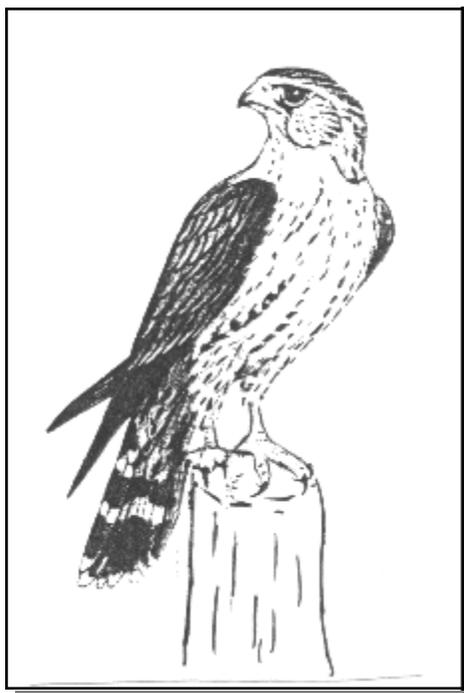


FAITH BAPTIST SCHOOL

Home of the Falcons

STUDENT HANDBOOK



QUALITY CHRISTIAN EDUCATION

Founded in 1973

INTRODUCTION

Welcome to Faith Baptist School. I trust your experience here will be an enjoyable, as well as an enriching one.

We will strive in every way possible to make you successful in your educational endeavor.

Faith Baptist uses the Accelerated Christian Education curriculum. It is a tried and tested program that has proven to be very effective over the years.

Faith Baptist Church realizes and accepts the responsibility to provide a school with both a Christian atmosphere, and high academic standards. We have been doing so since 1973.

With hard work, determination, and the right attitude, you will not only be successful in school, but you will enjoy the time you spend here.

May God bless you in this adventure of Christian education.

Sincerely,

E. J. Watson
Pastor & Principal

Deut. 6:6-7

And these words, which I command thee this day, shall be in thine heart: [7] And thou shalt teach them diligently unto thy children, and shalt talk of them when thou sittest in thine house, and when thou walkest by the way, and when thou liest down, and when thou risest up.

**Faith Baptist School
15285 S. 169 Hwy.
Olathe, KS 66062**

Phone—(913) 764-3051

DAILY SCHEDULE

- 8:15 Students may arrive at school. Doors will be unlocked at that time.
- 8:30 Classes start. Students are considered tardy if not in their office at 8:30.
- 3:30 School dismisses (Wed. at 1:30, Kindergarten class dismisses at 12:00 daily)

Students should be picked up within 30 minutes after dismissal. The responsibility for the students is assumed by the parents after 3:30 (1:30 on Wed.).

SUNDAY SCHOOL AND CHURCH ATTENDANCE

The home and the church should work together to compliment the school. This makes for a well-balanced Christian education. For this reason we require **ALL** students to regularly attend a Bible teaching church.

Students who are members of Faith Baptist Church, or choose to attend this church, are required to be in Sunday school and church services every Sunday morning. More than two (2) absences during any quarter may result in disciplinary action which may include, but not limited to, suspension, and withdrawal.

ABSENTEE POLICY

The state of Kansas requires students to be in attendance each school day. It is the school's responsibility to maintain an accurate record of that attendance. The following is the policy of Faith Baptist School:

- 1 Students who are absent must present a written excuse signed by a parent the next school day in attendance.
- 2 Students returning to school without the written excuse will be given an ***unexcused absence***, and three (3) demerits. If the excuse is not brought in the following day, further disciplinary action can be expected.
- 3 When a student has accumulated 3 or more absences, a doctor's written excuse must be presented for absences each time thereafter. If no doctor's excuse is returned, an unexcused absence will be given.
- 4 When a student has 3 or more consecutive unexcused absences, or an accumulation of 5 or more, parents will be called for a conference.
- 5 Students with excessive absenteeism may be asked to withdraw from school.
- 6 Absences other than sickness or emergency are ***unexcused absences***.
- 7 A student is considered tardy if not at their office by the 8:30 bell (3 demerits). Continued tardiness may result in loss of privileges. Three (3) tardies in one quarter equals one (1) absence.

- 8 All students are required to attend the school's Christmas program, and the Spring Awards and Graduation. These are special times to be shared by all the students. Parents are urged to attend these functions if possible. Students who cannot attend need to submit a valid excuse one week before the event.

GENERAL COMMENTS

- ◆ Gripping is not tolerated. Questions in the right spirit are encouraged.
- ◆ Marked on defaced property is to be replaced at the offending student's expense.
- ◆ Guns, matches, lighters, knives, weapons, radios, CD or tape players, and gum are not permitted on campus. Cellular phones and pagers are not allowed on campus.
- ◆ Language that is abusive, cursing, swearing will not be tolerated.
- ◆ We have a "**Hands Off**" policy. Students are not to touch, punch, or hit other students.
- ◆ We have a **Closed Campus** policy. Students are not to leave the school grounds without permission.

Parents of students are welcomed to visit the school at any time. Please call the office to make an appointment. Prospective students and their parents are also welcomed to visit the school. Please call for an appointment.

GROOMING STANDARDS

No aspect of the Christian's testimony is so readily obvious as the matter of appearance. We hold that Christians should present themselves so that Christ will be pleased and honored.

Appropriate clothing encourages responsible behavior. One's personal appearance is a manifestation of self-esteem and each reinforces the other. We make no apology for the fact that we seek to use every means at our disposal, including clothing regulations to encourage students to think and act like ladies and gentlemen.

GIRLS: No make-up, except light foundation, may be worn by any student. Fingernail polish may only be clear. Girls are to maintain a high standard of personal grooming. Your hair must be neatly combed or brushed, and kept clean at all times. Girls are not allowed to dye or highlight their hair.

BOYS: Neat, regular haircuts are required. No fad cuts are allowed. No sideburns below the ear. Hair should be closely tapered on the back and sides so as not to touch the ears or the collar of the shirt. **Hair is to be neatly combed at all times.** Boys are not allowed to dye or highlight their hair. Boys who need to shave should be clean shaven at all times.

NOTE: We reserve the right to pass judgment on any current fads or styles.

Boys may not wear earrings or necklaces.

We reserve the right to pass judgment, as we deem necessary, on any other matters of current style, and or appearance. We wish only to promote modest appearance and a wholesome Christian testimony.

Body hygiene is very important. Students must bathe regularly and wear clean clothes. Clean nails, breath, and teeth are a must. Students not practicing proper hygiene will receive demerits if necessary.

DRESS CODE FOR K-12

GIRLS: (Grade 2-12) The girl's dress code consists of a skirt, Khaki or navy, (Long, mid-calf or longer) and polo shirts (short sleeves, three button) Polo shirts, and skirts may be purchased locally. Jackets, sweatshirts, and sweaters are not allowed in the learning centers. Low cut tennis shoes with white crew socks are worn in the learning center.

K-1 GIRLS– Wear navy culottes instead of the skirts. Culottes are purchased through the school.

Students in the K – 6th grade level may wear post earrings only. K-12th grade may wear only one pair of earrings. Multiple piercing of various body parts is not permitted.

The P. E. uniform consists of navy blue culottes, Falcon P. E. shirt, and tennis shoes worn with white crew socks. Culottes and Falcon shirt are purchased through the school. Orders are taken the first week of school.

BOYS: (K-12) The boys dress code consists of khaki, or navy trousers (belt must be worn), and polo shirts (short sleeves, three button). Polo shirts and trousers may be purchased locally. Jackets, sweatshirts, and sweaters are not allowed in the learning centers. Low cut tennis shoes with white crew socks are worn in the learning center. P. E. uniform consists of acceptable (not torn or badly worn) regular cut blue jeans (no painters jeans), and tennis shoes worn with white crew socks, and Falcon P. E. shirt (shirt purchased through the school).

NOTE: Neither boys nor girls are to wear the low cut “bootie” socks for gym or in the learning center. Tennis shoes cannot have lights or rollers built in.

Different tennis shoes are required for all gym classes. We want the students to look as nice as possible while at school and therefore require a different pair of shoes to be worn for their gym classes.

ENFORCING STANDARDS

What happens if a student does not respond to all the positive motivation and incentives? Our program is not permissive. When, in the opinion of the supervisor, a student fails to maintain a pace that will allow him to complete the work required for the year, steps will be taken to remedy the problem. These steps may include, but not limited, to the following:

- Homework assignments
- Stricter supervision
- Loss of privileges
- Re-diagnosis
- Physical examination (eyes, ears, etc.)

PROGRESS REPORTS

Our grading system is designed to give parents a true indication of the student's progress. A passing score for final exams is 80%. Failed PACE scores are not recorded on the grade card, because the PACE must be repeated. However, these scores are discussed at the Parent/Teacher conferences.

Reports are given out at the end of each nine week period. Scheduled conferences will be held at the end of the first and third quarters. Other conferences may be called for as needed.

Grades, and or transcripts cannot be sent to another school until your account is cleared. These are only sent upon written request from the receiving school. All such information is kept in the strictest confidence.

DISCIPLINE

Ours is not a corrective institution. We are here to work with the home, not to take the place of parents who have experienced difficulty fulfilling their roll.

Students are not accepted who have smoked for an extended period of time, run away from home, been arrested, used narcotics, or who have been married. A student will be dismissed if any of these prohibitions have been violated.

All new students are enrolled on a *probationary* basis for the first nine weeks. An evaluation of the student's progress will be made at the end of the probation period. Parents and the supervisor will discuss the results at a conference at the end of the period.

When a student's attitude or academic progress is not in accord with the school's requirements or policies, he will be placed on probation. Parents will conference with supervisor, and or the principal in an attempt to resolve the situation. If the administration feels the situation has not significantly changed within two (2) weeks, parents may be asked to with-

draw the student.

Secondary students, in particular, because of their testimony before younger students, are asked to adhere to the school's philosophy and Christ centered program. Such includes abstinence from the following: Smoking, alcoholic beverages, the use narcotics, attending dances, swearing, abusive language, immoral activity, or any other questionable activity. Violations will be dealt with severely, which may include, but not limited to suspension, or expulsion.

We are dedicated to the training of children in a program of study, activity, and living that is Christ centered. We believe that all things should be done decently and in order, and that our students should be taught to accept a God-given responsibility to "walk honorably before all men." Thus a discipline is maintained that is firm, consistent, fair, and tempered with love. Our faculty maintains these standards in the learning center through kindness, love, and a genuine regard for the students. However, when disciplinary action is required, it is firmly carried out, tempered with good judgment and understanding. Students are reminded that the Lord Jesus Christ expects us to be disciplined in all aspects of our lives.

Col. 3:20

Children, obey your parents in all things: for this is well pleasing unto the Lord.

Romans 13:1

Let every soul be subject unto the higher powers. For there is no power but of God: the powers that be are ordained of God.

Hebrews 13:17

Obey them that have the rule over you, and submit yourselves: for they watch for your souls, as they that must give account, that they may do it with joy, and not with grief: for that is unprofitable for you.

DEMERITS

The paramount rule is **DO NOT DISTURB**. Demerits are given for disturbances or broken rules. The first two demerits in one day are **grace**. The third demerit results in a 20 minute detention after school. 4 demerits = 30 min. 5 demerits = 45 min. 6 demerits = 60 min. One extra page of homework will be assigned for each demerit received. Extra pages may be worked during detention time. All work must be completed by 8:30 the next school day. All detentions are served the following school day.

GROUND FOR SUSPENSION OR DISMISSAL

- 1 Attitude and or actions not in accord with the school's policies.
- 2 An uncooperative spirit in either students, or parents.
- 3 Rebellion toward discipline.
- 4 Excessive absenteeism.

- 5 Non conformity to standards of conduct and grooming.
- 6 Inability to respond to the individualized program, and excessive cheating.
- 7 Failure to pay school account.

See **Appendix—A page 16 for further explanation of the school’s policy in this area.**

GENERAL PACE NOTES

- 1 Do not share answers. If answers cannot be found, a raised flag will bring assistance.
- 2 After completing the PACE, and having been checked by a faculty member, it is turned in for a final test the following school day. Test results are given the next school day, along with a new PACE.
- 3 Cheating of any kind will be dealt with severely:
 - * First offense –Loss of any privilege, six demerits, conference with parents.
 - * Second offense – three day suspension, conference with parents.
 - * Third offense – one week suspension, conference with parents.
 - * Fourth offense – may require dismissal from school.
- 4 Goals must be set and completed each day. Incomplete goals at the end of the day automatically become homework, and must be completed by 8:30 the next school day. Incomplete homework will warrant 3 demerits. Success is the achievement of a goal. No goals – no sense of accomplishment. The minimum requirements are designed to enable the student to accomplish one school year of work in nine months.
- 5 PACEs must be kept clean and neat. No drawing or coloring, except when told to do so. All PACE work is to be done in pencil. Abused material may require the work to be repeated.

HOW TO SET GOALS

Use the following as a general guide for setting goals. Details of goal setting will be taught as the student begins to actually work in the curriculum.

- ⇒ Use only page numbers or page letters on your goal chart. The words “Test”, “Self test”, or “Final” may be used in the appropriate areas.
- ⇒ Write in subjects in the same order they are listed on your progress chart.
- ⇒ Set reasonable goals. A minimum of 3 pages per day is reasonable for most subjects. PACEs that are of the new format with page letters (A,B,C, etc.) may have goals of only 2 pages. When in doubt, ask your supervisor.
- ⇒ All goals are set in ink, and cannot be changed by students.
- ⇒ New goals are set at the end of the day.

The supervisor and monitors will work closely with each student to determine what are reasonable goals for them. Students are expected to complete three PACEs per subject in each quarter (a total of 12 PACEs per year per subject).

GOAL CHECKING PROCEDURE

Goals are checked throughout the day. When a student has completed a goal, the PACE is laid on his office shelf to be checked. After it has been checked by a faculty member, it is highlighted on the student's goal chart. When all the goals are highlighted, the student receives a 'Green Dot' on the chart beside that day. This signifies that all goals are complete, and mandatory homework is not necessary. Note: Although mandatory homework is not necessary, we recommend that all PACEs be brought home each night for review and study.

HOMWORK

Any goals not completed in school automatically become homework, and must be completed before the next school day. If homework was done, it will be checked while the student is in opening exercises. The following procedure is very important if homework was done:

- ◆ Homework PACEs are stacked in the order listed on the goal chart, and opened to the first page of homework.
- ◆ On top of that stack, place your goal chart, homework slip, and any communication from parents. Failure to do any part of this will result in demerits given.

Homework assignments are very important. Students will do significant harm if they do not set a precedent of doing homework as expected. Students who regularly do not complete assignments are constantly behind in their work. It is very hard to "catch up". Parents should adopt a strict set of guidelines at the beginning of the year concerning homework.

If a student has homework, it will be accompanied by a "Homework Slip". This will tell the parents exactly what must be done. This slip must be signed by a parent, and returned with the completed homework the next school day. This is an important communication link between the school and the home. If there is an emergency, and the homework cannot be done, parents are to write an explanation to be returned with the slip.

PACE REQUIREMENTS

Each time a final test is passed with an 80% or better, a **STAR** is given to the student to be placed on the progress chart. The following chart shows the minimum amount of PACEs required to maintain one of three different privilege levels. Students desiring to participate in extra-curricular activities, field trips, and privilege breaks must maintain these minimum standards.

WEEK #	1	2	3	4	5	6	7	8	9
F, B & S Level	2	4	6	8	10	12	14	16	18

Academic balance is required at the end of weeks 3, 6, and 9. By this, we mean that a student should be completing at least one PACE every three weeks in all subjects.

NOTE: Students NOT completing 12 PACEs in each subject will have uncompleted PACEs plus 12 for the new year to complete.

INCENTIVE PROGRAM

There are many positive incentives built into the program. It is hoped that this type of motivation will help students to achieve the success they desire. The following is a list of the requirements and benefits of being on *Privilege level*.

Level “F” Responsibilities:

- 1 Complete required number of PACEs per week
- 2 Maintain academic balance.
- 3 No more than 6 demerits in previous week.
- 4 No more than two tardies.
- 5 Memorize current weekly Bible selection.

Level “F” Privileges:

- 1 Two 15 minute breaks each morning.
- 2 Activities in office when goals are complete.

Level “B” Responsibilities:

- 1 Complete an average of 2 PACEs per week.
- 2 Maintain academic balance.
- 3 No more than 4 demerits the previous week.
- 4 No more than one tardy.
- 5 Memorize current weekly Bible selection.
- 6 Present a written book report on an approved book.

Level “B” Privileges:

- 1 Two 15 minute breaks per morning.
- 2 May do approved activities when goals are complete after lunch.
- 3 May be out of seat without permission in the learning center for work related functions.

Level “S” Responsibilities:

- 1 Complete an average of two PACEs per week.
- 2 Maintain academic balance.
- 3 No more than 3 demerits in previous week.
- 4 No more than one tardy.
- 5 Memorize current weekly Bible selection.
- 6 Present a written and oral book report on an approved book.
- 7 Must be engaged in some form of Christian service in their local church (choir, bus ministry, piano player etc.).

Level “S” Privileges:

- 1 Same as “B” level.
- 2 Access to computers, if available, for approved activity.

GENERAL RULES

- 1 PERMISSIBLE BOUNDARIES: On break or at P. E. – the ball field, northwest parking lot, playground, swings, gym, and restrooms in the gym. Food and drink may be consumed only in the lunch area, unless permission is given to do otherwise.
- 2 OFF LIMITS: 1-3 demerits
 - Parsonage yard
 - All church equipment, buses and facilities unless authorized.
 - Monitor’s office and files
 - Supervisor’s office
 - Learning center without permission or supervision
 - Vehicles in parking lot
 - Church office without permission
 - Bro. Eric Watson’s office area
 - Phones are used by permission only
- 3 No throwing objects except in supervised activities.
- 4 Resource material must remain in the learning center.
- 5 Library books must be checked out by faculty.

SCORING TABLE

- 1 Bring only your PACE to the scoring table.
- 2 Put a red X beside the number wrong. No other marks are needed.
- 3 If your answer is not like the key’s, it is wrong. Spelling and capitalization count.
- 4 Do not mark in the score keys.
- 5 Any attempt to copy or write the answers at the score table is cheating.
- 6 Do not ask questions at the score table. Place a small ? Beside the problem in question, and return to your office for assistance. A raised flag will bring prompt help.
- 7 No communication with other students or faculty while on the way to, at, or on the way back from the score table.

TESTING STATIONS

- 1 Bring only a pencil and permissible materials to the testing area.
- 2 No communication with other students while testing. Violations may cause you to receive a zero % on your final exam.
- 3 Be sure to check all the problems before you leave the testing area. When you have finished the test, you may get up without permission and place the test in the designated area, and return to your office.
- 4 If you are still testing at break time, you must remain at the testing station until your test is completed. You will be given a break when the test is done.

STUDENT OFFICES

- 1 Offices are assigned, and cannot be changed without the Supervisor's permission.
- 2 Items other than basic school supplies must be approved before placed in your office. No pictures, toys, or other distracting items are allowed.
- 3 Offices are private. Do not invade another's privacy.
- 4 No objects may be taped, or tacked to anything except the office bulletin board.
- 5 Do not mark any part of the office or chair. Defaced property will be replaced at the student's expense.

SCHOOL SUPPLIES

- 1 A list of basic school supplies is included in this handbook on page 18. A copy may also be obtained from the school office, or our school link at faithbaptistolathe.org.
- 2 Some supplies are kept on hand for emergencies. If your student needs an item, and we have it, we will issue it and place this on the parent's monthly billing. ***This is only for emergencies – do not consider the office a regular supplier.***
- 3 Borrowing items is discouraged. Please replace supplies as soon as possible.

LUNCHROOM

- 1 Food and drink items are consumed only in this area. Snacks at break are also eaten here. No food or drink is allowed in the gym or learning center.
- 2 Please try to keep the lunchroom as quiet as possible.
- 3 We do not provide hot lunches. A sack lunch is brought from home. We do provide microwave ovens for student use. Due to the amount of students, it is necessary to limit the heat-up time of items to two minutes.
- 4 There is a snack center where students may purchase items at break time or lunch. We do have some main dish items in stock such as mini pizza, burritos, and cup-o-soup.
- 5 Students must pay with cash only.

PRINCIPAL'S HONOR ROLL

Requirements:

- ◆ Academic balance
- ◆ PACE average of 94% - 100%
- ◆ Memorize all Scripture for the quarter
- ◆ Exhibit behavior becoming an Honor student
- ◆ No more than 45 minutes detention time

Privileges:

- ◆ Honor seal for the progress chart
- ◆ A chance for the yearly Honor award at Spring Awards
- ◆ Honor Roll lunch (at student's expense)

SUPERVISOR'S HONOR ROLL

Requirements:

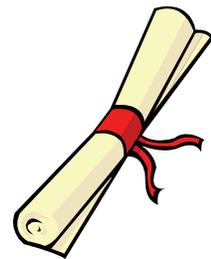
- ◆ Academic balance
- ◆ PACE average of 88% - 93.9%
- ◆ Memorize all the Scripture for the quarter
- ◆ Exhibit behavior becoming an Honor student
- ◆ No more than 60 minutes detention time



Privileges:

- ◆ Same as the Principal's Honor Roll

Cheating of any kind will nullify any chance of being on the Honor Roll.



With Honor

F. B. S. COURSES OF STUDY

COURSES OF STUDY LEADING TO A COLLEGE PREPARATORY
HIGH SCHOOL DIPLOMA

<u>COURSE</u>	<u>SUBJECT</u>	<u>CREDIT</u>
MATH	Algebra I *	1
	Geometry *	1
	Algebra II *	1
SOCIAL STUDIES	World Geography	1
	World History	1
	American History	1
	Civics	1/2
ENGLISH	English I, II, III, IV (48 PACES)	4
SCIENCE	Biology	1
	Physical Science *	1
	Chemistry/Physics	1
PHYSICAL EDUCATION	(8 Semesters)	3
FOREIGN LANGUAGE	Sign Language *	1
HEALTH	Health & Hygiene	1/2
COMMUNICATION	Typing	1
	Computer Literacy	1
ETYMOLOGY	Word Building/Spelling	1
BIBLE	N. T. Survey	1
	N. T. Church His.	1
	Life of Christ	1
Electives	Intro To Tech	1
	Graphic Design	1
	Rosetta Stone Spanish	1
	Shop/Auto Mechanics Class	1/2
	Cooking Class	1/2

FOR A FULL LISTING OF ELECTIVES OFFERED BY FAITH BAPTIST SCHOOL THROUGH
THE ACE PROGRAM PLEASE GO TO WWW.ACEMINISTRIES.COM

TOTAL _____
25 credits

Students in grades 1-8 must complete a minimum of 12 PACES in each subject per year to receive a grade in each subject

NOTE: * These may be substituted for other electives from the A. C. E. courses offered. This will fulfill the requirements for the GENERAL course of study.

Students who have reached the ninth grade level, and are operating below their grade level, will receive one (1) credit for each twelve (12) PACEs completed in each subject. This will allow the student to receive a diploma, but does not prepare them for college.

Students not completing the prescribed number of PACEs for a subject will receive an IN-COMplete on their transcript. This is not a permanent grade. Opportunity to complete the PACEs required will be given the next school year. It is imperative for high school students to keep up with their work. No student will be given a diploma, and allowed to graduate with their class who has not completed all the required work. Students with incomplete work must return the next school year to finish their work. At that time they have the option to receive their diploma, or wait and graduate with the next class. **No student will be graduated early.** All students must complete eight (8) semesters of school. The 25 credits required to graduate is the MINIMUM required, not the maximum. Other courses will be prescribed for those students who complete the minimum.

APPENDIX—A

To Page 8—Grounds For Suspension or Dismissal

Procedure:

- ◆ Pastor/Principal is notified
- ◆ Student is notified and counseled with by the Supervisor
- ◆ Parents are notified and conferred with
- ◆ Suspension begins the second day after the notification
- ◆ Dismissals are effective at the end of current school day.

MAIN L/C SUPPLIES LIST

GENERAL SUPPLIES REQUIRED FOR ALL LEARNING CENTER STUDENTS:

BIBLE (KJV ONLY)

DICTIONARY (PAPERBACK IS ACCEPTABLE)

PENCILS 2 REQUIRED AT ALL TIMES; MECHANICAL PENCILS ARE ACCEPTABLE)

BALL POINT PEN (BLUE OR BLACK ONLY)

STANDARD LOOSE-LEAF NOTEBOOK PAPER

3X5 CARDS (GRADES 9-12 as needed)

ERASER (large pink)

RULER

COLORED PENCILS

CRAYONS (2-6TH GRADE)

SCISSORS (2-6TH GRADE)

MARKERS (OPTIONAL)

KLEENEX

SCHOOL BOX FOR SUPPLIES

COMPASS (7-12 GRADE)

CONTAINER FOR TRASH (NO LARGER THAN #3 COFFEE CAN)

COMPOSITION BOOK

MAGAZINE ORGANIZER TO HOLD PAGES

K-1 SUPPLIES LIST

KJV BIBLE - First Grade only

SCHOOL BOX - (Adult size shoe box covered with contact paper works best.) It should hold all their supplies except Kleenex. It helps with neatness.

KLEENEX OR PUFFS, ETC.

SAFETY SCISSORS

GLUE STICKS - At least 3 (no Elmer's for either grade)

CRAYOLA CRAYONS -16-24 Your choice

CRAYOLA COLORING PENCILS -12-24 Your choice

CRAYOLA WATER COLOR PAINT SET - Include extra brush.

PENCILS - My First Ticonderoga, No.2. They need at least 6.

These are the "Fat" or Primary ones.

Please do not send any other kind. Thanks

PINK ERASER

NOTE: Please mark EACH crayon, coloring and writing pencil with your child's name. Also, scissors, glue, paints and eraser.