shorts must be modest and at have at least a 6" inseam or come within 2" above the knee.



- Tank tops or sundresses must have at least 2 inch straps.
- Boys' hair must be above the eyebrows, no longer than the ear lobes on the side, and no longer than collar length in the back. No extreme hairstyles including Mohawks, shaved designs, etc.
- Not permitted: make-up, tattoos, body paint, dyed or bleached hair, hats/ head coverings, or ragged torn clothing.
- Fads will be addressed as necessary (We reserve the right to adjust the school policy as needed)
- No Heelys or Skate Shoes allowed during school hours.
- No piercings other than girls' ears. Boys are not permitted to wear earrings.

*Tennis shoes needed for P.E. days for all grades

Students not in accordance with dress code will be sent to the office to call home and will not be admitted back into class until appropriate clothing is brought to the school. Students with borderline infractions will be given a warning and reminded of the dress code.

Chapel Dress Code

On chapel days, the following dress code will apply for students in grades 1-5:

Boys: Tan khaki colored pants **NO SHORTS**
Solid color Polo shirt (long sleeve or short sleeve)

Girls: Tan color khaki colored pants, jumper, or skirt **NO SHORTS**
Solid color Polo shirt (long sleeve or short sleeve)

Your child will be brought to the office and will call parents for a change of clothes if not wearing Chapel clothes.

NOTE: For all music programs, Chapel dress will be required, unless otherwise stated.

Drug-Free Policy

All school property is designated as a Drug-Free Zone. Idaho state law prohibits students from possessing, using, distributing, or being under the influence of illegal or controlled substance including, but not limited to, amphetamines, barbiturates, marijuana, narcotics, tobacco, hallucinogenic drugs, vapor, vapes, e-cigarettes, inhalants, alcohol, or intoxicants of any kind while at school. This includes while attending a school activity or event, and/or while being transported in a contracted or school vehicle of any kind or at any location, public or private, where Nampa Christian Schools students are attending as representatives of the Nampa Christian Schools or any facility that is part of Nampa Christian Schools.



Early Release

Please refer to the master school calendar to note the half days scheduled throughout the year. The school hours on an early release day are 8:15- 12:10. After school procedures are the same as a full day schedule, however, in many cases, after school daycare is not available. Therefore, out of respect to our staff, it is imperative that you are there to pick up your child on time.

Electronic Messaging

The use of electronic messaging like e-mail, texting, Facebook Messenger, Instagram Direct, etc. can be productive and entertaining. However, the potentially disruptive impact of messages directed maliciously towards the school, other students, or staff at Nampa Christian Schools is not permitted. Messages that include sexually explicit, profane, lewd, indecent, or defamatory language directed towards students, school personnel or the school itself is prohibited. Comments designed to harass, mock, make fun of, or bully students the school or school personnel are also prohibited. Nude, sexually oriented, indecent photos or altered photos sent via electronic messaging do not reflect the character of Nampa Christian Schools students and are not permitted.

Electronics

Learning to respect others' needs is very important. Below are some rules we have developed because of concerns in this area:

MUSIC: Students are not to have disc players, iPods, radios or headphones or any other electronic entertainment devices from 8:00 am – 3:00 pm (including lunchtime). These items will be confiscated if seen or heard during these hours and will require a parent to pick up the item from the principal.

CELL PHONES AND PHONE WATCHES: Because cell phones can be disruptive to the learning environment and have potential for dishonest uses, students are only permitted to use cell phones before or after school hours. Phones will be confiscated if seen or heard inside the school building or during the school day (8:00 – 3:00) and will remain in school possession until a parent picks up the phone from the principal.

Field Day

An annual field day is held at the end of the year for grades K-5. Please watch for information to come home in the Monday newsletter regarding dates and times, donations needed, and parent volunteer opportunities.

Field Trips

Field trips are carefully planned to enhance classroom teachings. Parents are informed about the details of the trips in advance and encouraged to help participate. For liability, siblings may not ride the bus, but may attend with parent. Occasionally a donation will be requested for some activities. For each field trip, a signed permission slip must be given to the teacher prior to the trip.



Fundraisers

The Annual Fund, Jog-A-Thon, and Country Fair and Auction support the general budget for the entire school.

Periodically we will have other fundraisers to raise money specifically for the elementary school needs.

Grading Scale

Letter Grade	Percentage Span	Letter Grade
A	90-100%	E
B	80-89%	S+
C	70-79%	S
D	60-69%	S-
F	Less than 59%	N
I	*Incomplete	I

* In some unusual cases where the student has a legitimate reason for not completing the requirements on time, an Incomplete is issued with administrator approval.

Grandparents Day

In October (see master calendar for date), grandparents are treated to a performance by our students. After the performance the grandparents are excused to take their grandchildren to lunch and/or out for the day (relatives, friends, or parent may substitute). Due to limited space, only grandparents or someone standing in for a grandparent are to attend this event. Parents are invited to attend the dress rehearsal if they wish to see the performance.

Note: This is a half day for the elementary students only.

Homework

Students will be assigned homework and, on occasion, other projects. Parents are urged to be involved in these assignments without actually doing the assigned work. We try to limit the amount of homework given so as not to interfere with family activities. Expect about 20-30 minutes a night for grades 1-3 and about 45 minutes per night for grades 4-5. If your child's homework load drastically exceeds these estimates, please talk with your child's teacher to explore options.

Homework is given for several purposes:

1. **Drill-** Most students require consistent drilling to master material essential to their educational development.
2. **Practice-** Following classroom explanations, illustration, and drill on new work, it is given so that the material will be mastered.



3. **Remedial Activity-** Homework can be given to help students strengthen their weak areas.
4. **Special Projects-** Book reports, compositions, research papers, and projects allow students the opportunity to apply the material learned.
5. **Reading-** Every grade level will require students to read at home. This is a skill that is foundational to overall success.

Parents should be consistent in seeing that all homework is completed properly and turned in when it is due. The responsibility of homework is an important part of your child's academic success.

In the event of a student's absence, homework cannot be picked up until after 3:00, upon parent request. Please call before noon, so that teachers have time to collect homework and have it ready for after school pickup.

Jog-A-Thon

This is a fun event and a time-honored tradition. All of the students contact neighbors, family members, and friends to sponsor them in the annual Jog-A-Thon. The sponsors pledge a certain amount of money per lap around the track in the set amount of time (Preschool classes, Pre-Kindergarten & Kindergarten- 20 minutes, 1st - 8th grade- 60 minutes). Students may jog or walk during this time.

The students are encouraged to participate by being offered prizes which increase with value based upon the dollar amount raised. Parents are welcome to attend this event and even walk or jog with their child.

Lost and Found

A lost and found table is located in the foyer leading into the west wing hallway. If your child is missing an item please check this area. Twice each year, all lost and found items not claimed will be donated to the local shelters.

Lunch Program

The school hot lunch program will begin the second week of school. Menus are sent home around the third week of the month for the following month in your child's Monday folder.

Lunch menus and money must be returned the next school day. Allowances will be made for late menus due to illnesses/ absence.

Children who forget their lunches will be given an Uncrustable and milk from the cafeteria and will be charged \$3.00. Due to time constraints parents will not be called for students without lunches. If you are bringing your child's lunch be sure that they are aware of your plans (send a note to the teacher) and have the lunch to the school by your child's scheduled lunch time (they only have 15-20 minutes to eat).



Lunch Schedule

Please note the new schedule with recess before lunch.

PK/K/1	11:25-11:50- Recess 11:55-12:15- Lunch
Grades 2/3	11:50-12:15- Recess 12:20-12:40- Lunch
Grades 4/5	12:15-12:40- Recess 12:45-1:00- Lunch

Medical Policies

A registered nurse is available on a part time basis. The school nurse is responsible only for the emergency care of injuries and sudden illnesses that occur while the student is in school. The nurse is not available to diagnose or treat students who come to school sick.

If your child has any serious allergies or any chronic conditions, please indicate this on the student's emergency form. The school nurse maintains all school medical records. Be sure the school always has current phone information to contact you in the event of an emergency.

When to Stay Home

Many students and families are frequently concerned about when a student should stay home or attend school. The following information is a guideline intended to help with this decision:

1. If a student has a fever of 100 degrees or more, the student should stay home for at least 24 hours after the fever breaks.
2. If a student has vomited or had diarrhea the student should stay home for 24 hours after the last episode.
3. If a student has any rash that may be disease- related or the cause is unknown, check with your family physician before sending the student to school.
4. If a student's eyes are red with watery or pus drainage, check with your family physician to rule out Pink Eye before sending the student to school.

Emergencies and/or Illness

If your child becomes ill or injured at school, you will be notified and a first aid procedure will be provided. The nurse (or office) will call the parents whenever the student has a fever over 100 degrees, is vomiting, has significant pain, repeatedly complains, or anything else that is out of the ordinary. If the parents are unable to be reached, the person listed under emergency contact will be called.



Medication Policy

Over-The-Counter Medications

The parent/ guardian must complete the yellow emergency form, sent home with your registration packet, in order for a student to receive any Tylenol or Ibuprofen from the school nurse or office.

Prescription Medication

ALL prescription medications must be brought to school by the parent or legal guardian in the original container and properly labeled with an authorization form completed. Epi pens and inhalers will be allowed to be kept in the classroom on a case-by-case basis to be determined by the school nurse.

Messages

Teachers and students can receive messages at school through the secretary in the office. Parents/ guardians are requested not to call teachers or children out of the classroom unless the need is urgent. If you are calling about a change in after school transportation, please do so before 2:30 in order to allow sufficient time to relay the message.

Students are not allowed to use the phone unless it is an emergency. School personnel will decide whether or not phone use is appropriate on a case-by- case basis.

ParentsWeb

ParentsWeb is our online parent communication system. Each family is given instructions at the beginning of the year to activate your renweb account. Through the parent web login you will be able to access your child's weekly class newsletter, the weekly office newsletter, spelling lists, and your child's weekly academic progress along with school calendars and information. This is a secure and encrypted site. You will only be able to access and update information pertaining to your child.

Playground Supervision

Morning

Playground supervision begins at 8:00 A.M. Please DO NOT leave your child unsupervised before this time. If you need to drop him/ her off earlier than 8:00, the before and after school program is available for a minimal cost. In the event that indoor recess is called due to inclement weather, students are to go directly to their classroom upon arriving at school (classrooms will be open at 8:00). Class begins at the normal scheduled time.

Recess

Aides provide supervision during scheduled recess times. All students are expected to play outdoors at recess unless the office, due to inclement weather, calls indoor recess. Please make sure students are dressed appropriately, especially when it snows!



After School

Students not picked up by 3:00 P.M. will be sent to after school program and parents will be charged accordingly.

Parent Involvement/Volunteers

Nampa Christian values establishing a partnership with parents and welcomes volunteers in the school. There are numerous opportunities available including classroom help, lunchroom help, auction and carnival help, and special events throughout the year. Your child's classroom teacher will provide more information regarding opportunities for parent involvement throughout the year.

When volunteering please adhere to our school dress code.

Due to liability issues, siblings or other children may not accompany volunteer parents in the classroom. We appreciate your respect to the school and other parents by following this rule.

Parent Night

Parent night is held shortly after school starts. The evening begins in the main gym with the principal introducing staff, followed by some brief announcements.

Parents are then dismissed to their child's classroom for a 15 minute presentation laying out a brief outline of what to expect for the school year. We offer two sessions to accommodate families with more than one child. If you have more than two children and are unable to attend each class meeting you can pick up a packet from your child's teacher outlining the information covered.

Report Cards/Progress Reports

Report cards will be sent home with your child at the end of each trimester. They are also posted on ParentsWeb for grades 1-5. Progress reports are sent home 6 weeks into the trimester to keep parents informed of student progress and eliminate surprises.

School Closure/Delayed Start

In the event of inclement weather, school will be on *delayed start or cancelled by 6:00 A.M. Information will be broadcast on the school's Facebook page, local television and radio stations. An email will also be sent to parents.

*Delayed start means school will start 2 hours later to allow time for road hazards to be cleared.

School and Office Hours

School Hours

First Bell	8:15 a.m.
Tardy Bell	8:20 a.m.
Dismissal Bell	2:50 p.m.



Early Dismissal Bell 12:10 p.m.

Office Hours

The elementary office and phones are open from 8:00 a.m. - 4:00 p.m. After hour messages may be left with the secretary at 208-466-0487 extension 1115.

Student Before School Drop-off

In order to ensure the safety of our students, when dropping your children off for school in the morning, please pull completely into a parking space before letting your children exit your vehicle! Please drive slowly to ensure the safety of our children!

Note: Parents are not allowed at any time to drive, drop off or walk their students through the staff parking lot located between the main gym and the east playground.

Always drop off or walk your students at the front entrance where Mrs. Vermillion is greeting.

Student After School Pick-Up System & Shuttle Bus

Pick-Up System

Students who have a younger sibling will line up with their youngest sibling's teacher, otherwise students will line up with their own teacher. (see below the grade level line-ups) The teachers will bring your students to you. **Please stay in your cars and off the sidewalks.** This will allow the lines to move quickly and prevent accidents. Parking is available in the spots facing Orchard for those who need to go into the school. **Do not enter off of Horton to park.** If you choose to wait outside for your child/children after you park, please stay on the main entrance sidewalk and wait until a staff member brings you your child. Students will not be released to you on Horton Road (west side of school).

Please refer to the pick-up system map on the next page.

Bus Riders

Students riding the shuttle or route bus will gather in the west hallway after school and escorted to the bus by a supervising adult.

Note: Any students that remain after 3:00 PM will be released to the after school program and the appropriate fees will be charged.

Shuttle Bus

A shuttle bus will load at the secondary school campus from 7:45-7:55 am, departing promptly at 7:55 am for the PK-5 campus. Students will be dropped off at the PK-5 playground upon arrival. The afternoon shuttle will load from the PK-5 campus from 2:50-3:00 pm, departing promptly at 3:05 for the secondary school campus. On early release days the bus will depart from the PK-5

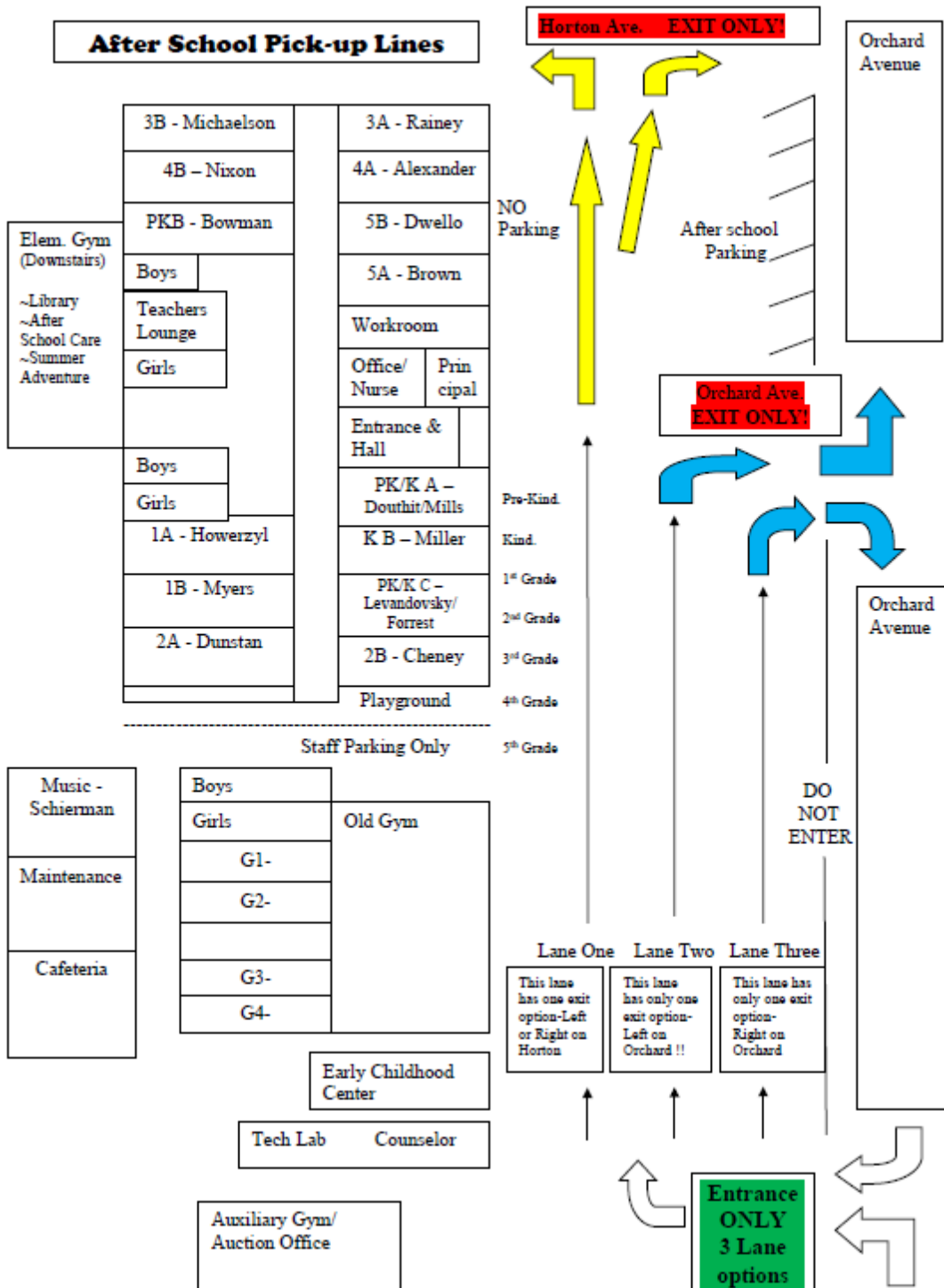


campus at 12:20. Students in grades PK-5 will remain on the bus until released to a family member. The shuttle will then load high school/ middle school athletes at 3:05 pm for a return trip to the PK-5 campus (for practice/games).

*Any students not picked up from the bus will be returned to the PK-5 campus for after-school care.



Pick-Up System Map





Track Meet

Nampa Christian elementary school hosts an annual track meet at the end of the year for grades 3-6. This event is coordinated by our P.E. teacher. Other local Christian schools are invited to compete in this fun filled day including all track and field events. Watch for information, regarding dates and times, in the office newsletter.



Discipline Rubric for Behaviors & Consequences

<p>Level 1: Minor (inappropriate behaviors)</p> <ul style="list-style-type: none"> • Disregard for school or classroom rules • Misuse of equipment or property • Inappropriate/unacceptable language (not to another person) 	<p>Level 1: Consequences will be handled by teacher or aide and may include:</p> <ul style="list-style-type: none"> • Warning, have student problem-solve • Re-teach expectations • Redirect student • Loss of recess or equipment • Must play with someone else • 5 minutes on the wall • Other that is appropriate from supervisor
<p>Level 2: Major (inappropriate behaviors directed to or impacting others)</p> <ul style="list-style-type: none"> • Disrespect toward another student/adult • Verbal abuse/teasing with the intent to hurt • Aggressive play (pushing/shoving/horseplay) • Repeated dress code infraction • Honesty Issues • Chronic level 1 behaviors 	<p>Level 2: Teacher/Aide must document all level 2 infractions in the behavior log and handle consequences with may include:</p> <ul style="list-style-type: none"> • Call to parents • Conference with student • Loss of privileges/recess • Detention • Behavior contract • In school suspension • Parent/Teacher/Principal conference <p>If a student has 3 incidents within a trimester the student will be sent with his/her behavior log to see the principal. Consequences by the principal will be handled on a case-by-case basis (see below).</p>
<p>Level 3: Danger to self or to others</p> <ul style="list-style-type: none"> • Physical contact (fighting, hitting, kicking, sexual) • Illegal acts (weapons, matches, vandalism, drugs, etc.) • Inappropriate throwing of objects with intent to harm. • Being involved in dangerous, degrading, malicious activity. • Leaving designated area without permission • Bullying/cruel teasing • Inappropriate language/gesture directed toward another student or adult • Chronic level 2 behaviors 	<p>Level 3: Incident is documented in student behavior log and student is sent immediately to the principal's office.</p> <p>Office referrals may result in the following (steps may be skipped depending on the severity):</p> <ul style="list-style-type: none"> • 1st referral: ½ day in-school suspension • 2nd referral: 1 full day in-school suspension with intervention plan created by principal, teacher and parent • 3rd referral: Out of school suspension with probationary contract • 4th referral: Begin expulsion process
<p>All office referrals will result in a conference with the principal, parent contact, and any other actions deemed necessary in the administrator's judgement. A notebook of all referrals will be kept in the principal's office.</p>	



Elementary School Grading and Assessment Policy

The intent of this policy is to provide congruence and consistency between and among departments and grade levels in the use of grading and assessment procedures. Since one of the fundamental roles of grades is to provide information to students, parents and other educational institutions about student progress, we include their roles and responsibilities in this emerging policy as well.

Staff

The staff at Nampa Christian Elementary School believes...

1. Assessment should be frequent and provide meaningful feedback.
 - Teachers will provide students with on-going and descriptive feedback on their learning to help them establish goals for improvement.
 - Learning expectations and criteria for assessment are communicated to students in advance.
 - Students are provided with opportunities to learn how to assess their own work and to set goals for improvement.
2. Grades should be consistent and reflect achievement of **essential learning targets**.
 - Teachers work collaboratively to determine achievement levels and to establish exemplars.
 - Teachers will update RenWeb at least once a week.
3. Re-do's and retakes will be offered at teacher discretion and may only be approved after evidence of further learning is presented. Student behavior (Respect and Relationships) and engagement (Readiness and Responsibility) will be assessed separately from the academic grades based on the rubrics created by the NCS grading and assessment steering committee. A student's behavior in the classroom and engagement in his/her learning is vital to intellectual and skill development. Work ethic and the ability to get along with others are life-long skills that transfer to every career path. Evaluations for behavior and engagement are taken very seriously.
4. Cheating, Plagiarism, and Academic Dishonesty are unacceptable behaviors. At NCS students will not be given a zero for work that is determined to be fraudulent. They will be expected to re-do and complete the work honestly. Punishment for cheating will be handled as a behavior infraction; consequences will be determined depending on the severity of the academic dishonesty.
5. Determination of grading levels for formal reporting purposes should primarily reflect student performance on summative tasks. Students' grades will reflect their most consistent and recent level of achievement at the time of reporting.
 - **Formative Assessments** (how am I doing?) represent about 20% of a student's grade.(percentages only apply to grades 2-5) These may include homework, class activities and practice, rough drafts, lab activities, and quizzes.
 - It is important to note that although formative assessments represent only 20% of the final student grade, (grades 2-5) they represent the essential activities and practices



that stimulate the learning and the primary investment of teacher and student time. Without the practice, the drills, the trials, and the drafts being done in a low risk, supportive environment, the student would not be able to meet the challenges of summative assessments.

- **Summative Assessments** (how well did I learn?) represent about 80% of a student's grade. (percentages only apply to grades 2-5) These may include tests, projects, writing tasks, reflections on simulations, and lab assessments. All summative assessments should be geared toward specific essential learning targets and grades should reflect mastery of that target(s).
6. Teachers should avoid grading practices that distort the meaning of a grade by under or over inflation.
- Extra credit is not allowed when it attempts to fill in missing scores with tasks unrelated to the work required by the **essential learning target**. Extra opportunities to increase students learning are acceptable.
 - We discourage reducing the value of school work turned in late, however it may occur with formative work. All work should be scored against the **essential learning targets**. Missing deadlines, however, is a bad habit that should be reported in the Behavior and Engagement grade. When students repeatedly turn in work late without reasonable explanations, they put themselves in jeopardy of quickly falling behind.
 - Progress reports (at mid quarter) serve as an important reminder of grade standing, progress, and work completion.
 - Approximately two weeks before the end of each quarter, the school posts Firm Deadlines after which no late or missing work may be turned in.
 - The use of zeros to mark missing work skews student grades dramatically downward. Instead of zeros, teachers are strongly encouraged to hold students accountable for completing the missing work and use other codes (see below) to communicate a student's status.
 - M indicates work is missing
 - I (not yet) indicates the work is incomplete or does not meet the **essential learning target**.

Students

Nampa Christian Elementary School places an unrelenting emphasis on **student responsibility** for learning. To that end we expect

- All work should be completed and turned in on time.
- All work should meet essential learning targets.
- Students should know and plan for firm deadlines. Students should use formative assessments to identify strengths and weaknesses and, when needed, seek extra help.
- Students who intentionally do not complete course work should expect immediate and natural consequences in the form of after school and/or lunch/recess detentions and phone calls home.



Parents

- May confer with a teacher about student progress at any time during the year.
- Have online access to student progress every day of the week, 24 hours a day through RenWeb
- Should understand that the RenWeb “gradebook” is a record keeping device that intends to report progress toward achievement of **essential learning targets**, and, as such, changes frequently as indicators of growth are evaluated. No reporting devices, however, can replace the power and effect of communications between teachers, students, and parents.
- Should advise students to seek extra help when formative assessments indicate the student is struggling.
- Will receive formal progress indicators eight times a year: progress reports at each mid-quarter and quarter grades every nine weeks.
- Should understand that progress reports are formative in nature and provide feedback to students and parents about strengths and weaknesses.
- Should understand that report cards are summative in nature and capture a picture of achievement of **essential learning targets** after nine weeks of instruction

Definition of Key Terms:

- **Grade:** the symbol assigned at the end of a session (e.g., quarter or semester) as a summary report of a student’s performance or achievement level (proficiency/mastery) of **essential learning targets**.
- **Assessment:** the process of gathering information on student learning from a variety of sources to understand how well students are achieving standards. Assessment has two main components: assessment of learning (summative) and assessment for learning (formative)
- **Formative assessment:** the process of gathering information during the learning process. It involves constructive and specific feedback to students aimed to improve learning. Formative assessments may include homework, class activity and practice, rough drafts, lab activities, and quizzes.
- **Summative assessment:** the assessment of learning. It is designed to allow students to demonstrate achievement on standards. Far fewer summative assessments are given than formative assessments, but summative assessments bear the burden of showing student achievement on standards. Summative assessments may include tests, projects, writing tasks, reflections on simulations, and lab assessments.
- **Evaluation:** the process of judging the quality of student work based on identified criteria and assigning value to represent the level of achievement attained.
- **Diagnostic assessment (pre-test):** the process of gathering evidence of student learning prior to commencing instruction. This information is useful in planning instruction and in particular for individualizing program delivery. It is not used to determine student achievement levels.
- **Feedback:** constructive comments and advice pertaining to a student’s work; it is frequent and specific in order to be beneficial and increase student understanding.
- **Essential Learning Targets:** NCS developed targets (benchmarks) by which students’ achievements are measured.



Receipt of Parent/ Student Handbook

We have received a copy of the Parent/ Student handbook for Nampa Christian Elementary School. The handbook outlines the policies, practices and guidelines for the school. We have read, understand and agree to abide by the policies set forth in the handbook. We understand that if we have any questions, we should contact the Principal's office.

We agree to support and uphold the policies and procedures outlined in the handbook to the best of our ability.

All students and parents must sign and return a form to their teacher by the end of August.

Student's Signature

Date

Parent's Signature

Date



Revision History

Date	Revision	Author	Changes
2018-04-26	0.1	Jeff A	<ul style="list-style-type: none">• Initial conversion of 2017 ECC Handbook for 2018. Updated all formats, headers, footers.• Changed “quarters” to “trimesters”• Updated Lunch & Recess schedules• Updated faculty, staff and board names• Added phone watches in Electronics• Updated tardy policy wording
2018-05-01	0.2	Jeff A	<ul style="list-style-type: none">• Re-sequenced front sections for cross handbook alignment.• Added note to highlight new recess and lunch times.
2018-05-14	0.9	Jeff A	<ul style="list-style-type: none">• Submitting for board approval for 18/19 school year.
2018-06-01	1.0	Jeff A	<ul style="list-style-type: none">• REVISION 1.0 IS BOARD APPROVED FOR 18/19 YEAR
2018-06-11	1.1	Jeff A	<ul style="list-style-type: none">• Corrected lunch and recess schedules
2018-08-06	1.2	Jeff A	<ul style="list-style-type: none">• Updated teacher names and pick-up system map with finalized information
2018-09-25	1.3	Jeff A	<ul style="list-style-type: none">• Added Drug-Free Policy per September Board of Directors meeting and approved verbiage.
2019-01-15	1.4	Jeff A	<ul style="list-style-type: none">• Added new policies for Acceptable Use of Technology; Bullying, Harassment, and Intimidation; Electronic Messaging
2019-04-03	1.5	Jeff A	<ul style="list-style-type: none">• Removed school year reference• Ready for Board Approval• REVISION 1.5 IS BOARD APPROVED FOR 19/20 ACADEMIC YEAR