

2011-2012 THEME

In His Steps

I Peter 2:21

“To this you were called, because Christ suffered for you, leaving you an example, that you should follow in his steps.”

Galatians 5:25

“Since we live by the Spirit, let us keep in step with the Spirit.”

Proverbs 16:9

“In their hearts humans plan their course, but the Lord establishes their steps.”

CENTRAL VALLEY CHRISTIAN SCHOOL **MISSION STATEMENT**

Cultivating responsible Christian adults
Valuing academic excellence
Connecting Biblical truths with everyday living
Shaping Christ-like character

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INTRODUCTION

Philosophy:

Central Valley Christian School Society is a parent owned and operated organization. The society is designed to educate the children of Christian parents. It is not a part of any denomination nor is it denominationally controlled.

Central Valley Christian School Society uses the following basic principles as the foundation upon which the organization is operated:

1. The basis of all meaningful life is the belief in God and in Jesus Christ as the only way to personal salvation.
2. The Bible is the only inspired, authoritative Word of God.
3. The Bible is the main avenue by which we can come to know God and His rule for our lives.
4. We need this Word in order to correctly understand God's general revelation that includes creation and life around us. All of life needs to be interpreted in the light of God's Word.
5. The aim of Christian education is to relate the Christian faith and Biblical teaching directly to all knowledge and the practical application of that knowledge in daily life.
6. Christian education seeks to complete development of each child: his intellectual, physical, spiritual, emotional, and social growth (Luke 2:52).
7. The Reformed Standards with its emphasis upon the *all embracing Calvinistic world and life view* are helpful in a complete understanding of Christian education. This emphasis is reflected in the statements of the Heidelberg Catechism, the Canons of Dordt, and the Belgic Confessions that assist in the interpretation of God's Word.
8. The primary authority and responsibility of educating children rests with the parents (Deuteronomy 6 and Ephesians 6). The authority of the teacher is derived from the faithfulness to the laws of God in special and general revelation.
9. The Christian community is responsible for supporting and encouraging Christian education for its children.

It is because of these principles that Central Valley Christian Society was established. It is the society's desire to provide a high-quality Christian elementary and secondary education for the children from Christian homes.

It is the specific philosophy of CVC Middle School to "educate early adolescent students by nurturing their intellectual, social, emotional, physical, and spiritual development through meaningful learning about God's world and their place in it, so they may glorify God and build His kingdom."

BRIEF HISTORY

The Central Valley Christian School Society began in 1944 with the Hanford Christian School, a small elementary school of approximately 50 students. The school grew over the years and in 1979 it had nearly 200 children. A large number of students were bused from the Visalia and Tulare area. It was decided by the School Society in April of 1979 to begin a second campus in Visalia and also work toward the development of a high school. In the fall of 1981, the school made the decision to begin the high school in September of 1982, with 9th grade, and then add one grade per year to the high school until it had its first graduating class in the spring of 1986.

MIDDLE SCHOOL CURRICULUM
7TH GRADE

Mathematics

- Instructor - Mr. Fikkert
- Concepts and Connections or Pre Algebra

Science

- Instructor - Mr. Ploegstra

English Literature/Composition

- Instructor - Mr. Hiemstra

Social Studies/Geography

- Instructor - Mr. Rietema

World Skills

- Instructor – Mr. Elsenbroek
- Study skills, keyboarding/word processing, current events – second semester

Bible - Old Testament Studies

- Instructor - Mr. Vander Schaaf
- 7th Grade Bible meets daily during the 1st and 3rd quarters of the school year

Physical Education and Health

- Instructor - Mr. Gilbert
- 7th Grade PE and Health meets daily during the 2nd and 4th quarters of the school year (opposite Bible)
- A unit on human reproduction is taught at the 7th grade level. *Text - Sex and the New You - Bimler*

Fine Arts

- All 7th grade students are expected to be in **Band or Choir**. They may choose to be in both.
- **Band** meets Monday/Wednesday/Friday throughout the school year during 4th period.
- **Choir** meets Tuesday/Thursday and Monday/Wednesday/Friday throughout the school year during 4th period.
- **Jazz Band** is also available to interested and qualified **Band** students on Tuesdays and Thursdays.
- Band Director - Mr. Daniels
- Choir Director - Miss Talsma

Exploratories

- **MS Art** - optional if available during 4th period
Instructor - Mrs. Elsenbroek
- **Media** - optional if available during 4th period
Instructor - Mr. Vander Schaaf
- **Various** – optional if available during 4th period. Includes a quarter each on Mind Games, “Planet Earth”, “Blue Planet”, and Journalism
Instructors – Various

MIDDLE SCHOOL CURRICULUM
8TH GRADE

Mathematics

- Instructor - Mr. Fikkert
- Pre-Algebra or Algebra 1

Science

- Instructor - Mrs. Batchelor

English Literature/Composition

- Instructor - Mr. Hiemstra

Social Studies - US History and Government

- Instructor - Mr. Elsenbroek

Bible - New Testament Studies

- Instructor - Mr. Vander Schaaf
- 8th Grade Bible meets daily during the 2nd and 4th quarters of the school year

Physical Education and Health

- Instructor - Mr. Gilbert
- 8th Grade PE and Health meets daily during the 1st and 3rd quarters of the school year (opposite Bible)

Computer Skills, Spanish, Video Production

- Instructors - Mrs. Batchelor and Mr. Ploegstra
- Second semester

Fine Arts

- All 8th grade students are expected to be in **Band or Choir**. They may choose to be in both.
- **Band** meets Monday/Wednesday/Friday throughout the school year during 4th period.
- **Choir** meets Tuesday/Thursday and Monday/Wednesday/ throughout the school year during 4th period.
- **Jazz Band** is also available to interested and qualified **Band** students on Tuesdays and Thursdays.
- Band Director - Mr. Daniels
- Choir Director - Miss Talsma

Exploratories

- **MS Art** - optional if available during 4th period
Instructor - Mrs. Elsenbroek
- **Media** - optional if available during 4th period
Instructor - Mr. Vander Schaaf
- **Strength & Conditioning** - optional if available during 4th period
Instructor - Mr. Gilbert
- **Teacher Aiding** - optional if available during 4th period
- **Various** – optional if available during 4th period. Includes a quarter each on Mind Games, “Planet Earth”, “Blue Planet”, and “Journalism”.
Instructors - Various

MATERIALS SELECTION GUIDELINES

Central Valley Christian School uses both Christian and secular materials in the various courses. To use Christian material would be an expectation and obvious choice in a Christian school. This raises the question of why secular material would be considered acceptable and allowed. To answer that question, the following rationale has been developed:

1. Scripture indicates that human authors were familiar with the secular thinking and writings of their day. Consider Acts chapter 17, Acts chapter 26, Titus chapter 1, and 1st Corinthians chapter 9.
2. Godly men throughout history have been familiar with secular literature and have used it in the defense and promotion of the Gospel. Such notable thinkers, theologians, and philosophers are John Calvin, CS Lewis, and Dr. Francis Schaeffer
3. In order for Christians to communicate clearly and effectively with non-Christians they should understand their secular world view. Using secular materials in a controlled classroom setting can help students identify points of difference between Christianity and other world views and prepare them to defend biblical truth.
4. All truth comes from God, including truth found in secular material. Christians are free to champion all truth and use it to the glory of God.

General Guidelines for Material Selection

The selection of curriculum materials is primarily the responsibility of the teachers and administration. The selection of materials requires careful and sound judgment. In selecting materials to meet the curriculum objectives, teachers must decide if the value of the material outweighs any objectionable content.

The following points will be considered in the selection of materials for the classroom:

- Materials with a non-Christian world view will be analyzed and compared to Scripture. Teachers must guide students through the reading and analysis of secular materials. This is helpful in preparing students to handle non-biblical ideas in the future.
- Materials should be appropriate to the age and maturity level of the students.
- Offensive language will be avoided, recognizing that the Bible condemns irreverent, coarse, vulgar and obscene language and also language that misuses the name of the Lord. If there is offensive language, teachers must weigh the overall merit of the book against the amount and frequency of any objectionable words.

In an effort to keep the curriculum up to date and in keeping with current research, course materials are reviewed approximately every five years. This is the expected shelf life of a typical textbook and allows CVC to keep courses in a regular rotation for review. The review and selection of curriculum materials is a joint effort of the teachers and administrator with the approval of the Education Committee.

Curriculum Concerns

Should any material be considered questionable, the concerned party should file a complaint with the teacher and administrator. If the concern is not resolved at that level, the matter may eventually make its way to the Education Committee or the Executive Committee for a final resolution.

SCHOOL SOCIETY MEETINGS

School Society meetings are held annually in the spring. The budget is adopted and school board members are elected. Membership is open to those individuals interested and supportive of Christian education, who sign their agreement to Article II of the school's constitution. Special meetings of the Society can be called if issues of importance need to be decided between the annual meetings.

STUDENT DIGNITY POLICY

Central Valley Christian School intends to provide its employees and students an environment that is free of offensive kinds of behavior. Conduct, whether intentional or unintentional, that subjects another person to unwanted attention, comments, or actions because of race, national origin, age, sex, physical characteristic, or disability, robs the person of dignity, and is not permitted.

Central Valley Christian School does not condone or allow harassment of others, whether engaged in by employees, supervisors, students, or other persons who may be present in our facilities.

COMMUNICATION

For any information regarding calendar, CVC events, Weekly News, school sports, staff web addresses, etc., please go to the web page www.cvc.org for information.

Middle School daily announcements will be read at the beginning of 3rd period.

The CVC Middle School website is updated weekly with information regarding assignments and tests, sports information, important announcements, and upcoming events for students in grades 7 and 8. The MS News is generally updated by noon on the first school day of the week. It can be found on both RenWeb and the CVC website. The MS News is emailed to each Middle School family and hard copies are available in the MS office.

To access the MS News by RenWeb: Go to www.cvc.org. On the right hand side of the home page is a link for RenWeb. Click on this link. Sign in using your email and password. On the left hand side of the page click on the "Newsletter and Downloads" link. This will bring you to the latest newsletter.

To access the MS News on the CVC main page: Go to <http://www.cvc.org>. Click on "Weekly News" in the right-hand column. Please remember that you need Adobe Reader (free download from CVC website) in order to read the weekly newsletter.

The Cavalier, a publication covering recent events as well as calendar of upcoming events is mailed to families of present students, alumni, and supporters.

CONFERENCES

Middle School parent/teacher conferences are usually scheduled for the week after the end of the first and third quarters (report cards). If you would like a special conference before or after this time, please arrange with your child's homeroom teacher. The spring conference, usually scheduled shortly after the end of the third quarter, is mainly to review ITBS scores and to discuss math and science placement for next year's freshmen.

BACK TO SCHOOL NIGHT

Back to School Night is scheduled at the beginning of the school year. This is an event designed for the parents only to meet their son/daughter's teacher. A time is provided for the teacher to explain his/her classroom expectations and goals for the class for the year. The date and time is indicated in the Weekly News and the MS News.

CHAPEL

Chapel meets throughout the year every other Wednesday. On the alternate Wednesdays, homerooms rotate volunteering at the Visalia Rescue Mission. Students work in the dining hall helping serve meals or assisting at the Warehouse sorting donations for the Thrift Store.

IMMUNIZATIONS

According to California law, children need to be up-to-date on their immunizations for school entrance. If parents or guardian should desire exemption from certain immunizations for their children due to personal beliefs or health reasons, a WAIVER must be signed in the Middle School Office.

PRIOR to starting 7th grade, students must have the following immunizations to comply with state law:

POLIO: 4 doses need to be completed (one shot after 2nd birthday)

Hepatitis B series: 3 doses need to be completed

MMR: 2 doses need to be completed

DTaP, DTP, TD, or DT: 4 doses need to be completed (one shot after 2nd birthday)

DTaP Booster: Required (must be after 10th birthday)

TB Test and VERIFICATION of a negative reading with DATE and initials of "reader." A TB Test

is required for students coming in from another state or county.

Varicella: Required for students coming in from out of the state of California.

There are low cost immunization centers. Please check with the Middle School Office for various locations.

NOTE: Students who have not completed their 7th grade immunizations prior to school starting may not receive their class schedule and/or may not be eligible for participation in extracurricular activities (sports, etc.) A decision will be made by the administration.

MEDICATION

By law, **all medication** must be submitted to the office. Students may **not** have medication in their possession. Medicines must be picked up at the end of the year. Tylenol will be given to your child, if they need it, but only if you indicated "yes" on your registration sheet. If we have no record, we will contact a parent or guardian first.

SCHOOL HOURS/ ARRIVAL AND DEPARTURE

School begins at 8:15am and ends at 2:55pm. Students are not expected to arrive before 8:00 a.m. unless they have permission from their teacher. Students not riding a bus are expected to be picked up by 3:15p.m.

Please see the "severe weather/foggy day" section and "tardies" section for other information.

ABSENTEEISM

Absenteeism causes a variety of problems for the student, teacher, and class. We encourage parents to be supportive of consistent school attendance. Obviously, some absences will take place. The following is the policy that will be used regarding absences:

1. If a child is sick and the absence is unforeseen, please call the school between 8:00 - 9:00 a.m.
2. **If the absence is planned, the parents are to contact the office and teachers at least three days in advance of the child's absence.** Preferably this is to be done in person, although if this is not possible, then by phone or by note. At this time, parents and teachers can discuss the nature of the absence and plan for making up work. **Also, Please read #5.**
3. Excused absences that are acceptable are those related to sickness, death, or emergency.
4. Students will not be allowed to miss any part of the school day because of lessons (piano, voice, or dance lessons) provided by schools or individuals.
5. Unexcused absences are not acceptable to the school and are discouraged. These absences can cause attitudes that are detrimental to good learning habits. Absence also causes additional work for teachers when they have to help the student to make up the gaps in the learning process. **Some examples of unexcused absences are the following: vacations, skiing trips, working, shopping,**

and the like.

Making up work for planned or excused absences:

- 1) The student is completely responsible to get missed assignments before or after the time of absence.
- 2) This work will be due in complete form after one day for each day of absence that has elapsed.
For example: Absent Monday and Tuesday - the child has Wednesday and Thursday to complete the work which must be handed in on Friday at the beginning of class.
- 3) If a test was given during the day(s) missed and the teacher announced it beforehand, it is to be taken the day the student returns.

Note: The maximum number of days absent allowed per semester is 15 (total 30 per year). Absences beyond this give reason for retention.

TARDIES

All students are expected to be in their seats when the tardy bell rings. Students are allowed two tardies per class during a quarter. The third tardy, and all subsequent tardies, will result in a detention. Teachers will keep track and issue all tardy detentions.

LEAVING CAMPUS

When students need to leave campus during school hours, parents, please send a note to the office so an “Early Dismissal” note can be given to the student. The student hands the note to the teacher when it is time for them to leave class. This prevents undue calling in the classroom. Parents must also sign them out in the office. If students have an appointment, and will not be at school 1st period, please call to notify the office that they will be late. Upon return, parents must sign them in.

DRESS CODE

The school staff reserves the right to judge the appropriateness and modesty of any clothing that a child is wearing to school. The staff will take into consideration the various heights and physical differences of each student.

A neat and properly attired student will have a positive influence on the attitudes and study habits he/she exhibits. “Your beauty should not come from outward adornment, instead, it should be that of your inner self, the unfading beauty of a gentle and quiet spirit, which is of great worth in God’s sight.” I Peter 3:3-4.

Everyone is expected to dress in Christian modesty.

Dress Code discipline:

1. First Offense: Verbal warning and a call home for a change of clothes. If the parent cannot come within 30 minutes—clothes from the office will be used.
2. Second Offense: Clothing restriction as determined by the administration and a detention.
3. Third Offense: In-school suspension.
4. Any arguing over dress code will result in a detention.

GIRLS:

1. Dresses and coordinated outfits which are **modest and of reasonable length may be worn.** Blue jeans may be worn if they are neat, not tattered, or excessively worn. Tops must not be oversized, undersized, sloppy, and/or revealing. **No bare midriffs or tank tops. NO exposed midriff while sitting or raising hand.** Pictures, logos, slogans, and advertising on shirts should not be in conflict with Christian sensibility and values. Shorts may be worn year round.
2. Clothing with pictures or logos promoting music artists or groups is not allowed. This includes Christian and/or secular artists.

3. All footwear should have closed toes and at least a strap on the back. (Flip-flops are not permitted!)
4. **All shorts must generally have a minimum inseam of 5 inches.**
5. No spandex or tight garments may be worn.
6. No facial or body piercing is allowed, other than earrings.
7. Tattoos are not allowed and must be covered at all times.
8. No sleeveless garments or tank tops are allowed. Dresses & tops must have sleeves.
9. All tops must hang several inches below the waistline of jeans, shorts, or skirts. No exposed skin should show if arms are down or raised.
10. **Hemlines must be no higher than four inches above the knee.**
11. Slits in the dresses or skirts will be measured from top of slit.
12. Blouses must have a modest neckline and fit.
13. Skort-style garments must have skirt/dress hemlines.
14. Garments that are ripped, torn, or frayed may not be worn to school.
15. Hats and caps are not allowed to be worn in the classroom.
16. Hair must be neat, clean, and cannot interfere in making eye contact with teachers/administrators/staff. Unusual styles & colors may be prohibited if deemed to interfere with school program.

BOYS:

1. Blue jeans may be worn if they are neat and not excessively worn or tattered. Slacks and denims are suggested. Pants must be worn at the waist. Shorts may be worn year round.
2. Clothing with pictures or logos promoting music artists or groups is not allowed. This includes Christian and/or secular artists.
3. Tank tops are not permitted. Pictures, logos, slogans, and advertising on shirts should not be in conflict with Christian sensibility and values.
4. Boys' hairstyles are to be neat and a reasonable length.
5. Boys may not wear earrings at school.
6. Hats and caps are not allowed to be worn in the classroom.
7. No facial or body piercing is allowed.
8. Tattoos are not allowed and must be covered at all times.
9. NO EXPOSED BOXERS if shirt is raised.
10. Garments that are ripped, torn, or frayed may not be worn to school.
11. All footwear should have closed toes and at least a strap on the back. (Flip-flops are not permitted!)
12. Hair must be neat, clean, and cannot interfere in making eye contact with teachers/administrators/staff. Unusual styles & colors may be prohibited if deemed to interfere with school program.

DISCIPLINE

“Be ever careful, then, how you live—not as unwise but as wise, making the most of every opportunity, because the days are evil,” Ephesians 5:15 & 16. Time is a valuable commodity; a disciplined student uses it wisely. Our primary goal at Central Valley Christian is to assist the parents in educating their children for good citizenship in our country and God’s kingdom.

Attending Central Valley Christian is a privilege that carries responsibilities:

1. A student’s conduct must honor God and school.
2. Students are expected to be obedient and respectful toward the teacher and other adults.
3. Good manners and consideration for fellow students are expected at all times.

High standards of behavior are expected from all. Students are expected to respect and obey all school personnel. The classroom teacher will handle minor incidents and misconduct. Continued or serious violations of school rules will be referred to the principal. The various types of discipline are:

- A written Deficiency warning will be sent home to be signed by the Parents. It can be for behavior or academic problems. No consequences will be given at this time.
- Detentions may be given for behavior, academic or tardy problems. (See section pertaining to detentions.)
- Suspension (All school assignments will receive zeros for suspended days.) Infractions may result in the student being suspended for a maximum of one week and the matter will be referred to the school board for further action. This includes either in-house or out-of-school suspensions. Suspendable in-fractions include but are not limited to -- stealing, profanity/obscenity, fighting, possession/use of a weapon, cheating, possession of a controlled substance.
 - ~A suspension is a very serious type of discipline. The administration and staff may suggest expulsion of a disobedient student to Central Valley Christian School Board in a case where a student refuses to conform to the rules and policies of the school. Suspension does not require board action while expulsion does.
 - ~Suspension may result in the loss of privileges such as class trips, field trips etc.
 - ~In matters of extreme seriousness the above policy may be passed and the matter referred to the Board immediately.

PROBATION

Probation is meant to give a student an opportunity to correct a problem. If the problem is not corrected, expulsion may follow. The Administration will recommend to the Board the length and terms of the probation.

Probation could be administered due to a poor attitude (rebellious spirit, continuous negative attitude, destructive influence on others, total disrespect for others); disciplinary circumstances (repetitious disobedience, serious offenses, failure of parent to comply with the discipline measures of the school); and academic reasons (sustained poor academic performance).

DETENTION

Students in grades 7-8 who misbehave or consistently come to class unprepared may be assigned a detention.

1. Any teacher may give a detention for legitimate reasons.
2. The student will be given a detention slip that must be taken home and signed by the parent.
3. Detentions will be 45 minutes every Wednesday from 3:00 pm to 3:45 pm in an assigned room.
4. The Detention must be observed the Wednesday after the detention is given.
5. If a student fails to report to detention when assigned, he/she will serve an additional detention unless the administration is notified.
6. When a student receives three (3) detentions, the parents will be notified by the school. A warning letter will be sent regarding the possibility of suspension.
7. When a student gets four (4) detentions, the parents will be called in for a conference. This could also result in a possible suspension from school.

COMPLAINT OR PROBLEM PROCEDURES

During the course of the year, occasional misunderstandings or problems arise between a teacher and student, teacher and parents, parent and school, or any one of several possible areas. This is often the result of a lack of communication between those involved.

The school's policy for dealing with these situations is consistent with the teachings found in Matthew 18.

“If your brother sins against you, go and show him his fault, just between the two of you.

If he listens to you, you have won your brother over. But if he will not listen take one or two others along, so that every matter may be established by the testimony of two or three witnesses. If he refuses to listen even to the church, treat him as you would a pagan or a tax collector. I tell you the truth, whatever you bind on earth will be bound in heaven, and whatever you loose on earth will be loosed in heaven. Again, I tell you that if two of you on earth agree about anything you ask for it will be done for you by your Father in heaven. For where two or three come together in my name, there I am with them.” Matthew 18: 15-20

1. All questions, problems, or complaints should first be brought directly to the teacher or coach before anyone else is involved. Please contact them through telephone voice mail or front office. Do not go to their room during the school day without permission.
2. If the situation is not cleared up at this level through direct contact, it should then be brought to the appropriate Department Head for academic matters and from there to the Principal if needed. Athletic matters should be brought to the attention of the Athletic Director and from there to the Principal if needed.
3. If the problem is still not solved at this level (i.e. with the Principal as mediator), it should then be presented in writing to the Superintendent.
4. Finally, but only when all of the above three steps have been taken, does the problem find its way to the Board of Directors through written appeal. The appealing party must submit their concern in writing to the chairman of the Education Committee. The appeal will be heard at the next Education Committee meeting. From there the matter may be appealed to the School Board. If so it will then be placed on the agenda of the entire Board of Directors at its regular monthly meeting. The Board of Directors is the final level of appeal.

Parents agree to follow these steps and to attempt a positive resolution to problems and disagreements within the school community. Activities to be avoided at all times include gossiping, rumor mongering, and spreading of hearsay reports. The good reputations of other persons and of the school are to be protected and promoted.

REPORT CARDS & PROGRESS REPORTS

Report cards for 7-8 graders will be e-mailed and available on RenWeb after the end of the quarter.

HONOR ROLL: Students with a 3.0 or better GPA and no more than one C grade (and no D or F grades) qualify for Honor Roll. Students with a GPA of 3.5 or higher (with no C grade) qualify for High Honors. This is determined at the end of each quarter. Computation for Honor Roll is an average based upon the scoring listed above.

GRADING SCALE: A = 96-100 - 4.0	C = 73-76 - 2.0
A-= 90-95 - 3.7	C- = 70-72 - 1.7
B+= 87-89 - 3.3	D+ = 67-69 - 1.3
B = 83-86 - 3.0	D = 63-66 - 1.0
B- = 80-82 - 2.7	D- = 60-62 - 0.7
C+= 77-79 - 2.3	F = 0-5 - 0.0

GRADE POINT AVERAGES (GPA)

Any student with an overall GPA of 1.6, or less, will be recommended for retention or non promotion. Eighth grade students who end the year with a GPA of less than 2.0 will be required to schedule a family interview with the high school guidance counselors before being enrolled in the high school program. Eighth grade students ending the year with a GPA of 1.6, or less, will be asked to re-apply for admission to the high school.

PROMOTION/RETENTION POLICY

Failed Classes:

- **By Semester:** If a student fails the first quarter of a semester, a grade of C-, or higher, must be earned in the next quarter in order to pass the semester.
A failing grade in the 2nd quarter of any semester will be considered failing the semester regardless of the grade earned during the first quarter.
- **By Year:** If a student fails the first semester of a full year class, any F in the next two quarters of the 2nd semester will be considered failing the class.

Retention:

Should a student fail two “full year core classes,” the student will not be promoted to the next grade level.

*Seventh grade students will be required to repeat the seventh grade.

*Eighth grade students will be asked to withdraw from CVC and will not be accepted into the high school program.

HOMEWORK

Homework can be expected, although it is our hope that it will not become burdensome for the child. Parents are asked to cooperate with the teachers and the child in attempting to complete the work that has been assigned. If there are some difficulties that arise in the area of homework, the parents are encouraged to contact the teacher. Assignments that are handed in late will be penalized.

RESOURCE

Students to whom one or more of the following criteria apply will be considered for Resource services:

- Has received Resource services at the elementary level
- Is achieving at least one grade level or more below in reading, language arts, or math
- Weakness in organizational skills that significantly interferes with academic progress
- Need for accountability in order to consistently and successfully complete assignments
- Current grades are D or failing

If your student meets any of these qualifications and you feel they need assistance, please contact your student's Homeroom Teacher.

**Before receiving Resource services, students must be tested to determine the type of assistance needed. This is done by making arrangements with the Resource teacher.

Entering the Resource program at the middle school level is possible only if there is room in the program. If the Resource program is full, the family will be responsible for arranging tutoring or study skills assistance outside of school.

SPORTS ELIGIBILITY

Our 7th and 8th grade sports program includes flag football, soccer, volleyball, basketball, softball, baseball, and track. Practice and games will usually take place on Mondays, Tuesdays, and Thursdays after school until 5:00 p.m. A consent permission slip and medical form must be signed by the parent before a student can participate in a sport.

A student who participates in an athletic program must maintain a 2.0 grade point average (C average) in his/her school work and must display a Christian attitude, good sportsmanship, and good citizenship. A student's daily work must also be completed to the satisfaction of the staff or the student will not be able to participate in that week's game. Eligibility will be evaluated at the end of each quarter. Students may regain eligibility at progress report time.

PHYSICAL EDUCATION

All students in grades 7 and 8 take physical education unless excused by a doctor, with a parent's signed excuse, or at the discretion of the teacher. Proper attire for P.E. is required. **P.E. clothes should be purchased at MIDTOWN SPORTS**, located on Main Street, downtown. P.E. clothes are to be taken home at least once a week for washing. Money, watches, or other valuables should not be left in the

dressing rooms. Lockers will be provided in the restrooms adjacent to the rear of the Middle School Office.

TEXTBOOKS AND EQUIPMENT

Textbooks are supplied at no charge. They are distributed by the classroom teacher and must be returned at the end of the year. It is the duty of the student to keep his books in good condition. **The student will pay for lost or damaged books.** If the books are in need of repair, the homeroom teacher should be notified if repairs can be made before damage becomes irreparable.

Students must provide for their own materials over and above the basics provided by the school. Personal property should be labeled. CVC will provide all MS students with an assignment book.

The teacher will evaluate all books when school starts, and a record kept of their conditions. Books will be re-evaluated at the end of the school year.

LOCKS & LOCKERS

Students in 7th & 8th grades will be issued an assigned locker and combination lock at the beginning of the school year. Problems with either should be reported to the office. Students are NOT TO TRADE lockers without permission from the office. Students are held responsible for the condition of their locker at the close of the year. A minimum fine of \$10.00 will be issued for damaged lockers and report cards/8th grade diplomas will not be given unless the fine is paid. CVC is not liable for lost or damaged personal items if students elect not to use their locker during the school day or after school.

- ❑ Students must keep their lockers locked at all times. They will be checked periodically during the day and after school for compliance. A fine of \$1.00 will also be issued for unlocked lockers and for items found outside the lockers/classroom storage area including items such as textbooks/clothes/notebooks etc.
- ❑ Students will also be provided with storage area in their homerooms for items not typically used through the day.

****NOTE:** ALL BOOKS, school supplies and personal items must be in lockers, homeroom, or in backpacks WITH students. No items may be left on or around the lockers during the school day. Personal and school items left unattended will be collected and returned only after a fee is paid.

FOOD SERVICE

Lunch information will be sent home with students at the beginning of the school year. Order forms are sent home with students each month. Lunches that are missed due to acts of nature/weather will NOT be made up at the end of year. Milk is available for an annual fee. For those of low income level, there is free milk available according to financial need. Please call 734-2684. Parents bringing lunches should leave them in the school office, not take them to the student in class. **Remind your student to check the office.**

BREAK TIMES/LUNCH/RECESS

During classroom breaks, lunch period, and recess times, students are to remain in the middle school campus area in full view of the supervising teachers. Middle school students are not allowed in the elementary or high school areas to visit with other students or to buy food or drinks.

- Students are not allowed on the second floor walkway of the Gym.
- Lunches must be eaten at the tables under the covered area by the classrooms
- Climbing in trees or hanging from branches is not allowed.
- Standing on tables and benches is not permitted.

TELEPHONE

The telephones in the office are maintained for office use only, not student convenience. Only in SPECIAL cases may a student request permission to use the phone. The office phone should be used if the student is ill and needs to call home (student should **not** use their cell phone). The office phone is not to be used to figure out pick up, time of pick up, or verifying a plan to go home with a friend, etc. Phones may be used in the classroom with the teachers' permission. If the call is not a local call, the call must be placed collect or with a phone card.

ELECTRONIC DEVICES

(Cell phones, audio/visual equipment/video games)

The use of cell phones and audio/visual equipment is not allowed during the school day without permission from a teacher or administrator. Any item being used will be confiscated and a detention will be given. CVC discourages bringing any of this to school because of the risk of theft or loss. The school is not responsible for, nor will it take any action, on lost or stolen items.

BUS SERVICE

Bus service must be considered a privilege and any student who fails to abide by this code may lose that privilege. The following procedure for discipline is recommended to the bus drivers:

1. The student will receive one verbal warning when an infraction is observed.
2. In the second offense, whether it is of the same nature or different, the student will be moved to a newly assigned seat for one week.
3. If the student continues to remain disobedient, he/she will receive a citation that the student will bring home to have signed by the parent and brought back to the principal's office the next day. If the citation is not signed or brought back, the principal will contact the parents.
 - a. If a second citation is issued, the principal will contact the parents and bus privileges may be temporarily taken away.
 - b. If a third citation is issued, bus privileges will be taken away for at least five days and perhaps longer.
4. It should be understood that serious and dangerous behavior on the part of a student may warrant the student to immediately lose bus riding privileges.
5. A **bus pass** will need to be picked up from the office BEFORE a student can ride another bus. In order to receive the pass, the office must have a **written note** from a parent or guardian in order to issue a pass. A phone call from the parent of the student riding another bus will be acceptable. PLEASE take care to make these arrangements **as early in the day as possible**.

NOTE: Students should be at their designated stop in the morning. When the bus driver has to wait for students who are not at their stop, time is lost.

MONEY

Excessive amounts of money should not be taken to school. Students may request that money be kept in the office for safekeeping during the school hours. The school is not responsible for lost money or articles, so it is suggested that students do not leave money in rooms or lockers.

LOST AND FOUND

Please label clearly all of your student's jackets, backpacks etc.

Lost and found articles are brought to the office and set out for display on a table from time to time. Clothing left in the Office for 4- 6 weeks is sent to Used Treasures. Please make it a habit to check the lost & found regularly.

SEVERE WEATHER/FOGGY DAY SCHEDULE

Please check CVC's web (www.cvc.org) page for all weather conditions: Announcements will also be made on Channel 18 TV and on Radio 580AM or KARM 89.7FM between 6:00 and 9:00AM

KNOW YOUR BUS ROUTE #!!

Plan A - Foggy day schedule - buses running - classes start at 11:15AM

Plan B - Foggy day schedule - buses canceled - classes start at 11:15AM

Plan C - Foggy day schedule - selected buses running (Check CVC Fog Page or call school for routes running) - classes start at 11:15 am

This is CVC's plan only --- school will no longer be cancelled!!

School dismissal will be at 3:30 pm and Scheduled Bus Drop Offs will be 30 minutes later on foggy days.

Buses will run in the afternoon even if they were cancelled in the morning.

When a delay is indicated, and you do need to drop your child off earlier, supervision will be available on each campus for grades K-8 beginning at 9:00 a.m. However, we encourage you to wait until the appointed time of school starting, if possible.

FUND RAISING

It is our intent to keep fund raising activities at the Middle School to a minimum. The only activity we encourage is the annual magazine sale. The proceeds of this go toward the 7th grade Science Camp and the 8th grade's special trips and activities. It is expected that **each student** will sell **at least \$150 worth of magazines each year.** Students who do not participate must contribute \$75 to the activity account.

MISCELLANEOUS

- Gum chewing is not allowed on campus.
- Skateboards, scooters and roller blades **may not be used on campus.** If used for transportation to school, they must be stored during the school day in a location to be determined by the principal.
- Audio and video devices are not allowed on school field trips and special activities where travel is required.
- Teen, Fan, and glamour-type magazines are not allowed on field trips.
- Any type of delivery for students is required to be dropped off at the Middle School office. The secretaries will then contact the teachers and/or student at break time. **At no time will the classroom be interrupted for "forgotten" homework.**
- If your student will be out of school for a "planned" absence, please be sure to let the office know at least **three (3)** days in advance for accurate record keeping. If the office is not notified in advance, the student will be given an **unexcused** absence.
- If your student needs to be excused from class early due to an appointment or other commitment, please send a note to the office with your student or call the office in advance so the office can issue them an "early dismissal" form in order to avoid interrupting the class.