

# LAKESIDE CHRISTIAN SCHOOL STUDENT-PARENT HANDBOOK

## **GENERAL INFORMATION**

### **CONTACT INFORMATION**

- School's Address: 1897 Sunset Point Road, Clearwater, FL 33765
- Phone Number: (727) 461-3311
- Fax Number: (727) 445-1835
- Website: [www.lakesidechristianschool.org](http://www.lakesidechristianschool.org)

### **OFFICE HOURS**

The school office is open from 8:00 a.m. until 4:00 p.m. Monday through Friday.

### **DAILY SCHEDULE**

Before Care Starts - 7:00 a.m.

Building Opens

- 7:20 a.m. Grades 9-12
- 8:20 a.m. Grades K-8

School begins

- 7:30 a.m. Grades 9-12
- 8:30 a.m. Grades K-8

Dismissal

- 2:30 p.m. Grades 9-12
- 2:45 p.m. Grades K-4
- 3:00 p.m. Grades 5-8

After Care Ends - 6:00 pm.

### **ADMINISTRATIVE PERSONNEL**

**Administration – 461-3311**

Administrator: Jim Jensen ext. 308

Administrator: Mike Arbia ext. 306

K-12 Principal: Jeremy Crane ext. 312

Vice Principal: James Coffman ext. 307

Athletic Director: James Coffman ext. 307

Assistant Administrator: Joanne Barlow ext 309

Marketing and Communications Director: Andrea Coffman 727-644-1605

Enrollment Specialist: Connie Helms ([chelms@lakesidechristianschool.org](mailto:chelms@lakesidechristianschool.org)) ext. 305

#### **Office Staff**

Customer Service: Clara Perez ext. 300, Front Office, ext. 301

Billing/Finances - Melanie Wright ([mwright@lakesidechristianschool.org](mailto:mwright@lakesidechristianschool.org)) ext 304

Admissions/Records - ([office@lakesidechristianschool.org](mailto:office@lakesidechristianschool.org))

Attendance/Front Office - ([office@lakesidechristianschool.org](mailto:office@lakesidechristianschool.org))

### **ACCREDITATIONS/MEMBERSHIPS**

Lakeside Christian School is a fully accredited member of the Association of Christian Schools International (ACSI). The school has been a member of ACSI since 1986. Lakeside Christian School holds a membership with the Florida High School Activities Association ().

## **LAKESIDE CHRISTIAN SCHOOL**

### **ARTICLES OF FAITH-Condensed Version**

1. We believe that the entire Bible is the divinely inspired Word and revelation of God and, therefore, our only authority for faith and practice (2 Tim. 3:16-17; 2 Peter 1:21).
2. We believe that the Godhead eternally exists in three persons – the Father, the Son, and the Holy Spirit – and that these are one God (John 1:1-4; Matt 28:19-20; 2 Cor. 13:14).
3. We believe in the full Deity of our Lord Jesus Christ and that He is the very God by whom all things were created (1 John 1:1-3; Phil. 2:6-8). We believe in His virgin birth, that He was conceived by the Holy Spirit and is, therefore, God manifested in the flesh (Luke 1:31-35, 37).
4. We believe in salvation by divine sacrifice, that the shedding of His blood is the only sufficient payment for sin, and those who are truly born again are kept by God the Father for Jesus Christ (Phil. 1:6; John 10:28-29; Rom. 8:35-39).
5. We believe in His physical resurrection from the dead and in His bodily presence at the right hand of God as our High Priest and advocate (Luke 24:30; Heb. 9:11; 1 John 2:1; Heb. 10:12).
6. We believe in the personality and Deity of the Holy Spirit to fill and empower the believer to live the abundant Christian life (Rom. 1:14-16; Eph. 4:11-13).
7. We believe in the command, which our Lord has given to His church, to evangelize the world and that this evangelization is for the edification of the body of Christ (Rom. 1:14-16; Eph. 4:11-13).
8. We believe and teach the personal, visible return of Christ and the related events (John 14:3; Acts 1:11; James 5:8; Heb. 9:28; 1 Thes. 4:16).
9. We believe in a Heaven of eternal bliss for the righteous and in the conscious and eternal punishment of the wicked (John 14:1-3; 2 Thes. 1:7-10; Rev. 20:11-15; 21:1-5).
10. We believe and teach that the sign gifts of the Holy Spirit, such as speaking in tongues (unlearned languages) and the gift of healing, were limited to the Apostolic Age (1 Cor. 13:8; 2 Cor. 12:12; Heb. 2:1-4).
11. We believe and teach that God has commanded that no intimate sexual activity between a man and a woman is to be engaged in outside of marriage. We believe that any form of sexual activity other than this is a sinful perversion of what God intended and taught in His Word. (Gen. 2:24; Lev. 18:1-30; Rom. 1:26-29; 1 Cor. 5:1, 6:9; 1 Thes. 4:1-8; Heb. 13:4)
12. We believe that God created people as male or female and that a person's genetics at birth determines the sex of a person. We also believe the only legitimate marriage is the joining of one man and one woman. (Gen. 1:27, 2:24; Rom. 7:2; 1 Cor. 7:10; Eph. 5:22-23)

## **LAKESIDE CHRISTIAN SCHOOL**

### **STATEMENT OF BELIEFS ON SALVATION**

Bible is a core subject taught at LCS from Kindergarten through the 12th grade. The ministry of LCS is to teach sound doctrine to students so that they are able to refute error when they hear it (Titus 1:9). The mission of LCS is to preach the gospel of Christ, that through faith alone, salvation is offered to all by God's gift of grace (Eph. 2:8-9). Our objective is to show from scripture the true meaning of being a Christian that through repentance from sin and the bending of will and self to the Lordship of Jesus Christ, that one meets the biblical definition of a follower of Christ (Acts 20:21, 2:21, 32-36; Luke 14:26-33; Mark 1:15, 8:35-37; John 12:24-25).

Lakeside Christian School, a ministry of Lakeside Community Chapel, believes and teaches that regarding salvation:

- Our sin has separated us completely from God with the punishment of eternal death the result (Ro. 3:23; 6:23).
- God calls and irresistibly draws to Him those whom He elected and predestined for salvation. (Jo. 6:37-44, Titus 1:1-3; Ro. 8:28-30, 9:11, 11:28-29)

- Christ's death on the cross paid the full penalty of our sins and purchased eternal salvation for the sinner. Christ's death was an atoning sacrifice, a substitution for the penalty a sinner deserves. Because of His resurrection from the dead, a sinner can be declared righteous in God's sight. (Ro. 3:24-26; 1Cor 15:54-57)
- Salvation is by grace through faith in the Lord Jesus Christ alone, with nothing being added or taken away. (Eph. 2:8-9)
- The gospel calls sinners to repentance, turning from their sin, repentance is not a work but a gift from God. Genuine repentance affects a change of one's behavior as well. (Acts 2:38, 17:30, 20:21, 3:19, 11:18, 26:18-20; 2Pe 3:9; Luke 3:8, 24:47; 2Tim. 2:25)
- Unrepentant sinners cannot gain favor or salvation with God. (Ro. 8:8, Mt. 9:13; Mk. 2:17; Luke 5:32)
- No preparatory works or self-improvement is required by God to be saved. (Ro. 10:13)
- Eternal life is a gift of God. (Ro. 6:23)
- Believers are saved and fully justified without having produced any prior righteous works. (Eph. 2:10; Titus 3:5)
- The object of saving faith is Jesus Christ and saving faith involves a personal commitment to follow Christ. This faith is not about Christ but *in Him*. (Jo. 3:16, 10:27-28; 2Cor. 5:15; Gal. 2:16; Phil. 3:9)
- Christians can and do continue to sin and even the strongest Christians are in a continuous battle against sin in the flesh but will persevere. (Rom. 7:15-25; 1Jo. 1:8 -10; 1Cor. 1:8)
- The result of true faith is a changed life, a transformation of the inner self that brings a new nature. A person who is born again will no longer continue in an unbroken pattern of sin against God. ( 2Cor. 5:17; Gal. 2:20; Ro. 6:6; 1Jo. 3:9-10; Titus 2:12)
- Eternal life is a gift of God and includes a transformation to a pattern of living a godly life as well as a heavenly reward. (2Pe.1:3; Ro.6:23)
- Jesus is Lord over all demanding unconditional surrender of even self. Obedient behavior is evidence of one's real faith. (Ro. 6:17-18, 10:9-10; James 4:6; 1 Jo. 2:3-4)
- Water baptism is not a requirement for justification; it is not a condition of salvation and is not a meritorious act that can save. It is the first step in obedience following repentance. One's salvation is assured before baptism occurs. Acts 2:36-38, 10:43-48; Romans 4:9-11; Mark 16:16; 1Cor 1:13-17.

## **LAKESIDE CHRISTIAN SCHOOL**

### **BELIEFS AND TEACHING ON CREATION**

Our doctrinal position on creation is founded on our views of the inerrancy of scripture and the authority of Jesus Christ and His inspired Word. Utilizing scripture to interpret scripture, we accept without reservation the plain, literal meaning of all of Genesis chapters 1 through 11. The authority of scripture, all being God-breathed out, precludes any alternative or syncretistic worldview of fallible man regarding the perspicuity of the creation account. This includes any views that would fall under the umbrella of "theistic evolution." We understand the inspired usage of the Hebrew word *yom* used in Gen 1:4-5, 14, Ex.20:9-11, to refer to a literal 24 hour time period. We combine this literal usage with our belief in the authority and inerrancy of God's Word and unreservedly come to the conclusion that He only needed six, twenty-four hour days to accomplish creation of the entire physical universe, along with the human race. Thus, we reject any belief system that teaches that He used any other method than his spoken word to accomplish His act of creation as inherently unbiblical.

In addition, the genealogies of Genesis 5 through 11 give us detailed information that leads us to believe that the week of creation was approximately 6000 years ago. The Lord Himself referred several times to "the beginning of creation" and "since the foundation of the world" not as the beginning of the human race, but to the creation of the universe *ex-nihilo*. To accept that there were billions of years of animals on the earth before man arrives destroys what is taught regarding the Fall of man and death as a result. An all-powerful creator who called His work very good but could not prevent disease, disaster, and extinctions without moral cause contradicts the character of God as taught throughout scripture. The Lord Jesus Christ regarded all of the Old Testament as trustworthy. This can be seen in instances where He speaks and treats as factual the accounts of Adam and Eve, The Fall, Noah and the flood, and Jonah, interpreting them in literally and historically. There is no evidence that The Lord trusted only scripture teaching on the theological, moral, or religious while disregarding the literal historical portions. Additionally, any interpretation of Genesis 1 through 11 as anything but

literal-historical must inevitably lead one to question the veracity of the entire Bible. We believe and teach that the evolutionary theories of man are flawed science and that the flood of Noah recorded in Genesis 6-9 serves as a starting point regarding explanations for the earth's features that lead humanistic scientists to conclude that the earth is billions of years old.

## **LAKESIDE CHRISTIAN SCHOOL**

### **PHILOSOPHY OF EDUCATION**

As a ministry of Lakeside Community Chapel, Lakeside Christian School embodies its distinctive doctrinal positions, all of which permeate and influence our educational philosophy. The basis for our doctrine is the absolute sovereignty of God over His creation and that God's Son, the Lord Jesus Christ, is the only one through whom we can attain eternal life. We ascribe to the presupposition that God is and that He created man for the purpose of glorifying Him. The Scriptures are His authoritative voice by which we predicate man's intelligibility for knowing God and for understanding His reason for man's existence (Ro. 11:36; 1Cor. 6:20; Rev. 4:11; Ps. 33:9; He.13:8; Ja. 1:17).

Our goal is to equip our students with fundamental academic skills to succeed at each grade level and upon graduation, at a post secondary level. Our priority is to provide our students with the opportunity to attain knowledge that builds towards a successful career choice. To instill the understanding that all knowledge and the ability to comprehend is God-generated, and not man-derived, is one of our predominant priorities. We believe and teach that the Holy Scriptures are God-breathed and that they provide the total epistemological evidence regarding the origin, nature, methods and limits of human knowledge (Ge. 1:1; Ro. 1:19-20; Jo. 1:1-2; Ps. 86:11; Dt. 4:2; 2Tim. 3:16).

Lakeside's staff seeks to help students find answers to life's great questions, such as "*Why are we here?*" and "*Where are we going?*" We believe that God in His sovereignty has controlled and mandated the goals of humankind through history for His good purpose since the time of creation. Education integrated into God's determinate plan for every man provides meaning, assurance, and hope for a student's future. Our desire is to equip our students to find direction for their lives and to live without fear by knowing the God of creation through His Scripture and through a personal relationship with His Son, Jesus Christ.

Lastly, God's sovereignty over man provides students with answers about how they should live in this world. We want them to know that God's call on man to be obedient to His Word and to love Him with his whole heart, soul and mind is unchanging. Lakeside Christian School supports an environment where all education acknowledges God's creation of the universe and His sustaining power over the natural and physical world in which we live (Ge.1:26-28; 1Tim.6:1-10; 2Tim.4:1-5; 2Pe.1:2-10, Mk. 12:33; Is. 46:3-5).

### **MISSION STATEMENT**

As representatives of Christ, it is our mission to fully equip our students for life. We will actively pursue this mission through the following means:

1. **With our talents** – by providing a high quality education
2. **With our love for the lost** – through various opportunities to witness Christ to them.
3. **With our love for Christ** – through various opportunities to disciple and mentor students to a deeper relationship with their Lord.

Our ultimate goal is that our students would know, love, and honor Jesus Christ.

## VALUE STATEMENTS

- ***We value opportunities to disciple the saved and to evangelize the lost.***
  - We value the opportunity to disciple the saved student to a closer relationship with their Lord Jesus Christ.
  - We equally value the unsaved student and the opportunity to witness and mentor them to an understanding of the gospel. We desire to be used by the Lord in His divine plan where He effectually calls His chosen into an eternal relationship with Jesus Christ as their Lord and Savior.
- ***We value the priority of equipping all students with knowledge of God's Word, elevating their ability to reason with the absolute truths of Scripture, and learning how to apply that truth to their own lives.***
  - We affirm the sole authority of Holy Scripture as Divinely inspired, inerrant, infallible, and totally sufficient and trustworthy.
  - We affirm that the authority and sufficiency of Scripture extends to the entire Bible, and therefore that the Bible is our final authority for all doctrine and practice.
  - We affirm the Scripture's power for training in righteousness and equipping for every good work.
- ***We value training students to think with a biblical worldview in all areas of life and to learn to rely upon God's power to help them yield and submit to God's will for their lives.***
  - We value leading students to see the world through the lens of Scripture. Teaching them to understand the value of not conforming to worldly desires but to see the everlasting value in being transformed and renewed by the Word of God in how they think, act and live in this present age.
  - We value the need to help students use God's word for all wisdom forsaking secular wisdom that does not conform to the Bible.
  - We value the opportunity to teach our academic subjects through the lens of Scripture, providing an environment of Christian learning.
- ***We value time spent as a corporate body in prayer for the express purpose of seeking God's wisdom and God's will concerning all truth.***
  - We acknowledge our weakness and our inability to be the leaders God would desire us to be without the application of His Truth to us as individuals.
  - We value time spent seeking God's direction for this ministry and our own lives acknowledging God as the supplier of our every need and His will as sufficient for our guidance.
- ***We value the Christian Teacher as the living curriculum that defines us as a Christian School.***
  - We acknowledge that as slaves of Christ, every aspect of our lives must be submitted to His Lordship, including our role as teachers; that we must represent Him in every thought, speech, and action for His glory; and that when the curriculum is secular we will expose any error that is contrary to His Word and Doctrine.
  - We value the opportunity to be living examples of Christ and that His light in us would illuminate Him for His Glory.
  - We acknowledge our personal need to spend time in the Word.
- ***We value bringing God glory through our teaching to the extent that we seek the constant and continuing improvement of our professional skills and knowledge of education so as to have the necessary individual ability to meet the educational needs of all students.***
  - We affirm that our education does not stop and there is additional knowledge that can help us become more effective in teaching the subject matter we teach.

- We understand we honor Christ when we are capable of professionally educating students of differing educational abilities.
- We acknowledge that we honor Christ by appreciating and applying high standards upon our teaching community.
- We acknowledge that as a ministry we accept students with a broad range of educational needs and that this requires us to stretch to understand how to meet their varied needs.

- ***We value having the individual ability to meet the educational needs of all students.***

- Recognizing the diverse backgrounds of our students and the obstacles they have to overcome, we value the opportunity to improve their academic outcomes.

- ***We value the opportunity to prepare our diverse student body for a successful life beyond Lakeside.***

- We value the opportunity to prepare and equip our college-bound students with the academic skills necessary to be successful at the collegiate level.
- We value preparing our students who choose vocational programs or direct entrance into the workforce.

## ***LCS Statement on Marriage, Gender, and Sexuality***

Lakeside Christian School is a ministry of Lakeside Community Chapel. We, the staff and Pastoral oversight of LCS, believe the following to be Biblical truth that we agree on and are truths we uphold. Parents and students are to consider their differing position in reference to the schools in their choice of enrollment. The choice to enroll even if parent(s) or student(s) hold an alternative position indicates a choice to comply with the school's request not to advocate for alternative positions at the school in any way or form; at LCS/LCC events on school property or otherwise, and through any LCS social media.

1. We believe that all human life is sacred and created by God in His image including pre-born babies, the aged, the mentally or physically handicapped, and every other stage or condition from conception through natural death. We therefore will defend and protect all stages of human life.
2. God wonderfully and immutably creates each person as male or female. These distinct, complementary genders together reflect the image of the nature of God (Ge. 1:26-27). Rejection of one's biological sex is a rejection of the image of God within that person. **All use of bathroom and locker room facilities within the LCC/ LCS campus is limited to one's genetically defined birth sex as recorded on one's birth certificate. Participation on LCS Sports Teams requires a person plays only on the Team that fits their genetically defined birth sex identifying them as male or female. Clothing worn to all LCS events, whether at school or away, will conform to the staff's or student's birth sex. LCS Administration reserves the right to cancel any scheduled game if the opposing team is found to have biological males playing on their female sports team.**
3. We believe that the term "marriage" has only one meaning: the uniting of one biological man and one biological woman in a single, exclusive relationship as delineated in scripture (Gen. 2:18-25).
4. We believe that God intends sexual intimacy to occur between a man and a woman who are married to one another (1 Cor 6:18; 7:2-5; Heb. 13:4). We believe that God has commanded that no intimate sexual activity be engaged in outside of marriage between a man and a woman.
5. We believe that any form of sexual immorality (including adultery, fornication, Trans or Pan sexual, homosexual or bi-sexual behavior, bestiality, incest, and the use of pornography) is sinful and offensive to God (Mt 15:18-20; 1 Cor 6:9-10).
6. All persons employed by LCC/LCS are employed or, who serve as volunteers, are part of this or local Body of Christ, or a like-minded local Body of Christ, and are to be Biblical role models to the students of the school and attest to the same beliefs stated in Points 1 to 5 above.
7. As employees of this ministry, we believe that God offers redemption and restoration to all who confess and forsake their sin, seeking mercy and forgiveness through Jesus Christ. We believe that every person must be afforded love, compassion, kindness, respect, and dignity. Hateful and harassing attitudes directed toward any individual are to be repudiated and are not in accord with scriptures. We do believe that it is part of our ministry to identify those things that the Word of God calls sin and do not believe that time has changed anything in this regard.
8. Students and parents who do not accept our position understand that continued enrollment is dependent on respect for our positions and the choice they and their students will not openly advocate for alternative positions at school, school functions, or using school connected social media.

## ***ADMISSIONS POLICIES***

The following criteria will be used in admitting and readmitting students to our school.

Lakeside Christian School (LCS) seeks students and parents who want to be educated in a Christian environment. LCS is a ministry of Lakeside Community Chapel and adheres to its doctrine and beliefs and exists to bring God glory. Educational excellence is just one of the ways we seek to glorify God. As an institution dedicated to God's glory, we strive to be bearers of God's image to our surrounding community. We believe and teach that the Bible is the inerrant Word of God and is all truth. All LCS staff members profess Jesus Christ as their Lord by exhibiting a possession of the indwelling Holy Spirit in the fruit of a life changed by God's regenerating power.

Students will be accepted based upon the following:

1. Parents/Guardians must read our statement of faith and then signify in writing that they understand what we believe and teach in our school.
2. All students are subject to entrance examinations for correct placement by grade or course level.
3. Parents agree to meet financial obligations on-time or expect to have their students suspended from classroom privileges until all past due payments are cleared.
4. All parents must comply fully with the state of Florida (HRS) immunization policy.
5. It is the policy of Lakeside Christian School not to discriminate on the basis of an applicant's color, sex (male/female), national or ethnic origin.
6. LCS will not enroll students if parents and students have any disagreement with our statement of faith or behavioral expectations. If after enrollment, a student or parent then shows disagreement with the school through his or her words or actions, the school has the right to expel that student at will.
7. LCS will accept high school credits from legitimate private schools, public schools, and home schools. A copy of the student's complete transcript for all high school work is required. Students not able to work at the next grade level may be required to retake courses at LCS even if this course has been taken at another school. LCS accepts elementary and middle school students from other private schools, public schools, and home schools. School records will be sent to a new school upon the receipt of a written request by the student's new school. No records are sent out until all past due balances are paid in full.
8. All LCS students will receive daily Bible class and attend weekly chapel. When teaching science at LCS, we will, because of our Scriptural beliefs, always teach the creation of the universe and man based on our belief in the literal six-day account found in Genesis Chapter 1. Students are not permitted to opt out of Bible or LCS science courses at the parents' or student's request.

## ***CLASS SIZE EXPECTATIONS***

LCS seeks to produce the optimal instructional environment that is safe and secure for all students to learn. Classroom student-teacher ratios will be managed to meet the best educational outcomes. The key factors for determination of student ratios to teacher will include a) staffing levels at key instructional times, b) size of classroom, c) student(s) capable to self-regulate own behavior showing consistent ability to respond to staff requests to limit behaviors that impact the learning environment and/or safety of others, and d) teacher ability to manage student behavior effectively.



## ***FINANCIAL POLICY***

### **TUITION**

Tuition, fees, payment options, and discounts for the current school year are available from the school office or on the school's website ([lakesidechristianschool.org](http://lakesidechristianschool.org)).

### **BILLING**

Billing will be sent out via email for all parents who have an email account and access to a computer. If you cannot accept an e-mail bill due to a lack of home computer or internet access at home or work, a billing statement can be mailed to you upon request. Payment of the bill must be sent in by the 10th of the same month.

### **LATE FEE**

Monthly bills are due on the first of each month and become delinquent after the tenth (10th). If payment in full has not been received in the office by the tenth, a \$25.00 late fee will automatically be charged. If circumstances prevent you from paying on time, please contact the Billing Office before the tenth to avoid late fees. If the bill remains unpaid through the twenty-fourth (24th), the child(ren) is/are subject to immediate suspension. If a student is suspended due to nonpayment, another student may be selected from the waiting list and the suspended student(s) will be placed on the waiting list.

### **TUITION REFUND FOR WITHDRAWN STUDENTS**

Parents must notify the school administration immediately of student withdrawal in order to cease all tuition fees.

**Payment terms and conditions for refunds for Tier 2, 3 & 4 parents are printed on your annual DocuSign agreement relating to the current school term. The school does not refund fees or uniform costs. Only the additional tuition paid by a parent over and above the state scholarship is refundable if the student is withdrawn prior to the start of a semester.**

## ***ACADEMIC INFORMATION***

### **GRADING SCALE**

The grading system at Lakeside Christian School is designed to give parents a true indication of the student's progress. The following letter grade equivalents are applicable for test, assignments, and final grades:

90 - 100 = A

80 - 89 = B

70 - 79 = C

60 - 69 = D

0 - 59 = F

Withdrawn Passing = WP

Withdrawn Failing = WF

### **CURRICULUM**

Lakeside utilizes best-practice, research and evidence-based curriculum that include embedded technology and methodology that enhance instruction for all learners in a mainstream environment.

### **ELEMENTARY REQUIREMENTS (grades 1-5)**

The elementary academic program emphasizes reading, Bible, science, social studies, language arts, and mathematics. Students will receive weekly time in art and PE.

### **MIDDLE SCHOOL REQUIREMENTS (grades 6-8)**

The middle school academic program emphasizes the development of self-discipline applied to learning, which is foundational to future academic studies.

Students who earn a failing grade for two or more core courses in middle school may not be progressed to the next grade.

### **HIGH SCHOOL REQUIREMENTS (grades 9-12)**

9th grade: Successful completion of 5 - 7 credits

10th grade: Successful completion of 12 - 14 credits

11th grade: Successful completion of 19 - 21 credits

12th grade: Successful completion of a minimum of 24 credits

Seniors must be enrolled in an LCS Bible class and attend chapel regardless of the number of remaining credits needed for graduation.

LCS strives to prepare all Juniors and Seniors for college and career by enrolling students in more classes than required during their first two years of high school, allowing them to participate in dual enrollment or to enter the workforce (on-the-job training). LCS still requires 100% of a student's scholarship funds for each school year. Tuition is scheduled out over four years of high school, no matter how many credits a student earns each year.

### **GRADUATION REQUIREMENTS**

Lakeside Christian School requires a minimum of 24 credits for graduation from high school. Bible earns an elective credit and must be taken each year a student attends Lakeside.

Although students and parents will be counseled, the student is to assume responsibility for knowing and meeting the requirements for graduation.

Seniors taking online courses must complete all coursework one week prior to graduation in order to participate in the graduation ceremony.

## HS Graduation Requirements

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4 Credits English Language Arts (ELA)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <ul style="list-style-type: none"> <li>• ELA I, II, III, IV (ELA honors, AP, AICE, IB and dual enrollment courses may satisfy this requirement. )</li> </ul>                                                                                                                                                                                                                                                                                                                                                                  |
| <b>4 Credits Mathematics</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <ul style="list-style-type: none"> <li>• One of which must be Algebra I and one of which must be Geometry.</li> <li>• Industry certifications that lead to college credit may substitute for up to two mathematics credits (except for Algebra I and Geometry).</li> </ul>                                                                                                                                                                                                                                                    |
| <b>3 Credits Science</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <ul style="list-style-type: none"> <li>• One of which must be Biology I, two of which must be equally rigorous science courses.</li> <li>• Two of the three required credits must have a laboratory component.</li> <li>• An industry certification that leads to college credit substitutes for up to one science credit (except for Biology I).</li> <li>• An identified rigorous computer science course with a related industry certification substitutes for up to one science credit (except for Biology I).</li> </ul> |
| <b>3 Credits Social Studies</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <ul style="list-style-type: none"> <li>• 1 credit in World History</li> <li>• 1 credit in U.S. History</li> <li>• .5 credit in U.S. Government</li> <li>• .5 credit in Economics</li> </ul>                                                                                                                                                                                                                                                                                                                                   |
| <b>2 Credits Foreign Language (2 years of the same language)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>1 Credit Fine and Performing Arts, Speech and Debate, or Practical Arts</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>1 Credit Physical Education To include the integration of health</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>.5 Credit Personal Financial Literacy (required for students entering high school in 2324 school year)</b>                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>5.5 Elective Credits/Bible Credits (One year of Bible for every year at LCS is required.)</b>                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>24 Total Credits</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Students must earn a 2.0 grade point average on a 4.0 scale.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

## GRADUATION DEFICIENCIES

Seniors who have not earned the required number of credits will not be allowed to participate in the annual graduation program. Seniors who are enrolled in an online course to earn a credit necessary for minimum graduation requirements will not be permitted to participate in the graduation program if they have not finished their online courses one week prior to graduation. The diploma will be held until the required credits are completed and all past due bills are paid.

## **SUMMER SCHOOL**

LCS offers summer school courses through our Flexpoint online platform.

- Students who fail a core class will be required to retake the course in summer school. Failure to complete the course may result in the student being placed on academic probation, being asked to re-apply, or being asked to withdraw from Lakeside.
- Payment for courses must be received before a student can enroll in a course.
- The course cost cannot be refunded after 7 days of enrollment or 20% segment completion, whichever comes first.
- Instances of cheating, plagiarism, and/or the use of AI will result in a withdrawal from the course. No refunds will be issued.
- All summer courses must be completed by July 31.

## **REQUIREMENTS FOR HOMESCHOOL STUDENTS**

For a homeschool student to receive a diploma from Lakeside Christian School, the following requirements must be met:

1. Earn 13 credits from Lakeside Christian School (Not eligible for Valedictorian/Salutatorian Honors)
  - Students entering Lakeside after 9th grade, must earn a minimum of 3 credits per year.
  - Students must take at least 2 core subjects each year.
2. Submit transcripts for credits earned from schools other than Lakeside at the end of each semester.
  - Transcripts must be from accredited schools or state/district approved homeschools.
3. Earn the state required credits and a minimum of 24 credits for graduation.

## **TRANSFER OF CREDITS**

Students must secure permission from administration before enrolling in courses from other schools, including summer school courses, FLVS courses, or dual enrollment courses.

## **DROP/ADD**

Changes will only be considered for sound educational reasons and must be submitted within two weeks of the start of the semester. In order to have a change request considered, a Drop/Add form, which can be obtained from the Guidance Office, must be signed by the student's parents, teacher, and principal. Students must follow their current schedule until all changes are approved and the student receives a new schedule.

## **ACADEMIC PROBATION**

Students who do not maintain at least a 2.0 GPA may be placed on academic probation for the following grading period. At the conclusion of the grading period, a review will be conducted to determine if sufficient progress is being made. If progress is inadequate, a parent conference may be requested, and the student will remain on academic probation. Students may also be required to take summer school classes. If sufficient progress is being made, the student will be released from academic probation. Students who develop a pattern of being placed on academic probation will be asked to withdraw from Lakeside.

## **HOMEWORK**

Each teacher is a liberty to give homework in the form of enrichment activities to aid students in their studies.

## **MISSED WORK**

Students will be granted one (1) day to make up missed work for each day they are absent. Example: If a student is absent for three days, they will have three days to complete and submit the missed assignments. Upon returning to school, students are expected to keep up with all new coursework while also completing any make-up work. Making up missed work does not excuse students from staying up to date with current assignments. Therefore, we strongly encourage parents to closely monitor their child's attendance.

In cases where a student arrives late and misses a class during which a test was administered or a project/paper was due, they may be required to take the test or turn in the assignment before leaving school that day.

If a student misses a pre-announced assignment, project, or test due to an absence, it must be submitted or taken during the next class the student attends. Missing a review day for a test does not excuse the student from taking a pre-announced test on the scheduled test day.

In exceptional situations, a teacher or administrator may allow additional time for tests, but **all** missed tests must be completed within five (5) school days.

It is the student's responsibility to obtain all make-up work from his teachers immediately upon return to school. Failure to obtain make-up work is no excuse for not doing missed work. When tests are missed due to an absence, they are to be taken at the teacher's convenience. The student is responsible for making the necessary arrangements.

### **LATE WORK**

All classwork is to be completed in class and will not be accepted late without express permission from the teacher. Assigned work to be completed outside of class will be penalized 10 percent if one day late and 50 percent if two days late. Late work will not be accepted after two days.

### **INCOMPLETE GRADES**

Five days after the end of the grading period will be the maximum time allowed for making up an Incomplete (I). Any work not made up within that time will automatically receive a zero and will be averaged as such. Exceptions to this policy may be made by the administration.

### **PLAGIARISM**

Plagiarism is taking credit for someone else's words, thoughts, work, or ideas without acknowledging that person. If you use someone else's work, you must document it using MLA style citation. Paraphrasing or rewording another's work is not enough to avoid plagiarism. It does not matter whether the plagiarism was intentional. If you use another person's material without giving them the credit, you are plagiarizing.

Plagiarism on any assignment will result in a zero on that assignment, and the student will receive a referral. \*See Student Code of Conduct for additional consequences.

### **REPORT CARDS/MID-TERM REPORTS**

Report cards will be available on ParentsWeb/Family Portal after each grading period.

Progress reports are emailed to parents weekly.

### **HONORS AND AWARDS**

Certificates, plaques, letters, and trophies highlight the Awards Assembly in the spring. Examples of awards presented are School Spirit and Individual Academic Achievement.

Senior Valedictorian/Salutatorian choices must have been full-time students at LCS for their 11th and 12th grade years.

### **NATIONAL HONOR SOCIETY**

Lakeside Christian School has a chapter of the National Honor Society (Grades 10-12). The Honor Society is for students who maintain a 3.25 grade point average or higher and demonstrate strengths in leadership, Christian character, scholarship, and involvement in school activities. Students must also have a minimum of 5 hours of community service per year to be considered for induction.

## **HS SEMESTER EXAMS**

At the end of each semester, exams will be given to students in grades 9-12 in English, Math, Science and Social Studies. A schedule will be distributed to the students. All exams will be 90 minutes in length.

## **EXAM EXEMPTION POLICY**

Exams are administered to students in 9th-12th in Language Arts, Math, Science, and Social Studies at the end of each semester.

Students may exempt exams, provided they meet the criteria below for the semester preceding the exam.

- Must have a minimum average of 90% in the class with no more than 9 total absences in the class, not including school trips or other school functions.
- Must have a minimum average of 80% in the class with no more than 7 total absences in the class, not including school trips or other school functions.
- Regardless of the grade in the class, students with 10 or more absences, not including school trips or other school functions, are required to take and to pass the exam in order to earn a credit for the course. Three tardies will count as one absence.
- Students found to have cheated or committed plagiarism will not be permitted to exempt the exam for that class.

## **COLLEGE READINESS TESTING**

Students in grades 11 and 12 are urged to take such national tests as the SAT, and ACT in order to provide evidence of their academic ability for college admission. Application, information, and registration forms are available in the school Guidance Office.

Lakeside Christian School's college-board code number is 100-266.

## **SPC DUAL CREDIT POLICY AND PROCEDURES**

- Students must take English Comp (ENC1101) and/or College Algebra (MAC1105) before attempting any other SPC courses. These courses require a pre-qualification of the student per the SPC guidelines.
- Students must take the Postsecondary Educational Readiness Test (PERT) or score high enough on the SAT or ACT to determine which course they are eligible to take. (SPC may change their requirements without notifying LCS)
  - Exceptions: If a student's test scores indicate, and SPC approves, a student may qualify to take a class level **higher than the above listed**.
- Students must have a minimum 3.0 **unweighted** GPA to be eligible to take dual enrollment courses. Students, while enrolled in a dual enrollment class, must also maintain a minimum of a 3.0 GPA in all subjects taken at LCS during the same time frame in order to qualify for a second SPC dual enrollment course.
- Students must still take the minimum required credits English (3) at LCS to meet the school's graduation requirements. Exceptions may be made with Administration approval on a case-by-case basis.
- To earn a high school math credit, students must take College Algebra or higher.
- Juniors and Seniors will be allowed to go off campus *only after they have satisfied their CORE and any other graduation requirements on the LCS campus*. **Do not schedule your student to go off campus until you know there isn't a conflict with their requirements at LCS.**
- The Private School Dual Enrollment Permission form for SPC must be turned in by SPC's registration deadline.
- If all other graduation requirements are met, students must still be enrolled in a LCS Bible class to remain eligible to be a dual enrolled student.

- Students are required to request their SPC official transcripts be sent to LCS at the end of each SPC semester. SPC charges \$5 per transcript. Should a student fail to request that their transcripts be sent to LCS in a timely manner, LCS will not approve further Dual Enrollment courses.

## **ATTENDANCE POLICIES**

### **Absences:**

- A student absent from class for at least one-half of the class period shall be counted absent from that class. To be counted present for the school day, a student must be in attendance for at least one-half of the class periods during the school day.
- Parents are required to notify the school when their child is absent.
- A student with 30 absences for any reason in a school year can be withdrawn.
- A high school student who has ten or more absences for any reason in a class will be required to take and pass the exam to earn credit for that class. Students who fail to pass the exam will not receive credit for the course for the semester and must retake the class.
- A student with 20 or more absences for any reason in a class in a semester will not receive credit for the course and will be required to retake the class.
- Absences for school-related activities (i.e., field trips and athletic events) do not count toward student absences.

### **Tardies:**

- A student is tardy if he or she is not in his or her assigned seat when the bell rings and does not have a pass.
- Students with 20 tardies in a semester may be withdrawn.
- Three tardies count as one absence

### **Allowable Exceptions:**

- If a student suffers from a severe medical condition, the student must be under the supervision of a doctor to receive an excuse. The doctor's statement should confirm that the student's condition requires absence for more than the number of days permitted by the attendance policy. Prior unrelated absences would not fall under the exception.
- In a catastrophic event (hurricane or other natural disaster) that would result in an extended absence, the administration may grant an exception at its discretion.
- In such cases as described above, the student may be required to attend classes virtually.

**Note:** Parents may appeal consequences to the LCS Administration within one week after the close of the semester

### **Florida Law states:**

- All students between the ages of 14 and 18 who accumulate 15 unexcused absences within 90 calendar days are reported to the Department of Highway Safety and Motor Vehicles.
- Non-attendance may result in withholding of eligibility or suspension of driving privileges.
- The parent who refuses or fails to have the child under control and attending school regularly shall be guilty of a misdemeanor of the second degree punishable as provided by law.

## **SIGNING OUT**

If a student will be leaving campus before the end of the day, a parent must sign him or her out at the front office. If the student is able to drive, a parent must contact the school office to give permission for the student to leave campus. Unless there is a doctor's appointment, family emergency, etc., students will not be permitted to leave campus until after their last class has ended.

## **SKIPPING CLASSES**

Skipping classes and leaving the LCS campus without permission are considered severe clause offenses, meriting immediate suspension. Please see the Student Code of Conduct for more information.

## **PASS SYSTEM**

Students who are late to class must have a pass from either the office or a teacher. Students who are late to class without a pass will be considered unexcused tardy.

## **POLICY ON THREATS TO SCHOOL SAFETY**

Florida 1006.13

Updated-Nov. 2018

Lakeside Christian School promotes a safe and supportive learning environment and will take any threat against the school, students, or staff with the utmost seriousness. The school maintains a zero tolerance policy toward any type of threat of harm. All types of threats where harm is implied (Direct, Indirect, Veiled, Conditional, and even *falsely reported* threats) may **result in immediate expulsion and law-enforcement involvement**. The school will consult local Law Enforcement whenever any person exhibits patterns of behaviors indicating a potential threat to school, student, or staff safety. The school will request an at-home safety check be made by local Law Enforcement whenever there is a threat of harm made to school, student, or staff safety that meets certain conditions. Parents will be notified and given the opportunity to review with Administration the school's disciplinary actions.

Any student expelled for making a threat against the school, its students or its staff, can expect a detailed report will be forwarded to the next school where the student requests enrollment. Students who have made low-level threats not meeting the need for immediate expulsion may expect that a behavior report detailing the threat made to be sent to their next school if the student is withdrawn from LCS or later expelled for other reasons.

Any student enrolled at LCS who is later found to have made threats of harm in another school environment will be expelled immediately. Any student enrolled at LCS who has been found to have committed, regardless of whether adjudication is withheld, or pleads guilty or nolo contendere to a felony violation from any of the following areas: s 782, 784, 787, 794, 800, 827, will be immediately expelled.

Everyone, the school staff, parents, and students, have a role in preventing school violence. School Administration asks anyone in the school community who has concerns, suspicions, or information about any student exhibiting concerning behaviors to the following email address: [schoolsafety@lakesidechristianschool.org](mailto:schoolsafety@lakesidechristianschool.org)

## **EMERGENCY COMMUNICATIONS PLAN**

Parents, In the event of a real emergency at Lakeside Christian, the school communication procedures will be as follows. The school is located within the Clearwater city limits, and Clearwater P.D. and Fire are our first responders.

1. In the event of any type of real emergency, the school will always call 911 to secure the fastest response required. If the event is a fire, the school's alarm system contacts Clearwater Fire immediately when activated.
2. The school will send a brief text message through the RenWeb "ParentAlert" program of the situation to all parents' cell phones listed in RenWeb.



3. If the emergency requires evacuation of the school and requires students to be moved off the school grounds, the primary evacuation point will be Lakeside Community Chapel. The church address is 1893 Sunset Point Rd, the church phone is 727-441-1714.
  - Some types of emergencies may require that some, or all students be evacuated to a different site than Lakeside Chapel. In that case, the school will send a ParentAlert text of the new location for student pick up.
4. If the school is required to go into lockdown, the first reporting may come from the news media. Pastor Joel Purcell from Lakeside Chapel will handle all communications with the media if needed.
  - Types of lockdowns
    - An alert received of police action within 2 miles of the school that requests schools in this proximity to lockdown. The school will send a “ParentAlert” out at that time, and a second ParentAlert when we receive information that the local situation is resolved.
    - A lockdown is due to an incident on campus. Depending on the event, the school may not be able to send a “ParentAlert.” immediately. In case of this type of event, your first communications may come through the media or from your student’s cell phone. The school will respond through “ParentAlert as soon as there is the ability to do so.

## **MISCELLANEOUS INFORMATION**

### **LOCKS AND LOCKERS**

- Students must use their assigned lockers and are not permitted to change lockers without permission from the Principal.
- Hallway lockers should be kept neat. Only LCS locks may be placed on lockers.
- Students should report any problems with school locks to the Principal immediately.
  - Locks are the property of Lakeside Christian School. If locks are lost or misplaced, the student will be responsible for replacement. The cost is \$5.00.
- Lockers are the property of Lakeside Christian School and will be inspected at-will. There is no implied expectation of privacy pertaining to student lockers.
- Students are not to share lockers.
- Tampering with another person's lock or looking through another person's locker without their direct permission can result in a parent conference and suspension. Expulsion is a potential consequence for any theft of another student's belongings.

### **LUNCHES**

LCS does not provide lunches. Each parent is responsible to send their student(s) with a lunch. If students bring lunches that need refrigeration, there are refrigerators available for middle school and high school in the lunchroom. LCS does have a variety of snacks and items that can be microwaved available daily for sale. LCS does not adhere to Public School nutrition guidelines, and parents are responsible to monitor their students' eating habits.

Note:

- Students are not to go to their cars during lunch without permission from the office.
- Students are not to leave campus during lunch.
- Students are not to order food and have it delivered to the front office.
- Parents and Grandparents may join their students for lunch provided they have scheduled the visit with the school office in advance. Friends of students who are not enrolled at LCS are not permitted in the building.

### **FIELD TRIPS**

In connection with their studies, students may have a number of field trips scheduled during the year. Although such off-campus learning experiences are of real enjoyment to the students, it is to be realized that these experiences are designed primarily as a broader source of knowledge. **There may be a fee associated with each field trip payable in advance of the trip.**

School dress is required for all field trips unless otherwise stated by the administration.

If a student fails to come to school on the day of a field trip, he or she will be considered absent. If a student comes to school but does not attend a field trip, he or she will be put in study hall.

Only students currently enrolled at LCS may go on field trips.

Students are not allowed to drive on official school field trips. Parents are permitted to drive; however, they are to transport their own children only, unless advance permission is given by the administration. Other students may not ride with another parent without the parent's written consent.

### **TRANSCRIPT POLICY**

Transcripts will be sent to institutions when requested by the parents or by the student (if the student is 18 years of age). The first copy will be sent by the school free of charge. There will be a charge of \$1.00 for each additional official transcript sent. Transcripts for withdrawn students will not be released unless a permission form, authorizing the school to do so, has been signed. **All financial obligations to the school must be met before any records or transcripts will be released.**

## **CHAPEL**

The chapel programs are designed to challenge the students spiritually. Students are required to bring their Bibles to all chapel services. All LCS students are required to attend their weekly designated chapel service. **This also includes seniors who may not ordinarily have a class at that time.**

## **PARENT CONFERENCES**

It is the desire of the administration and faculty to be of service to parents and students; therefore, each teacher welcomes a visit from any parent. We require, however, that any visit be made by definite appointment with the Principal and that any parent-teacher conference be scheduled at a convenient time before or after school. **TEACHER CONFERENCES WILL BE SCHEDULED BETWEEN 7:30 AND 8 AM OR BETWEEN 3:30 AND 4:00PM. PARENTS MUST CHECK IN THROUGH THE MAIN OFFICE AND RECEIVE A VISITOR BADGE BEFORE ENTERING THE SCHOOL.**

## **SHADOWING**

All visits must be requested and approved by the administrator at least one day in advance. Visits to the school by students are limited to those considering application for enrollment at Lakeside Christian School.

## **LOST & FOUND**

The Lost & Found will be kept in the lunchroom. Periodically, all items that have not been picked up will then become the property of the school.

## **VALUABLES**

Please do not bring to school excessive amounts of money, electronics, valuable jewelry, or any unnecessary items of value. We cannot be responsible for the safety of any personal belongings left unattended. Valuables should be locked in lockers or taken to the office for safekeeping.

## **AFTER CARE/AFTER SCHOOL**

### **K5 to 5th Grade**

Any student (K5-5th grade) who has not been picked up by 4:00 will automatically be placed in our After Care Program up to 6:00 PM. The parents will be billed for the applicable fees.

Students will not be dismissed to unauthorized people. Students are expected to follow classroom and playground rules and regulations and may be suspended from the program if they fail to comply.

## **MEDICAL GUIDELINES**

For kindergarten children, medical reports completed by a physician are an annual requirement. This report must certify that the child is immunized in accordance with Florida law and must be notarized.

A medical report, including immunization records (DH680) must be provided for all students upon entry to Lakeside Christian School. All 7th graders must have the required Hepatitis B series and DTAP started before entering school. Documentation needs to accompany each 7th grader on the first day of school. Failure to do so will prevent a 7th grader from starting classes with the other students.

Please do not allow children who are sick to come to school. If a student becomes ill while at school, the parent will be asked to pick up the child. Students may rest in the office for a maximum of 30 minutes.

If a child needs immediate medical attention, the office will call the parent or the family doctor (in that order). It is very important for the office to have updated medical information. **Parents can and should update medical information through ParentsWeb at any time.**

**WARNING!** All medicines will be dispensed from the office and only with parental authorization. ***Students may not keep medicines, prescription or non-prescription, in their possession during the school day. Student possession of medications on their person, in their backpacks, or in their lockers is grounds for immediate expulsion from LCS.***

### **FIRE DRILLS**

Fire drills are held periodically throughout the year. When the signal is given, all class activities should cease and exits be made promptly and orderly. A fire drill chart is posted in each classroom. Observe the following rules:

1. Leave all belongings behind; do not go to your lockers.
2. Walk quietly in single file; do not run or push
3. Do not talk either in or out of the building. Listen for the teacher's instructions.

### **BAD WEATHER CONDITIONS**

If Pinellas County Public Schools close because of hurricane or storm conditions, Lakeside Christian School will close and reopen at the same time.

### **SCHOOL SUPPLIES**

Teachers will announce the supplies needed by students. For purposes of common reference and Scripture memorization, all students must have an ESV, NASB, or NIV (elementary only) of the Bible. Through 5th grade, the Bible should be kept in the classroom for periodic use and reference. For grades 6-12, the Bible must be brought to Bible class and other classes when requested by the teacher. All students must bring Bibles to chapel.

### **TELEPHONE**

- Students are to use the office phone for emergency purposes only.
- Permission for all calls must come from LCS staff.
- Students who are sick are to obtain a pass to the office and the secretary will call the parents.
- Students should arrange for transportation and activities with parents before coming to school each day.
- Students should not ask the office staff to make phone calls for them.

### **TRANSPORTATION**

These rules apply to **all** vehicles.

- Car radios are not to be played loudly in the school parking lot
- Students will not congregate around or in cars before and after school
- Vehicles must not display unacceptable material.
- The campus speed limit is 10 mph.
- Students are not to return to their cars during the day without permission from the front office. This includes their assigned lunch period.

### **BICYCLES, SKATEBOARDS, SHOES W/ WHEELS AND ROLLERBLADES**

Bicycles must be parked and locked in the bicycle rack at the school. Students riding bikes to school must leave campus after their last class. No loitering is permitted.

Skateboards, rollerblades, scooters, shoes with wheels, and other "wheeled devices" may be ridden to school, but are not to be ridden anywhere on campus.

### **PARENT VOLUNTEERS**

We appreciate and encourage parents to volunteer throughout the year. Lakeside Christian School is bound to guidelines issued by our liability insurance carrier which do not allow any parent that does not have at least a six-month

relationship with the school to volunteer. In addition, we are required to run a formal background check on all volunteers. There is a \$80.00 fee required to cover the cost of this background check and fingerprinting. We apologize for these new rules, but please understand that their intent is to provide a safer environment for our students. Please fill out the enclosed volunteer agreement and submit it to the school office with a check for \$80.00.

## **PUBLICATIONS**

Lakeside Christian School has the right in its sole discretion to control what is published, circulated, or otherwise distributed to its students or staff. No student or parent has the right to publish, post, or distribute a student newsletter or any other publication without administrative approval and faculty supervision.

## **RECORD TRANSFERS**

In the event that Lakeside Christian School should experience a permanent school closure (i.e., becoming defunct) all records relating to students will be transferred to the Pinellas County School District, in compliance with Florida Statutes 1002.41(3)(b) & 1002.42(3)(c).

## ***LCS PARENT CONDUCT POLICY***

Lakeside Christian School is committed to providing a Christ-centered, respectful, and cooperative learning environment for students, staff, and families. In order to maintain a healthy partnership between the school and parents/guardians, the following Parent Conduct Policy outlines expectations and standards for all parent interactions with the school.

### **1. Partnership in Mission**

Lakeside Christian School views education as a partnership between the home and school. We ask that parents support the school's mission, spiritual goals, policies, and procedures, even when personal preferences may differ. Constructive feedback is welcomed through appropriate channels and should be shared with a spirit of unity and grace.

### **2. Respectful Communication**

Parents must engage in respectful and constructive communication with school staff, administration, coaches, and fellow families. Disrespectful, hostile, or disruptive behavior—whether verbal, written, or electronic—will not be tolerated. This includes public criticism, gossip, or behavior that undermines the reputation or authority of the school.

### **3. Social Media and Public Commentary**

Parents are expected to use discernment when discussing the school on social media. Any content that contributes to public disharmony, spreads misinformation, or discredits the school, staff, or students is considered a breach of this policy.

### **4. Addressing Concerns**

Concerns or grievances must be directed first to the appropriate staff member in a spirit of resolution (Matthew 18). If necessary, concerns may be elevated to school leadership, but only after following the proper steps. Failure to follow this process is considered disruptive and uncooperative behavior.

### **5. Consequences for Disharmony**

Continued conduct that demonstrates a lack of cooperation or alignment with the school's mission and values may result in:

- Meetings with administration
- Restrictions on parent participation in school events or activities
- Review of student enrollment status

- Potential dismissal of the family from the school community

## **6. A Spirit of Unity**

As a Christian school, we strive to resolve conflicts in a way that honors God and values relationships. Our goal is unity, not uniformity. While differences will occur, we expect all parents to approach disagreements with humility, prayer, and a commitment to biblical reconciliation.

## ***WITHDRAWAL POLICY***

A student may be withdrawn for any reason. Parents must immediately notify the school administration. Lakeside Christian School has the right, for any reason, to ask a student to withdraw without notice.

## **TUITION REFUND**

Parents must notify the school administration immediately of student withdrawal in order to cease all tuition fees.

**Payment terms and conditions for refunds are printed on your annual DocuSign agreement relating to the current school term.**

## ***ATHLETICS INFORMATION***

The most important goal of Lakeside Athletics is to use the program to help student athletes develop a deeper relationship with Jesus Christ. During practices and athletic competition, opportunities arise for athletes to apply God's Word and His principles to their lives.

### **ACADEMIC ELIGIBILITY**

An athlete must have a cumulative high school grade point average of 2.0 or above on a 4.0 unweighted scale, or its equivalent, in all courses taken that are required by s. 1003.43(1), Florida Statutes, at the conclusion of each semester to be eligible during the following semester. An athlete whose cumulative grade point average is lower than a 2.0 will be ineligible for interscholastic participation during the following semester.

### **ATHLETIC PARTICIPATION**

Lakeside enrolled students are not allowed to participate in athletics at another middle or high school as long as Lakeside offers the sport in which they wish to participate.

### **DISCIPLINE**

Coaches have the freedom to provide athletes consequences for certain behaviors that violate school conduct rules. Consequences will be enforced in regards to conduct, responsibility and other areas deemed necessary. School administrators also have the freedom to withhold a student from athletic practice or competition due to behavior or discipline issues.

### **PARENT CONDUCT DURING GAMES**

We ask that all parents model a respectful attitude and use appropriate language while attending athletic competitions. Demonstrating support for our teams and coaches—and refraining from negative or disruptive comments—is both wise and expected.

Please do not yell anything disrespectful, argumentative, or hurtful from the stands. If a parent's conduct results in removal from the competition area, Lakeside will be fined by the FHSAA and will be required to pay that fine on the parent's behalf. If you find yourself unable to maintain a respectful attitude, we ask that you remove yourself from the game before an official is forced to take action.

Any communication with referees, coaches, or other spectators that is considered unsportsmanlike will result in a warning or removal from the field or facility.

Additionally, if a parent communicates with coaches in a derogatory, demeaning, or divisive manner, their child may be subject to dismissal from the team.

# **TECHNOLOGY POLICY**

## ACCEPTABLE USES

Lakeside Christian School's Internet access is for designated educational purposes only, including classroom activities and research. No other material may be accessed without express permission from a teacher or the Systems Administrator.

## UNACCEPTABLE USES

- Students should not use the Internet to check or send personal email.
- Students may not install, download, copy, or store shareware, software, or freeware without permission from the Systems Administrator.
- Students may not buy or sell online products or services without permission from the Systems Administrator.
- Students may not use the network for advertising or political lobbying.
- Students may not "hack" or try to log into someone else's information or computer.
- Students may not access or try to access illegal, obscene, or pornographic material.
- Students may not access material that promotes illegal, obscene, or pornographic material.
- Students may not participate in "spamming" or sending junk email.
- Students may not introduce viruses, spy-ware, or any other harmful software into the network.

Violations of this policy may result in suspension of Internet privileges, suspension from school, or expulsion as determined by the Administrator.

## SAFETY GUIDELINES

- Never give out personal information or school information over the Internet.
- Notify an adult immediately if inappropriate material is displayed on the computer.
- Though Lakeside Christian School uses Internet filters to prevent inappropriate material from being accessed, it is virtually impossible to block every site, as new sites are added every day. While Lakeside does everything possible to prevent students from accessing inappropriate material, it cannot be held responsible if a site does not get blocked. If an inappropriate site is accessed the student should
  - Shut off the monitor immediately
  - Not draw other students' attention to the problem
  - Notify a teacher or Systems Administrator so the problem can be fixed.

Parents should also talk to their children about other material that they do not want their child to access. Every effort will be made to support the parents in these decisions.

## ***LCS Student Technology Accounts***

### **Educational Uses:**

- Lakeside's student accounts are intended for instructional use only.
- Faculty members will decide how student accounts will be used in their individual classes.

### **Acceptable Use**

- Use of the LCS student accounts is for educational purposes or those purposes that relate to LCS activities only.

### **Prohibited Use**

- LCS Student accounts are not for private use.
- Students should not allow anyone other than their parents to access their accounts.
- Students should never share their passwords with anyone other than their parents.
- Students should never attempt to access another user's account
- Students should never attempt to misrepresent their identities.



- Students should not use their accounts for private profit not related to school activities.
- Students should not use their accounts for junk mail, mass mailing, or spamming.
- Students should never knowingly send viruses, spyware, or other harmful software
- Students should never use their accounts to violate any law, regulation, or contract
- Students should never publish/create information that is profane, vulgar, threatening, harassing, abusive, defamatory or libelous.
- Students should never publish or distribute illegally copied music, movies, software or other Intellectual property, or otherwise infringe upon the copyrights of other persons or entities
- Students should never publish any information or software used to circumvent software licensing or registration.
- Students should never advocate or solicit violence or criminal behavior

#### **Assignment of Student Accounts**

- Lakeside's System Administrator or other authorized personnel will assign all student accounts.

#### **Account Information**

- Accounts will be deactivated after graduation or withdrawal from the school.
- Lakeside reserves the right to copy and distribute any data created using student accounts.

#### **Privacy**

- Lakeside Christian School owns all school-generated student accounts and all data created using those accounts.
- Administration reserves the right to monitor and/or access and disclose student created content at any time. If evidence of criminal activity is discovered, the evidence will be turned over to law enforcement officials.
- Users should realize that the deletion of content does not prevent administration from accessing those files.
- Students should realize that their account usage will be logged and can be accessed by Lakeside administration at any time.

#### **Security**

- Students should never share passwords, account information, or sensitive personal information to anyone for any reason.
- Students should never share their account passwords with anyone other than their parents.

#### **Consequences for Violation of LCS Student Account Policy**

- The consequences for violating Lakeside's Student Account Policy include suspension of privileges, revocation of privileges, suspension from school, and expulsion from school, depending on the severity of the violation. LCS Administration has the final say in assigning the appropriate punishment.

*Lakeside Christian School reserves the right to amend this policy at any time. Administration has the final say in all matters relating to the use of Student Accounts.*

## ***LCS STUDENT CODE OF CONDUCT***

Obedience, respect, and responsibility are key virtues that students must develop in order to honor the Lord and live a profitable earthly life. Obedience to rules and guidelines is essential to the development of maturity. Cultivation of these qualities results in genuine freedom in life. Respect is necessary for all successful and meaningful relationships, and the building of personal responsibility fosters a sense of achievement. The presence of such standards is also necessary for any institution that seeks to provide a stable learning and working environment for its students and employees.

As we seek to provide a balanced and disciplined learning environment for the students of LCS, we realize that our highest human wisdom falls short of God's infinite wisdom. We do not claim to be perfect in all of our decisions, but we do try our best to discipline in a way that is honoring to God and profitable for the student. As partners in the discipline process, it is important that the school and the home work cooperatively for the students' good. We can instill in students proper Christian educational and moral principles only through a program that includes clear disciplinary procedures, and as students and parents, your cooperation in that program is crucial.

While holding to this philosophy, we recognize that observance of these outward standards of obedience to authority, respect for others, and personal responsibility is not necessarily a valid indication of one's heart condition. It is our desire at LCS that these character traits would grow out of our students' love for the Lord Jesus Christ as visible demonstrations of the work of the Holy Spirit in their lives (Galatians 5:22-23). We realize that not all of our student body has a true relationship with Christ, and thus any conformity to these standards is merely outward compliance, rather than true obedience to Christ and the authority that He has set up in their lives. Even for these students, however, it is our expectation that they will observe the standards of conduct that we have set up for our student body, for the reasons given above, and it is our prayer that the Lord would regenerate their hearts so that they would have the ability, as new creatures in Christ, to honor Him with their obedience to authority.

The standard for conduct at Lakeside Christian School is based upon the authority of God's Word (2 Tim 3:16-17). We believe that students who profess to be Christians and understand salvation know that this requires active and willful obedience to Christ as their Lord (John 14:15). We also believe that students who profess to be Christians are accountable to those in authority over them (Rom. 13:1-2). There are some behaviors that the world calls acceptable, but God calls them out as sin. We do not expect our students to be perfect, but we do expect that all of our students, Christian or non-Christian, will follow the rules of conduct, accepting the consequences for any violations.

Our goal should always be to obey the command of 1<sup>st</sup> Corinthians 10:31: "So, whether you eat or drink, or whatever you do, do all to the glory of God." In the best interest of the entire school community, certain guidelines of conduct must be maintained by all students of LCS, both on and off campus, so that we might all live and work effectively together.

## Search and Seizure Policy

To maintain order and discipline on school property and at school-related events and to protect the safety and welfare of students and school personnel, LCS has the right to perform unannounced searches and to seize contraband, and has the right to perform physical searches of students to determine whether they pose a danger to themselves and others. LCS administration and authorized staff members may search a student's pockets, purse, backpack, gym bag, or other personal property; student lockers, desks, or other school property; or student automobiles under the conditions described below.

No Student may possess any illegal substance, object, or contraband that constitutes a threat to the health, safety, or welfare of any person or persons on school property. Contraband is all substances or materials prohibited by school policy or state or federal law, including but not limited to controlled substances, drugs, alcoholic beverages, cigarettes, guns, knives, weapons, or incendiary devices. All items deemed to be illegal, illicit, disruptive, or a general nuisance to the educational process may be seized by staff. Storage, return, or destruction of such items will be at the discretion of LCS administration, subject to legal impoundment.

To maintain overall school safety and security, LCS has the right to perform random and blanket searches of lockers, desks, and other school property to review student possessions for health and safety compliance.

School-Wide Rules and Consequences for School-Wide Discipline Policy:

The school-wide discipline plan will be the same for every student. Any LCS teacher or staff member may stop a student at any time and apply the proper consequences if they see a student breaking any school rule.

## **Documented Behaviors**

- Bullying/Intimidation
- Cheating
- Driving Violation
- Fighting
- Defiance
- Horse Play
- Lying
- Possession of an Unauthorized Item
- Profanity
- Sexual Harassment
- Skipping Class
- Stealing
- Vandalism
- Public Display of Affection

## **Sequence of Events (Behaviors)**

**Sequence of events:** After a student's 5th Demerit in the same semester, parents will be called in to the school for an in-person Parent-Teacher conference. Each demerit received after the fifth one in a semester may result in out-of-school suspension

**Out of School Suspension:** OSS event can result in 1-5 days out of school depending on Administrative decision. A third OSS event in the same semester could result in expulsion from the school.

## **Inappropriate behavior in school or at school events (Documentation)**

1. At no time will a student use profanity and/or abusive/inappropriate language towards a teacher or another student.
2. Sexual, ethnic, racial, religious, or any type of harassment, either in written or verbal form, against any employee or student will not be tolerated. This refers to physical or verbal actions that result in the creation of a hostile, offensive, or intimidating environment or have an ethnic, racial, religious, or sexual basis. This includes physical contact of a sexual nature or sexual, racial, ethnic, or religious comments or insults.
  - a. All complaints and incidents will be investigated on a case-by-case basis. The final judgment in any situation of this type lies with LCS administration.
  - b. Cases of "bullying" also fall under this clause. The final definition of exactly what constitutes "bullying" lies with LCS administration.
  - c. Depending on the discretion of LCS administration, this may qualify as a severe clause offense.
3. Students should, at all times, refrain from physical displays of affection while at school or at a school-sponsored activity. This includes, but is not limited to: kissing, hugging, hand-holding, etc.
4. Students should never take cell photos or videos in any locker room or bathroom at school or at any school sanctioned event. Transmission of this type of photo/video may result in severe consequences.

## **Items Prohibited from Campus**

1. Flammable items, cigarettes, e-cigarettes, smokeless cigarettes, tobacco, alcohol, weapons, look-alike weapons, illegal drugs, drug paraphernalia, or obscene materials, including what may be contained on personal electronics.

*\*The police may be called if a student is found to be in possession of any of the previous items. Possession of any of these items on campus or at any off-campus school function also qualifies as a severe clause offense. Administration reserves the right to determine severity or nature of infractions and to expel at will.*
2. Students may not be under the influence of illegal drugs or alcohol while on campus or at a school function. This would automatically qualify as a severe clause offense.
3. Information may be obtained by the administration that indicates that a student may be involved in the use of illegal drugs. In these cases, physical evidence is not required for LCS administration to pursue consequences for drug use. LCS Administration reserves the right in all cases to obtain and use said information/evidence.

In a situation where a student is suspected of illegal drug usage, the parents of the student will be called and given the choice between one of the following two options:

  1. The student will be required to submit to random drug testing. The school will choose when these tests will occur. The results will be submitted directly to LCS Administration by the testing facility.
    - The costs involved with the testing will be the responsibility of the family. If the result of any test comes back positive, or if a test is not taken when requested, the student may be expelled immediately, pending the judgment of LCS administration.

2. The parent may withdraw the student from LCS.

## Theft

Students who commit any act of theft have committed a severe clause offense and will be subject to the appropriate consequences.

## **SEVERE CLAUSE**

There are certain behaviors that will demand immediate suspension and/or expulsion, depending on the circumstances and/or number of incidents by any student. As always, the final decision in any disciplinary situation lies with LCS administration.

1. Any form of fighting (hitting, kicking, or physical violence) towards another student or staff member.
  - If a student begins to fight another student and that student does not immediately take any and all necessary steps to remove themselves from the situation, both students will be considered to be fighting.
  - If a student is being attacked and is physically cornered in such a way that they cannot remove themselves, they may defend themselves for the purpose of removing themselves from the situation.
  - Other students who encourage the fight or keep a student from leaving a fight in any way will also be considered guilty of fighting and subject to the same consequences as if they were physical participants
2. Any form of harassment, threatening, intimidation, or repeated behaviors intended to physically or psychologically abuse or demean a student or faculty member. This includes direct verbal or physical action. Students also may not use any web or electronic media intended to harm another student via words or visual images. The taking of photographs/videos without consent or in inappropriate areas (i.e. restrooms, locker rooms, etc.) is considered to be a severe clause offense. The school will involve law enforcement if any Florida or Federal laws are broken.
3. Continued cursing or disrespect of a teacher.
  - ♦ LCS recognizes that there is a difference between a stimulus, a quick response or error of judgment and the continuous choice to curse or disrespect a teacher.
4. Possession of weapons, cigarettes, e-cigarettes, alcoholic beverage, illegal drugs, or medications of any kind on campus or at a school function. Depending on the circumstances, the police may also be called.
5. Theft of any nature. This applies to items belonging to Lakeside Christian School, Lakeside Community chapel, LCS staff, or other students.
6. Possession of flammable items, cigarettes, tobacco, alcohol, weapons, look-alike weapons, illegal drugs, drug paraphernalia, or obscene materials either on campus or at a school function. The police will be called and the student will face expulsion if caught with any of the previous items.
7. Misuse or abuse of school property. This includes LCS computing equipment. Students are prohibited from intentionally navigating around the network firewall to access blocked sites.
8. Dangerous or reckless use of automobile; whether student or parent.

***Any student who commits a severe clause infraction will immediately be suspended (out of school). The parents will be required to have a conference with LCS administration before any decision is made as to the student's status at LCS. A student may be expelled for their first severe clause infraction.***

## **Expulsion:**

Expulsion may result for:

1. A severe clause infraction or an exhibition of a pattern of behavior that is not in harmony with the spirit of LCS or the Biblical views of LCS. This applies to both students and parents.
2. Failure to respond positively to repeated efforts at correction (Behavior Policy)
3. Patterns of speech or behavior considered to be disruptive to the school, the school's religious views, or the classrooms.

4. Parent/Student involvement in, advocating for, or identifying with behaviors, lifestyles, or worldviews the school considers sinful or un-Biblical by the school's definition.
5. A student who does not reside in the home with their parent or legal guardian without parent approval.
6. Due to a parent who is out of harmony with the school's decisions, procedures or policies.

The final decision to expel a student will be made by the Administrator, and all decisions are final

*Note to parents with state scholarships: If your student is expelled from LCS, their scholarship will be forfeited in most cases. Please take this into consideration when dealing with discipline issues with your student.*

### **Sequence of Events**

**After the 4th Demerit** - The next demerit (5th) will result in a 1-3 day out of school suspension.

**6th Demerit** - Will result in a 3-5 day out of school suspension

**7th Demerit** - Potential withdrawal

### **OSS**

**A.)** First OSS of Semester - 1-3 Days out of School

**B.)** Second OSS of Semester – 3-5 Days out of School

### **Dress Code**

All students are expected to be in "dress code" at all times during the school day in order to be admitted to class. The LCS uniform consists of the following:

1. LCS-issued polo shirt (Grades K-12) or EI-Tee (Grades K-6 ONLY)
  - Uniform polos are to be purchased exclusively from the school. See the uniform order form for a complete list of Lakeside Christian School approved polo shirt colors.
2. Pants (K-12 ), shorts (K-6) and Skirts (K-6, ladies only)
  - Student in 7th-12th Grade may only wear denim (jean) pants
  - Shorts, and skirts (K-6th) may be of any color, except white. Acceptable fabrics include jeans, twill, cotton, and polyester.
  - Students may not wear tights, leggings, jeggings, spandex, sweatpants, or gym wear on Monday - Thursday. \*See #10 for Friday exceptions.
  - No cargo pockets are permitted on either pants or shorts
  - Shorts and skirts must come to the top of the knee. (Permitted for K-6 only)
  - Pants may have holes, but leggings must be worn underneath..
3. The dress code is in effect during regular school days and at all events on school campus.
4. Students may wear the socks, stockings and shoes of their choice.
5. No hats may be worn during school hours inside the building. Ladies are permitted to wear head scarves.
6. Sweatshirts/Hoodies/Coats/Sweaters: Student's choice \*See #15
7. At no time should the midriff be visible.
8. No undergarments should be visible at any time
9. Students may dress down on Fridays, providing they have purchased and are wearing the current year's Friday dress-down t-shirt. The shirt must be visible.
  - Proper dress-down attire must include the current school year's dress down t-shirt that has been purchased through the school. Students who dress down without this shirt will be considered as being out of dress code.
  - Students in K-12 may wear, sweatpants

- All pants, jeans, shorts, skirts, etc. must reach near the top of the knee . See the above definitions on “normal” dress code days. Pants, jeans, shorts, skirts, etc. that do not meet this standard will be considered out of dress code, even on dress-down days.
10. Young men are permitted to wear only one stud per ear. No male student may wear a nose ring of any type.
  11. Female students are permitted only one nose stud or small nose ring.
  12. Young men’s facial hair must be kept neat and well-trimmed as determined by LCS administration.
  13. Students may dye their hair, but students are limited to no more than two hair colors at a time. Hair that is distracting to the educational setting, as determined administration, will not be allowed.
  14. Garments, tattoos, and/or jewelry which display or suggest sexually suggestive, vulgar, drug or alcohol-related wording or graphics, or wording or graphics which provoke or may tend to provoke violence or disruption in school, or, in the estimation of the administration, contradict the values of LCS may not be worn.
  15. Athletes may wear their game jerseys on game days, but are not a substitute for the Friday Dress Down T-shirt.

LCS administration reserves the right to make final decisions regarding dress code violations and/or changes

### **Cell Phone Policy**

**A.)** Students in K-8 are not permitted to use cell phones at any time during the school day. Students in 9-12 may use cell phones during passing periods, lunch, and break.

**B.)** Each classroom will have a Cell Phone Holder with an assigned number. Students must place their cell phone in their pouch at the start of every class. Students are **NOT** allowed to have their cell phone on them in the classroom. If a student does not put their phone in the holder and is found to have it on them in class, then the teacher will notify Coach Coffman, and the cell phone will be taken for the remainder of the day. Parents will also be notified. Repeat offenders may receive In School Suspension or Out of School Suspension.

**C.)** Cell phones are **NOT** allowed in our bathrooms or Locker-rooms. Phones will be immediately taken away and consequence may result in ISS, OSS, or Expulsion, depending on severity of behavior

### **Personal Electronics Policy**

All students are expected to abide by the electronics policy during the school day. This applies to all cell phones, Ipods, cameras, tablets, reading tablets, video games, or any other electronic device.

1. Students may use cellphones during passing periods, lunch, and break. However there is to be no audible music, taking of pictures, videos, or video chat.
2. Cell phones are not to be out in the classroom. First time will be a warning to put it away. 2nd time cell phone will be taken for the remainder of the day, and students can pick up phones at the front office.
3. The taking of photographs of any nature in school restrooms or locker rooms is strictly prohibited. Taking another student's picture without permission and transmitting that picture is prohibited. Breaking this rule may be considered a severe clause offense at the discretion of LCS administration and a student may be expelled for their first offense.
4. Students are encouraged not to bring any valuables to school with them. The school is not responsible for lost or stolen articles.

### **Food & Drink Policies**

Food and drink is to stay in the lunchroom. Unopened food is allowed to be stored in lockers for consumption during lunch.

Students are not to have open items in their lockers and are encouraged to

keep food/beverages in the refrigerators downstairs.. Food/Beverages found on the hallway shelves will be thrown away. Students are permitted to bring water in a clear, plastic bottle to class.

### **Tardiness**

- Students must be on time for class. Any student entering a room after the bell rings to signal the beginning of class will be marked unexcused tardy.

- Only documentation from a doctor, dentist, orthodontist, etc. is acceptable to excuse a tardy.

### **Skipping class**

- All students are to be in their assigned classroom when the second bell rings.
- If a student leaves the classroom, he must have a pass from the teacher.
- When class starts, no students will be allowed out of class without a pass unless accompanied by a staff member or authorized adult.
- Students may not wander into other classrooms or visit with any staff member while class is in session.
- Students tardy more than **FIVE** minutes without a pass will be considered skipping and sent to ISS .

## **Universal Classroom Management Plan**

### **K - 12th Grade**

**These rules apply to every classroom in K - 12th Grade. Individual teachers, at their discretion, may have additional class rules.**

**Lakeside Christian School students choose to...**

1. Follow directions the first time given
2. Raise their hands and get permission from the teacher before speaking or leaving their seats, unless otherwise directed.
3. Keep their hands, feet, and all other objects to themselves, unless otherwise directed by the teacher.

### **CONSEQUENCES**

1. Written warning—name on board; student again advised of rule violation(s)
2. Refocus - 10 Minutes
3. Sent to in-school suspension (ISS)

Note: elementary procedures differ by utilizing a color coded, visual system of student progression toward consequences for continued misbehaviors.

### **Cheating**

Students found cheating, copying, plagiarizing, or letting other students copy from them on any assignment will receive a zero percentage for the assignment. For the **1st** offense students will be given an In School Suspension. **2nd** Offense will result in a one day out of school suspension. **3rd** offense will result in a three day out of school suspension. A **4th** offense during the school year may result in a withdrawal.

**Restroom (during teaching time). Note: Students in grades 7-12 must use the 5 minute passing period for restroom breaks.**

Students must ask the teacher for permission before using the restroom. Once permission is granted, the student will complete a digital pass using SmartPass.

Each student is allotted five (5) bathroom or hallway passes per week, with each pass limited to five minutes. These passes are intended for brief restroom or hallway use and should be managed wisely.

### **Changing classes:**

- **Students in grades 7-12 are to use the east stairway nearest the lunch room.**
- **Students in grades 7-12 are not to be within the lower elementary wing unless proceeding to their assigned classroom.**
- At no point during the day are upper school students to use the west staircase or the west end of the downstairs hallway.
- Upper school students who break this rule one time in a week will forfeit their Friday dress-down day for that week. A second violation will result in a referral to the Vice Principal.

### **Public Displays of Affection**



Participating in public displays of affection (PDA) is considered disruptive to the educational environment as it can be distracting and inappropriate in the school setting and may make others uncomfortable. Students must refrain from PDA while on campus or attending school-sponsored activities. PDA includes, but is not limited to

- Kissing
- Holding Hands
- Caressing
- Cuddling
- Inappropriate touching/embracing
- Massaging
- Sharing blankets

Violations of this policy will result in Level 2 Documentations that can lead is In School Suspension, Out of School Suspension, or even expulsion.

A PDA incident may also lead to a Severe Action Clause which could lead to expulsion.

### **Student ISS (In-School-Suspension) Procedure:**

If a student needs to be referred to ISS due to an accumulation of classroom rules broken on a given day or school rules broken in a given week, the teacher notify the Vice Principal and send the student out of the classroom to the ISS room. The student must immediately report to ISS.

### **ISS Procedures:**

- Work that is assigned to the student in ISS must be turned in the following day by the student. It is the student's responsibility to get all work missed Any work not received by the end of the following day will become zero.
- **ISS**
  - 1.5-3 Hours
  - If in ISS during lunch student will eat lunch while serving ISS

### **Out-of-school Suspension (OSS):**

- A student who commits a severe clause offense or receives their 4th-5th ISS during the semester.
- Any student who is assigned to OSS is not permitted to be on campus or in attendance at any school-sponsored activity for the duration of the suspension.  
**OSS**
  - A. First OSS of Semester -1-3 Days out of School
  - B. Second OSS of Semester 3- 5 Days out of School

### **Statement of Policy:**

- LCS reserves the right to make changes, amendments, and corrections of the rules and policies of the school at any time with or without prior notice, as determined by the administration. The foregoing provisions are general guidelines, and notwithstanding anything to contrary stated or implied in the handbook, LCS reserves the absolute and unconditional right to suspend or expel any student whose conduct, influence, industry, progress, or academic standing is deemed undesirable, unsatisfactory, or out of harmony with the spirit and/or goals of LCS.
- Any decisions regarding student discipline are ultimately at the discretion of LCS administration and are final. The school reserves the right to administer discipline in all cases without the right of a parent hearing.

### **In-School Suspension Program (ISS)—Overview**

The ISS program model has proven to be a successful approach for effectively disciplining the disruptive student in a positive and supportive environment.

As a dropout prevention initiative, the ISS class is a proven, effective discipline strategy which serves students by offering them the chance to overcome a potentially negative learning situation with a positive one. Through this program a student is assigned to attend ISS class in preference to receiving an out-of-school suspension (OSS)

The ISS program benefits the student in several important ways. These benefits include, but are not limited to, attendance, academics, self-esteem, self-discipline, and extra-curricular activities. For attendance purposes, the student in ISS is not marked as absent from school. Academically, this option permits the student the opportunity to continue to receive full credit for all work completed as assigned by their regular academic teachers. Students in ISS may also be allowed to participate in extracurricular activities (the final decision in these situations lies with the Vice Principal and the coach).

Students who attend ISS are made aware that it is very important for them to start and finish their in-school suspension. Additionally, they are made aware that to be successful, it is the individual student's responsibility to stay on-task and follow all rules. These two requirements are clearly and consistently communicated and enforced at all times for all students.

Students who do not complete their suspension assignment will be removed from the ISS classroom and assigned to OSS. Students who receive OSS are marked unexcused absent in their classes and may not participate in extracurricular activities. As a disciplinarian, the ISS teacher explains, clarifies, and enforces the rules that have been implemented to insure the integrity of the ISS program. The rules that have been established for the ISS classroom are administered in a fair and consistent manner for all students.

Once a student is assigned to ISS, his teachers are notified. The teachers will send the appropriate assignments to the ISS teacher. Students are expected and required to stay on-task at all times. It is the sole responsibility of the ISS student to complete all assignments. The student will receive the grade of zero for all assignments not completed as required.

ISS students are also required to be present and on-time. They must report to the ISS classroom. They will receive an orientation for the purpose of clearly communicating the expectations for success and the consequences for non-compliance.

The administration of Lakeside Christian School agrees that a strong, effective ISS program at our school is a successful dropout prevention strategy that benefits everyone in the educational community by meeting or exceeding program objectives.

## **ISS Rules**

1. Students must report for ISS immediately once it is assigned
2. Students who miss any ISS time due to early dismissal, tardiness, absence, or emergency school closing will make up the time missed on their next day of attendance.
3. Students will eat lunch in the ISS room. No food/drink is permitted in this classroom other than during lunchtime.
4. Students are required to stay on task and follow all rules.
5. All other LCS school rules and guidelines apply in the ISS room.

***Any violation of these rules in the ISS room will result in the student being immediately reassigned to OSS.***

## **Sequence of Events Per Semester**

- A. **In-School Suspensions 1-5: Students report to ISS room**
  - a. After 5 ISS (Demerit) Parents called for a Conference.
  - b. Next ISS (Demerit) results in Out of School Suspension
- B. **1-2 OSS : Student serves 1-5 day OSS, at discretion of administration**
  - a. After 2<sup>nd</sup> OSS, the next result could be expulsion

## OFF-CAMPUS RELEASE AND INDEMNITY AGREEMENT

Permission for Participation in any school or parent requested event that takes students off the LCS Campus.  
Athletic Events, Field Trips, or SPC Class, etc.

Student Name: \_\_\_\_\_

Reason:

Sport: \_\_\_\_\_

Event: \_\_\_\_\_

SPC Class: \_\_\_\_\_

Season or Time frame: \_\_\_\_\_

As the parent and legal representative of the above named student, I give my consent and permission for my child to participate in the event(s) listed above. I understand that participating in events and activities is a privilege and not a right and may be revoked at any time by the school administration and/or coaching staff in their discretion.

I understand that Lakeside Christian School cannot always be responsible or arrange for transporting my student to or from practices, games, field trips, off-campus classes, or any other events. I further understand and acknowledge that if Lakeside Christian School cannot arrange or otherwise provide transportation that I am solely responsible for transporting my child to and from events or making alternative transportation arrangements. If the school is able, on occasion, to provide transportation to an event, I hereby give my permission for my child to participate in the school-provided transportation.

I UNDERSTAND AND HEREBY AGREE TO ASSUME ALL OF THE RISKS WHICH MAY BE ENCOUNTERED WITH MY CHILD'S PARTICIPATION IN THE ABOVE NAMED SPORTS ACTIVITIES and/or EVENTS, INCLUDING ACTIVITIES PRELIMINARY AND SUBSEQUENT THERETO, INCLUDING TRANSPORTATION TO AND FROM EVENTS. I do hereby agree to hold Lakeside Community Chapel of Clearwater, Inc., Lakeside Christian School, and its agents and employees harmless from any and all liability, actions, causes of actions, claims, expenses, and damages on account of injury to my child or property, even injury resulting in death, which I now have or which may arise in the future in connection with the activity or participation in any other associated activities.

I expressly agree that this release, waiver, and indemnity agreement is intended to be broad and inclusive as permitted by the laws of the State of Florida and that if any portion thereof is held invalid it is agreed that the balance shall, notwithstanding, continue in full legal force and effect. This release contains the entire agreement between the parties hereto and the terms of this release are contractual and not a mere recital.

I further state that I HAVE CAREFULLY READ THE FOREGOING RELEASE, WAIVER, AND INDEMNITY AGREEMENT, KNOW THE CONTENTS THEREOF, AND I SIGN THIS DOCUMENT AS MY OWN FREE ACT.

This is a legally binding agreement that I have read and understand.

I assume liability for \_\_\_\_\_ to drive his/her own vehicle to the off-campus class or event listed above.

BY \_\_\_\_\_

Parent or Guardian

Date

BY \_\_\_\_\_

Parent or Guardian

Date

### PLEASE LIST BELOW ALL MEDICAL CONDITIONS AND MEDICATIONS TO BE AWARE OF.

All medications must be turned in to the school office with instructions. Students cannot have medications of any kind in their possession.

TELEPHONE NUMBER WHERE I MAY BE REACHED IN CASE OF EMERGENCY:

## ***VOLUNTEER-SCHOOL AGREEMENT***

IN ORDER TO SOLEMNIFY the desire of the undersigned parties to glorify the Lord with their obedience to Him and to promote a clear understanding of the duties and responsibilities of each party, the undersigned parties adopt the following Agreement:

I, the undersigned, \_\_\_\_\_ for and in consideration of being awarded the position of **Volunteer** by Lakeside Christian School/Lakeside Community Chapel do hereby accept such volunteer position and the duties and responsibilities entailed therein. I understand that I am a volunteer and as such am not entitled to any pay or other benefits.

1. Lakeside Christian School/Lakeside Community Chapel shall have the right to terminate this Agreement for any reason whatsoever, and I will joyfully submit to the decision of the ministry leadership. I likewise agree that, as a volunteer, I shall have the right to terminate this Agreement at any time for any reason.
2. I am a member or regular attender of (church) \_\_\_\_\_, faithfully attending all public services and taking an active part in the total church program, and I am loyal to the pastor and the program of the church in word and in deed. I understand that no person who is out of fellowship with the church will be allowed to remain on the staff, since this would be inconsistent with the lifestyle this ministry is trying to teach to its students through both word and deed.
3. I agree that since complaining leads to dissention and unrest, I will refrain at all times from complaining about differences and problems concerning the church, other staff members, and/or my particular ministry. If I have a genuine complaint or problem, I will discuss it in private with the classroom Teacher or someone of the Administrative Staff.
4. I subscribe without reservation to the Articles of Faith and the Standards of Conduct as set forth in this Agreement, in the church constitution and bylaws, and in the school's Parent-Student Handbook, and I agree that the school shall have the right to terminate this Agreement for my failure to satisfactorily comply with the provisions of each.
5. As I am a Christian and Lakeside Christian School/Lakeside Community Chapel is a Christian ministry organization, both parties agree that they would never make demands, threaten to sue, or actually litigate any matter whatsoever relating to or resulting from this Agreement. To do otherwise would be in clear violation of Biblical teaching and practice. Accordingly, the parties agree to resolve all potential legal claims, disputes, or causes of action through binding arbitration using the procedures outlined in the attached procedures.
6.
  - a. I agree to follow the Biblical pattern of Matthew 18:15-17 and Galatians 6:1 and always give a good report. All differences are to be resolved by utilizing Biblical principles always presenting a united front. Appropriate confidentiality will be observed in regard to pupil, parent, and school matters.
  - b. The parties agree that the methods outlined in this section (5) shall be the sole remedies for any and all controversies or claims arising out of the employment relationship or this Agreement and expressly waive the right to file a lawsuit against one another in any civil court for such disputes, except to enforce a legally binding arbitration decision.
  - c. I acknowledge that I have read and understand the Procedures for Arbitration adopted by Lakeside Christian School/Lakeside Community Chapel and agree to abide by the procedures outlined therein.
7. I have read and agree to abide by the regulations set forth in the Parent-Student Handbook, as well as any additions or changes made by the administration. I agree to cooperate in every way and adhere to the policies adopted by the administration.
8. I understand that this Agreement shall take effect until fully executed by both parties.

IN WITNESS WHEREOF, the parties have executed this Agreement on the \_\_\_\_ day of \_\_\_\_\_, 200\_\_.

BY \_\_\_\_\_

Volunteer for Class \_\_\_\_\_

BY \_\_\_\_\_

School Administrator

***This document serves as a reminder of the items to which you agreed when filling out and submitting your child's application for Lakeside Christian School.***

## **PARENT-SCHOOL AGREEMENT**

IN ORDER TO SOLEMNIFY the desire of the undersigned parties to glorify the Lord with their obedience to Him and to promote a clear understanding of the duties and responsibilities of each party, the undersigned parties adopt the following Agreement:

I, \_\_\_\_\_, for and in consideration of my child, \_\_\_\_\_, being admitted as a student at Lakeside Christian School, a ministry of Lakeside Community Chapel, do hereby accept such admission and the duties and responsibilities entailed therein and agree to be bound by the terms of this Agreement.

1. I have read and understand the Articles of Faith and the Standards of Conduct of Lakeside Christian School, a ministry of Lakeside Community Chapel, and understand that these doctrines and standards of conduct will be taught to my child as a student at Lakeside Christian School. I will, as a parent, hold my student accountable to respect and obey the standards of conduct and teachings of Lakeside Christian School as long as they are enrolled as a student.
2. I have read and understand the Parent-Student Handbook. I agree that my child and I must abide by all of the policies, rules, and regulations of the school, including those listed in the Parent-Student Handbook, and I agree to support Lakeside Christian School in its efforts to uphold and enforce these policies, rules, and regulations.
4. I understand that changes to the Parent-Student Handbook may be made by the leadership of Lakeside Community Chapel or Lakeside Christian School at any time at their discretion, with or without cause.
5. I understand and agree that the education of my child will be guided by the instructors and other school officials. I agree that my purpose in obtaining a Christian education for my child will be achieved by following the curriculum set by the instructors and school officials to the best of his/her ability to their satisfaction. I will support the decisions of the instructors and school officials and will never attempt to undermine their authority. I understand and agree that during my child's enrollment the courses offered and the instructors teaching them may change from time to time in the discretion of the school leadership.
6. I understand and agree that my child has no right to publish and distribute a student newsletter or any other publication. I understand and agree that Lakeside Christian School, a ministry of Lakeside Community Chapel, has the right, in its sole discretion, to control what is published, circulated, or otherwise distributed at its school to its students or staff, and I will ensure that my child understands this provision.
7. I understand and agree that attending Lakeside Christian School is a privilege and the school reserves the right to suspend or expel my child from the school in accordance with its official policies as determined by the school. Notwithstanding anything to the contrary contained herein, this Agreement does not bind either party to any specific period of enrollment. Either party may terminate this Agreement without cause upon seven (7) days written notice. I understand that no rights or presumptions of continued enrollment are conferred or implied by the Agreement or by a number of consecutive Agreements. I further agree that no right to notice of renewal or non-renewal of the Agreement is conferred or implied.
8. I agree to pay all tuition and fees in a timely manner as set forth in the LCS Financial Information Statement. I understand that monthly tuition payments are due on the first day of each month. I further understand that if I fail to make a timely payment, my child may be withdrawn from the school and I may be subject to late-payment fees and other costs, including any necessary costs of collection in accordance with school policy.
9. As Lakeside Christian School, a ministry of Lakeside Community Chapel, is a Christian ministry organization, both parties agree that they would never make demands, threaten to sue, or actually litigate a matter whatsoever relating to or resulting from this Agreement. I understand that making demands, threatening to sue, or actually litigating a matter against Lakeside Christian School, a ministry of Lakeside Community Chapel, clearly violates Biblical teaching and practice and shall constitute sufficient grounds for immediate withdrawal of all my children from enrollment at Lakeside Christian School. I understand that retaining or instructing an attorney to contact the ministry with regard to a potential claim or

dispute will be interpreted as a threat to sue. Accordingly, the parties agree to resolve all potential claims, disputes, or causes of action through binding arbitration using the procedures outlined in the attached procedures.

- a. I agree to follow the Biblical pattern of Matthew 18:15-17 and Galatians 6:1 and always give a good report. All differences are to be resolved by utilizing Biblical principles – always presenting a united front.
- b. The parties agree that the methods outlined in this section (8) shall be the sole remedies for any and all controversies or claims arising out of the enrollment relationship or this Agreement and expressly waive their right to file a lawsuit against one another in any civil court for such disputes, except to enforce a legally binding arbitration decision.
- c. I acknowledge that I have read and understand the Procedures for Arbitration adopted by Lakeside Christian School, a ministry of Lakeside Community Chapel, and agree to abide by the procedures outlined therein.
- d. I agree to do everything in my power to avoid involving Lakeside Christian School, a ministry of Lakeside Community Chapel, in any legal proceedings that may take place or legal requests for documents or testimony of school officials concerning custody and/or education and upbringing of my child. I understand that if, in spite of my and my attorney's best efforts, any school official is legally compelled to provide testimony or documentation beyond a copy of my child's standard academic records, that my child may be immediately dis-enrolled from Lakeside Christian School and that my account may be charged for any and all expenses incurred in complying with such legal process.

10. The parties agree that there are no other agreements or understandings between them relating to the subject matter of this Agreement. This Agreement supersedes all prior agreements, oral or written, between the parties and is intended as a complete and exclusive statement of the agreement of the parties. Neither this Agreement nor its execution has been induced by any reliance, representations, stipulations, warranties, agreements, or understandings of any kind other than those expressed herein. If any provision of this agreement is found to be void or voidable, it shall not affect the validity of any other provision. Both parties shall remain bound by all other provisions.

11. I certify that I will explain the agreement and its meaning to my child. I will assist the school in every way necessary to ensure my child abides by all the terms of this agreement.

12. I understand that this Agreement shall not take effect until fully executed by all parties.

IN WITNESS WHEREOF, the parties have executed this Agreement on this date \_\_\_\_\_.

By \_\_\_\_\_  
Mother

By \_\_\_\_\_  
Father

I understand this agreement and its content and agree to abide by its terms and all rule which apply to students.

BY \_\_\_\_\_ Student (6th Grade and Above)

**ACCEPTED AND APPROVED**

BY \_\_\_\_\_ Principal/Administrator

# ***PROCEDURES FOR ARBITRATION***

## **SECTION 1**

### **SCOPE OF ARBITRATION**

The parties must, prior to the selection of arbitrators, agree to the scope of the matters to be considered by the arbitrators. In doing so, the parties must conduct themselves with the utmost courtesy as befits believers in Jesus Christ. If the scope of the dispute for arbitration cannot be agreed upon by the parties, the scope shall be determined by the arbitrators.

## **SECTION 2**

### **SUBMISSION TO ARBITRATION**

- 2.1 The parties, as Christians, believing that lawsuits between Christians are prohibited by Scripture, and having agreed, according to the Employee Handbook and Staff Member Agreement to submit disputes to binding arbitration, and to waive any legal right to take the dispute to a court of law, will refer and submit any and all disputes, differences, and controversies whatsoever within the agreed scope of arbitration to a panel of three administrators, to be selected as follows:
- a. All arbitrators must be born-again Christians of good reputation in the community and who affirms the Ministry's Statement of Faith in its entirety.
  - b. Each party shall submit a list of three proposed arbitrators to the other party, and the other party will choose one of the three proposed arbitrators to serve on the panel.
  - c. The third arbitrators will be selected by mutual agreement of the other two arbitrators.
  - d. In selecting the arbitrators, each party shall act in good faith in choosing Christian arbitrators who have no prior knowledge of the facts leading up to the dispute, are not related to or close friends with the selecting party, and who will act impartially and with fundamental fairness.
  - e. No arbitrator may be an attorney.
  - f. No arbitrator may be employed or ever have been employed by, or under the authority of, either party or any other arbitrator.
  - g. The arbitrators will be selected as soon as possible but no later than 30 days after the parties have agreed to the scope of the arbitration.
  - h. The arbitration will be held at a neutral site agreed to by the arbitrators.
- 2.2 The arbitrators shall, subject to the provisions of the procedures, arbitrate the dispute according to the terms of these procedures, the Bible as interpreted by the Ministry's Statement of Faith, and any applicable ministry documents.
- 2.3 Each party may be represented by counsel throughout the process at the party's own expense. Discovery will be allowed as needed, as determined in the discretion of the arbitrators. Formal rule of evidence shall not apply.

## **SECTION 3**

### **TERMS AND CONDITIONS OF ARBITRATION**

- 3.1 The arbitrators shall have full power to make such regulations and to give such orders and directions as they shall deem expedient in respect to a determination of the matters and differences referred to them.
- 3.2 The arbitrators shall hold the arbitration hearing as soon as possible, but no later than thirty (30) days after the selection of the third arbitrator.
- 3.3 There shall be no stenographic record of the proceedings, and all proceedings shall be closed to the media and any other individuals not directly involved in the proceedings.
- 3.4 Normally, the hearing shall be completed within three (3) hours. The length of the hearing, however, may be extended by the arbitrators in their discretion or an additional hearing may be scheduled by the arbitrators to be held promptly.
- 3.5 There will be no post-hearing briefs.

- 3.6 The arbitrators are to make and publish their award, in writing, signed by each of them concerning the matters referred, to be delivered to the parties no later than 48 hours from the conclusion of the hearing, unless otherwise agreed by the parties. The arbitrators may, in their discretion, furnish an option.

#### **SECTION 4**

##### **CONDUCT AND RULES OF HEARING**

- 4.1 The arbitrators may, in their absolute discretion, receive and consider any evidence they deem relevant to the dispute, whether written or oral, without regard to any formal rules of evidence.
- 4.2 The parties and their respective witnesses must, when required by the arbitrators, attend and submit to examination and cross-examination under oath as to all or any of the matters referred to in the proceedings, and to produce and deposit with the arbitrators all or any evidence within their possession or control concerning such matters.
- 4.3 If a party defaults in any respect referred to in Subsection 4.2, above, the arbitrators may proceed with the arbitration in their discretion as if no such evidence were in existence, insofar as it may be favorable to the party in default.
- 4.4 All presentations shall be controlled by the arbitrators. Any disputes regarding procedure shall be decided solely by the arbitrators.

#### **SECTION 5**

##### **DUTIES OF ARBITRATORS**

- 5.1 The arbitrators are to receive all evidence, prayerfully consider such evidence in an impartial manner, and render a decision which, based upon Scriptural principles, is fair to all parties.
- 5.2 The arbitrators have full power to order mutual releases to be executed by the parties, and either of the parties failing, such orders shall have the effect of a release, and may be duly acknowledged as such.
- 5.3 In the event that either party or a witness for either party shall fail to attend the arbitration hearing, after such written notice to such party as the arbitrators shall deem reasonable, the arbitrators may proceed in the absence of such party or witness without further notice.

#### **SECTION 6**

##### **DECISION OF ARBITRATORS**

- 6.1 It is preferred that the arbitrators reach a unanimous decision, but if a unanimous decision cannot be obtained, a majority decision will be accepted. The written decision of a majority of the arbitrators shall be final and binding on all parties, and judgment upon the award rendered by the arbitrators may be entered in any court having jurisdiction thereof. There is no appeal from the decision of the arbitrators.
- 6.2 The decision of the arbitrators is to be kept confidential by all parties for a period of one year. For purposes of these procedures, the ministry membership may be informed of the decision if the ministry or any ministry leaders, officers, trustees, employees, or board members were a party to the proceeding.
- 6.3 Should any party commence legal proceedings against another party with respect to the agreed scope of the dispute or the binding decision of the arbitrators, with the exception of an action to enforce the decision of the arbitrators, that party shall pay to the other party all expenses of said proceedings, including reasonable attorneys' fees. In the event it becomes necessary for one party to commence legal proceedings to enforce the decision of the arbitrators, the non-prevailing party must bear all of the costs of said proceedings, including reasonable attorneys' fees.

#### **SECTION 7**

##### **PARTIES TO COOPERATE**

No party shall unreasonably delay or otherwise prevent or impede the arbitration proceedings. No party will involve the news media in the dispute in any way. No party shall publicize the dispute in any way to anyone not a party to the proceedings, except as permitted by the arbitrators, and except that a party may disclose the proceedings of this arbitration to his or her spouse, legal counsel, accountants, insurance carrier, and as otherwise required by law.

#### **SECTION 8**

##### **COSTS AND EXPENSES**



Each party shall pay his or her own costs and expenses related to presenting the party's case to the arbitrators. The costs of the arbitration, including any fees for the arbitrators is to be shared equally by both parties.

**SECTION 9**  
**AMENDMENTS**

These Procedures for Arbitration may be revised or amended by a majority vote of the school committee present and voting at any regular committee meeting.

BY \_\_\_\_\_  
Parent or Guardian

\_\_\_\_\_  
Date

BY \_\_\_\_\_  
Parent or Guardian

\_\_\_\_\_  
Date

BY \_\_\_\_\_  
School Administrator

\_\_\_\_\_  
Date

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