



EVANGEL CLASSICAL  
CHRISTIAN SCHOOL

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SOLI DEO GLORIA

*I will bless the Lord at all times;  
His praise shall continually be in my mouth.*

*My soul will make its boast in the Lord;  
The humble will hear it and rejoice.*

*O magnify the Lord with me,  
And let us exalt His name together. ~ Psalm 34:1-3*

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## I. THE VISION OF EVANGEL CLASSICAL CHRISTIAN SCHOOL

We aim to teach children to think clearly and listen carefully with discernment and understanding; to reason persuasively and articulate precisely; to evaluate their entire range of experience in the light of the Scriptures; and to do so with eagerness and joyful submission to God. We desire that they recognize cultural influences as distinct from biblical truths, and to be unswayed towards evil by the former. We aim to help them become well prepared in all situations, equipping them with information and the knowledge of how to use it. We desire that they be socially graceful and spiritually gracious, as they become equipped with and gain an understanding of the tools of learning; that they desire to grow in understanding, yet fully realize the limitations and foolishness of this world. We desire that they have a heart for unbelievers and the courage to seek to dissuade those who are stumbling toward destruction; that they distinguish real religion from religion in form only; and that they possess the former, knowing and loving the Lord Jesus Christ. Along with all these, we desire that they possess humility and gratitude to God.

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

We aim to cultivate in our parents a sense of responsibility for the school and to see them well informed about the goals of our classical and Christ-centered approach. We desire that

they grow with the school, being involved in and excited about the journey. We aim to help them follow Biblical principles in addressing concerns and embrace the Scripture's injunctions to encourage and stir up one another to love and good works.

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

## II. ECCS AT A GLANCE

### A. MISSION STATEMENT

ECCS seeks to glorify God by bringing covenant children to spiritual maturity through a classical Christian education and biblical training and teaching using a Christian world-view as a foundation for all learning with a commitment to prayer and the Reformed Faith.

### B. GRADES

K-5 through 12<sup>th</sup> grade

### C. SCHOOL DAY

The school opens at 7:00 a.m. and classes begin at 8:00 a.m. The Logic and Rhetoric School (grades 6-12) day ends at 3:10 p.m.

### D. ORGANIZATIONAL STRUCTURE

Evangel Classical Christian School (ECCS) is a ministry of Evangel Church P.C.A. and is governed directly by a school board all of whom will be appointed by the Session of Evangel Church. The Board's authority will be delegated to it by the church Session, which retains the right to dissolve the Board upon a two-thirds vote, thus directly asserting its authority over ECCS.

### E. ADMINISTRATION

ECCS Administration consists of the the Grammar Principal who administers and manages the Grammar school, After-Hours Care, Grammar Co-Curricular Programs, and the Logic & Rhetoric Principal, who administers and manages the Logic & Rhetoric School and its Co-Curricular Programs. The Principals serve as an ex-officio members of the Board. Other administrative personnel include the Director of School Operations, Assistants to the Principals, Admissions Director, Guidance Counselor, MDO Director, L&R Office Manager, Grammar Office Manager, Bookkeeper, and Before/After-Hours Director.

### F. CURRICULUM

The curriculum will be established by the Principals, Faculty, and Board Curriculum Committee, which will draw from established classical school curricula, including but not limited to Logos Classical School and Hillsdale Academy. The NASB is the translation of the Bible used for most class and memory work.

## G. FINANCES

ECCS is financially self-supporting. Tuition, fundraising and donations from those favoring classical and Christian education are the primary sources of income.

## H. INSURANCE

Accident insurance coverage is provided by ECCS for all students while they are on school grounds and while attending fieldtrips and other school sponsored activities.

## I. AFFILIATIONS

Evangel Classical Christian School is an accredited member of the Association of Classical and Christian Schools (ACCS). Because our goals and philosophies are inherently different from government schools, ECCS will not pursue state accreditation. ECCS does not accept any state or federal funding. ACCS accreditation does not require teachers to be state certified. ECCS requires all teachers to have a minimum of a Bachelor's degree. ECCS will actively recruit teachers with classical experience, graduate degrees, and degrees that most reflect the subjects which will be taught.

## J. PTF MISSION STATEMENT

The Evangel Classical Christian School (ECCS) Parent Teacher Fellowship (PTF) supports the mission of ECCS through prayer, communication, service and fellowship. We seek to build community by encouraging and promoting parent participation in school activities and events. All parents are invited to join and participate in all PTF meetings and events.

## K. NON-DISCRIMINATION POLICY

Evangel Classical Christian School admits students of any race, color, or national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students of the school. Evangel Classical Christian School does not

discriminate on the basis of race, color, or national and ethnic origin in administration of its educational policies or admission and hiring practices.

## L. SPECIAL NEEDS

ECCS is neither staffed nor qualified to diagnose or meet special needs of students with certain specific disabilities. Some learning disabilities categorized as mild may allow for certain classroom accommodations to be made, but all diagnosed disabilities must be stated on the student application or documented in the student's file upon diagnosis if the child has already been accepted. All requested accommodations must be discussed and agreed upon by school officials prior to student's final acceptance and/or placement into a class.

## III. THE BOARD

### A. GOVERNANCE

ECCS shall be governed by the Board.

### B. AUTHORITY OF THE BOARD

The Board shall be vested with its governing authority by the church Session. Unless otherwise noted, all decisions of the Board shall be subject to the authority of the Session as stated in "Organizational Structure" above.

### C. APPOINTED BOARD MEMBERS

The Board shall consist of individuals approved and appointed by the Session and will always include at least one active member of the Session.

### D. BOARD MEETINGS

The Board shall hold at least one meeting each calendar quarter. While the Board meetings will be held in closed session, teachers or parents of an ECCS student may request to address the Board at a scheduled meeting by written request at least one week prior to a regularly scheduled meeting.

## IV. STATEMENT OF FAITH

This statement of faith contains the essential biblical doctrines that guide the ministry of Evangel Classical Christian School. These primary doctrines define the perspective from which all classes will be taught and are one of the tools that will be used in the hiring of faculty and administration. Issues not discussed in this statement of faith are to be considered secondary doctrines and will not be emphasized in the teaching of the school. These secondary doctrine issues are important, and they may arise upon occasion within the curriculum, but Evangel Classical Christian School recognizes that Christians are at liberty to reach different conclusions regarding them. The school's recognition that Christians disagree on these topics, however, should not be interpreted to mean that the school believes that there is no right answer to questions about these issues. With this caveat in mind and so that doctrinal disputes do not cause irreparable division within the school, classroom discussion of secondary doctrines will clearly delineate the Reformed view of the Presbyterian Church of America while encouraging students to respectfully investigate and articulate alternate views held by other Christian traditions. ECCS teachers will model respectful dialogue and encourage students to follow the example of the Bereans who ". . . received the word with great eagerness, and examined the Scriptures daily to see whether if what Paul said was true." (Acts 17:11, NIV). Students will also be encouraged to follow up any questions they have regarding classroom discussion with their parents and pastor.

## A. SOVEREIGNTY OF GOD

God's sovereignty controls all that occurs in His world and in His church. His plans and purposes always prevail; nothing can thwart them.

## B. INERRANCY OF SCRIPTURE

God's written Word, the Bible, is free from error and is completely trustworthy. It is His truth and is the final authority in all matters.

## C. GOD'S CREATION OF THE WORLD AND MAN

The Triune God (Father, Son, and Holy Spirit) alone has existed from eternity past and in His wisdom decided to create the universe from nothing. God spoke and it came into existence. Humanity did not evolve from lower life forms but was created by God. Man (male and female) was created with dignity in that he was made in God's image and was created in humility; his purpose is to glorify God and to enjoy Him forever.

## D. FALL OF MANKIND

All mankind participated in Adam's fall from his original sinless state and are thus totally depraved and lost in sin.

## E. JESUS, SAVIOR OF SINNERS

Jesus Christ is the unique Son of God and the only Savior of the world. Fully God and fully man, He was born of a virgin and lived a sinless life. He alone secured our salvation by His substitutionary atonement on the cross and by His righteous life imputed to us. Jesus rose bodily from the dead, ascended to the right hand of the Father, and will come again in power and glory.

## F. JUSTIFICATION BY FAITH ALONE

Sinners are justified by faith alone and do not deserve nor can they earn, salvation. Justification is granted only by God's grace through faith in Jesus Christ.

## G. EMPOWERING HOLY SPIRIT

Every true believer in Jesus Christ is in-dwelt and empowered by the Holy Spirit, who enables believers to live a godly life and to perform good works.

## H. BODY OF CHRIST

All believers are spiritually united in the Lord Jesus Christ, the Head of the Church, and every believer is a member of the body of Christ.

## I. FINAL JUDGMENT AND RESURRECTION

At the second coming of Christ, the saved and the lost will be bodily resurrected and judged. The saved will be resurrected to eternal life, and the lost will be resurrected to eternal condemnation.

## V. ADMISSION PROCEDURES

### A. ADMISSIONS CRITERIA

1. All applicant forms must be completed, signed, and submitted to ECCS.

2. \$400.00 new student fee must accompany the application.
3. Students must demonstrate during the admissions testing process that they are academically prepared to begin study at ECCS. Grade level competence/entrance exams in mathematics, reading comprehension, and writing skills are required.
4. Logic School students must score 70% or above on the entrance exam in math, reading comprehension, and grammar
5. Students must have completed the necessary pre-requisite courses to enter the grade level for which they are applying. Provisional acceptance can be granted with approved plans for attaining the credit before the school year in question begins. (For example, at ECCS students take geometry in 9<sup>th</sup> grade; therefore, entering ninth graders must have already successfully completed Algebra I. Therefore, an otherwise qualified student who applies for ninth grade may be provisionally accepted on the condition that he/she successfully complete a credit of Algebra I before the school year begins.)
6. Entering students will be interviewed by a committee of teachers and/or administrators in order to assess the students' academic motivation, spiritual maturity, and potential impact on the culture of the school.
7. Student must exhibit appropriate levels of behavior and maturity and parents must disclose any previous record of significant social, behavioral, or mental problems. If evidence of nondisclosure occurs after acceptance the student could become subject to dismissal. ECCS is not staffed to serve students with significant social, behavioral, or mental problems.
8. Parent/Guardians' interview must have a satisfactory conclusion as determined by the interviewer, a member of the ECCS Board.
9. Parents/Guardians are asked and encouraged to assist in at least three hours of school activities.
10. ECCS is a covenant school requiring that at least one parent or legal guardian be a professing Christian in good standing in a local church based on I Chronicles, chapter 7.

### B. WAITING LIST

1. ECCS shall maintain a Priority waiting list and a Non-Priority waiting list for all classes. Currently enrolled students, children of teachers, siblings of currently



enrolled students, Evangel Presbyterian Church (EPC) minister's children, and children of EPC members may have their names placed on the Priority waiting list (hereafter referred to as "Priority Applicants"). All others shall only have access to the Non-Priority waiting list (hereafter referred to as "Non-Priority Applicants").

2. Only a child's parent or legal guardian may place the child's name on the ECCS waiting lists. Each waiting list form submitted must be accompanied by a one-time, non-refundable \$50.00 fee. The \$50.00 payment will be credited toward the \$400.00 new student fee.
3. At the appropriate time, ECCS will send application forms to all applicants whose names are on the waiting list.
4. A Priority List Application deadline for the upcoming school year will be set by ECCS. Priority List Applicants must submit their applications to ECCS prior to the deadline or forfeit their priority list status. After such deadline, the Priority List will be closed and all students will maintain non-priority status.
5. The Admissions Director shall evaluate the applicants on the Priority Waiting List in the order listed (by the date the applicant's name was placed on the list) until either all class openings have been filled or there are no more Priority Applicants to evaluate. If class openings remain, the Non-Priority applicants will then be evaluated for the remaining openings in the order they appear on the list. It is our desire to maintain a 1:16 teacher/student ratio in Kindergarten through 2<sup>nd</sup> grades and a 1:18 teacher/student ratio in 3-12<sup>th</sup> grades, but when circumstances require, the ratio may be increased.

### C. IMMUNIZATION REQUIREMENTS

Each student must have a valid Alabama Certificate of Immunization (also referred to as a "blue card") on file on or before the first day of the school year. Students may not attend classes until this "blue card" is on file at ECCS. Blue cards may be obtained from the child's doctor, clinic or health department. A varicella (chicken pox) vaccine documentation is also required for each student. For students who are moving to Alabama, out-of-state vaccination records must be transferred to the Alabama Certificate of Immunization prior to school entry. A medical exemption (supplied by an

Alabama physician) or a Certificate of Religious Exemption (obtained from the local county health department) must also be on file prior to the student entering class at ECCS in order to satisfy any variances from the immunization requirements as stated above.

## VI. TUITION AND FEES

### A. TUITION PHILOSOPHY

1. ECCS is committed to maintaining tuition at a level that is both affordable for ECCS families and financially responsible for the School.
2. ECCS is financially responsible by assuring that tuition and fund raising receipts cover 100% of the school's annual expenses.
3. ECCS seeks to keep tuition affordable by committing (1) to seek outside sponsors and donations and (2) to spend tuition dollars only on expenses that the ECCS Board considers to be essential to the provision of an excellent classical and Christian education. Expenses that are not essential to, but may supplement, our core educational mission will be funded only through ECCS donations and fundraisers.

### B. FAMILY COMMITMENT:

Once a family has committed student(s) to attend ECCS, tuition and fees are required, even if the student withdraws from the school, unless the family moves out of Jefferson and Shelby Counties. The tuition is non-refundable and must be paid in full per the payment schedule as outlined and despite a student's withdrawal or expulsion from ECCS. However, upon written request, extenuating circumstances will be considered by the Board.

### C. FEES

1. ACTIVITY FEE  
\$250.00 / year. For 6<sup>th</sup>-11<sup>th</sup> Grades, this fee covers one-two student field trips, a science lab fee, ECCS tee shirt, technology fee, and student yearbook. Senior activity fee is \$400.00 and includes the above, as well as costs associated with graduation.

## 2. NEW STUDENT FEE

\$425.00 one-time fee. One time payment for each new student with a family lifetime limit of \$1,000.00.

## 3. FACTS FEE

This annual fee is set by FACTS and paid by families using FACTS monthly payments. If bi-monthly drafts are requested, this fee will be doubled.

## D. OPTIONS FOR PAYMENT OF TUITION AND FEES

### 1. PAY IN FULL

A discount is granted on all tuitions paid in full before June 30. This discount will be included on the yearly tuition schedules.

### 2. AUTOMATIC BANK DRAFT

All fees and tuition are paid in equal payments over a 12 month period from June – May by an automatic check draft through the FACTS program.

## E. PAYMENT

### 1. WHERE / HOW TO MAKE PAYMENTS

All monies due other than FACTS-related payments may be mailed to the school address or may be dropped into the payment boxes located in the school lobbies. This would include fund-raiser payments, donations, or any other monies that need to go to bookkeeping. These payment boxes will be checked on a regular basis and payments due will be documented during the school business hours received. Any payments that have been charged directly to your family account may also be paid online through RenWeb Paynow.

### 2. ACCOUNTING BUSINESS HOURS

All accounting business should be conducted during school hours. The bookkeeper will maintain on-site office hours each Tuesday and Thursday from 8:00 am until 1:00 pm. but may be contacted any day during business hours only. Email is recommended at [kmarvin@evangelclassical.org](mailto:kmarvin@evangelclassical.org).

### 3. LATE AND NSF FEES

a. A late fee of \$25.00 per child will be assessed for late payment received by FACTS after the 10<sup>th</sup> of the month.

- b. A \$25.00 charge will be assessed for all checks returned due to non-payment. If drafted funds are not available on the 5<sup>th</sup> of the month, parents will be charged for NSF and FACTS will resubmit the check on the 20<sup>th</sup>. No post-dated checks will be received.
- c. All new parents will be required to pay in full or enroll in the FACTS Automatic Bank Draft program or subject their child to removal from ECCS.

#### 4. SETTLING ACCOUNTS

- a. End of the year report cards will not be issued until all accounts are settled.
- b. All previous year's accounts must be paid in full before June 1 to remain registered for the upcoming year and all accounts must be current April 30<sup>th</sup> to be qualified to receive financial aid.
- c. School records will not be forwarded to other educational facilities until all accounts are settled including the return of school texts and other school-owned items.
- d. Families who withdraw from ECCS may not transfer to ECS if finances are in arrears and vice versa.

### F. FINANCIAL AID AVAILABLE

#### 1. ASSESSING FINANCIAL NEED

- a. ECCS employs the services of "FACTS Financial Aid Services" to access the financial needs of families seeking financial aid. Existing ECCS families seeking financial aid must make application between January 1<sup>st</sup> and April 1<sup>st</sup>.
- b. Application may be made online at [www.facts.org](http://www.facts.org).
- c. New families may apply for financial aid upon application and acceptance.
- d. Existing families who apply by April 1 will have first access to scholarship dollars.

#### 2. SCHOLARSHIP DISTRIBUTION

- a. Scholarship amounts will be determined in the month of May and are limited to the amount of scholarship donations made throughout the year.
- b. Scholarships will be issued based on availability of funds and on needs as determined by the Board. Scholarships will be distributed on June 1<sup>st</sup>.
- c. All accounts must be cleared by April 30<sup>th</sup> to be eligible for re-enrollment and scholarship offers. Scholarships will be distributed only to families whose

accounts are current.

## VII. PARENT – TEACHER COMMUNICATION

### A. PHILOSOPHY

ECCS considers the parents an integral part of the educational process. We seek to partner with parents as they follow the Biblical mandate to raise their children in the nurture and admonition of the Lord. As partners, we believe that frequent, honest, and respectful communication between parents and teachers is essential to the success of the students.

### B. PARENT VOLUNTEERISM IN CLASSROOMS

ECCS recognizes that the expertise and knowledge of parents in various fields can be of invaluable worth in our classrooms. We encourage any parents who feel that their skills or knowledge may be useful to the teacher, whether on an on-going or on a one-time basis to communicate that with the teacher to see if and how assistance may be given.

### C. FUND RAISING

In order to have successful fundraising efforts and ensure affordability of tuition, it is essential that ECCS parents volunteer time in various academic, fundraising, and other school activities throughout the year. All fundraisers must be pre-approved by the Administration and Board.

### D. EARLY MORNING VISITS

Parents should not make unannounced visits to teachers before classes begin in the mornings as teachers are preparing for the school day. If an early morning message needs to be communicated with the teacher, parents are asked to leave the message with the office and it will be delivered to the teacher.

### E. CLASSROOM OBSERVATIONS

Parents are always welcome to visit their children's classes. We do ask that parents who visit classes be in place by the time the tardy bell for that class rings and that they stay until the dismissal bell rings to avoid unnecessary distractions. Parents may visit one class, or they may "shadow" their student throughout a whole or partial day's schedule. All visits are to be scheduled in advance with the teacher, or if the parent wishes to sit in on more than one class, with the principal. When visiting, parents should be considerate of the teacher's time and be aware of how their presence affects the classroom. All visitors, including visiting parents, are required to sign in at the front desk and obtain a visitor's pass before going to a classroom. All visitors must sign out at the front desk upon leaving the school.

### F. RENWEB

ECCS utilizes the web-based school management service "Renweb." Parents may access this on-line program by going to [www.Renweb.com](http://www.Renweb.com). In Ren-Web, parents can view teachers' lesson plans and track students' grades. While Renweb is a useful tool, it should not be considered the final word in parent/teacher communications, nor should it be considered "real time" as far as academic progress is concerned. There is a grading window, from a few days to several weeks, from the time that a student turns in an assignment until the grade for that assignment appears in Renweb, depending upon the complexity of the assignment and the time required to grade it. Therefore, should a parent have an immediate concern or question about grades or other information in Renweb, he/she should contact the teacher directly for clarification.

### G. E-MAIL

Email is a useful, efficient tool with which teachers, students, and parents can communicate information with each other. It can also, however, be quite impersonal, and the tone of the author can often be easily misunderstood. Email communicants should carefully weigh their words and tone, and any situation that has potential for becoming emotionally charged should be handled in person rather than through email.

### H. PHONE CALLS

Parents may call the main office number to leave messages requesting teachers to return their phone call or may send teacher emails requesting return phone calls after school hours. Some teachers may give parents their personal phone numbers, along

with calling guidelines, such as acceptable phone call reasons, calling cut-off times, etc. Students should only call teachers who have given them permission to do so.

## I. CONFERENCES

Parent-teacher conferences may be scheduled as deemed appropriate by either the teacher or the parents. Both parents are strongly encouraged to attend any and all conferences. To request a special conference with a teacher, parents are encouraged to email the request to the teacher or call the school office to request a phone call from the teacher.

## J. QUESTIONS, CONCERNS, AND COMPLAINTS

### 1. PHILOSOPHY

Our philosophy of handling questions, concerns, or complaints is based on the principles taught by our Lord found in Matthew 18: 15-16: *And if your brother sins go and reprove him in private; if he listens to you, you have won your brother. But if he does not listen to you, take one or two more with you, so that by the mouth of two or three witnesses every fact may be confirmed.* By going first to the person under suspicion, gossip is avoided. By going first to the appropriate person, both sides of an issue can be heard, and most often it is discovered that at least part of the concern was based on inaccurate or incomplete information, and then the problem can be resolved. The principle underlying the procedure outlined below is clear: Solve each complaint with the person(s) directly involved at the lowest possible level. Move the matter up the chain of authority, only as necessary, to the level where it can be resolved.

### 2. HANDLING QUESTIONS, CONCERNS, AND COMPLAINTS

Questions, concerns and complaints invariably arise, and it is important that these be handled biblically and promptly. The following steps are an application of the biblical injunction recorded in Matthew 18 for the resolution of a problem between believers. It is desired at ECCS that all problems, from the smallest to the greatest, be handled as outlined below:

- a. The parent and teacher (or two persons concerned) meet privately to seek resolution with a spirit of reconciliation. Both desire the good of the child and are not in an adversarial position.

- b. If unresolved, the two persons concerned meet with a third party, the principal. (Any subsequent meetings would involve the principal.)
- c. If still unresolved, the matter is presented to a special committee of the Board. The committee calls upon the parties involved as seems warranted, all in the spirit of reconciliation.
- d. If still unresolved, the problem is brought before the entire school board. The board calls upon the parties involved as seems warranted, still in the spirit of reconciliation. If reconciliation does not occur, the board makes a judgment and takes appropriate action.
- e. In cases when the Matthew 18 principles have not been adhered to, and actions continue that undermine this ministry, for the benefit of mutual resolution, the school board may take action up to and including expulsion.

## K. PARENT CONDUCT STANDARDS

### 1. EXPECTATIONS

Just as we expect teachers to conduct themselves in a courteous and respectful manner when communicating with parents, likewise parents will be expected to conduct themselves in a courteous and respectful manner when interacting with ECCS faculty, staff, and administrators, as well as with those who lead extracurricular activities including representatives of Evangel Christian School (ECS).

### 2. DEFINITIONS

“Abusive conduct” is defined as rude or unseemly conduct, which is the antithesis of Christian love as described in I Corinthians 13:4-5. “Rude,” as defined by Merriam Webster is *offensive in manner or action* (i.e., discourteous). “Unseemly” is defined by the same resource as that which is not according with established standards of good form or taste (e.g., unseemly bickering) or that which is not suitable for time or place (i.e., inappropriate).

### 3. PROCESS

Parents who display a pattern of abusive conduct, whether in person or through other forms of communication, including e-mail, may be asked to withdraw their child from the school if efforts to encourage a more constructive approach to problem-solving fail. A student who is withdrawn due to abusive parent conduct cannot apply for readmission for one year following a withdrawal. Should such



student desire re-admittance to ECCS the following year, the board will make a decision based on, but not limited to, the circumstances surrounding the withdrawal and the parent's current attitude as relates to the reason for withdrawal as determined by an interview by a panel of Board members and administrators, and the circumstances at the time of re-application.

## VIII. ARRIVAL, DISMISSAL, AND BEFORE/AFTER HOURS CARE

### A. MORNING ARRIVAL

#### 1. BEFORE HOURS CARE

Students who participate in Before-Hours Care may arrive at the school between 7:00-7:40 a.m. Parents may drop them at the downstairs entrance. The students will proceed directly to the BHC location, and the BHC charge of \$2.00 will be applied. A child attending Before-Hours Care will be charged flat fee of \$2.00 regardless of how much or how little time the child was cared for between 7:00 and 7:40 a.m. Time will be kept by the ECCS office clock and recorded on a daily basis by the BHC teacher.

#### 2. ARRIVAL TIME

The upper atrium entrance will be locked until 7:40. Logic and Rhetoric students who do not participate in the BHC program should be dropped off at the upper atrium school entrance between 7:40 and 7:55 a.m. in order to be seated in homeroom by 8:00. Any student who is not seated in his/her homeroom class by 8:00 a.m. is considered tardy to school.

#### 3. DROP-OFF PROCEDURE

- a. Logic and Rhetoric students should be dropped off at the upper atrium entrance only.
- b. When dropping off students, parents should follow designated traffic flow instructions, entering the driveway and proceeding along designated lanes in the parking lot to the circular drop-off area. The entrance will then be on the right. Students should be ready to exit the car as the car approaches the entrance. This will enable the line to keep moving quickly.
- c. Cars should be placed in "park" when stopped to drop off students.
- d. Parents must not park or leave cars in the drop-off area.
- e. Parents should always follow the designated traffic flow instructions.

## 4. PARKING / WALKING CHILDREN INTO BUILDING

- a. Parents who wish to walk their child into the building must park in designated spaces and walk students to the entrance of the building using the designated crosswalk areas only. Parents are asked not to walk students to the classroom beyond the first week of school. Do not park in the handicap spaces without an official handicapped tag, mirror hanger, etc..
- b. Parents must not park or leave cars unattended in the drop off area.

## 5. BICYCLE RIDERS

A bike rack is located at the lower entrance of the building for all bikes. Caution must always be used when approaching school traffic and bike safety laws must be followed. Bikers are asked to use the parking lot and sidewalks instead of the driveway when approaching the school. Any student abusing safety laws will lose the privilege of riding his/her bike to school.

## 6. STUDENT DRIVERS

Student drivers must park their cars in the designated area only. In the interest of student safety, if student drivers have not arrived by 8:30, the office will begin efforts to notify the parents. Student drivers must fill out a student driver form that is kept on file in the office.

## B. AFTERNOON DISMISSAL

### 1. DISMISSAL TIME

Logic and Rhetoric students will be dismissed from their 8th period class at 3:10 and will then have five minutes to pack up at the end of the day.

### 2. AFTERNOON CAR LINE

- a. Afternoon car line should begin at 3:15, and all students should be picked up by 3:25 p.m.
- b. Parents will be provided with several copies of a pick-up card to keep in their vehicles or to pass to others who have permission to pick their child up. No child will be released to a vehicle not driven by a parent recognized by the teacher conducting the car-line without this card.
- c. The pick-up card should be kept in the car and be clearly displayed when in the carpool line.

- d. Adults, other than parents, who desire to pick up a child but do not have a pick-up card will need to park and come inside to the school office. Their name must be on the child's pick up permission form, and they must show proof of identification in order for the child to be released to them. Parents may call the school office during the day to make special pick-up arrangements.
- e. To pick up students in the afternoon car line, parents should proceed to the farthest color cone in the circular upper entrance drive and place the car in park while their student loads and enters the car.
- f. Parents are discouraged from entering lengthy conversations with each other or with teachers during car line.
- g. Parents who wish to walk to the building to pick up students should stop at the doors where teachers are stationed. The students will be called from the atrium by the teacher and will join the parents outside the atrium. Parents who need to come in to the office to ask questions, etc., are asked to wait until car line is over before entering the atrium.

### 3. AFTER HOURS CARE

Any students not picked up by 3:30 p.m. will be sent to After-Hours Care (AHC), and appropriate charges will apply.

## C. UNEXPECTED SCHOOL CLOSING

Unanticipated inclement weather or other events may dictate that ECCS be closed on a scheduled school day. When inclement weather is forecast and a school closing is required parents will receive an official message from the school office by phone and email through the Parent Alert function in Renweb. Parent Alert will call every phone number contact we have on record for the family, as well as send an email to each address which normally receives Renweb communications. Parents should also check email, radio, or television weather reports. ECCS school closings will be communicated to WBRC Fox 6, and ABC 33/40. Other school specific emergency closings will be communicated to parents via Parent Alert.

## D. BEFORE HOURS CARE (BHC) AND AFTER HOURS CARE (AHC)

### 1. AVAILABILITY

- a. Before and After-Hours Care are services provided to assist working parents who are unable to drop-off or pick-up at regular dismissal times. BHC/AHC is dependent on parent need and on the availability of adequate staffing. If staffing is unavailable, the program will be discontinued.
  - b. Before-Hours Care will be available each school day from 7:00-7:40 a.m. to K5 through 12<sup>th</sup> grade students.
  - c. After-Hours Care will be available each school day from 3:25-6:00 p.m. to Logic and Rhetoric School students.
  - d. The AHC teacher/student ratio is limited to 1/16. AHC staff children and emergency drop-ins are not included in this number.
2. REGISTRATION, COST, AND PAYMENT
- a. For staffing purposes parents requesting this service must register with the school office during the summer and no later than August 20th. BHC/AHC classes will be filled on a first-come-first-served basis. If an unregistered student requires BHC/AHC during the school year, the parent must submit a written request to the BHC/AHC Director and the Director will notify the parent as to space availability. Space is limited and availability is not guaranteed.
  - b. AHC Registration Fee: \$ 25.00 per child, will be incurred on any third AHC drop-in.
  - c. AHC Cost: \$ 4.00/hour; BHC Cost: \$2.00/day
  - d. AHC Drop-in Rate: \$6.00/hour (2<sup>nd</sup> time). The registration fee of \$25.00 will also be applied in the event of a third drop in for a non-registered student.
  - e. Parents will be billed at the beginning of the month for the previous month's hours, and payment will be due ten (10) days following the invoice date. Regular late fees of \$25.00 per month per child apply. If a student is not picked up by 6:00 p.m., the parents will be charged \$5.00 for each 15-minute increment they are late and billed accordingly. Please do not ask for exceptions.
3. AHC SCHEDULE
- a. Regular AHC schedule will be followed as weather and staffing permit: 3:30 – 4:30 p.m. ~ outdoor or organized play w/study hall option. 4:30 – 6:00 p.m. ~ study hall or quiet play.
  - b. Parents are to send any needed snacks for students attending AHC. Students are not allowed to use the kitchen.
4. AHC Dress / Behavioral Standards:

- a. AHC Dress Code: AHC students are allowed to change into modest, weather appropriate play clothes and tennis shoes. (No revealing attire, pajamas, short shorts, halters, spaghetti straps, midriff bearing tops, skin-tight clothing, or flip-flops allowed.)
- b. BHC/AHC students are expected and required to follow regular school behavioral rules as delineated in this handbook. BHC/AHC teachers will follow regular school discipline procedures.

## IX. ATTENDANCE AND PUNCTUALITY

### A. ATTENDANCE

Regular attendance is essential for the academic success of Logic and Rhetoric School students. Due to generous amounts of holidays within the school calendar, school should be missed only when absolutely necessary.

1. Attendance will be recorded in homeroom and at the beginning of every class.
2. Students will be considered absent for the day if they miss more than four periods. It is required by law that students who accumulate more than seven unexcused absences within a semester be reported to county officials.
3. Absences will accumulate in every class individually. If a student misses more than fourteen days excused or unexcused, per year in any class, he/she will fail the course due to absences. Exceptions would be made only in cases of extenuating circumstances such as extended illnesses, and will be made on a case-by-case basis by the Board. Juniors and seniors are allowed an extra four days to be used for college visits only.
4. Students who are absent from class will be marked “unexcused” until a note of explanation is received by the ECCS office. Should a note not be received within three school days from the date of the absence, the absence will remain unexcused.

5. Examples of acceptable excuses for absences are illness and family emergencies. Examples of unacceptable excuses for absences would include, but are not limited to, engaging in activities such as sleeping late, shopping, or “taking a break.”
6. If an absence due to illness is four or more consecutive days, a doctor’s excuse must be provided for the absences to be excused.
7. Any time a student misses classes due to appointments, such as doctor, dentist, or orthodontic appointments, an excuse from the doctor’s office should be returned to the school. Students who miss school for such appointments should attend school until they must leave for the appointment and should return to school after the appointment concludes if possible.
8. If a student is to be absent for any foreseen reason, including appointments, etc., parents must contact the office prior to the expected absence to request a pre-approved absence or the absence will be considered unexcused. Discretionary absences, such as vacations, may not be pre-approved for students who have already missed enough days that they are on pace to exceed the maximum allowed absences for the year. For example, if a student has already missed 9 days the first semester, a 4 day vacation in February would not be excused, as it would put the student at great risk for exceeding the maximum of 14 days absent.
9. Any graded work, including homework collected or tests/quizzes administered during a class from which a student has an unexcused absence will be recorded as zero in the grade book.
10. If a student is absent for school or checks out of school due to illness, the student will not be allowed to return to school at the end of the school day to participate in extra-curricular activities and/or after school tutoring.
11. Students who miss classes to go on school sponsored field trips, games, competitions, etc., will be marked “SA” (school-related absence) to indicate that they were not present in the class. The absence, however, will not count against

their maximum total of absences allowed in the class. Students must meet all applicable eligibility requirements to participate in such activities in order for the absences to be excused and marked "SA."

## 12. Checking In / Checking Out

- a. Since attendance is taken in every class, checking in and checking out of school is subject to the same rules as daily attendance. For example, if a student arrives at school at 8:50 for an unexcused reason, he/she would have an unexcused absence in first period, even though he/she would be present for the remainder of the day. Likewise, checking out for an unexcused reason would result in unexcused absences for the missed periods.
- b. The same standards for excusing daily absences will apply to excusing classes missed due to check-ins and check-outs. Check-outs due to illness and/or appointments) will be excused. Check-outs that are simply for the sake of convenience, such as beating traffic or taking home L & R students at the same time as their Grammar school siblings, will be unexcused. Any time a late check-in or early check-out is for a foreseen reason, the office should be notified before-hand for the resulting class absences to be considered excused.
- c. Parents must enter the building and sign in their students who arrive after 8:30 at the front desk. (At 8:25, an absence will have been recorded in first period.) Parents of students who drive themselves to school will be contacted by phone if their student arrives after 8:30.
- d. Parents must enter the building and sign out their students who leave school before 3:10. (Students who check out of 8th period before 2:50 will be marked absent for 8th period.) Students who drive themselves to school will not be allowed to check out early unless the parents have sent a note or contacted the school office by phone to notify the office of the check-out.

13. Parents of student drivers should notify the school via phone or e-mail on the morning of any unforeseen absence, as the office will begin parent notification efforts by 8:30 if a student driver is absent.

## 14. Attendance on Field Trips

- a. Field trips are selected by the teachers to supplement and reinforce classroom instruction and therefore should not be considered “optional” by the students.
- b. The same standards that apply to other school days will apply to field trip days. In order for absences on field trip days to be excused, the student must be ill, have a family emergency, etc. Simply not wanting to attend the field trip will result in an unexcused absence.
- c. Any grades assigned during field trips will be recorded as zero for students who have unexcused absences for the field trip.

## B. TARDINESS

Classrooms open at 7:40 a.m. and homeroom begins at 8:00. It is the parents’ responsibility to get students to school by 8:00 a.m. Tardiness causes a stressful start to the child’s day and penalizes the child by resulting in loss of classroom preparation time, instruction time, and social interaction with peers. A student is tardy if arriving in the classroom after 8:00 a.m. The tardy will be excused if a student has a note from his /her parent that gives a legitimate reason for the tardiness or if a valid reason is determined from circumstances as determined by the attendance officer and/or principal.

Otherwise, the tardy will be unexcused. Following a third unexcused tardy, the parents will be charged a \$5.00 tardy fee per child, per semester. This fee will automatically be charged to the parents’ account. Note: After 8:30, the student must be signed in by the students’ parent stating the reason for the tardy. This tardy will be excused or unexcused as decided by the attendance officer or principal.

## C. MAKE UP WORK

1. Students are responsible for obtaining and completing all make-up work, including classwork, homework, tests and quizzes. Students have several options open to them to ascertain what work was missed, including RenWeb, calling fellow classmates, and e-mailing teachers. Plans posted ahead of time in RenWeb can vary from what is actually accomplished / assigned in a class on any given day, due to unforeseen circumstances. Therefore, students who are absent are strongly encouraged to check RenWeb and then confirm with another student or e-mail their teacher(s) to confirm assignments and missed instruction. Any worksheets that are passed out during the school day will be available to students to pick up after 3:15 on the day they are absent, but not before.



2. After a routine absence, such as a day or two missed due to a brief illness or several periods missed due to a dentist appointment, a student is responsible for returning to class as prepared as possible.
3. If a homework assignment is made before the absence occurs, the student is expected to have the assignment completed upon returning to school unless other arrangements have been made with the teacher.
4. If a test or quiz is assigned before an absence occurs, and if the student is present when the test or quiz is administered, the student will be expected to take the test or quiz unless other arrangements have been made with the teacher prior to the test or quiz administration.
5. If the student has an excused absence for a test/quiz, then the student must take the test or quiz during the next weekly Make-up Work Session unless other prior arrangements are made with the teacher. Make-up Work Sessions are held on Wednesday and Friday afternoons from 3:20-4:30. A grade of zero will be assigned to tests or quizzes that students fail to take during the assigned Make-up Work Sessions unless otherwise pre-arranged by the teacher. No student will be required to make up more than two tests in any one Make-up Work Session.
6. Should a student have an extended excused absence (e.g., miss a week due to flu), the teachers will work closely with the student to establish a time-line for completion of missed work.

## D. PUNCTUALITY

Punctuality of students, both to homeroom class, which begins at 8:00 and to classes throughout the day, is important for the proper functioning of our school. Being on time for class demonstrates respect for teachers and fellow classmates, fosters academic success, and cultivates self-discipline.

1. Students should arrive at ECCS no earlier than 7:40 a.m. unless participating in the BHC program. Upon arrival, students should procure the necessary materials from

their lockers and report to their homeroom classrooms.

2. Homeroom will be conducted from 8:00-8:05 a.m. and will include student-led prayer and announcements. Students who are not in homeroom by 8:00 are considered tardy for the day and will be sent to the front desk to obtain a tardy slip. The office will determine if the tardy is excused or unexcused. Students will not be admitted to class without this tardy slip.
3. First period will begin promptly at 8:05. (Students will have homeroom in their first period classrooms.)
4. Students will have five minutes between the dismissal of one class and the beginning of the next class. During that time, students should procure materials needed for their next class, go to the restroom if needed, and then proceed to their next classroom. All students should be seated in the appropriate classrooms when the tardy bell rings for class to begin.
5. Should a student be tardy for class (not including the initial morning arrival), the teacher has discretion to determine whether the tardy is excused or unexcused. Only in extreme cases, such as illness, will the teacher excuse the tardy. All tardies, excused or unexcused will be recorded in RenWeb. Unexcused tardies will result in loss of house points, and should a pattern of unexcused tardies develop, a consultation with the principal may be required and appropriate disciplinary action taken.
6. Zeros will be assigned on all work that is graded, collected, or administered during the time of an unexcused tardy. (For example, if homework is collected before a student enters class and the tardy is unexcused, the student will receive a zero on that homework. If a quiz is administered and completed during the time of an unexcused tardy, the student will receive a zero. If a test is administered, and the tardy student misses part of the test time, that time will not be restored to the student at the end of the test, nor will instructions be repeated, etc.)

## X. ACADEMICS

ECCS operates on the classical model, incorporating elements of grammar, logic, and rhetoric across every course and grade level. Sixth, seventh and eighth graders are members of the Logic School. Ninth-Twelfth graders are members of the Rhetoric School.

## A. CURRICULUM

(\*indicates classes designated as Honors Classes, which are weighted +0.5 in high school GPA calculations. +indicates classes designated as Advanced classes, which are weighted +1.0 in high school GPA calculations.)

### 1. BIBLE

- a. 6<sup>th</sup> Grade: New Testament: Acts-Revelation (Veritas)
- b. 7<sup>th</sup> Grade: \*Worldview Studies
- c. 8<sup>th</sup> Grade: \*Civilizations I (taught in tandem with History, Old Testament through end of Greek Empire)
- d. 9<sup>th</sup> Grade: \*Civilizations II (taught in tandem with History, New Testament and Early Church)
- e. 10<sup>th</sup> Grade: \*Civilizations III (taught in tandem with History, Early Church through Renaissance)
- f. 11<sup>th</sup> Grade: \*Introduction to Systematic Theology
- g. 12<sup>th</sup> Grade: \*Apologetics and Worldview

### 2. HISTORY

- a. 6<sup>th</sup> Grade: American History 1820-present (*A History of US*)
- b. 7<sup>th</sup> Grade: Alabama (one semester) and World Cultural Geography (one semester)
- c. 8<sup>th</sup> Grade: \*Civilizations I (taught in tandem with Bible, Creation through end of Greek Empire)
- d. 9<sup>th</sup> Grade: \*Civilizations II (taught in tandem with Bible, Rise of Rome through Early Church)
- e. 10<sup>th</sup> Grade: \*Civilizations III (taught in tandem with Bible, Middle Ages through Renaissance)
- f. 11<sup>th</sup> Grade: \*Civilizations IV (the Age of Exploration through American Reconstruction, emphasis on American History)

- g. 12<sup>th</sup> Grade: \*Civilizations V (1890-present, emphasis on American History)  
Government (1/2 credit)

### 3. LITERATURE

- a. 6<sup>th</sup> Grade: Coming of Age Novels (students will study a variety of coming of age novels from the British and American literary canons)
- b. 7<sup>th</sup> Grade: Genre Studies (students learn basic literary vocabulary and study literary works from multiple genres, including poetry, essay, novel, short story, and drama)
- c. 8<sup>th</sup> Grade: \*World Literature I (*The Epic of Gilgamesh* through Plato)
- d. 9<sup>th</sup> Grade: \*World Literature II (Ancient Rome through mid-Middle Ages)
- e. 10<sup>th</sup> Grade: \*World Literature III (High Middle Ages through Renaissance)
- f. 11<sup>th</sup> Grade: \*World Literature IV (British Restoration through American Renaissance, emphasis British and American)
- g. 12<sup>th</sup> Grade: +World Literature V (Victorian era through present, emphasis British and American)

### 4. GRAMMAR / COMPOSITION

- a. 6<sup>th</sup> Grade: Grammar and Composition I (meets five days per week, all basic English grammar reviewed, systematic composition instruction)
- b. 7<sup>th</sup> Grade: Grammar and Composition II (meets five days per week, all basic English grammar reviewed, systematic composition instruction)
- c. 8<sup>th</sup> Grade: Intermediate Composition (meets three days per week, systematic composition instruction, research paper basics)
- d. 9<sup>th</sup> -12<sup>th</sup>: Standard English grammar is required in all classes, and writing, including research paper writing, is required in all classes across the curriculum.

### 5. LOGIC

- a. 8<sup>th</sup> Grade: \*Logic I
- b. 9<sup>th</sup> Grade: \*Advanced Logic

### 6. RHETORIC

- a. 10<sup>th</sup> Grade: \*Rhetoric I

- b. 11<sup>th</sup> Grade: \*Rhetoric II
- c. 12<sup>th</sup> Grade: +Rhetoric III

## 7. LATIN

- a. 6<sup>th</sup> Grade: *Schola Latin II*
- b. 7<sup>th</sup> Grade: \*Latin I (This may be taken by incoming freshmen. If taken for a high school credit, this course is not considered an honors course.)
- c. 8<sup>th</sup> Grade: \*Latin II (This may be taken by 10<sup>th</sup> graders who entered ECCS as freshmen. If taken for a high school credit, this course is not considered an honors course.)
- d. 9<sup>th</sup> Grade: \*Latin III or Latin I
- e. 10<sup>th</sup> Grade: \*Latin IV or Latin II
- f. 11<sup>th</sup> Grade: +Advanced Latin Poetry and +Advanced Latin Prose. These courses will be taught on a rotating basis, with the poetry taught one year and the prose taught the next. Eleventh and twelfth grade students who have completed through Intermediate Latin II may take either one or both of these courses as they desire, but they are not required to take either.)
- g. 12<sup>th</sup> Grade: See 11<sup>th</sup> grade above.

## 8. MATH

- a. 6<sup>th</sup> Grade: Math 6
- b. 7<sup>th</sup> Grade: Pre-Algebra
- c. 8<sup>th</sup> Grade: Algebra I (Prentice Hall)
- d. 9<sup>th</sup> Grade: Formal Geometry or \*Honors Geometry or Algebra I. Teacher approval is required to validate math selection.
- e. 10<sup>th</sup> Grade: Honors Algebra II, Algebra II or Algebraic Connections. Teacher approval is required to validate math selection.
- f. 11<sup>th</sup> Grade: Pre-Calculus (Brooks Cole) if the student has taken Algebra II and has teacher approval to proceed to Pre-Calculus or Algebra III & Statistics if the student has completed Algebra II but is not ready to move on to Pre-Calculus. Students who take Algebraic Connections in 10<sup>th</sup> grade must take Algebra II in 11<sup>th</sup> grade.

- g. 12<sup>th</sup> Grade: +Calculus if the student has successfully taken pre-calculus; Algebra III with Statistics if the student is moving from Algebra II and cannot proceed to pre-calculus; Pre-Calculus if the student has completed Algebra II and has teacher approval.

## 9. SCIENCE

- a. 6<sup>th</sup> Grade: Earth Science
- b. 7<sup>th</sup> Grade: Life Science
- c. 8<sup>th</sup> Grade: Physical Science
- d. 9<sup>th</sup> Grade: Biology I
- e. 10<sup>th</sup> Grade: Chemistry I
- f. 11<sup>th</sup> Grade: Physics (Students may also elect to take Advanced Biology as an elective during the junior year.)
- g. 12<sup>th</sup> Grade: \*Advanced Biology or +Advanced Chemistry or +Advanced Physics. Students will have the option to take two advanced science courses during the senior year if they so desire.

## 10. ELECTIVES

Electives are offered as students request them, and as qualified teaching staff becomes available. It is our desire to offer quality electives in the fine arts, computer and technology, foreign language, literature, science, and other areas of interest to our students.

## B. SUMMER READING

One-two summer reading titles carefully chosen to reinforce the curriculum and/or provide students with opportunities to read classics that the faculty deem important, thought-provoking, and instructive will be assigned each summer. Students may also be asked to select an additional title from a provided list or for special projects (such as junior and/or senior theses) to read and report on. Teachers may assess comprehension of both titles through tests, discussions, or essays. Specific instructions on summer reading will be provided for students in May for the following school year. Students are encouraged to read as much as possible throughout the summer in addition to their required summer reading.

## C. INSTRUCTION AND HOMEWORK

1. Teachers strive to make the most of their allotted class time by providing instruction in a variety of ways, including, but not limited to, lecture, discussions, class readings, and class work.
2. Students are often given time during the class period to work on daily work, long-term projects, or to study. Oftentimes, students can complete all or much of their homework in class if that time is used wisely. Classwork that is not completed in class may be assigned for completion as homework.
3. Timely completion of homework is essential to L & R students' success, both because the homework itself may be recorded as a grade and because of the homework's preparatory nature for future quizzes and tests.
4. LATE WORK
  - a. Small homework assignments should not be accepted late by any teacher in either the Logic or Rhetoric School.
  - b. Major assignments, including but not limited to essays, projects, research papers, take home tests, etc., may be taken one day late. Point deductions should be made as follows:
    - 1) Logic School students will lose 10% of the total point value of the assignment. (Example: A Logic School student turns in a 100 point essay one day late. The essay earns a grade of 94, but the grade assigned in RenWeb is 84, as the student loses 10 points—ten percent of the total value of the assignment—for turning it in late.)
    - 2) Rhetoric School students will lose 25% of the total point value of the assignment. (Example: A Rhetoric School student turns in a 160 point project one day late. The student earns 150 points for the project, but the recorded grade is 110/160 to reflect the 40 points--25% of the total point value--deducted for turning it in late.)
  - c. Many homework assignments will be made well ahead of time, so students should learn to manage their time wisely, working each day on ongoing assignments.

5. It is not our desire to unduly burden any student with excessive homework. Please communicate with the teacher(s) and/or principal if your student begins to struggle with homework completion.
6. While homework is posted on RenWeb, students should not rely primarily on RenWeb to keep up with their work due. Changes may be made in the classroom that are not immediately reflected in Ren-Web. Therefore, all students should have a homework planner that they keep current with homework and test/quiz assignments.
7. Make-up homework. ([See IX. C above](#)).
8. Official ECCS Evening Functions: No homework will be due or tests / quizzes will be administered on the day after a weeknight, evening, school-wide function to which the school has asked the L & R students to attend.
9. Wednesday night homework will be limited to math, reading, and studying for up to two tests.

## D. STUDENT ASSESSMENT METHODS

ECCS students are expected to strive for academic excellence, as we believe that we should do all things, including school work, as unto the Lord. While recognizing that students learn differently, all students will be encouraged to develop self-discipline in their work and study habits. In assessing student mastery of material, teachers may use, but are not limited to, the following types of assessment:

1. Daily Grades: homework, participation grades, short comprehension or unannounced quizzes
2. Quizzes: assignments over several days' work. Quiz grades will count more than daily grades, but less than test grades.
3. Tests: assessments over one or more units of work.



4. Quarterly Exams: assessments over a quarter of work. Logic School students will have quarterly exams in their core classes in December and May. These exams will be calculated into their second and fourth quarter grades, respectively.
5. Semester Exams: assessments over a semester of work. Rhetoric School students will have semester exams in December and in May. These exams will count 10% of the students' semester averages.

NOTE FOR SENIORS ONLY: Seniors who meet the following requirements may be exempted from semester exams in non-participation based classes:

- Average of 89.5 or better at end of regular semester work
  - No more than three unexcused tardies for homeroom during the semester.
  - No unexcused absences in the class for the semester
  - No more than two unexcused tardies for the class for the semester.
6. Speech / debate: assessment of students' oral presentation of topics and defense of oral arguments
  7. Compositions: assessment of students' written presentation of topics and arguments
  8. Research papers
  9. Special Projects

## E. GRADING SCALE

### 1. LETTER GRADES

90-100	A
80-89	B
70-79	C
65-69	D

### 2. GRADE POINT AVERAGE

Rhetoric students' grade point average (GPA) will be calculated on a 4.0 scale as follows:

A	4.0
B	3.0
C	2.0
D	1.0
F	0.0

- a. Classes that are designated as Honors classes in grades 9-12 will be weighted +0.5 in calculating GPA. Classes that are designated as Advanced will be weighted +1.0 in calculating GPA. Both weighted and unweighted GPA's will be provided on student transcripts.
- b. GPA calculations will be made only at the end of a course, based on the student's final averages in each course.

## F. REPORT CARDS AND TRANSCRIPTS

1. Printed report cards will be issued at the end of each quarter.
2. Logic and Rhetoric School report cards will show numeric averages.
3. Rhetoric School Transcripts, which show credits earned, yearly averages in all courses completed, class rank and GPA will be maintained for each student.
4. Students should request all transcripts in writing and include in the request the address and contact name (if available) of the transcript recipient.

## G. ACADEMIC HONORS

### 1. PRINCIPAL'S LIST

The Semester Principal's List will be published after the conclusion of each semester. In order to be eligible for the A Principal's List, the student's semester averages must all be A's. In order to be eligible for the A/B Principal's List, the student's semester averages must all be A's or B's. A yearly A Principal's List will also be published, which will list all students who ended all courses with yearly averages of A.

### 2. *PRIMUS INTER PARES*

*Primus Inter Pares* Awards will be given to students who stand first (i.e., have the highest numeric average) in each Logic and Rhetoric course with the highest numeric average in each course.

3. *PRO MERITO*

*Pro Merito* Awards will be given to students in Logic and Rhetoric courses at the teacher's discretion. These awards may be given for exceptionally high averages, significant improvement, attitude, etc.

5. VALEDICTORIAN

A Valedictorian will be named from the senior class. The valedictorian will be the student with the highest numeric average in the core academic courses (all courses excluding participation-based electives such as P.E., Art, drama, etc.) Only in the case of an exact numeric tie (rounded to the tenth of a point) will more than one valedictorian be named. For valedictorian calculation purposes, both honors and advanced courses will be weighted as they are in GPA calculation to account for difficulty of courses selected by the student.

6. SALUTATORIAN

A Salutatorian will be named from the senior class. The salutatorian will be the student with the second highest numeric average in the core academic courses (all courses excluding participation based electives such as P.E., Art, drama, etc.). Only in the case of an exact numeric tie (rounded to the tenth of a point) will more than one salutatorian be named. For salutatorian calculation purposes, both honors and advanced courses will be weighted as they are in GPA calculation to account for difficulty of courses selected by the student.

## H. PROMOTION

1. LOGIC SCHOOL

- a. Failure of any core subject (Bible, History, Math, Latin, Science, Literature, and Grammar) is a serious impediment to promotion. Should a student fail one core subject, remediation of the subject to the school's satisfaction will be required. We also reserve the right to require remediation for any student who makes a D in a required course before the next course in the affected sequence begins. For

example, a student who ends the year with a D average in pre-Algebra may be required to remediate Pre-Algebra before progressing to Algebra I. These decisions will be made in the best interest of the student to ensure the greatest chance of success in the following course. Failure to remediate required course will result in the student having to repeat the grade.

- b. Failure of any two core subjects will result in failure of the grade.

## 2. RHETORIC SCHOOL

- a. If, in a given school year, a student fails any course required for graduation and cannot earn the required credit through a comparable course in an acceptable, pre-approved summer school program, he will be required to repeat the entire grade level the following year, if space permits. If the student does repeat the course in a pre-approved summer school program, an official transcript from the summer school program must be provided to ECCS and will become a permanent addendum to the student's ECCS transcript.
- b. No more than two courses may be made up during any summer. If a student fails more than two courses, he or she will be required to repeat the grade if remaining at ECCS is advisable and in the best interest of the student.
- c. No student may repeat any grade more than once.

## I. HIGH SCHOOL CREDITS

### 1. CARNEGIE UNITS

We use the Carnegie Unit to define a credit hour for our academic classes.

### 2. REQUIRED CREDITS FOR GRADUATION

- a. Required Credits for graduation from ECCS.

Students are required to earn at least 29 credits during the Rhetoric School years in order to graduate from ECCS:

Literature:	4 Credit Hours
Mathematics:	4 Credit Hours
History:	4 Credit Hours
Bible:	4 Credit Hours
Science:	4 Credit Hours
Latin:	2 Credit Hours

Rhetoric:	2.5 Credit Hours
Logic:	1 Credit Hour
Fine Arts Elective:	1 Credit Hour
Government:	0.5 Credit Hour
Elective:	2 Credit Hours

*(Note: Students will have the opportunity to earn up to 32 credit hours total.)*

## J. TECHNOLOGY IN THE CLASSROOMS

### 1. PHILOSOPHY

Teachers will strive to incorporate appropriate uses of available technology to facilitate learning and to prepare students to use such technology in the future, but technology will never replace classroom instruction as the primary teaching mechanism.

### 2. KEYBOARDING

Logic School students are required to take Keyboarding in sixth grade and will use the school computer lab and the Logic School portable laptop lab extensively in their composition courses. Because they will be writing papers in Microsoft Word at school, we highly recommended that all Logic School students have a computer which they can use at home that runs Microsoft Word.

### 3. FLASH DRIVES

Logic School students are required to have and to bring to school each day a flash drive in order to take their work back and forth between home and school. This drive should be electronically named with the student's name so that we can quickly identify it if it is lost. (Students will be shown how to do this in keyboarding class.)

### 4. LAPTOPS

- a. Rhetoric School students are required to have a laptop with Microsoft Word installed.
- b. Students may use the laptops only in classroom settings (not at lunch, break, in car line, etc.) and in After-Care, only with the direct permission from and supervision by a teacher / After-Care worker.
- c. Students may only use their laptops for directly assigned purposes (i.e., writing an essay, taking an exam, taking notes, etc.). Instant messaging, checking email,

accessing the Internet in any way, game-playing, etc., are strictly forbidden, either on the school's computers or on student-owned laptops during school hours. Students who are found in violation of this rule will be sent to the principal's office, and their laptop privileges will be revoked for a specified period of time.

5. INTERNET

- a. Internet is available in our computer lab, but the teachers will closely monitor its use.
- b. Students will not be allowed to use the Internet on their personal laptops while in school. Violators will be sent immediately to the principal's office.

6. E-MAIL

Students will need an email address that can be used to communicate with teachers.

K. EVANGEL'S CLASSICAL CO-OP WITH EVANGEL CHRISTIAN SCHOOL

1. Evangel's Classical Co-op program is designed for Logic & Rhetoric students who are enrolled in Evangel Christian School (ECS) homeschool, yet who also wish to take specific ECCS classes on campus for academic credit. ECCS will maintain attendance records for all home-schoolers who attend co-op classes. ECCS will maintain the records of the classes they attend and provide a report card for them.
2. All applicants must meet all ECCS application requirements, i.e., completed application, testing, fees, and parent and student interviews.
3. The ECCS Administration will evaluate all applications for enrollment and grant approval on a case-by-case basis.
4. Classroom placement priority will be given to full time ECCS students. Co-op parents will be notified of space availability beginning as early as July 15<sup>th</sup>, depending upon the number of students in the grade / class. In grades and/or classes that are approaching capacity, co-op seats may not become available until August 1.
5. Co-op students must adhere to the ECCS dress code when on campus.

6. Co-op students must meet all behavioral and academic requirements and adhere to all school policies as set forth in the ECCS Parent/Student handbook in all classes taken on campus.
7. Classes will meet 2-5 times per week, depending on the subject taught.
8. Co-op students will pay co-op enrollment fee, activity fee, and tuition for any classes taken. The tuition rates will be made available each January when the regular tuition rates are announced for the following school year.
9. Parents of co-op students must sign a family commitment form for the classes they take and are committed to paying the associated tuition and fees even should the student withdraw from the program before the completion of the school year.
10. ECCS will not award a graduation diploma to a senior unless he/she is enrolled as a full time student and has completed all requirements for ECCS graduation.

## XI. ACTIVITIES

### A. FIELD TRIPS

Classes will travel off campus for two-four field trips each year.

#### 1. TEACHER CHAPERONES

At least one teacher will attend each field trip, and we will seek to have at least one adult chaperone for every ten students on the trip.

#### 2. EXPECTATIONS OF STUDENT BEHAVIOR

- a. All standards of behavior expected of students while on campus at ECCS apply to field trip situations.
- b. Students should show utmost respect to all with whom they come into contact on field trips, including parent drivers and chaperones. Students should at all times seek to act courteously, doing what would be pleasing to God.

- c. Cell phones may be allowed on some field trips, depending upon the nature and length of the field trip, though they should be put away and turned off at all times except in cases when the teacher specifically instructs students to use them. A specific instruction sheet will be provided for each field trip. Other personal electronic equipment, such as personal music players, hand held gaming devices, etc., is never allowed on any field trip, as we wish to encourage students to interact socially with everyone in the car or group.

### 3. PARENT DRIVERS / CHAPERONES

- a. Parents should exercise discretion about music and/or movies that are played in vehicles transporting students to field trips. All music/movies should be non-offensive and God-honoring. A good rule of thumb is that if a parent chaperone is unsure about a particular song or movie, then it is best to simply play something else.
- b. All drivers on field trips must have a valid driver's license and auto insurance.
- c. For liability reasons, no siblings are allowed on fieldtrips.
- d. Cost of gasoline will be considered a donation by the driver. Only parents who wish to make this donation should volunteer to drive on field trips. Other parents who ride with drivers, or whose children ride with drivers, are encouraged to contribute to the cost of gasoline.
- e. Parents and/or other adults serving as chaperones on overnight field trips must submit a completed background check application form which ECCS will supply. The background checks, when completed, must be "clean," with no previous criminal record in order for the chaperone to attend the field trip.
- f. Drivers should observe all speed limits.
- g. Drivers should not allow students to purchase or consume energy drinks.

### 4. FOREIGN TRAVEL



- a. ECCS will facilitate overseas travel opportunities for students. These overseas tours will be contracted between the individual students and/or parents attending and the third party travel company (currently EF Tours). All monies paid for these trips will be paid to the travel company. The travel company will assume all liabilities for the trip.
- b. Students are not required to attend these trips, though juniors and seniors are strongly encouraged to make every effort go on the Junior/Senior trip, as it represents a culmination of much of the Latin, history, Bible, and literature they have studied throughout school.
- c. All ECS and ECCS 9<sup>th</sup> through 12<sup>th</sup> grade students who are in good academic and behavioral standing may submit a written application to attend applicable trips (11<sup>th</sup>-12<sup>th</sup> graders only for the Fall Junior/Senior trips), which will include references from teachers, pastors, and/or administrators. Students should be in good academic standing and, according to their references, must have demonstrated a pattern of general obedience, maturity, responsibility, and appropriate response to correction to be eligible to attend the trips.
- d. ECCS reserves the right to refuse a student application based on weak references or to request that a parent accompany a student whose references demonstrate the need. ECCS reserves the right to require a parent accompany any student who has a significant or chronic illness that requires medication or monitoring.
- e. Should an ECS or ECCS student who is already signed up for a trip have to leave the school due to job loss, move, etc., then that student may still attend the trip as long as the student is still in good academic and behavioral standing in his/her new school.
- f. Students who are signed up for a trip who are expelled from either ECS or ECCS may not attend the trip and will assume any financial loss incurred in the cancellation for their trip.

- g. At least six people must sign up for a trip in order for it to make.
- h. We will seek to maintain a ratio of at least one adult (either teacher or parent) for every six students who travel overseas. At least one ECCS staff member will attend for every six other travelers who attend.
- i. All adult chaperones (parents, grandparents, older siblings, etc.) must pass an EPC approved background check in order to attend the trip.
- j. The International Travel Club, consisting of students who either have gone on foreign tours or who are planning to do so, exists for the purpose of promoting foreign travel and for fund-raising for upcoming tours. All funds raised in group projects will be used to raise money to defer tip expenses on the next tour.

### B. CHAPEL / CHORUS / CONVOCATIONS

1. Chapel will be held approximately two Mondays a month. We seek through this activity to allow our students to worship together as a community in Christ, as well as to provide them with opportunities to lead worship through speaking and music. A chapel planning team, consisting of a faculty sponsor and students, will plan and conduct all chapel activities, including scheduling of special speakers.
2. On alternative Mondays, Logic and Rhetoric School students will assemble for Chorus, during which time they will receive basic instruction in music and will sing together to glorify the Lord. Though Chorus is a time of instruction, it is also a time of worship, and ECCS L & R Faculty are also encouraged to participate in chorus.
3. Students will be required to come to school in chapel dress each Monday, regardless of whether a chapel or convocation is scheduled to avoid confusion.
4. During convocation assemblies, announcements will be made, clubs may meet, and group activities, such as student government elections, may be conducted. We may also invite special speakers or plan for special events during this assembly. Convocations will be held only as needed and will generally be held on Fridays after lunch.

## C. COMMUNITY, CHURCH, AND SCHOOL SERVICE

1. We believe that our Savior Jesus Christ set an example of service for us, and that we as the Church have a responsibility to emulate that model of service to the community at large. In an attempt to encourage a heart for service in our students, ECCS encourages each ninth grade student to complete at least six hours of community service per semester, each tenth grade student to complete seven hours of community service per semester, each eleventh grade student to complete eight hours of community service, and each senior to complete ten hours of community service.
2. After the community service is performed, students may turn in a community service form to the office. Students are encouraged to perform beyond the minimum number of hours of community service and to submit forms for the extra service they perform so that the school can be aware of the students' complete service records. These records will be used to assist students as they fill out college applications, and they will be the records from which the Awards Committee will draw to determine the Senior Community Service award.
3. All required community service forms should be turned in by the end of the year, preferably by the end of the semester in which the service was performed.
4. While we encourage students to participate in service for their church and school (e.g., VBS, church nursery, etc.), we also strongly encourage additional non-church, non-school service. Our desire is for students to reach beyond their established communities of school and church to serve the greater community. Working for any for-profit business in any capacity that serves the business and not the community, will not be considered community service. Students are encouraged, however, to turn in forms for any and all service performed, just for record keeping for college application purposes.
5. When warranted, special awards for service will be granted to students who have far exceeded their service requirements and/or have attained special distinction for the quality of service they have performed. These awards will be presented on Awards Day. There may be more than one recipient of this award, and there may be some

years for which there is no recipient of the award. The administration will review the community service records of the students to determine the award recipients. In order for a students' service to be considered, all follow-up forms must be turned in to the office by the first Friday of May.

6. In addition to community service, students are encouraged to be servants within the school community. When warranted, students who have rendered exceptional service to the school, faculty, and/or student body will be given awards. These awards will be presented on Awards Day. There may be more than one recipient of this award, and there may be some years for which there is no recipient of this award. The Awards Committee will review the interschool service record of the students to determine the senior School Service Award.

## D. SOCIAL EVENTS

Throughout the school year, social events will be held for Logic and/or Rhetoric school students. Students should conduct themselves in a God-honoring manner at these events, following the guidelines, including specific dress codes, provided for them for each event. Failure to do so may result in the student losing the privilege of attending subsequent event(s). Discipline issues that occur at these events may result in demerits or office visits as warranted by the offense. During all social events, we will seek to have at least one adult for every twelve students.

## E. CO-CURRICULAR ACTIVITIES (NON-ATHLETIC) AND CLUBS

1. CO-CURRICULARS
  - a. Various co-curricular activities are available for students to participate in each year after school. (Examples: piano, art, drama, tennis, etc.)
  - b. Registration for these activities occurs on a first-come, first-serve basis through the school office during the summer months.
  - c. Registration fees are required with registration forms.
  - d. Monthly fees and/or yearly fees are the responsibility of the parent.
  - e. ECS students may participate in ECCS co-curricular activities.

- f. Co-curricular activities are limited to the availability of teachers and all co-curricular activities offered must be both supportive and enhancing to classical education and approved by the Board.

## 2. CLUBS

- a. ECCS will seek to provide students with opportunities to participate in clubs and activities that will enrich their educational experience, focusing on the interests and strengths of the students who participate.
- b. Each club at ECCS will have its own charter, including its requirements for membership and its by-laws. Christian behavior in accordance with all school rules and policies is expected by each student participant.

## 3. GENERAL GUIDELINES FOR CO-CURRICULAR AND CLUB ACTIVITIES

- a. Each student must have a parent or guardian's written permission to participate in any co-curricular activity.
- b. Each co-curricular activity will be reviewed and approved by the Principal annually.
- c. The purpose of all co-curricular activities must conform to the mission of the school.

## 4. ACADEMIC GUIDELINES FOR CO-CURRICULAR ACTIVITIES

- a. Co-curricular activities will never take priority over academics.
- b. If a student's overall average in core courses falls below a C, he/she will be ineligible to participate in co-curricular activities until the next report card that shows the overall average of core courses back at C or above level.

## 5. ENROLLMENT / FINANCIAL GUIDELINES FOR CO-CURRICULAR ACTIVITIES

- a. To sign up for a co-curricular activity, an ECCS student must be re-enrolled for the year in which the activity will take place.
- b. To sign up for a co-curricular activity, an ECCS student must be current with all tuition and fee payments.

## 6. STANDARDS OF CONDUCT FOR CO-CURRICULAR PARTICIPANTS

- a. Students are expected to treat all extra-curricular teachers / instructors with the same level of respect as ECCS teachers.

- b. Students are to adhere to applicable ECCS standards of conduct during all extra-curricular activities.
- c. Students are expected to adhere to co-curricular activity instructors' specific rules for behavior.
- d. Students who violate the behavior standards in any extra-curricular activity are subject to disciplinary action through the school (demerits, office visits, suspensions, or even expulsion—See Section XI) and may lose the privilege of participating in the extra-curricular activity, as determined by the instructor.

## F. ATHLETICS

ECCS seeks to offer our students with ample opportunity to participate in organized sports teams. Therefore, we have entered into a cooperative relationship with Evangel Christian School (ECS) to provide that opportunity to our students. ECS offers opportunities for our students to participate in various team sports. ECS administers all athletic teams and functions, and ECCS students who participate in ECS sports must adhere to all rules, guidelines, and procedures as outlined by ECS.

### 1. ACADEMIC GUIDELINES FOR ATHLETES

The academic guidelines for athletics are identical to those for all co-curricular activities, as described below:

- a. Athletics will never take priority over academics.
- b. If a student's overall average in core courses falls below a C, he/she will be ineligible to participate in athletics until the next report card that shows the overall average of core courses back at C or above level. The school administration will report to the Athletic Director of ECS the names of students who fall below the ECS standard as stated in [4.e.6](#) below.

### 2. BEHAVIORAL GUIDELINES FOR ATHLETES

- a. When ECCS students participate in ECS athletics, they should treat ECS coaches and team managers with the same respect they afford to ECCS teachers and administrators.
- b. Discipline issues arising during athletic participation will be handled by the ECS coaching staff; very serious offenses, however, such as use of weapons, drugs, etc., may result in additional disciplinary action, including expulsion, by ECCS.

### 3. ENROLLMENT / FINANCIAL GUIDELINES FOR ATHLETES

- a. To try out for an athletic team for the following year, an ECCS student must be re-enrolled for the year.
- b. To try out for an athletic team, an ECCS student must be current with all tuition and fee payments.

### 4. ABSENCES FOR ATHLETIC EVENTS

Absences for athletic games fall under the school absence policy. The student is required to inform the teacher ahead of the absence in order to complete all assignments. If there is an exam or presentation the day of the absence the student must work out a make-up time with the teacher prior to the absence. Students will not be allowed to miss class for practices – only games. Therefore, parents should work with the coaches and the ECS Athletic Committee to carefully choose opportunities that will allow their students to succeed both academically and athletically.

### 5. ECS ATHLETICS INFORMATION AND GUIDELINES

The following statements of policy are those of Evangel Christian School (ECS):

- a. Purpose: The purpose of the ECS (Evangel Christian School) Athletic Program is to provide a challenging and enjoyable sports environment for our students that is distinctively Christian, and that will point them and those who observe them to Christ.

“Run in such a way as to get the prize. Everyone who competes in the games goes into strict training. They do it to get a crown that will not last; but we do it to get a crown that will last forever.” I Corinthians 9:24-25

It is our hope that striving to please and enjoy God in athletics will be a blessing to our student athletes and their families and will have eternal significance in their lives and the lives of those with whom they come into contact.

- b. Organization: The program will be organized by and under the authority of ECS and their Board. The directors of the athletic program will consist of: 1) a Head Coach for each sport, 2) an Athletic Director, 3) a School Administrator, 4) the ECS Board.

ECS, through its Board and Athletic Director will confirm that each sport complies with ECS standards of excellence and conduct, approve the selection of various sport specific positions, and provide for disciplinary action as required.

Each sports team under this program will be segregated by gender (e.g. boys' baseball team, girls' softball team, etc.). Each team will compete within an approved conference or will play an independent, non-conference schedule as approved by the Athletic Director and School Board.

- c. **Support and Funding:** The ECS Athletics Program will be financially self-supporting if possible and will not operate out of normal school tuition fees and operating budget. Each specific team will charge individual participation fees and may engage in additional fund raising activities in order to meet the operating expenses of that team.
  
- d. **Associations with Conferences:** In order to facilitate a more structured organization with available competition, it is desirable to be associated with a league or conference of similar schools or athletic organizations. To support the stated purpose, it is important that such a league be Christ-centered. The ECS School Board and Athletic Director will pursue such association as long as it benefits the players, families, and school. Any association of this program or its teams with a State or Government-Sponsored Athletic Association will be closely examined by the ECS Staff and School Board to ensure that no inappropriate entanglement results.
  
- e. **Eligibility:** Participating athletes will be ECS and ECCS (Evangel Classical Christian School) students of an appropriate age for the specific team or league. The following eligibility guidelines will apply:
  - 1) The student must be regularly enrolled in ECS or ECCS.
  - 2) The student's family (represented by at least one parent) must agree to the ECS Family Covenant and Statement of Faith, and must agree with the Purpose of this program and subscribe to its Code of Conduct.



- 3) At least one parent and the student athlete must sign a Parent/Player Contract and/or a Participation Form for each sport in which they will participate.
  - 4) Validate the above guideline pertaining to Statement of Faith and Conduct Agreement.
  - 5) For J.V. (Junior High) team participation, a student must be in grades 6 through 9, and must be at least 12 years of age and can not turn 16 on or before September 1 of their 9<sup>th</sup> grade year. Exceptions to this can be made upon agreement between ECS coaches (with approval of Athletic Director) and the coaches and schools of the opposing team on a game-by-game basis.
  - 6) All student athletes must be in satisfactory academic standing and passing all subjects (2.0 GPA) in order to remain active on a team.
  - 7) All student athletes will be required to take the SAT test every year.
  - 8) Any early dismissal from school in order to attend an athletic event must be pre-approved by school administration.
- f. This program is intended to enhance education and not detract from it. Parents have ultimate responsibility for their children's education. If teachers, parents or the principal believes that this program's activities detract from their child's academic performance they will discuss the particular issues with the ECS Staff or School Board members.
- g. **Player Selection and Playing Time:** The coaching staff for each individual sport will determine player selection for that team. A tryout may be required to assess player talent and select an appropriate team for each sport. Each player is required to attend all practice sessions after 3:10 p.m. unless circumstances prevent attendance. In these cases, the parent is expected to communicate the reason for absences to the Coaching Staff. A player who does not regularly attend practices should be allowed little or no playing time in games unless there is a shortage of players or an injury situation that may require that such a player be allowed to play. Coaches will make an effort to allow every player on the team to get some playing time, but there are no minimum playing time requirements. Player

substitution is at the discretion of the Coaching Staff.

- h. Behavior and Discipline: Certain behavior detracts from the honor we owe God, and the spiritual development of each team and participant. Each player and his/her family members will submit to the following code of conduct:
  - 1) I will conduct myself in a Christ-like manner and will abstain from inappropriate behavior while representing my team and my school in any sports related function, including travel to and from events.
  - 2) I will submit to the authority of the coaches, Athletic Director, School Administrators, and the ECS School Board in all matters pertaining to athletics.
  - 3) As a witness for Christ and as an example to others, I will work to promote unity among team members by being an ambassador for Christ, reaching out to those who have needs and treating all team members with respect.
  - 4) I will demonstrate personal integrity by obeying all game and ECS rules at all times.
  - 5) I will view my membership on any athletic teams of ECS as an opportunity to grow close to God, and share the love of Christ with others such as teammates, members of opposing teams, officials, and fans.
  
- i. Departure from this code of conduct will be addressed according to our Lord's guidance in Matthew 18:15-17 and may result in disciplinary action such as game suspension or dismissal from the team and program. Each Coach is responsible for communicating these rules and expectations to each participating family and for requiring written agreement from each family as part of player registration. More specific disciplinary guidelines follow.
  
- j. Discipline of a Player or Family Member: Any issue which may call for the discipline of a player or family member will be handled at the discretion of the Coach or delegated team leader. Issues of significance will result in consultation with the player's parents. If inappropriate behavior continues, disciplinary action may include suspension or expelling the player from the team. If a player or parents wishes to question the disciplinary action they should first meet with

the Coach. If the issue cannot be resolved in consultation with the Coach, the family should then approach the Athletic Director. If issues cannot be resolved at this level, then a meeting with the ECS Board and all parties concerned will be arranged.

- k. Modification of Athletic Policy: Modifications to this athletic policy may be suggested by any of the Athletic Program Coaches, adult leaders, Athletic Director, or ECS Board members. The Athletic Director will submit the final revision to the ECS Board for approval.
- l. All participants must complete a Player Contract, pay appropriate fees, submit a Physical Evaluation, and a Player Information and Parent Consent Form.

## XII. STANDARDS FOR LOGIC AND RHETORIC STUDENT CONDUCT

### A. PHILOSOPHY OF DISCIPLINE

The words "discipline" and "disciple" derive from the Latin word "discipulus", meaning pupil, learner, or disciple. The administration and faculty at ECCS desire to complement the parents' role in disciplining their children to live God-honoring lives.

Webster defines discipline as "to train or develop by instruction and exercise especially in self-control" and as "training that corrects, molds, or perfects the mental faculties or moral character." We believe that it is possible, right, and essential to define and teach what acceptable and unacceptable behavior is in practical ways that govern and affect our daily lives.

Jesus' words in Matthew 22:37-40 provide a foundation for discipline at ECCS. He summed up the Ten Commandments in two commandments: "You shall love the Lord your God with all your heart, with all your soul, and with all your mind" and "you shall love your neighbor as yourself. On these two commandments hang all the Law and the Prophets." We believe that the love of which Jesus speaks, calls us as individuals, and as a school to teach children to love and honor God and to love and honor all of His creation.

Our goal at ECCS is to teach children to discern right from wrong and to practice self-control in ways that honor God. The entire curriculum will strive to reveal our holy,

righteous, and gracious God in ways that endear the children to their heavenly Father so that they will accept His correction just as children who love and honor their earthly father accept his correction. Teaching self-control will include, though not be limited to, encouraging students to learn biblical ways to talk to one another, to fellowship with one another, to support and encourage one another, to handle disagreements, to receive correction, and to express emotions. Additionally, we are eager for students to learn responsibility regarding their own and others' possessions, and toward nature as they fulfill God's creation mandate to subdue and have dominion over the earth.

We believe all that occurs at ECCS is a form of discipline/training, and we desire to encourage and affirm the students in their progress in developing Godly character. Love, forgiveness, firmness and fairness will be integral to student discipline.

## B. GENERAL EXPECTATIONS FOR BEHAVIOR

Our Logic and Rhetoric School standard classroom/ hallway rules are as follows:

### 1. BE PREPARED

Be prepared for class by having all appropriate materials and be in your seat when the bell rings.

### 2. DEMONSTRATE CHRIST-LIKE LOVE

Demonstrate Christ-like love for others by being respectful of all people and property. This includes maintaining a neat and orderly group work space. Stealing or defacing other people's property, snubbing, gossiping, or saying unkind things about others will not be tolerated. Everyone should be treated with the dignity of one created in the image of God

### 3. USE AN APPROPRIATE VOICE LEVEL

Use an appropriate voice level in the classroom and hallways. Yelling, screaming, slamming locker doors and other disruptive behavior is disrespectful and unacceptable.

### 4. FOLLOW ALL DIRECTIONS

Follow all directions the first time they are given. In order to do this effectively students must be attentive to the teacher. Inattentiveness results in missed assignments and directions, and can lead to poor grades and/or unsafe conditions.

5. MAINTAIN A POSITIVE, WILLING, AND HELPFUL ATTITUDE

Maintain a positive, willing, and helpful attitude. Disrespectful attitudes both verbal (complaining, talking back, arrogance, etc.) and nonverbal (sighing, rolling the eyes, ignoring, etc.) are symptoms of a person's spiritual condition and will be dealt with in such a manner.

C. SPECIFIC EXPECTATIONS OF BEHAVIOR

1. Follow all classroom rules, including the general rules listed above as well as any specific rules the teacher may have.
2. Stand when answering during formal discussions and/or reviews (at the discretion of the classroom teacher.)
3. Walk calmly and quietly in the school building, showing special consideration when walking past classrooms and/or offices where others are working. Avoid shouting in the hallways, even during free times.
4. Between classes, the Logic School locker area, the grammar hallways, and the front foyer are designated quiet areas. Students may whisper there only or be silent when directed to be so by faculty or staff.
5. Greet visitors and make them feel welcome.
6. Open doors for others and use appropriate etiquette.
7. Respect and protect the property of individuals and that of the school. Taking, moving, hiding, using, or damaging the property of others without their permission, even if meant in jest, is inappropriate and will result in disciplinary action.
8. Stand when adults enter the room.

9. Use "Sir" and "Ma'am" when addressing teachers and all adults.
10. Respond when greeted.
11. Shake hands and exhibit appropriate eye contact.
12. Demonstrate a respectful attitude toward adults and classmates.
13. Boys are to open doors and offer their chairs to girls and ladies. Girls are expected to respond gracefully and gratefully.
14. Students should strive to have harmonious, appropriate relationships with fellow students actively pursuing only platonic relationships with each other at school, rather than pursuing relationships of a romantic nature. While at school and school related events, students should refrain from any display of romantic affection or inappropriate physical contact, such as hugging, hand-holding, kissing, etc. As brothers and sisters in Christ, students should love, support, and encourage one another on a daily basis. *Treat younger men as brothers . . . younger women as sisters, with absolute purity.* | Timothy 5:1b-2.
15. Avoid running and roughhousing in the school building.
16. Students may not chew gum on campus, but they may freshen their breath with mints as long as they do so in a discreet, non-disruptive manner.
17. Students may only drink water during class, at the discretion of the teacher, but they should only drink soda during class with special permission by the teacher (as in the case of a special celebration, etc.). Students may only visit the vending machines during ten minute break and lunch unless a medical necessity arises that requires them to obtain food or drink at other times.
18. Cell phones and/or other electronic devices (such as iPods, hand-held gaming systems, etc.) may be brought to school when students may need them before or after school, but they must be turned off and stored out of sight at all times (in the

student's locker, backpack, purse, etc.). They may not be brought out to be used for any purpose, including gaming, texting, calling, taking pictures, etc. Said devices may not be brought out or used during car line or in Before Care or After Care unless the student has been given permission by a teacher for a specific purpose. Should a student's cell phone / electronic device be seen or heard outside his/her backpack, locker, or purse during school hours, in Before Care, or in After Care, he/she will be issued an automatic demerit. (No official warning given.) Should a student be caught *using* the device for any purpose, the student will be sent to the principal's office, and the phone will be confiscated and returned to the parent. Parents are asked to help enforce this rule by monitoring what the student brings to school and especially by not calling or texting their students during the school day and not allowing the student to call or text them during the school day. Parents are also asked to only allow their child to bring his/her cell phone or other electronic device to school when there is a specific need before or after school for which the parent feels the child might need the device. Cell phones may be allowed on certain field trips as needed by the nature, length, and distance of the trip. If cell phones are allowed on a field trip, explicit instructions will be provided by the coordinating teacher.

19. Juniors and Seniors only are allowed to use ipods and/or e-book readers, such as Kindle, Nook, Ipad, etc., at the discretion of the teacher while working in Rhetoric Class on the thesis projects. Should any junior or senior abuse this privilege by using these devices for purposes other than their thesis projects, or by using them in other classes, the devices will be confiscated and returned to the parents only, and the student will lose the privilege for the rest of the thesis project.
20. Students are expected to pay attention in class, refraining from talking with each other and/or passing notes.
21. Students are expected to speak only when appropriate, refraining from interrupting the teacher or their fellow classmates.
22. Logic and Rhetoric students are expected to follow Matthew 18 principles whenever conflicts arise, whether those conflicts are with other students or with teachers or

other adults in the school.

23. Students should not bring matches, lighters, or other incendiary materials to school, nor should any of those devices be used by students under any conditions during the school day.

## D. DISCIPLINE POLICY

1. Response to a student's problem behavior, in kind and amount, will be determined by his/her teacher and, if necessary, the principal. These applications of discipline will be based on biblical principles, e.g. restitution, apologies (public and private), chastisement, restoration of fellowship and dealing with inappropriate lingering attitudes. The vast majority of these problems will be dealt with at the classroom level.
2. Our goal is to work closely with the parents in ensuring that our students do not develop behavioral patterns and/or work ethics that are contrary to our stated school mission and goals. We seek to create a positive environment that is conducive to learning in which all parties exhibit mutual respect and Christ-like love. Good conduct in school promotes students' education on campus and encourages good behavior off campus by preparing students to be cooperative, civil members of the Body of Christ in their adulthood. To that end, we have developed a system of demerits and merits, with parental notification.
3. MERITS  
Merits will be awarded to students who are seen engaging in extraordinary acts of kindness, consideration, and/or servant hood. The primary reward for meritorious behavior will be verbal praise—in the form of recognition over morning announcements, phone calls, and emails from teachers. All official merits will be logged, just as demerits are, for consideration when character and/or citizenship awards are being decided. Merits will not offset demerits.
4. OFFICIAL WARNINGS AND DEMERITS
  - a. Official Warning:  
The teacher administers an official warning by making the student aware of the offending action and of the appropriate alternative action. The parents are e-



mailed via RenWeb that an official warning has been given to the student. Official warnings may or may not precede a Level 1 Demerit, depending upon the severity of the offense.

b. Level 1 Demerit:

If the behavior for which the student has been officially warned re-occurs, then a Level 1 Demerit will be issued. The demerit form will be e-mailed to the parents, and one will be printed out for the student to take home to get signed. Students will be assigned lunch detention for the following day. If the student does not bring the signed demerit slip back to the teacher who issued it within two days of the offense, then the student will continue to serve lunch detention until the signed demerit slip is brought back to school.

- c. Level 2 Demerit: If the behavior for which the student has been issued a Level 1 Demerit recurs, or if similar behavior occurs which indicates a pattern of behavior, then a Level 2 Demerit will be issued. (Some first time offenses may be severe enough to warrant an immediate level 2 demerit.) Students who have been issued a Level 2 Demerit must serve two consecutive days of lunch detention and will be required to either verbally or in writing describe the behavior that resulted in the Level 2 Demerit and discuss with the teacher who issued it how the student can make better decisions in the future. The demerit form will be e-mailed to the parents, and one will be printed out for the student to take home to get signed. If the student does not bring the signed demerit slip back to the teacher who issued it within two days of the offense, then the student will continue to serve lunch detention until the signed demerit slip is brought back to school.

- d. Level 3 Demerit: If the behavior for which the student has been issued a Level 2 Demerit recurs, or if similar behavior occurs which indicates a continued pattern of behavior, then a Level 3 Demerit will be issued. A Level 3 Demerit is a serious offense. Students who have been issued a Level 3 Demerit will serve two consecutive days of lunch detention as well as an after-school detention. The student will be required to discuss the nature of the offense, either in writing or orally with the teacher issuing the demerit and the principal. The demerit form

will be e-mailed to the parents, and one will be printed out for the student to take home to get signed. If the student does not bring the signed demerit slip back to the teacher who issued it within two days of the offense, then the student will continue to serve lunch detention until the signed demerit slip is brought back to school.

- e. Examples of infractions for which demerits may be issued include, but are not limited to, the following:
  - 1) Disruptive classroom behavior of any kind
  - 2) Teasing or roughhousing
  - 3) Tardiness to class
  - 4) Disrespect
  - 5) Displaying a pattern of lack of preparation for class
  - 6) Chewing gum
  - 7) Passing notes
  - 8) Dress code violations
  - 9) Gossip

### 5. OFFICE VISITS

- a. Office Visits may occur either through accumulation of demerits or because of a severe offense that demands immediate attention from the principal.
- b. Initial Office Visit may occur due to accumulation of demerits: If the behavior for which the student has been issued a Level 3 Demerit recurs, or if similar behavior occurs which indicates a continued pattern of behavior, then the student will be called into the principal's office. The initial office visit may also occur as a result of a [severe offense](#), as described below. The principal will counsel and pray with the student and may assign scripture reading or other follow-up measures. Upon the first office visit, the principal will call the parent(s) of the student, and the student will serve three days of lunch detentions, plus one after school detention.

- c. The second office visit that a student accumulates will result in notification of the parents, a week of lunch detention, and one after school detention.
  - d. The third office visit that a student accrues will result in a one-day suspension. In addition the parents will be asked to conference with the principal and possibly a teacher or teachers.
  - e. The fourth office visit will result in a two-day suspension. (All classes missed due to suspensions will be unexcused, and zeros will be recorded for any graded work on the suspension days.) Upon a student's fourth office visit, the principal will notify the Board and the parents in writing that the student has accrued four office visits. The student will be counseled that a fifth office visit will result in expulsion. All efforts possible will be made to help the student reform his/her behavior, seeking above all to encourage him/her to honor God in word and action.
  - f. Should a student accrue a fifth office visit, the student will be expelled.
  - g. Note: Not all student visits to the principal are official office visits. Sometimes a teacher may wish for the principal to counsel the student who is just at demerit level 2 or three. Sometimes the principal may note a student's demeanor or behavior and simply wish to speak with the student. Sometimes the students may seek the principal's help in resolving conflicts.
6. EXPULSION
- a. The ECCS Board realizes that expelling a student is a very serious matter and should always be carefully pursued on a case-by-case basis. Forgiveness and restoration are fundamental to our overall discipline policy. However, should a student and his parents be unable to eliminate behavior problems before a fifth office visit is required, the student will be expelled.
  - b. Re-Admittance: An expelled student cannot apply for readmission for one year following an expulsion. Should the expelled student desire re-admittance to ECCS the following year, the board will make a decision based on, but not limited to, the circumstances surrounding the expulsion, the student's current attitude as relates to the reason for expulsion as determined by an interview by a panel

of Board members and administrators, and the circumstances at the time of re-application.

## 7. SEVERE OFFENSES

Some behaviors will automatically necessitate an office visit and immediate attention from the principal, including but not limited to calling the parents, suspension, or expulsion, depending upon the severity of the offense. As all student behaviors cannot be anticipated, the following list is not meant to be all-inclusive, but indicative of the severity of the type of offenses that would result in such immediate action. Students may be subject to school discipline for serious misconduct which occurs outside school hours and suspected violations of the law will be reported to the authorities.

- a. Blatant disrespect shown to any staff member as determined by the staff member.
- b. Dishonesty in any situation while at school, including lying, cheating, and stealing.
- c. Rebellion - outright disobedience in response to instructions.
- d. Fighting - striking in anger with the intent to harm another.
- e. Obscene, vulgar, or profane language.
- f. Intentional plagiarism.
- g. Vandalism or arson
- h. Bringing a weapon to school or using an item as a weapon with the intention of harming oneself or another student.
- i. Behavior that is overtly sexual either in word or deed, such as sexually suggestive speech or passionate kissing, hugging, etc.
- j. Intent to harm the reputation of another through lies, gossip, etc.
- k. Theft

## 8. EGREGIOUS OFFENSES

Some offenses, because of their severity, will result in automatic expulsion from the school. Such offenses are dishonoring to the Lord and would have a negative impact on the culture of ECCS. While these are offenses that can be forgiven, for which restitution can be made, and from which restoration of relationships can result, such

offenders could not be allowed to remain because of the K-12 nature of our school. Such offenses include, but are not limited to:

- a. Arrest for crimes that involve violence, theft, assault, drug use or possession, etc.
- b. Possession or use of drugs or alcohol on campus.
- c. Use of a weapon to harm oneself, a teacher, or another student.
- d. Engaging in a lifestyle of sexual immorality or openly proclaiming homosexuality.
- e. Becoming pregnant or fathering a child.
- f. Acts endangering the lives of others
- g. Gross violence

## XIII. OFFICE POLICIES

### A. OFFICE ETIQUETTE

Since teachers are not expected to personally accompany each student to the office, certain guidelines are to be followed to ensure that the students use the office correctly:

1. Students are not allowed behind office counters at any time.
2. Phone use: Logic and Rhetoric School students will be allowed to call home if the need arises. Unless there is an acute emergency, students will only be allowed to use the phone during the ten-minute break or during lunch.
3. Students may not use the office copier. In situations such as copying another students' notes because of an absence, etc., a teacher must approve the student's use of the copier, and the student will be charged ten cents per copy.
4. Students are not allowed in the office or storage areas during school hours without permission from the teacher.
5. Students should never remove items from the office.

### B. EXPENDITURE REIMBURSEMENT

1. Donations of supplies and equipment are gratefully appreciated.
2. Parents who desire to be reimbursed for expenses must obtain written approval prior to expending the funds.
3. Expenses incurred without prior written approval will be considered donations.

## C. SICKNESS / FIRST AID

1. A student should not be brought to school if he/she has had vomiting, diarrhea, an undiagnosed rash, pinkeye, or fever within the previous 24 hours.
2. If a student becomes ill during school hours, develops a fever of or greater than 100.5 degrees, experiences vomiting or has an apparent communicable disease, the parent will be notified and asked to come immediately to pick up the student.
3. The student must not return to school until 24 hours after he/she is symptom free or have written permission from his/her physician.
4. First aid: Teachers will administer simple first aid, i.e., Band-Aids. Should a student require additional first aid, the office staff will administer additional first aid.

## D. MEDICATION

1. Parents should bring any medicines to be administered during school hours to the school office in the original containers and complete all Medical Authorization forms as described below.
2. All medications, whether Prescription or Over-the-Counter, must be turned into the school office by the student's parent/guardian or other responsible adult. The exceptions are: Epi-pens and inhalers. (However, a School Medication Physician/Prescriber /Parent Authorization Form must be on file along with an appropriate Emergency Action Plan (EAP) for those students requiring Epi-pens for allergic reactions and inhalers for asthma.

3. No student will be permitted to carry or possess any type of medications, whether Prescription or Over-the Counter, on his/her person at any time – including fieldtrips or during after-care (except emergency medications and approved medications prescribed by a physician for self administration).
4. The parent/guardian must sign a School Medication Physician/Prescriber /Parent Authorization Form before any medication, Prescription or Over-the-Counter, can be administered at school. The School Medication Physician/Provider Authorization Form is accessible on the school website. ECCS will also accept the School Medication Physician/Prescriber/Parent Authorization Form provided by the Alabama Department of Education which is available at most pediatric offices. However, the Alabama Department of Education forms, state that the School Nurse or designee will assist the child with taking the medication. ECCS does not have a school nurse. If your physician uses the ADE form, you will also need to sign an additional form insuring you are aware that there is not a school nurse on staff.
5. Prescription medication will require the physician/prescriber signature on the authorization form (as well as the parent/guardian signature).
6. For Prescription medications, a current pharmacy labeled container is required which includes the student's name, physician name, name of medication, strength, dosage, time interval, route and date of drug's discontinuation when appropriate.
7. If the Prescription medication order is changed during the school year, a new authorization form is required. Both physician/prescriber and parent/guardian must sign the new form. Medications that are prescribed with a range of dosage will require written documentation from the parent identifying the dose to be given at school. The staff cannot accept the word of the child regarding the dosage.
8. Over-the-Counter medications to be given for a short term illness such as a cold, pain due to injury, etc. will require the parent/guardian signature only on the medication authorization form and require checking the Short Term Over-the-Counter option. This authorization will expire after two weeks, and medications will

need to be picked up from the school.

9. Over-the Counter medications for chronic conditions (menstrual cramps and headaches) or to treat allergic reactions (i.e. Benadryl) will require the parent/guardian signature *only* on the medication authorization form and require checking the Long Term Over-the-Counter option on the medication authorization form.
10. Parents must supply all Over-the-Counter medications to the school. The medication should not be expired and must be provided in the original container with all manufacturers' labeling clearly legible. The OTC medication must be age appropriate. The student's name must be written on the container.
11. The school will not supply any medications to students.
12. All unused medications not picked up by parents/guardians by the last day of school will be discarded according to policy guidelines. No medications shall be sent home with the child.
13. If a medication or inhaler is prescribed it must be in the original container with the original prescription label which includes the child's name, dosage and expiration date. Prescription medication may only be given to the intended recipient listed on the container.
14. Epi-pens and inhalers must be labeled with the child's name. If Epi-pens or inhalers are required for allergies or asthma, parents are asked to send two, one to remain in the teacher's care in the classroom and one for the student's backpack.
15. Parents will be notified via RENWEB e-mail of all medical reports from the office.

### E. LUNCH

1. Students should bring their own lunch except on days when they have pre-purchased their lunches through our catered lunch program. If available, this program will organize lunch orders and have them delivered to the school from area



restaurants and/or caterers.

2. All lunch orders must be turned in by the specified due date, and all checks made out to ECCS. Students are responsible for making sure they do not order on days when they will be gone on field trips or on which they will be absent.
3. Refunds cannot be made when students are absent on days when they had ordered lunch, as ECCS will have to pay the vendor for the delivered lunch.
4. The lunch program will not seek to make a profit, but will function as a service to parents and students of ECCS.
5. This program is dependent upon the availability of staff and parent volunteers to organize and run it and the availability of restaurants and/or caterers willing to participate.

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## XIV. DRESS CODE COMPLIANCE AND SPECIFIC UNIFORM GUIDELINES

LANDS' END PREFERRED SCHOOL #9000-5632-6

### A. LOGIC SCHOOL SPECIFIC UNIFORM GUIDELINES

#### 1. LOGIC SCHOOL BOYS UNIFORMS

<b>Logic Boys' Uniform (*indicates required items)</b>			
	<b>Style</b>	<b>Color</b>	<b>Vendor</b>
<b>*Shirt</b>	Easy Care Oxford, <i>short or long sleeved.</i>  <i>All shirts must have logo #0449674K.</i>	Blue	Lands' End
<b>*Pant</b>	BLENDED Chino Pleated or Flat Front (Pleated being phased out by Lands' End)	Khaki	Lands' End
<b>*Belt</b>		Brown	Your choice
<b>*Shoes</b>	Lands' End All Weather Moc	Spice Brown	Lands' End
	Merrell Jungle Moc Nubuck	Brown	Merrell
<b>*Socks</b>	Dress Socks	Navy, Black, or Khaki	Your Choice
<b>Sweater</b>	Drifter Crew w/ logo #0449674K	Classic Navy	Lands' End
<b>Sweater Vest</b>	Drifter w/ logo #0449674K	Classic Navy	Lands' End
<b>Undershirts</b>	If visible, must only be visible at neckline	White	Your Choice
<b>Other Logic School Boys' Options (may not be worn on chapel days)</b>			
<b>Shirt</b>	Mesh Polo, short or long sleeved  <i>All shirts must have logo #0449674K.</i>	Red	Lands' End
<b>Sweat Shirt</b>	Crew w/ logo #0449674K	Classic Navy	Lands' End
<b>Shorts</b>	BLENDED Chino Pleated or Flat Front (Pleated being discontinued by Lands' End) <i>NOTE: White crew socks must be worn with shorts. No footies or golf socks</i>	Khaki	Lands' End
<b>Jacket</b>	Fleece Jacket T-200 w/logo #0449674K	Classic Navy	Lands' End

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<b>Vest</b>	Fleece Vest T-200 w/logo #0449674K	Classic Navy	Lands' End
<b>Logic School Boys' P.E. Uniform</b>			
<b>Shoes</b>	Tennis Shoes	Any	Your Choice
<b>Shirt</b>	PE tee-Shirt	Grey (w/PE Logo)	Lands' End
<b>Shorts</b>	Mesh Shorts with PE logo	Navy	Lands' End
<b>Socks</b>	Crew or ankle	White	Your Choice
<b>Sweats</b>	In cold weather, PE students may wear plain grey sweatshirt and plain navy sweat pants	Gray Sweatshirt Navy Sweatpants	Your Choice
<b>Logic School Boys' Spirit Day Dress Code</b>			
<b>Shirt</b>	Current school year ECCS-issued tee-shirt (Special shirts may be worn ONLY when announced by Principal.)		
<b>Shoes</b>	Shoes must have closed toes and heels. Tennis shoes preferred.		
<b>Boy Pant</b>	Jeans or khaki pants, jean shorts or Bermuda shorts ( no shorter than 1" above knee)		

## 2. LOGIC SCHOOL GIRLS UNIFORMS

<b>Logic School Girls' Chapel Uniform (*indicates required items)</b>			
<b>*Blouse</b>	Oxford, short or long sleeved only (No ¾ sleeved). Always tucked in. <i>All shirts must have logo #0449674K.</i>	Blue	Lands' End
<b>*Skirt</b>	A-Line Skirt, knee-length (no shorter than 1" above knee)	Hunter / Classic Navy Plaid	Lands' End
<b>*Shoes</b>	Penny Loafers	Burgundy	Bass or Your Choice
<b>*Socks</b>	Crew  OR  Knee, Smooth or Cabled  OR  Tights, smooth or cabled	White   Navy   Navy	Your Choice
<b>Sweater</b>	Drifter Zip-front or Button-front Cardigan w/ logo <i>#0449674K</i>	Classic Navy	Lands' End
<b>Sweater Vest</b>	Drifter w/logo <i>#0449674K</i>	Classic Navy	Lands' End
<b>Other Logic School Girls' Options (may not be worn on chapel days)</b>			
<b>Shirt</b>	<i>Mesh Polo, short or long sleeved, regular or feminine fit. All shirts must have logo #0449674K. Always tucked in.</i>	Red	Lands' End
<b>Skirt</b>	A-Line Skirt, knee-length (no shorter than 1" above knee)	Khaki	Lands' End
<b>Sweat Shirt</b>	Crew w/ logo <i>#0449674K</i>	Classic Navy	Lands' End
<b>Jacket</b>	Fleece Jacket T-200 w/logo <i>#0449674K</i>	Classic Navy	Lands' End
<b>Vest</b>	Fleece Vest T-200 w/logo <i>#0449674K</i>	Classic Navy	Lands' End

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<b>Logic School Girls' PE Uniform</b>			
<b>Shoes</b>	Tennis Shoes	Any	Your Choice
<b>Shirt</b>	PE tee-Shirt	Grey (w/PE Logo)	Lands' End
<b>Shorts</b>	Mesh Shorts with PE logo	Navy	Lands' End
<b>Socks</b>	Crew or ankle	White	Your Choice
<b>Sweats</b>	In cold weather, PE students may wear plain grey sweatshirt and plain navy sweat pants	Gray Sweatshirt Navy Sweatpants	Your Choice
<b>Girls Spirit Day Dress Code</b>			
<b>Shirt</b>	Current school year ECCS-issued tee-shirt (Special shirts may be worn ONLY when announced by Principal.)		
<b>Shoes</b>	Shoes must have closed toes and heels. No high heeled shoes. Tennis shoes preferred.		
<b>Girl Pant</b>	Jeans, Khaki pants, Capri khakis or jeans; khaki or plaid Bermuda shorts (no shorter than 1" above the knee). No leggings, no jeggings.		

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## B. RHETORIC SCHOOL SPECIFIC UNIFORM GUIDELINES

### 1. RHETORIC SCHOOL BOYS UNIFORMS

<b>Rhetoric School Boys' Chapel Uniform (*indicates required item)</b>			
	<b>Style</b>	<b>Color</b>	<b>Vendor</b>
<b>*Shirt</b>	Easy Care Oxford, <i>short or long sleeved. Long sleeved required for chapel.</i>  <i>All shirts must have logo #0449674K.</i>	Blue	Lands' End
<b>*Pant</b>	BLENDED Chino Pleated or Flat Front (Pleated being phased out by Lands End)	Khaki	Lands' End
<b>*Belt</b>		Brown	Your choice
<b>*Tie</b>	Striped Necktie  OR  Bowtie	Hunter Classic / Navy Plaid  Hunter Classic / Navy Plaid	Lands' End  Order from ECCS
<b>*Shoes</b>	Lands' End All Weather Moc  OR  Merrell Jungle Moc Nubuck	Spice Brown  Brown	Lands' End  Merrell
<b>*Socks</b>	Dress  <i>No footies or golf socks</i>	Navy, Black, or Khaki	Your Choice
<b>*Blazer</b>	Single-breasted w/ school patch Required for 12 <sup>th</sup> Grade; Optional for 11th	Navy	Lands' End or Hall Closet
<b>Sweater</b>	Drifter Crew w/ logo #0449674K	Classic Navy	Lands' End
<b>Sweater Vest</b>	Drifter w/ logo #0449674K	Classic Navy, Red, or Maize	Lands' End
<b>Undershirts</b>	If visible, must only be visible at neckline	White	Your choice

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<b>Other Rhetoric School Boys' Options</b>			
<b>Shirt</b>	Mesh Polo, short or long sleeved.  <i>All shirts must have logo #0449674K.</i>  Easy Care Oxford, short or long sleeved	Red, Yellow, White, or Blue  White or Yellow	Lands' End
<b>Sweat Shirt</b>	Crew w/ logo #0449674K	Classic Navy or Red	Lands' End
<b>Sweater Vest</b>	Drifter w/ logo #0449674K	Red, Yellow	Lands' End
<b>Shorts</b>	BLENDED Chino Pleated or Flat Front (Pleated being phased out by Lands' End)  <i>NOTE: White crew socks must be worn with shorts. No footies or golf socks. Only polo shirts may be worn with shorts.</i>	Khaki	Lands' End
<b>Jacket</b>	Fleece Jacket T-200 w/logo #0449674K	Classic Navy	Lands' End
<b>Vest</b>	Fleece Vest T-200 w/logo #0449674K	Classic Navy	Lands' End
<b>Rhetoric School Boys' Spirit Day Dress Code</b>			
<b>Shirt</b>	Current school year ECCS-issued tee-shirt (Special shirts may be worn ONLY when announced by Principal.)		
<b>Shoes</b>	Shoes must have closed toes and heels. Tennis shoes preferred.		
<b>Boy Pant</b>	Jeans or khaki pants, jean shorts or Bermuda shorts ( no shorter than 1" above knee)		

## 2. RHETORIC SCHOOL GIRLS UNIFORMS

<b>Chapel Uniform (*indicates required items)</b>			
<b>Item</b>	<b>Style</b>	<b>Color</b>	<b>Vendor</b>
<b>*Blouse</b>	Oxford, short, long, or 3/4 length sleeve. <i>All shirts must have logo #0449674K.</i>	Blue	Lands' End
<b>*Skirt</b>	A-Line Skirt, knee-length (no shorter than 1" above knee)	Hunter/Classic Navy Plaid	Lands' End
<b>*Shoes</b>	Penny Loafers	Burgundy	Bass or Your Choice
<b>*Socks</b>	Crew OR Knee, Smooth or Cabled OR Tights, smooth or cabled	White  Navy  Navy	Your Choice
<b>Blazer</b>	Single-breasted w/school patch  *12 <sup>th</sup> grade girls are required to have either the blazer or the fine-gauge cardigan listed below. Blazer is optional for 11 <sup>th</sup> grade girls.	Navy	Lands' End or Hall Closet
<b>Sweater</b>	Fine Gauge Cotton Cardigan w/logo #0449674K *12 <sup>th</sup> grade girls are required to have either the fine-gauge cardigan OR the blazer listed above.  OR  Drifter zip-front or button-front cardigan w/logo #0449674K		
<b>Sweater Vest</b>	Drifter w/logo #0449674K	Classic Navy	Lands' End



<b>Other Rhetoric School Girls' Options</b>			
<b>Blouse</b>	Oxford—short, long, or ¾ length sleeved	White or Yellow	Lands' End
<b>Shirt</b>	Mesh Polo, short or long sleeved, regular or feminine cut	Red, White, Blue or Yellow	Lands' End
<b>Skirt</b>	A-Line Skirt, knee length (no shorter than 1" above knee)	Khaki	Lands' End
<b>Sweater</b>	Fine Gauge Cotton Cardigan w/ logo #0449674K	Red or Yellow	Lands' End
<b>Sweater Vest</b>	Drifter w/logo #0449674K (order yellow from boys')	Red or Yellow	Lands' End
<b>Sweat Shirt</b>	Crew w/ logo #0449674K	Classic Navy or Red	Lands' End
<b>Hose</b>	Pantyhose	Nude	Your Choice
<b>Jacket</b>	Fleece Jacket T-200 w/logo #0449674K	Classic Navy	Lands' End
<b>Vest</b>	Fleece Vest T-200 w/logo #0449674K	Classic Navy	Lands' End
<b>Rhetoric School Girls' Spirit Day Dress Code</b>			
<b>Shirt</b>	2012-2013 ECCS-issued tee-shirt		
<b>Shoes</b>	Shoes must have closed toes and heels. No high heeled shoes. Tennis shoes preferred.		
<b>Girl Pant</b>	Jeans, Khaki pants, Capri khakis or jeans; khaki or plaid Bermuda shorts (no shorter than 1" above the knee). No leggings, no jeggings.		

## C. DRESS CODE COMPLIANCE

1. Students at ECCS will wear school uniforms on all school days unless otherwise specified. All articles of clothing must be clean and in good condition. Clothing is meant to be modest at all times including special events and Spirit Days. At no time should clothing be too tight or revealing in any way. Torn clothing is unacceptable and will be considered out of code. Uniforms will be purchased from the Lands' End School Uniform catalog (1-800-469-2222). When ordering uniforms, please give Lands' End our school number, #9000-5632-6, also located on the back of the catalog. (Please see [Section XIV. A-B](#) of this handbook for specific uniform instructions.)
2. No non-uniform items of clothing (such as jackets or non-uniform sweatshirts) may be worn inside the building unless specific permission has been granted by the administration to do so. (i.e., a special dress up day, a play day, etc.)
3. Logic and Rhetoric Physical Education (PE) students will wear gym shorts and T-shirts, as specified by ECCS, their choice of athletic shoes and white socks. In cooler weather, students may wear plain navy sweatpants (no embellishments) and a plain grey sweatshirt.
4. Backpacks must not have any character designs. Rolling backpacks are not allowed due to concerns of congestion in the hallways and the tripping hazard the handles pose when they are on the floor. All personal items must be kept inside backpack or inside student locker.
5. Visible tattoos, body piercing (except single pierced lobes for girls only), or heavy/unusual makeup are not allowed.
6. Both boys' and girls' hairstyles must be neat and must not obstruct vision. Boy's hair must not come past mid-ear, must not fall past the eye, and must be at or above the collar. No spiked or gelled hairstyles that draw undue attention to oneself will be allowed. Boys must be clean shaven, with no long sideburns. Neither girls nor boys may dye their hair unnatural colors. Should a hair cut be required, the student and parent will be notified. The parents should have the student's hair cut appropriately

within one week from the date of notification to avoid disciplinary action.

7. Girls' skirts are to be knee-length, meaning no shorter than one inch above the knee. Students and parents will be notified if a skirt is too short, and the student must refrain from wearing the skirt again.
8. All shirts must be tucked in except for Rhetoric School girls'  $\frac{3}{4}$ " length and tee shirts on Spirit Days.
9. No hats, caps, head scarves, bandanas, gloves (with or without fingers), or sunglasses may be worn inside the school building. Teachers may use discretion to allow caps and sunglasses outdoors.
10. The teachers and administration will determine whether students are complying with this dress code and may ban other items or practices considered generally inconsistent with the intent of this policy. Dress code compliance is important to the consistency and atmosphere of self-discipline and compliance within the school. As it is a matter of obedience, dress code will be a matter of discipline, and demerits will be issued to students who violate the dress code. Lands End is in the process of changing their Oxford shirt fabrics to a stretch weave. They will continue selling the Easy Care Oxford until they run out of stock. Some of the color names have been changed as well. The girl's yellow sweater vest is no longer available, so girls should purchase the boys' yellow vest if desired. The boys' pleated pants are being phased out at Lands' End and will not be available to purchase after that phase out is complete. Plain front pants will be the only option. The Lands' End site will be kept updated with what is available for our school. Call the school or Lands' End if you have any questions.
11. Special events, such as spirit days, dances and socials, will call for specific dress codes. At all times, students should abide by the guidelines provided and should seek to honor God through their appearance. Modesty and decency in dress will always be required of student attending special events. Dresses for Cotillion and Protocol must be pre-approved by the ECCS uniform committee, which will send out specific instructions before the events. The general guidelines are below:

- a. Cotillion Dress Policy: Girls
  - 1) Dresses no shorter than 1" above the knee
  - 2) If dresses are strapless, a jacket or sweater must be worn the entire evening. Dresses must not show cleavage and may not come below the natural bra line in the back.
  - 3) Dresses must be modest at all times, when dancing, standing and sitting.
  - 4) If girls choose to bring a comfortable pair of shoes for dancing, those shoes need to fit into the dress shoe category (no tennis shoes).
  - 5) All dresses must be pre-approved in person by specified office staff and/or uniform committee members.
- b. Cotillion Dress Policy: Boys
  - 1) Dress slacks
  - 2) Ties
  - 3) Jackets
  - 4) No tennis shoes or jeans
- c. Protocol Dress Policy: Girls
  - 1) Dresses must not show cleavage and may not come below the natural bra line in the back.
  - 2) Dresses may not be shorter than 1" above the knee, including slits.
  - 3) If girls choose to bring a comfortable pair of shoes for dancing, those shoes need to fit into the dress shoe category (no tennis shoes).
  - 4) Dresses should be modest at all times, when dancing, standing, and sitting.
  - 5) All dresses must be pre-approved in person, including those of non ECCS student dates.
- d. Protocol Dress Policy: Boys
  - 1) Suits preferred
  - 2) Dress slacks
  - 3) Ties
  - 4) Jackets
  - 5) No tennis shoes or jeans