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If you have any questions that are not answered in the handbook, please call the office at (570)247-2800.

Telephone Calls/Usage

Students may use the telephone at the discretion of the school personnel in the main office. In general, student phone calls will be limited to emergency needs. Student use of the telephone for school related calls is restricted. Student calls will be limited to legitimate needs to communicate with parents or other responsible parties. It is not to be used for frivolous reasons. Permission must be obtained before using the school phone for personal reasons. The pay phone is the church hallway is not to be used during the school day.

Work make-up Requirements

For excused absences—Students are permitted up to two days for each day of excused absence to make up work assigned while absent. After expiration of this time allowance, students must make up work in after school detention.

For unexcused absences—Work missed due to unexcused absence must be made up before or after school.

If, at the end of a grading period, a student has some incomplete assignments as a result of an absence, and "I" will be recorded as his/her temporary grade. The student will be allowed 10 school days to make up the complete work. At the end of that time, if the work is not completed, the grade for that assignment will be recorded as a "0." The work may still be required in order to receive credit for the class regardless of how the grade averages.

School Supplies

Books and instructional supplies are usually supplied by North Rome Christian School. Small designated items (i.e. crayons, pencils, notebook paper) which are specified at the beginning of the school year are the student's responsibility. North Rome Christian School utilizes all allocation of loan of text and materials through the Pennsylvania Department of Education. In the event that there is excessive abuse or damage to books and/or other school property, that student is responsible for all costs of repair or replacement and may receive further disciplinary actions.

Student Council

Members of the student council apply to be on the North Rome Christian School student council. The student council will meet periodically to discuss matters of the school. They will work together with teachers and administration to go over concerns and ideas that they have. Student council is made up of members from each grade of the middle and high school.

Scrip Program (Dollars for Scholars)

Scrip is "substitute money" that looks and functions just like gift cards and gift certificates. This program allows you to purchase scrip for everyday expenses like food, clothing, and entertainment, while earning a percentage of each dollar of scrip purchased back in revenue to be put toward your family tuition expenses.

Student Pictures

Student pictures will be photographed in the fall and pictures may be purchased by students. School pictures will be placed in the yearbook.

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Introduction

A basic responsibility of Christian parents is to "train up a child in the way he should go…" that "when he is old he will not depart from it" (Proverbs 22:6). North Rome Christian School is a school that is seeking to mold your children's lives after God's fashion. Successful Christian living hinges on three areas: the home, the church, and the school. The home and church cannot be teaching one way while the school is teaching another, without confusion and strife reigning in the minds of our young people. It is essential that parents provide a home atmosphere where Christian principles are taught. Church involvement is also important to development and parents are expected to involve the family in a local Bible-believing church.

Our desire is to work arm in arm with parents, who have been given the responsibility by God to train their children. Both the home and the school share this responsibility. Cooperation between the home, church, and school is the key to the most effective instruction and discipline of children. Therefore, we pledge to you to "present
Jesus Christ and the highest quality education possible" and we ask you to pledge to do your part.

This handbook provides information about the organization, philosophy, program and policies of North Rome Christian School. It may be changed or added to as the school continues to grow and policies are developed. Please take time to make yourself familiar with the school by reviewing the information included. Glance through it periodically to be reminded of the purpose for the Christian education provided at NRCS. Please do not hesitate to contact the school if you have unanswered questions.

History

The North Rome Christian School was established in 1983. The school began with 14 students in kindergarten through 4th grade. Miss Lori Blue was our first teacher. The school presently has an enrollment of 145 students and has a total teaching staff of 14 full time teachers . Grades Kindergarten through 12th are presently offered and extra activities include chapel, music, art, drama, library, physical education, soccer, basketball and volleyball.

STATEMENT OF FAITH

The Christian school is a ministry for all churches. It is not the desire or intention of the founders of this school to criticize denominational distinctive. We believe that those points, which unite us as Christians, are greater than the emphasis and preferences that distinguish us. The following are the nine points of our Doctrinal Statement.

1. We believe that the Bible is the only inspired Word of God and that it is the only infallible rule of faith and practice. It is fully truth and inerrant in the original manuscripts.
2. We believe in the one living and true God, both Holy and loving, eternal, unlimited in power, wisdom and goodness, the Creator and preserver of all things. Within this unity, there are three persons of one essential nature, power and eternity—the Father, the Son, the Holy Spirit.
3. We believe that Jesus Christ is God the Son; that He existed before all things; that He is perfect: perfect God and perfect man; that He was born of the virgin Mary; that he died for a sacrifice for sin once for all, was buried, arose from the dead body, and ascended into Heaven. He is the intercessor for the saints. He has promised in His Word to return to this earth.
4. We believe in the ministry of the Holy Spirit, which indwells the believer and enables him to live in fruitful obedience to God's Word.
5. We believe that man was created by God and innocent of sin. Through disobedience to God, man fell from innocence and is now a sinner by nature and choice, and needs to be saved.
6. We believe that the only way to be saved is by personal faith alone in the blood sacrifice, death and resurrection of Jesus Christ the Son of God.
7. We believe that the church is the entire body of believers in Jesus Christ, who in the founder and only Head. Each local church is the visible manifestation of this body.
8. We believe that Satan is a person, the enemy of God and His people; that he is the author of the fall of man and shall be eternally punished.
9. We believe in the bodily resurrection of the dead, both of the just and the unjustified; in the eternal conscious punishment of the lost and the eternal joy of the saved.

Medical Policy

- When a student is ill, he or she should come to the office. Parents are called when the student is running a fever. Parents are requested not to send a child to school with a temperature above normal. In case of a serious accident, parents are notified.
- Immunization records—It is required by law that all students have their immunization current upon entering school. The only exception to this law is to have a signed religious exemption statement on file In the school office.
- Physicals—requirements for physicals are grades Kindergarten, Sixth, and Eleventh.
- Dental—requirements for dental check-ups are grades Kindergarten, Third, and Seventh.
- Medication—Any student requiring medication to b administered during school hours is required to leave the said medication in the school office (in its original container) along with clear instructions and a signed temporary medication permission slip. Complete instructions for the use of the medication shall be written on the form. A medical permission slip is available at the school office.

Open House

Open house is scheduled in September so that parents may meet the teachers and preview their long range plans, goals, and objectives for the year. You will be advised concerning the date.

Snack Cards

The school sells fresh white and chocolate milk, along with orange juice and a variety of snacks each day. Rather than having the children bring money daily, we ask parents to send in $5.00 to purchase a snack card. This card is marked off into increments of 25¢, which is the cost of the drink. Snacks usually are around 50¢. Parents may request milk only or snack once a week.

School Insurance

School accident insurance is available for a nominal cost at the beginning of each year. Forms will be sent to you for this optional program.

Fire & Fire Drills

Fire drills will be conducted periodically. Students are to leave the building immediately under a teacher's direction. If a student sees a fire, it should be reported to a faculty member promptly. DO NOT try to put a fire out yourself. Your personal safety and that of other persons is more important that the building.

Health Services

In the event that there is a need for a nurse, the school will call in a registered nurse. Each year the Northeast Bradford School nurses come to do regular eye, dental and routine examinations as required by the State.

Homework

Students are expected to complete assignments by the deadline specified by the teacher. Parents share in this responsibility to assure the students are completing their assignments.

Lockers-Secondary

Lockers are for the convenience of our students but do not become their personal property. School administration has the right to inspect lockers at any time, All items on the outside of the lockers need to conform to Christian standards, and the insides are to be kept clean.

Lost and Found

Items left unattended at the end of the day may be located in our lost and found. Please ask at the school office for access to the lost and found box. Lost and found items will be disposed of on a bi-weekly basis.

Lunch & Fruit Break

North Rome Christian School does not have a cafeteria. Students are to pack a lunch each day. Please make sure that this is a nutritious meal that is sufficient to make your child comfortable throughout the day. We ask that each family send in a can of food to be kept in the cupboard to be used in the event that a lunch is forgotten. Occasionally, hot lunches are available for students; menus will be sent home monthly. Students in grades K-5 have a time in mid-morning to have fruit break. We ask that this snack always be healthy (i.e. fruit, crackers, granola bars), not sweets or desserts.

Mission Statement

The mission statement of the North Rome Christian School is to reinforce Christian family values and provide outstanding educational programs that prepare students to excel academically and motivate them to develop a Christian lifestyle that results in service to God and mankind.

Organizations and Administration

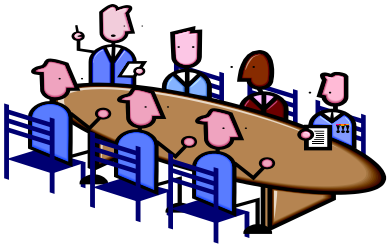
The North Rome Christian School is owned and operated by the North Rome Christian School Association, a non-profit organization made up of the parents of North Rome Christian School students. The duties of the corporation are to elect members to the Board of Directors and approve the annual budget. All other authority is given to the Board of Directors. The board is selected from among qualified members of the Association, (NRCS parents). Among the duties of the Board is setting policies and program of the Association in accordance with the Corporation's Constitution, appointing and contracting for administrative and teaching personnel and employing persons as may be necessary. The ultimate authority for governing and operating the school is the Board of Directors.

Association Membership

* Parents who have children enrolled at North Rome Christian School shall, by virtue thereof, be members of the association.
* Members are encouraged to pray for the school, assist in maintenance and improvement projects, as they are able , and share in promoting the aims and objectives of the school.
* Members are expected to attend and participate in the annual association meeting and any other association meeting duly announced.
* Members shall have voting rights in electing the Board of Directors and on any issue brought to the association for action.
* Members are asked to renew membership every year by signing a membership pledge form.

2010-2011 Board Of Directors

Lou Altieri
Julie Christini
Kathy Gorsline
Kimarie Gorsline
Randy Griffin
Paul Jones
John Lykens
Nancy Schrader
Steven Snavely



2010-2011 Faculty and Staff

Administration

Mrs. Lee Ann Carmichael .....Administrator
Mrs. Crystal Hall .....Administrators Assistant
Mrs. Susanna Helmuth.....Secretary
Mrs. Kathy Crosby.....Guidance Director

Faculty

Mrs. Ruth Ann Race .....Kindergarten
Mrs. Meghan Shores .....First Grade
Mrs. Terri Wilson .....Second Grade
Mrs. Carolyn Wolfe .....Third Grade
Miss Gloria Montgomery .....Fourth Grade
Mrs. Chantel Fulmer..... .....Fifth Grade
Mr. James Wells .....Sixth Grade
Pastor Kurt Brown.....Grades 7-12
Mr. Michael Burgett Grades7-12
Mrs. Levetta Comstock.....Grades7-12
Mrs. Georgie Dewing.....Grades 7-12
Mr. Rodney Dewing.....Grades 7-12
Mrs. Marie Fitzsimmons .....Grades 7-12
Mr. Mark Philbrick.....Grades 7-12

Drivers Education Policy

The driver education program will consist of all tenth grade students taking the "in class" course as part of their regular curriculum. The "behind the wheel" instruction is available at North Rome Christian School with a volunteer instructor. Arrangements need to be made through the office for this service. Pennsylvania law requires that the school districts make this available, but expect that it will be at the school district's convenience.

Emergency Delays and Closings

North Rome Christian School normally follows the same delays and closings (due to inclement weather) as Athens, Northeast, Sayre, Towanda, and Wyalusing school districts. Radio and television announcements will be given as to our schedules. Tune in to WPEL, WHGL, and WNEP. The quickest and most accurate resource is www.wnep.com or sycamore education.

Field Trips

Individual teachers will be planning field trips throughout the course of the school year. An authorization form should be signed and returned to the school granting permission for such trips. The parent will cover the cost. Parents may also be asked about their availability to share in the driving or in accompanying the class.

When a field trip is planned, the teachers or leaders need to examine the safety factor for the students involved. The adult-child ratio will be determined by the type of trip being taken, with the child's safety always being the main factor. If parents are needed for supervision, then a parent will be asked who does not have a child in that group. Adults need to be attentive to all students, and the parent child relationship being as it is, there is a possibility that the child may be more demanding of their parent's attentions, rather that wishing to share their parent with their classmates. This would leave the other students without the proper care. Any adult supervisor must always remember that the children they have been assigned to are their first priority and they need to always be watching out for their behavior and safety.

Birthdays

Students may bring in a birthday treat to be passed out to their class during lunch time. Students frequently bring in extra treats to pass out to staff members. Birthday invitations passed out in school must be for an entire class If the entire class is not invited, parents must send invitations to students via mail.

Bus Guidelines

Students who ride the busses should see this as their "Jerusalem" opportunity. Here is a home missions opportunity for you. Please keep in mind that the only Jesus that the bus driver and other students may ever see is you. Therefore your bus conduct should be Christ-like at all times and should be the same conduct as expected at North Rome Christian School.

Incidents reported by the bus driver will come under North Rome Christian School discipline and can result in bus privilege suspension and/or other disciplinary measures.

Chapel

Each week the school has a chapel service. Pastors, patrons, staff and others are invited as speakers. Student participation includes singing, flag salutes, prayer and testimonies.

Cell Phone Usage

Parents may provide students with cell phone to use in case of an emergency. However, they are not to be used at school without teacher or administration permission.

Child Abuse

North Rome Christian School teachers and administrator are under legal obligation to report to appropriate authorities when evidence of child abuse is perceived.

Communication Envelopes

North Rome Christian School uses special envelopes to send home important papers to parents. These need to be signed by the parent and returned to the school promptly.

STATEMENT OF PHILOSOPHY, PURPOSE & OBJECTIVES

Philosophy

- The fear of the Lord is the beginning of knowledge (Proverbs 9;10) and all knowledge has its foundation in the ultimate standard of truth, the Bible.
- Children are an inheritance from the Lord (Psalms 127:3) and actually belong to God, as do all good things that God gives His people. Children are a trust placed in the parent's care to bring up in the discipline and admonition of the Lord (Ephesians 6:4).
- God as creator and sustainer of this universe created man in His own image. But because of Adam's disobedience, man inherited a sinful nature, and when left to himself, he will not naturally do what is right.
- Children, therefore need to be taught. We know what a child needs educationally and we know what a child needs in order to build character. We determine the curriculum and set the standards; there are indeed absolutes that need to be taught.
- God has revealed Himself in a general way in His world and universe, and in a specific way in the Bible. By faith in God's Son Jesus Christ, man's soul is regenerated and brought back into fellowship with God.
- The Christian school should provide an atmosphere for knowing Christ personally, for nurturing Christian growth, and for encouraging a commitment to Christian service.
- We believe discipline is Scriptural. Children need discipline; it gives them security within bounds. Parents appreciate discipline, and a teacher's efficiency is greatly increased by good discipline in the classroom.
- We believe that children need to learn to honor and respect parents and others in authority, that a man's word is bond, that they should be proud of America, and that the free enterprise system is still the best system.
- The child's home, church, and school experience and training should compliment each other in promoting academic, spiritual, physical and social growth and should be preparation for life: a life of dependence upon and fellowship with God and service to man.

Purpose

The primary purpose of our school is to train the student in the Christian way of life and to give the student a good general education in the light of the principles of God's Word.

Objectives

The goal of North Rome Christian School is to help students to develop into whole persons having the characteristics modeled by Jesus Christ, who grew in wisdom, in stature, in favor with God, and in favor with man. (Luke 2:52).

Based on this model the following are our objectives:

1. We seek to provide our children's growth in knowledge and related skills (WISDOM)
   a. By offering a program of study appropriate for each grade level to enable students to acquire proficiency in the fundamental communication process of reading, writing, speaking, listening, understanding, and critical thinking.
   b. By teaching for an understanding of and appreciation for the sciences, mathematics, and technology and their appropriate uses.
   c. By guiding students to integrate discovered truth and revealed truth.
   d. By helping students to apply themselves to disciplined study, wholesome active-ties and responsibilities.
   e. By guiding students to a fuller knowledge and appreciation of the Bible as the source of all truth.
   f. By emphasizing the wise use and conservation of natural resources.
2. We seek to help students gain self-understanding and respect (STATURE as defined as personal growth and development).
   a. By emphasizing the unique worth of each individual created in the image of God.
   b. By encouraging acceptable expressions of emotions and the exercising of Christian graces.
   c. By teaching the significance of the family and the meaning and value of the various stages of life.
   d. By promoting good health and hygienic practices and appreciation of the body as the temple of God.
   e. By giving moral training through example, teaching and provision of opportunities for decision making.
   f. By providing opportunities for students to explore and develop gifts of creative expression and wholesome personal interests.
   g. By sharing knowledge and appreciation for our history as people of God.
3. We seek to nurture students in Christian faith (FAVOR WITH GOD)
   a. By teaching students principles of the Christian faith at appropriate grade levels.
   b. By emphasizing the value and need of a personal faith in God, trust in Christ as Savior and obedience to the Holy Spirit.
   c. By integrating Christ and Scripture with other learning and group or personal experiences.
   d. By emphasizing the importance of both believing and practicing the Word of God.
   e. By helping students see the needs of humanity and how these relate to the Christian faith and call to Christian service and mission.
   f. By providing opportunities for fellowship, obedience and sharing through which the Holy Spirit can operate freely within the school as a Christian community.
4. We seek to develop in students social awareness and involvement in (FAVOR WITH MAN).
   a. By providing a social atmosphere within the school that is accepting and supporting of each individual.
   b. By promoting responsible citizenship and appropriate responses to the varied forms of authority in life.
   c. By emphasizing respect for the rights and opinions of others.
   d. By fostering an appreciation for our nation and government, with the understanding that national, cultural and racial barriers cease to exist in Christ.
   e. By encouraging responsible participation in the larger Christian community, includng family, school, church, and other appropriate community organizations.
   f. By helping students understand and practice stewardship in all areas of life.
   g. By placing primary emphasis on cooperative ventures and experiences rather than on competition.
   h. By acquainting students with the world wide mission of the church.

EXTRA CURRICULAR ACTIVITIES PARTICIPATION POLICY

All students who desire to participate in athletics and extra curricular activities must maintain acceptable effort and exhibit a positive attitude in their regular classroom obligation. All students participating in athletics and/or extra curricular activities must maintain a 72% or higher average in all of their classes. They also must maintain discipline eligibility (see page 28). Students must have a physical from their doctor within the last twelve months (from the beginning of the sports season) and pay the sports fee before they begin participating in any sports. Effort, grades and attitude will be evaluated on a weekly basis by the regular classroom teachers. If the student has not met his/her obligations, that student will not be eligible for participation in any extra curricular activities for the following full week. If at the end of the next full week of ineligibility such obligations are evaluated positively, the student may resume participation. Negative evaluations will result in continued ineligibility for participation. If evaluations remain negative for the fourth week, then the student will no longer be a part of the team and cannot participate in that activity.

MISCELLANEOUS INFORMATION

After School Guidelines

All students being dismissed at 3:00 who do not go directly to their bus or car should immediately go to the area designated for supervision. Students may not wander about the building. Children waiting for their rides (including staff children) are bound by the same guidelines as all the other students. When students remain at the school or are returning from an event, they remain under the supervision of the staff members. When there are no adults available (between school time and time of event) the students are to go home and return at the appropriate time . Students are not to be left unsupervised in the building at any time.

Major violations may result in immediate suspension or expulsion.

II. The Use Of Privilege Status

Matthew 10:10 "... for the workman is worthy of his reward."
Galatians 6:7 "... what a man sows he will reap."

A. Each student will start out with a clean slate at the beginning of each quarter, except those who are ineligible for sports as a result of previous quarter totals.

B. After the first 2 week those who have maintained a zero cc level will be on "privilege". From then on the "privilege" increments will be as follows:

3 weeks ~ zero cc's
4 weeks ~ zero cc's
5 weeks ~ 0 - 1 cc's
6 weeks ~ 0 - 1 cc's
7 weeks through end of quarter ~ 0 - 2 cc's

C. Privilege status will give the student the opportunity to participate in various privilege rewards granted throughout the quarter.

D. Each week a student goes without getting a cc, they will have a point reduced from their total (if his/her total is above 0)

ADMISSIONS POLICY AND PROCEDURE

North Rome Christian School does not discriminate on the basis of race, color, national or ethnic origin in administration policies, educational policies, or other school administered programs.

NRCS

Admissions Policy

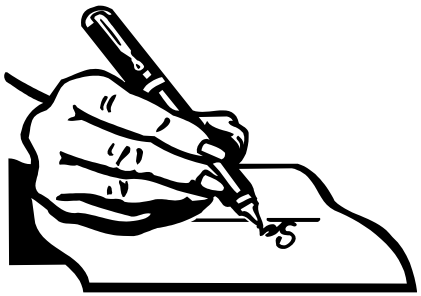
- Parents and students must be active in a Bible-believing church as confirmed by their pastor.
- Parents and students shall express their agreement with the school's philosophy and handbook policies.
- Parents who desire to enroll their children in the North Rome Christian School shall express their primary motive for enrollment so to supplement the Christian training which has begun in the home. Parents must show evidence of motivated Christian training already in progress in the home.
- The students must exemplify by their attitudes and lifestyle that they are committed to being a follower of Christ, to be obedient to God's Word and to exhibit a teachable spirit. This will be reflected in speech, respect for authority, reverence for the Lord, and in fruit evident to believers around them.
- The board, administration, and faculty of North Rome Christian School believe that when a student enrolls, he or she assumes privileges that carry with them certain responsibilities. One of those responsibilities is to represent themselves, their parents, their school and the Lord Jesus Christ in a manner that is above other students. North Rome Christian School students represent not only the image of the school, but also the image of the youth today, and they should be challenged to be the best they can be. Being from North Rome Christian School develops obligations for students to carry the name of the school wherever they go. Their actions are a reflection upon the Lord, themselves and their fellow students. The Bible clearly teaches us that our bodies are a temple of God (I Corinthians 3:16) and that abusing them is sin.

Admissions Procedure

- An application for admittance is to be completed for all pupils who attend North Rome Christian School.
- A personal interview will be held with each new applicant and their family.
- A reference is required from the Pastor/Youth Pastor/ or Sunday School teacher.
- When entering our school for the first time, an applicant must have:
  *Latest report card and/or academic testing results.
  *Official documentation of all required immunizations.
- Upon approval, parents are informed of the students acceptance. Conditions on probationary status may be required for acceptance. Continued enrollment is dependent upon completion of all probationary requirements.
- Enrollment will be considered complete for that school year when all of the above steps have been finalized and the annual registration fee has been received.

Transferring to & From North Rome

Students will not be accepted back to our school after transferring away two times. All NRCS bills must be paid up to date in order for records to be transferred from NRCS to any other school.



CONDUCT/BEHAVIOR DISCIPLINE

This pertains to students 7th to 12th grades.

- The purpose of this policy is to assist the student who is having conduct problems to understand the inappropriateness of his/her actions. Order and peace will be promoted in the classroom in order to create a good environment for learning
- The general approach will be to confront and correct those who are not self-disciplined or obedient, and to encourage those who are faithful and diligent. Ideally, each student will be dealt with consistently in relation to clearly communicated expectations (as delineated in this Handbook, or otherwise delivered by classroom teachers and/or administration of NRCS)

Hebrews 13:7 "Obey them that have been given authority over you, and willingly submit yourselves, that they may exercise their authority with joy and not with grief."

PROCEDURE:

I. The Use of Correction Cards ~ on these will be a list of common student violations, how many points the infraction will result in, and additional space for other possible violations or teacher comments. On the card will be recorded the date and the teacher involved. Students must not argue with a teacher over a correction card. They may come back and respectfully appeal if they feel strongly that there was injustice, but arguing will cause them to forfeit the right to such an appeal.

A. Tracking The Cards ~ The cards will be tabulated over the 9 weeks of a marking period. All correction cards will be promptly turned in to the discipline director by the issuing teacher. These will be recorded daily.

B. Accumulating Cards ~ As the student receives cards, there will be a loss of privilege, and/or detention service. Detentions will be served at the following increments:

5 cc's = lunch detention (student must return slip signed by parent)

10 cc's = after school detention (parent will receive a phone call, and must return a signed detention slip) and athletic ineligibility

15 cc's = Saturday detention (parent will receive a phone call, detention slip, and a bill from NRCS for the $ 35 monitors fee)

20 cc's = suspension from school (unexcused absence; all work must be made up)

ACADEMIC DISCIPLINE POLICY

Extension Policy

The purpose of this program is to assist the student who is in need of extra assistance in order to complete class and/or homework assignments.
Step One: The first occurrence (3 incomplete homework assignments) will result in a verbal warning and a telephone call to the parents notifying them that a warning has been given and identifying the incomplete assignments.
Step Two: The second occurrence will result in a (1½) hour period of extended school beginning at 3:00 p.m. and ending at 4:30 p.m. The extension will continue on consective school days (Tuesday, Wednesday, and Thursday) until the assignments are completed. Parents will be notified one day in advance of the extension in order to arrange transportation.
Step Three: If the student fails to adhere to this program and shows no intentions of completing back assignments, the student and his/her parents will be required to appear before the school board for further action.

DRESS CODE DISCIPLINE

For all students in K-4th grades, the discipline policy for any infraction of the dress code will be handled on a case by case basis by the individual's teacher.
For all students 5th-12th grades the discipline policy for any infraction of the dress code is:
** If the dress code committee deems that the student is wearing something inappropriate, that student will be given a different piece of clothing from the storage of acceptable clothing from the office. The offending piece of clothing will be kept in the office until the time that parent comes to claim it. We will not send it home with a student. All clothing handed out from the office must be washed and returned to the office as soon as possible.

1st offense—Warning
2nd offense—1 hour after school detention to be held on the following Tues., Wed., or Thurs.
3rd offense—2 hour Saturday Detention (the first Saturday following the infraction) with a $35.00 fine. (this fine is to compensate the teacher that covers the detention.)

**This policy will be used for all dress code infractions, regardless of how trivial they may seem.
** In the event that the family cannot comply with the Saturday detention on the required week, then the time and the fine will double for the next Saturday.

FINANCIAL INFORMATION

Tuition charges meet only a part of the school's annual operating budget. The remainder must be raised from other sources including gifts from individuals, congregations, businesses, as well as from special fund raising projects. All gifts to the school (not including tuition) are tax deductible.

Registration Fee

⇒ When registering for the upcoming school year, if paid before May 1st, the fee is $50.00. If paid on or after May 1st, the fee is $75.00.
⇒ All students must pay the entire registration fee at the time of enrollment (re-enrollment also).
⇒ **The registration fee is non-refundable**.
⇒ The school will not accept re-enrollment forms from families who are behind in their tuition payments. Final decisions are left to the administration and the board.

Book Fee

⇒ The book fee for all grades in $125.00 per student.
⇒ An annual book fee shall be charged for each student.
⇒ The book fee shall be paid before or with the first tuition payment at the beginning of the school year.

Tuition

1st Student—$2500.00
2nd Student—$2050.00
3rd Student—$1850.00
4th Student—$1750.00
*High School Students (9th –12th grades) add $200.00 each.

* Tuition fees are calculated for the oldest to the youngest students.
* Tuition may be paid using one of three payments—annual, semi-annual and monthly. Monthly payments can be broken down to 10 or 12 equal payments.
* Tuition fees are calculated on the basis of the entire year; therefore, no reductions can be made for vacations or holidays.
* If a student leaves the school for any reason, or enters after the school year has begun, then charges are prorated according to actual number of days enrolled.
* If a payment does not come in by the 15th of the month, the first reminder letter is sent on the 20th. If a payment is still not made, the treasurer notifies the school board, where a decision will be made as to whether or not to personally contact the family. The decision is determined by the effort the family has shown in working on the past due amounts.
* There is a discount on tuition for pastors and all full time North Rome Christian School teachers.

Parent Participation Hours

Each family is expected to perform 30 hours of "Parent Participation" services to the North Rome Christian School. In the event that this is not accomplished by June 15th of the school year, a donation of $300.00 is expected from that family. Hours may be worked in the summer (after July 1st) to be credited for the next school year.

Discipline Policy

The following pertains to students in **Kindergarten to Sixth Grade**:

"Turn-A-Card System"

There is a pocket chart displayed in each classroom and each child has a "packet" of colored cards. Each day, the BLUE card will be on top, signaling appropriate behavior an a fresh start. When a rule is broken, a child will be asked to "turn a card." The next card in the stack is the YELLOW card, which means the child will be given a verbal warning. If the second rule is broken the child will turn the third card in his/her stack. The PINK card means the child will have a five minute time out, during which he/she should reflect on the behavior and find ways to change it. If a child's behavior is inappropriate the third time, during the day, the next card that is turned is the GREEN card, which is a 15 minute time out. If a child's behavior is inappropriate once more, then the PURPLE card will necessitate a phone call home to the parents. The last rule infraction would be a WHITE card which would include a visit to the administrator and a phone call home. However, at any point, the administrator may be included into an area of discipline. Student's generally lose time during lunch recess.

During lunch there is also a Red-flagged table at which a student may be asked to sit along with an imposed "time-out." This table is used to reinforce the seriousness of a general rule infraction (not keeping hands to themselves, deliberately not obeying an adult, a situation which could have hurt someone else, etc.) This table is also used when students have work that needs to be finished.

Each day, the cards are returned to their original order, with the BLUE card on top, so that they can begin each day with a fresh start and another chance at displaying appropriate behavior.

Our goal is to teach our students that they have choices to make concerning their behavior. A poor choice results in a consequence. We try to stress that while we care for them and forgive them, they still have a consequence because of THEIR choice.

Ninth Grade Courses Offered:

Bible	Spanish 1
English– Grammar & Literature	Physical Science
Computer	Physical Education
Algebra 1 or Algebra 2	***Electives
American History	Community Service

Tenth Grade Courses Offered:

Bible	English/World Lit
Computer	Biology
Spanish 2	Physical Education
World History	Drivers/Safety Ed.
Geometry	***Electives
Community Service	

Eleventh Grade Courses Offered:

Bible	Chemistry with Lab
English/American Lit	Computer
Career Counseling	Physical Education
U.S. Government	***Electives
**Math Electives	Community Service

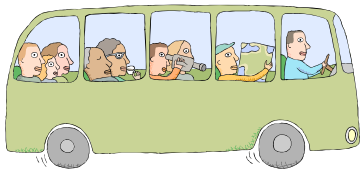
Twelfth Grade Courses Offered:

Bible	Computer
English/British Lit	Physics with Lab
Economics	**Electives
World Views	Discipleship Groups
**Math Electives	Physical Education
Introduction to Psychology	Community Service

** Math Electives include: Consumer Math, Applied Math, Accounting, Geometry, Advance Algebra, Pre Calculus, or Calculus
***Electives include: Chorus, Yearbook, Cooking Art, Drama

Miscellaneous Fees

- ◊ Activities fee—cover the cost of outings and related transportation.
- ◊ Athletics fees—$30.00 per student or $40.00 per family for the year.
- ◊ Spruce Lake fee—Grades 5th-8th only.



Fund Raising

- ♦ Fundraising projects must be coordinated and approved by the administration and school board.
- ♦ Fundraising should not interfere with the regular giving to the school for current operating funds.
- ♦ The projects should have a particular purpose which will be of benefit to the educational program of the school.
- ♦ The projects will be of benefit to and assist in the unity and cohesiveness of the school community and the student body.
- ♦ Fundraising projects should be spaced out on the calendar so organizations are not in competition with each other.
- ♦ Organizations within the school may conduct various minor fundraising projects to raise funds for their organization for some specific purpose, (e.g. sports, library, etc.). Each organization is responsible for ideas, planning, promotion, etc.

TRANSPORTATION

Transportation is provided by Athens, Northeast, Sayre, Towanda, and Wyalusing school systems. Parents should request transportation at the time of registration. North Rome Christian School does not provide transportation but will assist in this process. If public school transportation is not requested, the parent is responsible for transporting their child to and from North Rome Christian School.

All students who ride the bus will be sent home on their bus to their regular bus stop unless parents notify the school in advance.

If for any reason a change is to be made, parents must send a note of explanation in the morning. Parents are expected to notify the school if any other person is picking up their child. If we do not receive a note (or telephone call), the student will leave school in their regular mode of transportation.

ATTENDANCE

Regular attendance at school is required of every student. Please schedule doctor, dental, music and other appointments for after school hours.

Excuse notices for absences, tardiness, or early dismissals must be filled out, signed by parents and returned to school promptly.

Legal (Excused) Absences

Pupils may legally be absent because of personal illness, quarantine, impassible roads and death in the immediate family, or other compelling situations affecting the child. If a student is absent for more than 3 consecutive days, he/she will be required to obtain a doctor's excuse when returning to school. Advance written requests for excused absences, such as a family trip having educational value, should be submitted to the administrator at least two weeks in advance. After 20 absences, a student evaluation will be given by the administrator, teacher and a board member.

Illegal (Unexcused) Absences

Absence for reason other than those stated above are considered unlawful. After three days of illegal absences, the school is required by law to report such persons to their school district superintendent.

Sixth Grade Courses Offered:

Bible
Math
New World History/Geography
Geography
Investigating God's World (Science)
English
Physical Education
Specials: Art/Music/Missions

Seventh Grade Courses Offered:

Bible
World Geography
English (Grammar & Literature)
Math
Study Skills
Life Science
Intro to Computer
Physical Education
*Specials

Eighth Grade Courses Offered:

Bible
Earth Science
Math—Pre Algebra or Algebra 1
American Civics
Intro to Computer
English (Grammar & Literature)
Physical Education
*Specials

* 7th & 8th grade specials include: Art, Music, Cooking, Sewing

Curriculum

Kindergarten offers:

Bible (stories, memory verses, practical application)
Spelling
Reading Readiness (phonetic approach)
Arithmetic
Library & Story-time
Penmanship
Social Skills & Development
Music/Art
Physical Education
Science

Grades 1 through 5 offer:

Bible (stories, memory verses, interpretation, practical application)
Social Studies—Patriotism and Citizenship
Reading (phonetic approach)
English (grammar and composition)
Phonics
Arithmetic
Spelling
Science and Health
Penmanship
Music/Art
Library and Story-time
Physical Education
Social Skills and Development
Literature

Absence Breakdown

Absences will be recorded as follows:

Tardy = missing less than 40 minutes of class time.
3 tardies = one full day absent
Missing 40 minutes—1½ hour of class time = ¼ day absent
Missing 1½ hours –3¼ hours = ½ day absent
Missing 3¼ -4½ hours = ¾ day absent
The time recorded as entering or leaving school will be rounded out to the nearest ¼ hour.

Tardiness & Early Dismissal

Students are expected to be at school on time. Any high school student who is not in homeroom by 8:20am will be given a tardy excuse (except when road conditions are snowy or icy). Elementary students are to be in class by 8:30am. If a student must leave school during the day for a doctor's appointment or other business, parents are asked to send a note to this effect to the office at the beginning of the school day.

Whenever a student is late to school, the student must report to the office. Tardiness will be excused for similar reasons as absences. Transportation failure, however, shall be limited to mechanical breakdown or ice/snow and shall not include causes related to not leaving home in time, slow traffic, etc. A student with an "excused" tardy to school will still be marked tardy but will have no academic discipline.

To be excused tardy, the student must bring a written note from parents stating the date, the reason, and the parent's signature. The administration will deternine whether a tardy meets the "excused" criteria.

The policy for unexcused tardiness will be administered the following way for each grading period:

- First unexcused tardy—Warning
- Second unexcused tardy—Warning
- Each subsequent unexcused tardy—One hour detention after school

Three unexcused tardys will equal an unexcused absence. Continual tardiness or absences will need to be evaluated by the administrator, teacher and board members. Student drivers may lose driving privledges for a designated period of time unless the administration approves an alternate course of action due to hardship/emergency needs.

The policy for excused tardiness (notes from parents) will be administered the following way each grading period.

- First excused tardy—No penalty
- Second excused tardy—No penalty
- Third excused tardy—no penalty; warning will be given
- Each subsequent excused tardy—one hour detention after school

DRESS CODE

As Christians, we are expected to glorify God in all that we do, including personal habits of neatness and cleanliness (I Corinthians 10:31). Parents are responsible to see that their children come to school appropriately dressed. Clothes worn to school should be modest, neat, clean, and avoiding excessively tight and form-fitting attire.

The school does not wish to place undue emphasis on clothes, for beauty comes from within because the body, mind and spirit have been given to Jesus Christ. Proper attire is the responsibility of the parents and the student. When questions arise regarding expectations, parents should contact the administrator. Key items to the North Rome Christian School dress code are neatness, modesty, and not drawing undue attention to one's self.

On occasion, there may be situations where dress of a nature not covered will be brought to the attention of the student. Individual case decisions will be determined by the designee of the administration and ultimately by the Dress Code Committee. Their decisions are final. When students digress from expectations, their parents will be contacted.

Students are encouraged to keep a sweater at school during the cool weather. Sweatshirts (with the exception of North Rome Christian School sweatshirts) and flannel shirts are not to be used for this purpose.

General Standards

- Clothes should be neat, clean, modest, and conservative.
- Dress, jewelry, cosmetics, and hair extremes (style or color), or those which express cultish symbols or reflect non-Christian values are not acceptable (including skull and crossbones).
- Hair, jewelry, and make-up should be age appropriate and not excessive.
- Boys hair is to be neatly trimmed, not in the eyes, not longer than the back collar, and masculine in appearance.
- Boys are not allowed to wear earrings.
- Body piercing and tattoos are not acceptable.
- Shorts are not permitted. If they are allowed on an end-of-the-year field trip or privilege, the length should be to the top of the knee.
- Headgear of any kind may not be worn in school.
- Sweatshirts are not permitted (except Witness Wear Wednesday and North Rome Christian School Sweatshirts).
- Logos on shirts should not be larger than a 3 x 5 card.
- Sweatpants, warm-up suits, fleece pants, leather pants and attire of this kind are not permitted during school day—only gym classes.
- Shoe attire for kindergarten—6th grades must have a strap across the heel. This is a safety issue on the stairs.
- NRCS gear can be worn Monday-Thursday.

For questions on Dress Code Discipline See page 26

Promotion

Students who receive all satisfactory grades in all subjects are promoted to the next grade.

Students who receive unsatisfactory grades, exhibit learning difficulties, or immaturity are evaluated by the teacher and administrator to determine grade placement. The decision of non-promotion will be made after a conference with the parents, teachers, and representative from the School Board. Factors other than grades which could influence a decision are ability, age, attitude, emotional development, health, motivation, social maturity, and standardized tests.

The general rules of promotion are:

* If a child receives more than two D's as a final average in any of the major subjects, the grade should be repeated.
* If a child receives two or more F's as a final average grade in any of the major subjects, the grade must be repeated.
* Students failing a course needed for graduation may make up the credits by one of these methods:
  - **Taking a course through your local school district's summer school program.
  - **Taking a correspondence course approved by North Rome Christian School (course must be equivalent to the one failed).
  - **If a schedule and space permits it may be possible to repeat the course in the regular classroom.

Graduation Requirements

Bible ~ 4 credits
English ~ 4 credits
Math ~ 4 credits
History ~ 4 credits
Science ~ 4 credits
Computer ~ 2 credits
Physical Education ~ 1 credit
Electives ~ 2 credits

Total ~ 25 credits

Honor Roll

The honor roll for each marking period is determined according to the following:
High Honors.....96-100%
Honors.....92-95%

Report Cards and Progress Reports

Report cards will be sent home at the end of each quarter to the parents. Elementary reports cards are to be signed by a parent and returned to the school within a week. Parents are invited to enclose their comments. Conferences with teachers are encouraged.

Progress reports will be sent home the 5th, 15th, 25th and 35th week of the school year. These are for parent's information only and need not be returned to the school.

Parent-Teacher Conferences

A parent-teacher conference will be held after the second marking period. The parents will be notified of the exact date and time that the conferences can be held. Teachers may request a conference at this time. If a parent has any concerns, they are urged to call an schedule a conference for this time.

Parents should not feel limited to this scheduled conference, but are encouraged to request additional conferences as the need arises.

Parents are asked to make appointments with the teachers several days in advance.

Standard of Dress for Girls:

* Dresses must be of the nature that the body is properly covered from the shoulder to the knee. The dress/skirt should hang to a dollar bill's width above the kneecap or longer and must be modest when sitting.
* Items not accepted as modest are: tight fitting, low neckline, splits in dresses and skirts that go above the top of the knee or skirts that rise to high when sitting, sleeveless blouses or dresses. **Tops are considered too short if skin shows when arms are raised in the air or bend in any way.**

* Dress slacks or jeans are permitted if they are neat in appearance (torn, ragged, or tight pants/jeans, extreme low rise jeans or bibbed overalls are not permitted).
* If pants are purchased with belt loops, then a belt needs to be worn.
* Jeans need to have blouses tucked in so not to give a sloppy appearance.
* Dress pants may have blouses worn on the outside.
* Stockings or socks **must** be worn. Sneakers are encouraged for shoes.
* Students should dress according to the weather (hats, mittens, coat, warmer tops for colder temperature)
*

For questions on Dress Code Discipline See page 26

Standard Dress for Boys:

* Shirts must be of the nature that the body is properly covered.
* Dress slacks or jeans are permitted if they are neat in appearance (no torn, ragged, tight pants, or pants with the legs are wider than the shoes).
* If pants are purchased with belt loops, then a belt needs to be worn.
* Sleeveless shirts and hats/caps are not permitted.
* Sweaters must look neat and tidy.
* Shirts are to be tucked in.
* Hair must be cut off the collar and out of eyes.

Witness Wear Wednesday:

On Wednesdays, students may wear sweatshirts and T-shirts which have a Christian logo. T-shirts need to be tucked into jeans or pants.

Friday Chapel Dress:

- Friday is our chapel time and students must make an effort to dress up.
- Girls are to wear a dress or skirt along with a dressy top.
- Boys are required to wear a full button shirt with a tie or bolo.
- No blue jeans are to be worn on Friday. Colored jeans for boys are permitted. Dress pants are encouraged.

- Chapel dress is always worn on Fridays—even if the chapel is held earlier in the week.
- During winter dress code, girls in 7-12 may be allowed to wear dress pants with a dressy top on Friday. Girls are expected to dress up their attire on Fridays. Boys may also wear a turtleneck sweater topped with a buttoned-down vest, cardigan, or suit coat.

For questions on Dress Code Discipline See Page 26

The following grading system is used for all grades:

A+.....98-100	C.....80-82
A.....95-97	C-.....78-79
A-.....93-94	D+.....75-77
B+.....90-92	D.....73-74
B.....88-89	D-.....70-72
B-.....85-87	F.....69-0
C+.....83-84	

I.....Incomplete

Cheating and Plagiarism

Academic integrity is of the utmost importance in an academic environment; therefore it is essential that each student take responsibility for his/her own work. Cheating and plagiarism are unacceptable practices.

Cheating is the giving, receiving, or using help not authorized by the teacher on any form of assessment. This means that students should not copy from another's work, provide answers to another, or use any source of information not allowed by the teacher on class work, homework, projects, quizzes, or tests. This also includes copying of another's answers on a test, the use of crib notes during an exam, the copying of someone's homework assignment, or the sharing of information to obtain or give an unfair advantage on an exam.

Students are expected to complete their own work: tests, quizzes, reports, homework assignments, essays, papers, and in-class assignments. They are to acknowledge contribution of others when they collaborate, or use other sources of information. Particularly, students are expected not to participate in another students' academic dishonesty.

Plagiarism is intentionally presenting someone else's work as one's own. This would include copying or paraphrasing from a book, journal, or the internet without acknowledging the original writer. Paying another person for their material is still a form of plagiarism. It also involves copying many works or ideas from a source that it makes up the majority of your work, whether or not you give credit.

Students who are caught cheating or plagiarizing could receive a zero for the assignment or may be asked to re-submit the assignment for partial credit. Other disciplinary measures, such as detention or suspension, could be expected.

Video/Camera/Cell Phone Personal Privacy

No videos or photos taken at school may be posted to a public website without explicit permission from the administration and a signed release from the parent/guardian of all minors appearing in the photo.

Violation of the Law:
Students who are involved in violation of the law will be brought before the administration for disciplinary action. Courses of auction could include suspension, probation, and /or recommendation for expulsion. Counseling will be required.

Weapons:

The possession of any weapon, including by not limited to guns or knives, is not allowed in or around the school or at any school function. Any object, including facsimiles of weapons, used to threaten or otherwise create concern in the school community will be treated as if the object were a weapon. Violation of this rule will result in suspension and is grounds for expulsion. Additionally, it may be necessary to report the situation to the local police department.

Every effort will be made to protect the privacy of parties involved in any complaint. However, the school reserves the right to fully investigate every complaint, and to notify a student's parent/guardian and appropriate government officials as the circumstances warrant.

Other forms of school discipline may also follow.

ACADEMIC MATTERS

General Class Conduct

- When class starts, students are to be in their seats with all necessary class materials ready as specified by the teacher.
- Students may not chew gum in school or on the school grounds.
- Students must have a teacher's permission (with a pass) to leave the classroom.
- Students involved in lying, cheating, or stealing may be suspended and placed on probation for repeated offenses.
- Specific classroom guidelines set by each individual teacher must be observed by students.
- Electronics such as cell phones, CD players, music CD's, game boy games, etc. are not allowed at school.
- Public displays of affection (PDA) are not allowed at NRCS.

Student Conduct

Behavior

As Christians, we are always to strive to obey God and His Word, not only as our service to God, but also to be an example of "salt" and "light" to the world around us, both in and out of school. Therefore, NRCS students and staff must agree to regularly attend the services of a church where the Bible is honored as the Word of God, and the message of salvation through faith in Jesus Christ is clearly proclaimed. We, as Christians, must refrain from such activities as the use of alcohol, tobacco, illicit drugs, and the use of vulgar and profane language as well as promiscuity, homosexuality, or other deviant sexual behavior.

Closed Campus

North Rome Christian School is a closed campus. To leave school prior to the end of the day a student must have written excuse from his/her parents/guardian. Students needing to leave campus for any reason must sign in the school office and sign back in when they return. Permission to leave early must always be with parental permission.

Conflict Resolutions

It is not uncommon for students to become angry at one another over perceived wrongs. We expect our students, as Christians, to learn how to resolve these issues, as Christ would have us to. Gossiping, name-calling, snubbing, mocking, making fun and harassing one another are definitely not God's standard and will not be tolerated. When conflict occurs, we will lovingly confront students and encourage them to accept, care for and forgive one another. Students unwilling to resolve difficulties may be subject to disciplinary action.

Harassment and Bullying:

North Rome Christian School is committed to maintaining a safe academic environment in which all individuals are treated with dignity and respect and which is free from all forms of intimidation, exploitation, and harassment. Such behaviors include, but are not limited to threats, bullying, name calling, teasing, and put downs. Such acts may be verbal or physical in nature. We are prepared to take action to prevent and correct any violations of this policy. Violators will be subject to discipline, up to and including, termination or expulsion. Students who observe conduct of a harassing nature are also encouraged to report the matter to a teacher or staff member. Suspected incidents of harassment and bullying should be reported as soon as possible.

Pregnancy

When the administration becomes aware of a pregnancy, the administration/board shall:

1. Meet with the parents/guardians of the student(s) and the Pastor or the family
2. They shall consider what is best for the:
    a. The student(s) and the baby
    b. The NRCS student body
    c. The general educational process

The Administration/Board shall recommend a course of action to all involved.

Procedure for Expulsion:

If it becomes necessary, in the opinion of the school administration, to expel a student who does not abide by school policy or who exhibits other behavior which is contrary to the Christian testimony of the school, then such a matter shall be referred by the administration to the NRCS school board. The school administration has the authority to suspend a student indefinitely until a final decision of the NRCS school board has been reached. The parent/guardian and the student shall be given an opportunity to address the Board with respect to the conduct, which is the subject of the disciplinary action. After this meeting, the Board will render their decision.

Re-admission after Expulsion

- The student must submit a written request for re-admission. The request must be accompanied by a written personal evaluation of the progress toward resolution of the issues which led to previous expulsion from North Rome Christian School.
- The student must provide corroborating evidence that issues have been adequately dealt with. Specific corroborating evidence may be requested by the Board and/or staff. Adequate resolution must be demonstrated over a specified time period.
- The Board will review the submitted material and request input from the staff as necessary. Upon positive recommendation from the staff and Board, the student and family will meet with the Board for a re-admission hearing.
- After the Board meets with the student and family, a meeting will be held requiring a unanimous vote in favor of re-admission.
- If the Board votes in favor of re-admission, the student will be readmitted on a probationary basis. During this time period, the student will be on a suspension level in a disciplined structure.
- If the student successfully completes the probationary period, full reinstatement will occur.

Sexual Harassment Policy:

North Rome Christian School is committed to a positive and productive educational environment, free from discrimination, including sexual harassment. Sexual harassment of students, employees, and others involved in school activities is prohibited.

Sexual harassment is unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature made by someone from or in the work or educational setting. Among the types of conduct that would violate this policy would include the following: visual conduct, such as leering, making sexual gestures, displaying suggestive pictures, cartoons or posters; Verbal conduct, such as making or using derogatory comments, slurs and jokes; verbal abuse with sexually degrading words, suggestive or obscene letters, notes, or invitations; physical conduct such as touching, assaulting, impeding or blocking movements.

Every effort will be made to protect the privacy of parties involved in any complaint. However, the school reserves the right to fully investigate every complaint, and to notify a student's parent/guardian and appropriate government officials as the circumstances warrant.

Other forms of school discipline may also follow.

Threats:

Threats against school or the welfare of students and school personnel are grounds for suspension and/or expulsion. Local authorities may also need to be involved.

Vandalism:

Vandalism to property, of the school, its personnel, or students is prohibited and will result in school discipline. In addition, the school may intervene if acts of vandalism directed at an individual are judged to be intimidation or harassment. School discipline may include restitution, suspension, or expulsion. Local authorities may also be involved to impose public law.

Any student who accidentally damages or destroys school property as the result of carelessness or rowdy conduct will be expected to make payment in the amount of loss to the school for any repair or replacement.