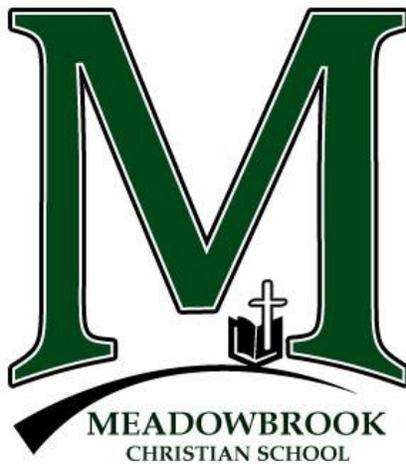


# Elementary Middle School High School

## Student Handbook



363 Stamm Road

Milton, PA 17847

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Building Solid Citizen, One Child at a Time, In a Christian Atmosphere

•Christ Centered •Parent Partnership •Excellence in Education •Individualized Attention •Community Minded

Dear Meadowbrook Christian School Family,

***Doing life together!***

That's not always an easy thing to do. We all have our own beliefs, preferences, and practices. However, as we all come together, it becomes important to have some shared beliefs and practices. In essence, that is the purpose behind our handbook. We recognize that none of us will agree with everything that is found in our school handbook. However, these policies and guidelines have been formed with the entire school family in mind and are important to know and practice in order to do life together in harmony.

At Meadowbrook Christian School, we are ***Educating for Life!*** Therefore, the policies and guidelines in this handbook will govern our academic program, the character development of our students, and our strong desire to engage our students with our community and culture.

Should questions or concerns arise regarding policies and practices, please reach out to us personally and together we will walk through it with a spirit of unity.

Thank you for choosing to be a part of the Meadowbrook Christian School family. We value your confidence in what takes place here and believe in the partnership we have with parents. Know that you ***Matter*** to us, we will ***Challenge*** your students because it is the most loving thing we can do for them, and that we are here to ***Serve*** you!

***DISCLAIMER STATEMENT***

*The following policies represent the most recent expression of the administration of Meadowbrook Christian School in order to provide for equitable and consistent educational treatment of students. To assure that Meadowbrook Christian School achieves and maintains the purpose of this Handbook, and assure the school's ability to meet the needs of its students under changing conditions, Meadowbrook Christian School reserves the right to modify, augment, suspend, or revoke any and all policies, procedures, practices, and statements contained in this handbook at any time.*

# **MEADOWBROOK CHRISTIAN SCHOOL STUDENT HANDBOOK**

## **GENERAL INFORMATION**

- 5 Mission Statement
- 5 Vision Statement
- 5 Core Values
- 6 Parent Partnership
- 6 Parent Grievance Process
- 6 Pledges
- 7 Non-Discrimination Policy
- 7 Accreditation
- 7 Memberships and Affiliations
- 7 Holiday Policy

## **SYCAMORE EDUCATION**

- 7 Sycamore Education School Management Software
- 7 Sycamore for Parents
- 7 Sycamore Lunch Ordering
- 8 Family Changes

## **FINANCES**

- 8 Financial Payment Policy

## **SCHOOL HOURS & CLOSINGS**

- 8-9 School Hours
- 9 School Office Hours
- 9 School Closings

## **ATTENDANCE**

- 9-10 Attendance Policy
- 10 Absence Policy: Excused, Unexcused, Excessive
- 10-11 Tardy, Late, Early Dismissal
- 11 General Attendance: Family Trips, College Visits, Driving Students
- 11 After School Policy: Extended Care
- 12 Transportation: Bus

## **ACADEMICS**

- 12 Academic Program
- 12 Grade Scale
- 12-13 Academics by Grade Levels: Elementary, Middle School, High School
- 13 Dimensions Program
- 14 The Honors Program
- 14 Dual Credit Enrollment Program
- 14 High School Course Selection Sheets
- 14 Graduation Requirements
- 15 Homework Policy: Absences, Vacation
- 15 Honor Roll
- 15 IEP
- 15 Make-up Quizzes and Exams
- 15 Mid-term and Final Exams
- 15-16 Parent / Teacher Conferences
- 16 Report Cards
- 16 Procedure for Access to Academic/Educational Records

# **MEADOWBROOK CHRISTIAN SCHOOL STUDENT HANDBOOK**

## **STUDENT CONDUCT POLICIES**

- 16 Expectations
- 17 Statement of Faith
- 17 Character Building
- 17 Detentions
- 17 Suspensions
- 17 Expulsions
- 17-18 Probation: New Student, Academic, Disciplinary
- 18 Student to Student Conduct Discipline Policy

## **GENERAL POLICIES**

- 18 Eligibility for Sports and Extra-Curricular Activities
- 18-19 Telephone/Cell Phone Policy
- 19 Boy-Girl Friendships
- 19 Solicitation
- 19 Student Driver Policy
- 19-20 Student Sexual Harassment Policy
- 20-21 Anti-Tobacco Policy
- 21 Weapons Policy
- 22-25 Internet Acceptable Use Policy

## **HEALTH & MEDICAL**

- 25 Medical Guidelines
- 25-26 Health & Sickness Policy
- 26 Medication Policy

## **MISCELLANEOUS INFORMATION**

- 27 General
- 27 Visiting Students
- 27 Library Guidelines
- 27-28 Mission Trip-Junior Class
- 28 Student Government
- 28-29 The MCS Family Guide to Learning Support

## **DRESS CODE**

- 29-30 Dress Code for Students
- 30-32 Elementary Dress Code (1<sup>st</sup> – 5<sup>th</sup>)
- 32-34 Middle & High School Dress Code (6<sup>th</sup> – 12<sup>th</sup>)

## **APPENDIX**

- 35 Middle School and High School Life Style Statement

# GENERAL INFORMATION

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## ***MISSION STATEMENT***

“Building solid citizens one child at a time in a Christian atmosphere”

## ***VISION STATEMENT***

“Educating for Life”

## ***CORE VALUES***

The following core values reflect the foundational principles of Meadowbrook Christian School. This is who we are, what is truly important to us – what you can expect of MCS when you become a part of our family, and to which you can hold us accountable. These values ought to be evident in all we do on a daily basis, whether in the classroom, in the hallways, on the field or court, and in all our dealings with students, families, and the community as a whole.

### ***Christ-Centered***

Everything we do revolves around Jesus Christ, as revealed in the Word of God. We practice biblical integration across our entire curriculum, and our primary desired outcome for each student is that they would know Christ and love Him in a personal relationship, and that they would serve Him with their whole lives and share Him with those with whom they come in contact.

### ***Parent Partnership***

We believe children are our parents’ greatest treasures, and that they have chosen to entrust us with them and it is our responsibility to be faithful in that trust. We partner with and support parents in the training and instruction of their children.

### ***Excellence in Education***

We strive to hold our students to high academic expectations, believing each one has the ability to succeed. We strive to follow best practices in our teaching, utilizing current, relevant trends in education and integrating technology into the classroom.

### ***Individualized Attention***

We believe that each child is a valued, unique image-bearer of God with diverse gifts and talents, and as such has the capacity to do great things. Furthermore, each child deserves a plan that will enable them to reach their full potential in mind, body, and spirit, and we strive to provide the individual attention and necessary environment to reach that potential.

### ***Community-Minded***

We strive to connect community professionals to students and programming. We view ourselves as partners with local churches in raising a generation of spiritual leaders and world-changers. We strive to be service-minded, on both a local level and a global level.

## ***PARENT PARTNERSHIP***

Educating for Life takes a team effort. We value the partnership we have with our parents here at Meadowbrook Christian School. This is evident in our communication and the many ways parents can participate in the education of their child here. With this partnership in mind, we ask that you consider the following as ways to best support the education of your child at MCS:

1. Pray for the faculty and staff and the education of our students.
2. Cooperate fully in the educational functions of MCS, doing my best to make Christian education effective in the life of each of my children that he or she may love and serve the Lord Jesus Christ in all of his or her life.
3. Assist in financial sustainability of the school by fulfilling financial responsibilities of tuition and consider additional support as the Lord enables.
4. Volunteer in the classroom, office, and in school wide events as a way to use your time and talents in service (a great example for our students)
5. Share your positive experience at Meadowbrook Christian School with those in your circle of friends.
6. Strive to attend and participate in activities your child is involved in and in meetings that impact the education of your child.
7. If you become dissatisfied with the school in any respect, seek to resolve the matter with the teacher or school team member involved rather than begin to speak criticism to others or hold a negative attitude in your heart.

## ***PARENT GRIEVANCE PROCESS***

We recognize that there are times when disagreements arise between parents and school personnel. When these instances happen, we ask that all families follow the biblical pattern of Matthew 18:15-17. All differences are to be resolved by utilizing biblical principles. We ask that the following guidelines be used when concerns arise:

1. If it is a concern with a classroom or teacher – individuals are asked to reach out directly to that teacher first.
2. If it is a concern with school administration – individuals are asked to reach out directly to that person first.
3. If they have already reached out directly to the individual, they are asked to reach out to the administration, and at that time a meeting would be scheduled.
4. If needed administration will sit down with both parties in attempts to resolve the conflict.
5. If the above steps have been followed, and the family is still dissatisfied, the concern be brought before the school leadership team. This matter will be discussed and attempt to be resolved.
6. If the above steps are not successful, the family can request to present to the school board. They must make their request known to the school administrator to be able to be put on the agenda.

## ***PLEDGES***

**AMERICAN FLAG:** I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

**CHRISTIAN FLAG:** I pledge allegiance to the Christian flag and to the Savior for whose kingdom it stands. The only Savior crucified, risen, and coming again with life and liberty for all who believe.

**BIBLE:** I pledge allegiance to the Bible, God's holy Word. I will make it a lamp unto my feet and a light unto my path. I will hide its words in my heart that I might not sin against God.

## ***NON-DISCRIMINATION POLICY***

Meadowbrook Christian School is a ministry of Christ Wesleyan Church and welcomes all interested students who desire a strong academic program from a Christian perspective. Meadowbrook Christian School admits students of any race, color, gender, and national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school.

## ***ACCREDITATION***

Meadowbrook Christian School is fully accredited through the Middle States Association of Colleges and Schools (MSA) and the Association of Christian Schools International (ACSI).

## ***MEMBERSHIPS AND AFFILIATIONS***

Meadowbrook Christian School is a member of the Association of Christian Schools International (ACSI), the Central PA Chamber of Commerce, the Greater Susquehanna Valley Chamber of Commerce, the Pennsylvania Interscholastic Athletic Association (PIAA), the Allegheny Christian Athletic Association (ACAA), Kiwanis Key Club, and the National Honor Society. Meadowbrook Christian School is fully licensed by the Pennsylvania Department of Education.

## ***HOLIDAY POLICY***

Meadowbrook Christian School endorses Christmas and Easter as holidays that have their roots in the Judeo-Christian belief system. Christmas is a day in which we celebrate the birth of our beloved Savior and Lord Jesus Christ. Easter is the completion of the work He accomplished having rode triumphantly into Jerusalem, was crucified and buried, on the third day rose from the dead, and then ascended into heaven to take His rightful place on the throne at the right hand of God.

Please assist Meadowbrook in this endeavor by making sure that all holiday celebrations and associated decorations are in accordance with the above. Any parties or ornaments are to be Christ-centered and appropriate to the Meadowbrook Christian School environment.

## **SYCAMORE EDUCATION**

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Sycamore Education is a secure, online community used by schools around the world. A connection to the internet is all that is required to access your school's news, calendar events, ordering lunches, classroom web pages, communicating with teachers, grades, report cards, attendance, and more. Using Sycamore Education will allow you to access school information you need, when you need it.

**Access to Sycamore:** Parents must provide their email addresses when enrolling their children to be active in this valuable communication tool. Each parent can provide one email address. We will send a Sycamore Login Invitation to the email address you had provided in order for you to access Sycamore for the first time. Please retain the login information for future access via [mcslions.org](http://mcslions.org) or [sycamoreeducation.com](http://sycamoreeducation.com). SCHOOL ID: 2394

**Lunch Ordering via Sycamore:** Login to your family account, deposit money prior to ordering lunches, and then select lunch options for each child. Ordering deadline is the Thursday (midnight) for the next week's lunches.

**Family Changes:** Please contact the school with any updates to email addresses, home addresses, emergency contacts, phone numbers, and work changes. It is important to keep the school informed of any changes that may affect your child.

## FINANCES

### *FINANCIAL PAYMENT POLICY*

**Payment Policy:** To avoid any misunderstanding with respect to the payment of tuition for those attending MCS, the following policies have been established unless prior arrangements have been made with the Director of Finances and approved by the School Board Finance Committee and full Board:

1. All tuition is to be paid on the 15<sup>th</sup> of each month *in advance*.
2. When an account is 30 days in arrears, a late fee will be assessed. If arrangements are *not made within 60 days*, the student may not be permitted in class. Communication with the MCS Finance Director is essential in these situations – parents are required to contact the Business Office with an explanation stating when payment will be made. The office will send notices at 15, 30, 45, and 60 days, and monthly statements thereafter. An exact account status may be obtained by contacting the Director of Finances at the school, or via FACTS (see below). The full policy regarding delinquent accounts may also be obtained from this office.
3. *Report cards will not be issued if an account is not current, nor will a student be allowed to enroll until the past year's tuition has been paid.* In the case of extenuating circumstances, arrangements must be made with the administrator, and with School Board approval.
4. No children of parents owing previous years tuition will be readmitted to MCS. All unpaid tuition accounts from past years are due to MCS. Unpaid accounts are not cancelled or “written off” at the end of the school year.
5. Report cards and/or transcripts will be held back for those families owing tuition or other financial obligations at the time of withdrawal, expulsion, or at the end of the school year. In addition, no senior student will be permitted to participate in graduation exercises or receive a diploma unless the family’s financial obligations to the school are current.
6. No deductions are to be made from the tuition payment for any absence due to illness, death in the family, or any other reason.
7. Withdrawal terms allow for a 30-days’ notice clause. Should a student withdraw without 30-days’ notice after attending any part of a month, the full month's tuition is due.
8. When the parents withdraw a student from the school during any semester, tuition charges for that student will continue until the end of the month (regardless of number of days in attendance) based on one tenth of annual tuition. Regarding withdrawals of students, parents must notify the Director of Finances; otherwise, billing will continue until final notice has been received from the parent. When an expulsion or withdrawal is at the request of the school, tuition will be prorated and due at a 1/180<sup>th</sup> of the annual rate for each day school is in session.
9. Total tuition for the school year may be paid before August 15 with a percentage discount.
10. Prices and policies may be revised yearly.

To offer the highest level of convenience and service, Meadowbrook Christian School has partnered with FACTS Management Company to help us manage our tuition payments, as well as various school costs, including book fees, field trips expenses, athletic fees, etc. FACTS offers a variety of payment plans and options. Please contact the office for more information and the appropriate forms. Exceptions where FACTS is not used are registration, re-enrollment, and lunch, which are all paid through Sycamore.

Meadowbrook also offers a Scholarshare Program, which provides tuition assistance to eligible families. If your annual tuition costs exceed 10% of your annual income, you may qualify. Scholarshare grants are made for one year only and, therefore, you must reapply each year by May 15. For more information and for application procedures, including a list of requisite paperwork, please contact the school office.

# SCHOOL HOURS & CLOSINGS

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Meadowbrook Christian School doors are unlocked at 7:30 AM. Monday through Friday, unless there is a two hour delay. The doors then would open at 9:30 AM.

**ELEMENTARY: Grades 1-5** 8:00 AM - 2:50 PM As elementary students arrive they will go to the gymnasium, where teachers are on duty to monitor students until they are dismissed to class.

**MIDDLE SCHOOL: Grades 6-8** 8:00 AM - 2:50 PM As middle school students arrive they will go to the auditorium foyer until homerooms are available.

**HIGH SCHOOL: Grades 9-12** 8:00 AM - 2:50 PM As high school students arrive they will go to the school receptionist lobby until homerooms are available.

<u>Arrival Time</u>	<u>Status</u>	<u>Departure Time</u>	<u>Status</u>
7:57 AM (1st Bell)	Report to Class	8:00 – 10:00 AM	Absent $\frac{3}{4}$ Day
8:00 AM (2nd Bell)	School Begins	10:00 – 12:00	Absent $\frac{1}{2}$ Day
8:00 – 8:30 AM	Tardy*	12:00 – 2:00 PM	Absent $\frac{1}{4}$ Day
8:30 – 10:00 AM	Absent $\frac{1}{4}$ Day	2:00 – 2:50 PM	Present Full Day
10:00 – 12:00 PM	Absent $\frac{1}{2}$ Day		
12:00 - 2:50 PM	Absent full day		

*\*Students are not considered tardy if their bus is late.*

*NOTE: Students must arrive by 10:00 AM in order to participate in any extracurricular activities that day unless they have a doctor's excuse.*

## **SCHOOL OFFICE HOURS**

Office is located in the Christian Education entrance on the southeast side of the building. School Office hours are from 8:00 AM – 3:30 PM, however, a receptionist is on duty in the school lobby from 7:30 AM – 3:30 PM. Payments can be dropped off any time during those hours.

## **SCHOOL CLOSINGS**

When the school must delay the start of classes or close due to hazardous weather conditions or other serious emergencies, announcements are provided to the local radio and television stations. The MCS text alert system will be used.

Meadowbrook Christian School will follow the Milton Area School District in calling delays, cancellations, or early dismissals. If Milton does not delay or cancel but the majority of the other bussing schools do, we will abide with the majority. If your school district is on a delay and we are not, you may bring your child after 7:30 AM, or they can come in on the bus at your district's scheduled delay time. If your school district is closed and Meadowbrook is open, your child is not required to come to school; this will count as an excused absence.

School closings and delays will be communicated through all appropriate venues.

# ATTENDANCE

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## **ATTENDANCE POLICY**

Attendance is required of all students who are enrolled at MCS unless illness or an emergency prevents attendance. Students who have been absent must present a written excuse from their parent or guardian upon returning to school explaining the reason for the absence or a phone call can be made on the day of the absence stating the reason for the absence. If an excuse or call is not received by the school receptionist the absence will be marked as unexcused. Students have two (2) class days for every one (1) day absent after an excused absence from school to make up any work. The day of the student's return is counted as

the first day. If an absence is planned ahead of time, students should be prepared to make up any work as soon as possible. Excessive absences may result in failure or dismissal from school. Students must arrive by 10:30 AM in order to participate in any extracurricular activities that day, unless they have a doctor's excuse.

## **A. ABSENCE POLICY**

**NOTE:** Before a planned absence the student must obtain a *Permission to be Absent* slip from the office and have the parent complete. Return the slip to the office for a signature. The slip must have the office's signature before the teacher's signature(s). Return completed slip to the school receptionist.

**Excused Absence:** A student may be considered absent with excuse for the following:

1. Medical (illness, quarantine, recovery from an accident, etc.)
2. Death in immediate family, near relative, or close friend.
3. Doctor or Dentist appointments which cannot be scheduled after school hours, or other family emergencies.
4. "Special excuse" (with a one-week notice) such as family trips, required court attendance, etc.
5. Impassable roads.

**Unexcused Absence:** All other reasons than those listed above will be considered unexcused.

**Excessive Absences:** Excessive absences may result in failure for any class subjects. Realizing the burden placed on teachers and classes in attempts to keep these students on schedule, excessive absences may result in the student's failure. Any absences after a total of 20 days will require a doctor's excuse for each day of absence that occurs thereafter. If student misses more than 30 days, the particulars of the situation must be brought before the School Board with the likelihood being the loss of credit or retention in the same grade for the next year. Any student who misses more than three days in a row is required to submit a doctor's excuse for that absence. A student who misses more than half a day of the school day is counted as absent for the entire day.

Families will be notified of excessive absences from the school via a letter from the office. Notices will be sent after ten, fifteen, and twenty days. Please note that excessive absences includes all types of absences.

**Special Note for Middle and High School Classes:** More than 20 absences per semester or 30 absences per year for any reason (including doctor, dental visits, college visits, etc.) of a particular class will result in a loss of credit for that class. Special or unusual cases may modify this policy, but must be approved by the Board. Please note that a student could lose credit for a class for excessive class absences even if they have not accumulated 30 school absences.

## **B. TARDY / LATE / EARLY DISMISSAL**

**Tardiness to School:** A student is considered tardy when he/she arrives to school after 8:00 AM. The tardy student must go to the school receptionist, present an excuse (parents must sign them in), then obtain a pass to be admitted to class. Tardiness will be excused if it is the result of a late school bus, transportation emergency, or an early medical or dental appointment. Tardiness does appear on the students' report card.

**Late To Class/Homeroom:** A middle or high school student who is late to class (after the bell has sounded for the start of class/homeroom) will be issued a late slip. Five (5) "late to class" slips, will result in a detention.

**Early Dismissal from School:** Students are not permitted to leave the school building on their own for any reason during the school day. If parents have a situation that requires an early dismissal, a note must be sent to the classroom teacher so arrangements can be made. The student will then get an early dismissal form filled out. Upon leaving, the parent/guardian or student driver must sign out at the school receptionist desk.

### C. GENERAL ATTENDANCE

**Family Trips:** Students who miss because of family trips must make up work based on a schedule of one (1) day make up time per day missed with an upper limit not to exceed 1 week. (Ex. 3 day trip = 3 days to make up work, 8 day trip = 5 days to make up work). In some cases, the teacher may give advanced work, however, this should not be expected. Work not made up at end of time allotted will be given a grade of zero. It is the responsibility of the student to initiate the process of making up work.

**College Visits:** Members of the junior and senior class are permitted up to 5 days per academic year to visit colleges. They do however need to submit a completed “College Visitation Form prior to their college visit. This form is available from the school receptionist. Students may be granted permission for one day to visit a college during their sophomore year

**Driving Students:** Student drivers are responsible for being in homeroom by 8:00 AM. If a student is tardy (unexcused) four times, he/she will lose their driving privilege for two weeks. Tardy eight times – one-month suspension. Tardy 12 times - lost privilege for remainder of the year.

### D. AFTER SCHOOL POLICY

At the 3:15 bell, students either must be in *Extended Care* or another designated area (such as waiting for a bus, sports practice, etc.). Students are not permitted to loiter in the hallways, gym, or other campus areas (please see below for specific Well guidelines). Students cannot be left at the school unsupervised. A student cannot hang around after school waiting for a church or school event unless they are supervised by an adult. An unattended student will be sent to Extended Care, in which an hourly fee applies.

**Extended Care (3:15-5:30 PM):** Our monitor will take children (1<sup>st</sup> – 5<sup>th</sup> grade) immediately after the school bell rings to the study hall room. If there are transportation problems for your child, they will be sent to the school reception desk and may stay in study hall in certain situations, however, fees may apply.

Students who are disruptive in after-school study hall may lose the privilege of being in study hall. It will greatly assist us if you pick up students promptly. We hope you understand our circumstances and realize that our minimal costs are set up to assist you as much as possible. Prices and policies may be revised yearly. If a child is not picked up by 5:30 p.m., you will be charged a late pick-up fee of \$10 plus overtime charged for each employee used in 15-minute intervals.

**“The Well” Guidelines:** Students are not permitted in “The Well” during school hours (8:00 AM – 2:55 PM) without the escort of a teacher. Upon occasion teachers may offer a trip to the Well as an incentive. Coffee is permissible in homeroom but must be disposed of prior to 1<sup>st</sup> period.

Before school and after school unsupervised usage of “The Well” is available to students in middle and high school only; anyone younger than that must be accompanied by an adult. This is a privilege that if misused they may not be welcome. It is also not a hangout, purchases are expected. Backpacks or gym bags should not be left unattended.

## E. TRANSPORTATION

When on the bus, students will be governed by the rules established by the appropriate school district. These rules will be enforced by MCS administration. Please refer to the MCS Bus Manual for more information.

Note: Students are not permitted to be at school any earlier than 7:30 AM, nor later than 5:30 PM. In the event that there is a school delay, dismissal, or closing, there will be no service provided, such as before or after school study halls for families and students in grades 1-12.

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# ACADEMICS

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## *ACADEMIC PROGRAM*

The school year consists of two semesters. Each semester consists of two 9-week marking periods.

### 1. GRADE SCALE

Grades in high school are designated as follows:

A+	100	4.0	B-	82-84	2.7	D	64-67	1.0
A	96-99	4.0	C+	79-81	2.3	D-	61-63	.7
A-	92-95	3.7	C	75-78	2.0	F	60/below	.0 (Failing)
B+	89-91	3.3	C-	71-74	1.7	I	Incomplete	(7th-12th)*
B	85-88	3.0	D+	68-70	1.3			

\*Any incomplete grades will have to be completed or an average of grades which are recorded, will be posted the next grading period.

### 2. ACADEMICS BY GRADE LEVELS:

#### Elementary (1<sup>st</sup> – 5<sup>th</sup>):

Elementary classrooms are self-contained settings with highly qualified Christian teachers. The subjects taught in these grades include Bible, Reading, Spelling, English, Math, Science, History, and utilize a mix of A Beka, Purposeful Design (ACSI), and Bob Jones texts. Additionally, each grade has specials in Art, Music, Introductory Spanish, Keyboarding (4<sup>th</sup>-5<sup>th</sup> grades), Library, and Physical Education. Extracurricular opportunities include Pep Squad, wrestling, and elementary basketball, as well as the musical in select years.

Our elementary philosophy places a strong emphasis on the development of the fundamental skills of learning. Specifically, we strive to provide a strong foundation in reading and mathematics. Reading skills provide the foundation upon which information is processed and all learning is built. We also feel very strongly about the mastering of the fundamentals of mathematics. Being able to think mathematically, whether it be the recall of basic math facts or the application of logical thinking skills to creatively and critically solve problems, is essential to success throughout the middle school and high school years. Our teachers strive to lay this foundation for all students in our classrooms.

Teachers offer their own unique methods, instructional strategies, experiences and expertise to provide a Christ-centered education that continues to enable students to achieve standardized testing scores that are well above national norms. Academics are an important part of life at Meadowbrook, but it is the environment in which learning takes place that sets us apart. Meadowbrook Christian School combines Christian teachers along with a rigorous curriculum taught from a biblical world view to help us build solid citizens, one child at a time, in a Christian atmosphere.

### **Middle School (6<sup>th</sup>-8<sup>th</sup>):**

Students rotate among middle school teachers as they move from subject to subject. Placement for Math courses begin at the end of 5th grade allowing for students to be given the opportunity to take courses best suited for their individual strengths. These courses include Pre-Algebra (three levels), Algebra 1 and Algebra 2. Students take courses in English, Science, Social Studies, Math, and Bible each year. In addition, courses such as Learning Enrichment Across Disciplines (L.E.A.D.), Art, Music, Computers, Spanish, and Communications are also offered. Students are given the opportunity to participate in several electives such as musicals, fine arts competitions, spelling bee, and various leadership opportunities. Students are also able to participate in Junior High soccer, basketball, track and wrestling. Individualized piano and voice lessons are also available.

Additional opportunities are given to students through our Dimensions Program. This program is designed to give students unique opportunities not typically offered in core class offerings. The Dimensions Program exists to both equip students with life and career skills that will benefit them in the future, and to engage quality community professionals with our student body. Sample offerings include classes in Middle School Family and Consumer Science, Science Labs, Worship Arts Technology, Praise and Worship Team, CPR and First Aid, Speed and Agility, and Personal Finance. New Programs are being added each semester that are tailored to the needs of our students.

### **High School (9<sup>th</sup>-12<sup>th</sup>):**

In addition to the core courses listed below, students may choose from these electives: Advanced Spanish, Art, Physics, Environmental Science, Speed and Agility, Yearbook, Office Practice, Introductory to Education, Communications, Computer Programming, and Chorus. Additional Math electives include Personal Finance and Probability & Statistics.

MCS has become well-known for its quality Broadway productions such as Annie, Fiddler on the Roof, The Sound of Music, Wizard of Oz, and many others. The soccer, basketball, wrestling, and track teams participate in both the ACAA and the PIAA, allowing for participation with both Christian and public schools, and students have further sports opportunities through our cooperative agreement with the Milton School District.

Additional opportunities are given to students through our **Dimensions Program**. This program is designed to give students unique opportunities not typically offered in core classes. Sample offerings include classes in Worship Arts Technology, Family Consumer Science, Praise and Worship Team, CPR and First Aid Certification, SAT Prep, Auto Maintenance, Leadership training, and Historical Simulation. New Programs are being added each semester that are tailored to the needs of our students.

**Bible-** Students are required to take a Bible class for each year attended. Bible class is held five days a week. These courses include Logic-Worldviews/ Christianity 101, Bible Relevance and Reliability/Spiritual Formation, Mission/Outreach, and Faith and Culture/ Relationships.

**English-** Every student is required to take four years of English in grades 9 - 12. These courses include Themes and Literature, World Literature, American Literature, and British Literature.

**Foreign Language (Spanish)-** All students at MCS are required to take two years of Spanish toward earning a diploma upon graduation, though students may elect to take a full four years.

**Mathematics-** At this time the following math courses are being offered: Algebra I, Algebra II, Geometry, Pre-Calculus, Calculus, and AP Calculus, Personal Finance and Probability and Statistics.

**Science-** The following courses in science are being offered: Biology, Chemistry, Anatomy & Physiology, Environmental Science, and Physics.

**Social Studies-** The history curriculum contains the following courses: US History, World History, Economics/ Government, and World Geography.

**Health and Wellness/Physical Education-** This is required for all students each year. This course is designed to provide physical exercise, promote enjoyment of physical exercise, maintenance and improvement of physical fitness, and a life-long pursuit of fitness.

**Music-** In the high school there are various music programs for students to participate in vocally and instrumentally. Each year our music program will have two regularly scheduled concerts, as well as an annual musical production. Independent vocal and piano lessons for interested students are offered on the MCS campus. Students and parents can gather information regarding these lessons through the office. However, this instruction is given outside of the normal curriculum offered by Meadowbrook, therefore, separate fees are charged. Students are excused once per week from their regular class schedule (contingent to their progress and teacher approval) to attend lessons.

The **Honors Program** is an accelerated and rigorous program for qualified junior and senior students. It gives high-achieving students an opportunity to engage in an in-depth investigation of a guided topic, develop skills in the subject area, and expand knowledge beyond the normal college preparatory program. The honors courses available are English, History, Bible, Science, and Spanish. Honors courses will be weighted at 1.03 before computing the grade points for the course.

The **Dual Credit Enrollment Program** is made available to high achieving juniors and seniors to have the opportunity to enroll in Liberty on-line dual credit. Students may also participate in Bloomsburg University's ACE and STEM Programs. The Director of Student Services must meet with inquiring students prior to applying.

**3. HIGH SCHOOL COURSE SELECTION SHEETS** for the following year's subject choices must be submitted before completion of the prior year. Students have a two-week period to change, add, or drop a course from their schedules with parent/guardian written approval at the start of the new school year.

**4. HIGH SCHOOL GRADUATION REQUIREMENTS**

Requirements for graduation for all high school students in grades 9 through 12th are as follows:

Bible*	4 credits	*New students will be required to have one credit of Bible for each year attending MCS.
English	4 credits	
History	4 credits	
Mathematics	4 credits	
Science	3 credits	
Foreign Language	2 credits	
Phys. Ed.	1 credit	
Electives	<u>2 credits</u>	
	24 credits	

Students are required to take a minimum of 6 credits each year.

A High School student who fails and needs to make up a required credit course must discuss and implement a plan with the Student Services Director. Student must get prior approval from the Student Services Director to enroll in a summer school course, an online credit recovery program, or receiving independent tutoring. Summer courses may not be taken as a means of accelerating their academic course selection at MCS. Meadowbrook will accept summer courses for failed courses only. Elementary and Middle school students who fail two or more subjects may be required to repeat the grade level. Summer tutoring may be recommended in order to advance to the next grade level.

## **5. HOMEWORK POLICY**

Homework is an integral part of the school academic program and will be assigned to students for the following reasons:

1. Drill – most students require solid drill to master material
2. Practice – “Practice makes permanent”
3. Remedial Activity – As instruction progresses, various weak points become evident. Homework helps strengthen and helps overcome difficulties.
4. Special Projects – book reports, compositions, and research can be carried through homework to assure deeper understanding of a subject or related area.

**Elementary students** must have homework ready when the class begins. In grades 4 and 5, homework may be counted as a quiz grade.

**Middle/High school students** must have homework ready when the class begins. Four missed homework assignments in any class during a semester result in a detention and a zero for a daily grade.

**Student Absence:** If a student is absent they may obtain homework assignments from Sycamore.

**Student Vacation Absence:** If a vacation is being planned, homework must be requested one week prior of scheduled departure. All attempts will be made to secure this work before leaving, however, it is not mandatory for the teacher to provide everything in advance.

## **6. HONOR ROLL**

The Honor Roll system is designed to give those students recognition and reward for their outstanding achievement. The grading system is used to determine which students are eligible for the honor roll in grades 1-12. Two honor roll systems have been adopted: All A's for Distinguished Honor Roll; all A's and B's for the Honor Roll.

## **7. IEP (Individualized Education Plan)**

We neither develop nor follow the practice of IEP's, but we will endeavor to assist in that process. We will work with a family to the best of our ability, but we are not required to do so. We do have a Learning Support teacher who may work with students as needed.

## **8. MAKE-UP QUIZZES AND EXAMS**

Students have two class days for every day absent after an excused absence from school to make up any work. The day of the student's return is counted as the first day. It is the student's responsibility to make arrangements with the teacher to make up any quizzes and exams. If a student does not make up the work during this allowable time period, he/she will receive a 0.

Should a student miss the day of a scheduled test/quiz, it must be made up on the day of return. Nevertheless, if a student misses a day or days prior to a scheduled test/quiz, then the above applies. However, if the student has been notified of an upcoming test/quiz while in school and no new material has been covered, then he/she must make up the test/quiz upon return, unless communication with the class/subject teacher has been predetermined differently.

If an absence is planned ahead of time, students should be prepared to make up any work as soon as possible.

## **9. MID-TERM AND FINAL EXAMS**

Middle/High School Students (Grades 6-12) may be required to take mid-term and final exams at the discretion of the teacher. These exams consist of material for the entire first and/or second semester of the school year.

## **10. PARENT / TEACHER CONFERENCES**

Student's progress is also monitored through Parent/Teacher Conferences which can be scheduled at the end of the first quarter per school calendar. Middle/High School parents meet with their child's teachers in a panel format. You may request a teacher conference at your discretion at another time. New families will

have the opportunity to schedule their appointment earlier than existing students, usually about the 6-week mark.

### **11. REPORT CARDS**

Report cards will be made available via Sycamore every nine weeks. Report cards will not be available to a family if an account is not current.

### **12. PROCEDURE FOR ACCESS TO ACADEMIC/EDUCATIONAL RECORDS**

- I. The custodial parent, eligible student, guardian, or designated representative shall have access to the student's academic/educational record in accordance with the following procedures:
  - A. A written response to inspect and/or review an academic/educational record shall be submitted to the administrator.
  - B. The custodial parent shall have the right to inspect or review records.
- II. Access shall be provided:
  - A. Within three days of receipt of request;
  - B. Prior to a conference regarding a student's academic/educational program;
  - C. Prior to a meeting relating to identification, evaluation, or placement of a student.
- III. For the purposes of security, assistance in explaining or interpreting information, the inspector/review shall be in the presence of the Administrator or Superintendent or designee(s).
- IV. Custodial parents shall have the right to inspect and review summary data records which include information about more than one child; however, they shall only be allowed to inspect and review individual data relating to their child(ren).
- V. Meadowbrook Christian School shall provide custodial parents a copy of their child's academic/educational record upon written requests at no charge. Second and/or additional copies shall be provided at the rate of 15 cents per page in order to cover the cost of copying.
- VI. A custodial parent, eligible student, guardian, or designated representative who believes that information in the student's academic/educational record is inaccurate, misleading, or violates the privacy or other rights of the student, has the right to request that the school amend the inaccurate, misleading, or violating information.

## **STUDENT CONDUCT POLICIES**

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*"Train a child in the way he should go, and when he is old he will not turn from it."*

By enrolling children at Meadowbrook Christian School, parents are stating their willingness to cooperate with the disciplinary policies of the school. Parents and teachers must cooperate fully with one another. Anything said or done which tears down respect and confidence for either will harm the child. When there is a misunderstanding, a student and/or parent should take it quickly to the teacher. Should the problem remain, the student or parent should then feel free to consult the Assistant Principal.

### ***EXPECTATIONS***

- Adherence to handbook standards, classroom guidelines, and MCS Lifestyle Statement (grades 6-12 only). APPENDIX PAGE 30
- Respect for authority, property, and others
- Appropriate behavior in classrooms and hallways
- Electronic devices may not be used during school hours (excluding school-issued devices or devices that have been allowed by teachers for educational purposes)
- Possession of any type of tobacco, drugs, or alcohol are prohibited (this includes electronic versions)

## ***STATEMENT OF FAITH***

We believe that marriage has been established by God as a monogamous, lifelong union between one man and one woman, and that the framework of marriage is God's only plan for the expression of human sexuality.

*"But since sexual immorality is occurring, each man should have sexual relations with his own wife, and each woman with her own husband." 1 Corinthians 7:2*

*"Do not have sexual relations with a man as one does with a woman; that is detestable." Leviticus 18:22*

We believe that every person is created in the image of God, created male or female, and that attempts to redefine our sexuality (including gender expression, orientation, and identity) are non-biblical and a result of our fallen nature.

*"So God created mankind in his own image, in the image of God he created them; male and female he created them." Genesis 1:27*

## ***CHARACTER BUILDING***

Our goal is to develop students through correction and encouragement. Teachers will try to instruct students on appropriate behavior and actions. If unacceptable behavior continues, more severe action will need to be taken.

### ***DETENTIONS***

Detentions are accumulated throughout the year and given in three areas: Disciplinary, late slips, and missed homework assignments. A **disciplinary** detention is given for an offense in violation of the discipline policies. Detentions for **late slips** are given when a student has been late to class/homeroom on five occasions. **Missed homework** detentions result from missing a total of four homework assignments in a specific class. Late slips and missed homework totals will be reset each semester. Detentions are served on Tuesdays and Fridays from 3:00-3:30. If a student cannot serve a scheduled detention, the parent must contact the school office. Failure to serve a detention will result in that specific detention being doubled (to be served on the next available detention day).

### ***SUSPENSIONS***

Any students in grades 6-12 may be suspended from an accumulation of detentions or for a serious disciplinary offense. After a student receives three detentions, a warning letter will be sent from the Assistant Principal. Upon receiving a fourth detention, a one day suspension will be administered. A subsequent accumulation of detentions or a serious disciplinary offense will result in another suspension. This second offense will be a two day suspension; the third, a three day suspension. At this point, the school reserves the right to ask the student to leave Meadowbrook Christian School. Any missed quizzes, tests, and exams can be made up.

### ***EXPULSIONS***

The expulsion of a student from school is a serious matter, one that is never done without much prayer and thought. For this reason, much consideration is given to all circumstances before a student is expelled. Our desire is to do everything we can to reach a student with the message of Christ's love. However, expulsion may come as a result of repeated offenses of school policies. It may also come as a result of a serious breach of behavior either on or off campus. In a situation involving immoral behavior, administration and board leadership reserve the right to ask the student to withdraw.

### ***PROBATION***

**NEW STUDENT PROBATION** allows families and Meadowbrook Christian School a 30-day period to evaluate the match of student and school. During this time students are asked to meet the school's spiritual, academic, and social standards.

**ACADEMIC PROBATION** has been established to encourage the academic progress of each student. Middle and high school students failing three or more subjects at the conclusion of any marking period will be placed on academic probation. The probation period is the nine week period to follow and administration will review progress at the end of the nine weeks.

**DISCIPLINARY PROBATION** has been established to encourage positive Christian behavior and attitudes. It is the result of either one major disciplinary offense or the culmination of patterned negative behavior or attitudes. Disciplinary probation will be issued for a period of 15 school days, during which time a student will vacate any current leadership positions and not be permitted to participate in any extra-curricular activities. Additional disciplinary offenses occurring during the probationary period may result in a recommendation to withdraw the student.

### ***STUDENT TO STUDENT CONDUCT DISCIPLINE POLICY***

(Procedural steps to handle continual mistreatment of others in our school community).

1. For initial and isolated incidents, the teacher and student will conference together regarding the situation. A “Think Sheet” will be sent home (Elementary). These are teachable moments.
2. If student behavior persists, a “Student Conduct Referral” will be sent from the teacher to the Assistant Principal. The “Student Conduct Referral” is then sent home for parents to sign and returned to the teacher the following day.
3. Should a third incident occur, the student will receive another “Student Conduct Referral”. The student will also serve a 30 minute after school detention. A meeting will be scheduled for the parents to meet with the Assistant Principal.
4. Should a fourth incident occur, the student will receive another “Student Conduct Referral” and a second 30 minute after school detention.
5. Should a fifth incident occur, the student will be given another “Student Conduct Referral”, a one day out-of-school suspension, and the student will have to sign a 30 day behavioral contract. The student may not return to school until the behavioral contract is signed and returned.
6. Any breach in the behavioral contract will result in the dismissal from the school and/or presentation before the School Leadership Team.

## **GENERAL POLICIES**

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### ***ELIGIBILITY FOR SPORTS OR EXTRA-CURRICULAR ACTIVITIES***

Meadowbrook Christian School competes against other schools during the fall (girls and boys soccer), winter (girls and boys basketball, wrestling), and spring (track & field). Other sports are available through our co-op program with Milton School District (this may include band and cheerleading). Physical exams are required from a family physician using school and PIAA supplied forms before any student can participate for that year. Students are to maintain respectable grades and behavior (please see Athletic Handbook in Athletic Director’s office). Students are expected to support the overall sports program with the commitment to practice with the team at all practices, participate in all games or meets with a reverence toward Christ, and dedicate time to help benefit themselves, teammates, and fellow students.

In order for a student to be eligible to participate in the sports program or extra-curricular activities at Meadowbrook, he/she must maintain an overall C<sup>-</sup> (minimum 71) average and must have no more than one “F” in all subjects. For more information on eligibility, please obtain information from the Athletic Director.

## ***STUDENT PHONE POLICY***

School phones are business phones and not to be used by the students without prior permission.

Students may not use cellular phones during hours that school is open (8:00-2:50) unless a classroom teacher gives special permission for academic purposes. Otherwise, all cell phones must be turned off during school hours.

If a student uses a cell phone or it rings during school hours, it will be taken for that day.

- The first two offenses will result in the filling out of the cell phone infraction notice (available at the receptionist) to ensure that students and parents are aware of the cell phone policy.
- Any subsequent violations may be cause for detention or suspension.

If a student needs to call or text home, he or she may do so after notifying the receptionist and must remain in the receptionist area until the contact is complete.

## ***RELATIONSHIPS: BOY-GIRL***

Meadowbrook Christian School is co-educational, operating on the premise that it is wholesome for boys and girls to develop many friendships during their school years. These friendships should be with members of the same sex, as well as with members of the opposite sex. Outward show of affection, however, such as holding hands, having arms around one another, and the like will be prohibited in the school, on the school grounds, or any school sponsored event, including any sports events and extra-curricular activities. A genuine Christian behavior toward the opposite sex is manifested in a discreet manner.

It is recognized that in some cases friendships developed during the school years will mature into life-long companionships. It is the position of MCS that dating shall be directed from *the homes* of the students.

## ***SOLICITATION***

Neither teachers nor organizations nor students are permitted to sell articles on the school grounds without permission of the Administrator. Advertisements of any non-school activities are not to be posted or distributed without the permission of the Administrator.

## ***STUDENT DRIVER POLICY***

Being a student driver at Meadowbrook is a privilege. This privilege will be granted only as long as the following guidelines are met.

1. Student drivers must secure the appropriate form from the school office. A registration form must be filled out and signed by the student driver and parent(s). This must be submitted prior to their first day of driving to school.
2. A copy of vehicle driver's license, vehicle registration, and current insurance must be turned in to the office.
3. As soon as drivers arrive at school, they must leave their car and go to the designated area to wait until school opens. Drivers are not to visit or socialize in or around any vehicle before or after school.
4. Student drivers must park cars properly in the last row of the south lot next to the creek.
5. Student drivers are responsible for being in homeroom by 8:00 AM. Excessive tardiness may result in loss of driving privileges (Refer to *Attendance- C. General Attendance: Driving Students*).
6. Student drivers may lose driving privileges for offenses such as speeding, reckless driving, etc., that occur both on and off school grounds. A speed of 5 mph on the school grounds must be obeyed at all times.
7. The student driver may transport only those passengers for whom permission has been granted by parents of both parties involved through the school office. Permission forms must be on file at the office.

## ***STUDENT SEXUAL HARASSMENT POLICY***

This school is committed to maintaining an academic environment in which all individuals treat each other with dignity and respect and which is free from all forms of intimidation, exploitation and harassment, including sexual harassment. This school is prepared to take action to prevent and correct any violations of this policy. Anyone who violates this policy will be subject to discipline, up to and including termination or expulsion.

### **Definition of Sexual Harassment:**

“Sexual Harassment” means unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting, under any of the following conditions:

1. Submission to the conduct is explicitly or implicitly made a term or condition of an individual’s academic status, or progress.
2. Submission to, or rejection of, the conduct by the individual is used as the basis of academic decisions affecting the individual.
3. The conduct has the purpose or effect of having a negative impact upon the individual’s academic performance, or of creating an intimidating, hostile, or offensive educational environment.
4. Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through this school.

### **Examples of Sexual Harassment:**

Unwelcome sexual conduct of this type can include a wide range of verbal, visual or physical conduct of a sexual nature. Among the types of conduct, which would violate this policy, are the following:

1. Unwanted sexual advances or propositions.
2. Offering academic benefits in exchange for sexual favors.
3. Making or threatening reprisals after a negative response to sexual advances.
4. Visual conduct such as leering, making sexual gestures, displaying sexually suggestive objects or pictures, cartoons or posters.
5. Verbal conduct such as making or using derogatory comments, epithets, slurs and jokes.
6. Verbal abuse of a sexual nature, graphic verbal commentaries about an individual’s body, sexually degrading words used to describe an individual, suggestive or obscene letters, notes or invitations.
7. Physical conduct such as touching, assaulting, impeding or blocking movements.
8. Texting or other media usage.

### **What to do if you Experience or Observe Sexual Harassment:**

Students who feel that they have been subjected to conduct of a harassing nature are encouraged to promptly report the matter to the school administrator or a teacher.

### **Confidentiality**

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

### **Protection Against Retaliation**

It is against the school’s policy to discriminate or retaliate against any person who has filed a complaint concerning sexual harassment or has testified, assisted or participated in any manner in any investigation proceeding or hearing concerning sexual harassment.

### **Procedure for Investigation of the Complaint and for Taking Corrective Action**

When one of the school officials designated in this policy receives a complaint, he or she shall immediately inform the administrator. The administrator will direct an investigation. If the investigation confirms the allegations, prompt corrective actions shall be taken. The individual who suffered the harassing conduct shall be informed of the corrective action taken. In addition, any employee or student found to be responsible for sexual harassment in violation of this policy will be subject to appropriate disciplinary action

up to and including expulsion or termination. The severity of the disciplinary action will be based upon the circumstances of the infraction.

### ***ANTI-TOBACCO POLICY***

Any student who is found to be in possession of tobacco in any form (including but not limited to cigarettes, cigars, snuff, or any form of smokeless tobacco, as well as any electronic form) at school, on the school grounds, or at any school-sponsored activity or extra-curricular event (be it a sporting event, practice, or field trip setting) will be subject to the following schedule of discipline: First Offense -- Two day suspension. Second Offense -- Expulsion from school. In addition to the above-mentioned actions, at the first offense, a student caught in violation of the policy will face immediate dismissal from any sports team or club that represents the school. Additionally, any student caught smoking in any building will be considered to have violated the "Smoke-free Building" and the fire code and may as a result be turned over to the appropriate authorities.

### ***WEAPONS POLICY - POSSESSION OF/THREAT OF/USE OF***

**Introduction:** Meadowbrook Christian School considers student possession of/use of/ or threat of the use of weapons as a serious offense and will not tolerate such by students on school property, at school events, or any other time while enrolled as a student. Statements made by a student claiming or boasting of a weapon at school or school event will be dealt with in the same manner as a "threat" below.

**Student Action:** Students who possess a weapon or who carry, exhibit, display, draw, or threaten any of these items apparently capable of producing bodily harm in a manner which, under the circumstances, manifests an intent to intimidate another or warrants alarm for the safety of others shall be subject to discipline up to and including expulsion.

**Definition:** "Possession" includes, but is not limited to, having a weapon on school property or at a school-sponsored event located: (a) in a space assigned to a student such as a locker or desk; (b) on the student's person or property (such as on the student's body, in his/her clothing, purse, backpack, gym bag or vehicle); or (c) under the student's control or accessible or available, such as hidden by the student.

"Threat" includes, but is not limited to: (a) a statement of personal bodily harm with a weapon; (b) a statement indicating friends or acquaintances with weapons who will commit bodily harm; (c) or the statement of possessing a weapon at school or a school function.

A "weapon" includes, but is not limited to: (a) a firearm, which is a weapon or device from which a projectile may be fired by an explosive; or (b) an air gun, which includes any air pistol or air rifle, designed to propel a BB, pellet, or other projectile by discharge of compressed air, carbon dioxide or other gas, or any items which appear to be realistic firearms or air guns; or (c) a slung shot, which is a piece of metal, or a stone fasted to a short strap, chain or thong, used as a weapon; or (d) a sling shot, which is a forked piece of wood, metal, plastic or similar substance having an elastic band fastened to the prongs for shooting small stones and pebbles; or (e) a sand club, chains or metal knuckles; or (f) a device commonly known as "throwing stars," multi-pointed metal objects designed to embed upon impact; or (g) any knife which is a cutting or stabbing instrument with a sharp blade set in a handle; or (h) a dirk, which is a type of dagger; or (i) any device commonly known as "nun-chu-ka sticks" consisting of two or more lengths of wood, metal, plastic or similar substance connected with wire, rope or other means; or (j) a stun-gun; or (k) any explosive device including firecrackers; or (l) mace or pepper spray.

**Incident Reporting and Action:** Any faculty member, staff member, or student with knowledge of "possession," "threat," or "use of weapons" as described above shall immediately report to the Assistant Principal, who may (a) submit a report to the appropriate jurisdictional police authority, (b) remove the involved student(s) from school pending full investigation by school and law enforcement authorities and (c) possible permanent expulsion from Meadowbrook Christian School. Or meet with the Assistant Principal and parents, be placed on athletic ineligibility for 5 academic days, serve a one day suspension. If a second offense should happen, expulsion from school will result.

Any student caught with weapons in any building or on campus grounds will be considered to have violated the “POSSESSION OF/THREAT OF/USE OF WEAPONS POLICY” and may as a result be turned over to the appropriate authorities.

### ***INTERNET ACCEPTABLE USE POLICY***

***Please note that Meadowbrook maintains a separate handbook for our MCS STEP program, which is our one-to-one initiative for all High School students to receive a Chromebook. Additionally, all students in grades 4-12 must abide by the MCS G-Suite policy. Both the STEP program and MCS G-Suite Policy must be signed annually by both parents and students. This internet acceptable use policy provides further information on appropriate usage and policies while accessing the internet.***

Recent advances in information technologies change the way that Meadowbrook Christian School relates to the world. From our classrooms, labs, and media center you will be able to travel all over the world to gather information. As we learn to make use of Meadowbrook’s computer network and travel this electronic highway, maps to find information and rules to keep traveling safe become vital to successfully completing the journey. This document is intended to help you make informed and appropriate decisions about the best use of Meadowbrook's computer resources.

Just as you learn and are expected to abide by social, moral, and ethical codes and behaviors which are acceptable in our school, you need to learn the correct procedures and rules for using our network of information services. We demand that all students obey the guidelines. If you break any of these rules, you will not be permitted to continue to use the system.

Meadowbrook Christian School believes that the Internet has much to offer students with its wide variety of resources. It is our goal to educate students about efficient, ethical, and appropriate use of those resources. Within the context of our mission statement as a school, the Internet connection will be used to meet the goals in our curriculum. Specifically, students will have the opportunity to enhance their learning through:

1. A wealth of additional resources for reference and research.
2. Consulting with experts in a variety of fields.
3. Communicating with other students and individuals in areas or situations they are studying.
4. Learning to conduct searches, evaluate resources, and locate relevant material.
5. Interacting with up-to-date primary sources.

In order to assist students in learning to use the Internet correctly, the school will do everything it can to insure that students access the resources appropriately. This includes providing:

1. A reliable connection that is protected by the best filtering software we can find. Filtering software blocks sites that are objectionable for content, language, or a variety of other things that the school has defined as inappropriate.
2. Training for students and others that clearly spell out what is appropriate and what is inappropriate. Students will be given general instruction about what is available on the Internet and how they can find what they are looking for through searches, how to save, and how to print. They will also receive instruction in proper Netiquette, citing, and evaluation of sources.

***Code of Ethics:*** It is to be understood that Internet access for students is a privilege, not a right. All users of the Internet will agree to adhere to the following Code of Ethics:

“I will strive to act in all situations with honesty, integrity, and respect for the rights of others and to help others to behave in a similar fashion. I will make a conscious effort to be a good testimony to my fellow students, faculty members, and others I communicate with on the Internet. I agree to follow Meadowbrook’s basic rules. I will strive to apply Philippians 4:8 to

my electronic communication: ‘Finally brothers, whatever is true, whatever is noble, whatever is right, whatever is pure, whatever is lovely, whatever is admirable – think about such things.’”

**Use Policy:** The Internet user is held responsible for his/her actions whenever using the Internet. Unacceptable uses of the network will result in the suspension or revoking of these privileges.

Some examples of unacceptable use are:

1. Using the network for any illegal activity, inappropriate business, obscene purposes, or violation of copyrights.
2. Using the network for commercial or financial gain.
3. Degrading or disrupting the equipment or system performance. Any security problems must be reported to the technology instructor and not shared with other users.
4. Vandalizing the data of another user.
5. Gaining unauthorized access to resources, including attempting to get around the filtering software installed on a computer with Internet access.
6. Invading the privacy of individuals including reading mail that belongs to others without their permission or forging email messages.
7. Using an account owned by another user – with or without that user’s permission.
8. Posting personal communications without the author’s consent or posting information containing information not meant to be made public.
9. Posting rude or inappropriate messages.
10. Send or receive messages that indicate or suggest pornography, unethical or illegal solicitation, racism, sexism, or inappropriate language. All of the rules in Meadowbrook’s Acceptable Internet Use Policy apply when you are using the computer lab.
11. Intentionally disrupting network traffic or crashing the system.
12. Violating the spirit of Meadowbrook’s Mission Statement.

**User may not:**

- send or receive messages that indicate or suggest pornography, unethical or illegal solicitation, racism, sexism, or inappropriate language. All of the rules in Meadowbrook’s Acceptable Internet Use Policy apply when you are using the computer lab.
- use the network or its computers for commercial or for-profit purposes.

**Using the Resources**

The Internet user and his/her parents (or guardians) must understand that he/she uses the Internet at his/her own risk. Considering the provisions mentioned above, Meadowbrook cannot assume responsibility for:

1. The reliability of the content of a source received by a user. Students must evaluate and cite sources appropriately.
2. Costs that the students incur if they request a product or service for a fee.
3. Any consequences of disruption in service that may result in lack of resources. Though every effort will be made to insure a reliable connection, there may be times when the Internet service is down or scheduled for use by teachers, classes, or other students.
4. Guaranteeing privacy of e-mail. Though we do support privacy of e-mail, users must not assume that this is guaranteed. The technology instructor and the administrator reserve the right to investigate possible misuses or to monitor any e-mail that comes through Meadowbrook computers.

**Cyber-Safety:** When you are using the computer network and communicating with others in remote or even close locations, keep the following in mind:

1. You cannot see them so you cannot tell how old they are or even what gender they are.
2. They can tell you anything, and you cannot always be sure what they are telling you to be true.
3. Absolute privacy cannot be guaranteed in a network environment. So, you need to think carefully about what you say and how you say it.

4. For your own safety and for the safety of others, remember to exercise caution when you are communicating with people in the outside world. Do not give out your home phone number or your address to anyone. They do not need to have that information.
5. If you feel there is a problem or if you feel uncomfortable with the information someone is giving you, tell your teacher or system administrator immediately.

**Plagiarism:** The dictionary defines plagiarism as "taking ideas or writings from another person and offering them as your own." The student who leads readers to believe that what they are reading is the student's original work when it is not is guilty of plagiarism. Credit should always be given to the person who created the article or the idea. Be careful when you are using the Internet. Cutting and pasting ideas into your own document is very easy to do. So, be sure that you give credit to the author. That way your teacher will know which ideas are yours, and you won't be guilty of plagiarism. Though the penalty for plagiarism is at the discretion of the teacher, it is likely that you will lose credit for any assignment containing plagiarized material.

**Copyright:** Copyright is another issue altogether. According to the Copyright Act of 1976, "Fair Use" means that you may freely use any information that you legally find on the Internet as long as you do so only for educational purposes. You may not plagiarize or sell what you find. Suppose, for example, that you find a copy of Microsoft Works on the Internet. Could you legally copy it? The answer is NO. This is copyrighted software. You have to purchase software packages before you use them legally. Suppose you find an article about the use of Microsoft Works on the Internet. Can you legally copy it? The answer is yes, as long as you give credit to the author and do not sell the article for profit.

**Network Security:** The most secure computers are the ones that are not on. This is not a reasonable solution. Our security measures are to keep you from accidentally changing settings. Consistency and reliability are paramount for Meadowbrook's computer network to serve you optimally. Therefore the following guidelines are set up to help you understand our security concerns. Masquerading: pretending to be someone else is forbidden. This includes sending out e-mail in someone else's name as a joke. No Hacking, which means no attempting to break into or go around any of our security measures, and is considered a major violation of school rules. This includes servers, workstations, networks and other people's resources.

**Consequences Of Violations:** Consequences of violations include but are not limited to:

1. Suspension of Internet access;
2. Revocation of Internet access;
3. Suspension of Network privileges;
4. Revocation of Network privileges;
5. Suspension of computer access;
6. Revocation of computer access;
7. School suspension;
8. School expulsion;
9. Legal action and prosecution by the authorities.

**Consent And Waiver:** By signing the Enrollment Card or the Re-Enrollment Card, the student and parent (or guardian) agrees to abide by these restrictions.

A. In addition, Meadowbrook Christian School assumes no responsibilities for:

1. The content of any advice or information received by a student from a source outside MCS, or any costs or charges incurred as a result of seeing or accepting such advice;
2. Any costs, liability, or damages caused by the way the student chooses to use his/her MCS Network access;
3. Any consequences of service interruptions or changes, even if these disruptions arise from circumstances under the control of MCS;
4. While MCS supports the privacy of electronic mail, students must assume that this cannot be guaranteed.

B. By signing the form I agree to the following terms:

1. My use of the Meadowbrook computer network must be consistent with the school's primary goals.
2. I will not use the MCS computer network for illegal purposes of any kind.

3. I will not use the MCS network to transmit threatening, obscene, or harassing materials. Meadowbrook will not be held responsible if you participate in such activities.
4. I will not use the MCS network to interfere with or disrupt network users, services or equipment. Disruptions include, but are not limited to, distribution of unsolicited advertising, propagation of computer worms and viruses, and using the network to make unauthorized entry to any other machine accessible via the network. I will print only to my local printer.
5. It is assumed that information and resources accessible via the Meadowbrook network are private to the individuals and organizations which own or hold rights to those resources and information unless specifically stated otherwise by the owners or holders of rights. Therefore, I will not use the Meadowbrook network to access information or resources unless permission to do so has been granted by the owners or holders of rights to those resources or information.

## HEALTH & MEDICAL

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### *MEDICAL GUIDELINES*

**Physical Exams** are a requirement for all students in the state of Pennsylvania. All new students and students in Kindergarten or entry to 1<sup>st</sup> grade, 6<sup>th</sup> grade and 11<sup>th</sup> grade must submit a current physical exam. Physical exams are current when they are dated no later than 1 year before the first day of the current school year. Physical forms are available from the school office or at [mcsliions.org](http://mcsliions.org). It is not a requirement that our forms be used.

**Immunizations** A record of all immunizations must be given to the school office. Immunizations, as required by the State of PA, should be adhered to. A list of required immunizations can be acquired through, your family doctor's office, the PA Department of Health, your public school district and MCS. Medical and or Religious exemptions for immunizations will only be accepted when there is a Physician's letter stating the medical condition that prohibits the child from receiving scheduled immunizations, or there is a written letter and signed from a parent/guardian stating their desire for religious exemption of state required immunizations.

**Dental Exams** are a requirement for any student attending school in the state of Pennsylvania. Dental exams are required for students in Kindergarten or entry to 1<sup>st</sup> grade, 3<sup>rd</sup> grade and 7<sup>th</sup> grade. Dental forms are available from the school office or at [mcsliions.org](http://mcsliions.org). It is not a requirement that our forms be used. At this time, NO dental care or fluoride treatments are offered at MCS.

### *HEALTH & SICKNESS POLICY*

When a child is showing symptoms of an illness, it is sometimes difficult for parents/guardians to know if that child should or should not be sent to school. A healthy child will have between 8 and 10 "colds" per year, so we fully understand that some symptoms will be present while your child is in school. We have compiled some "Do's and Don'ts" for you to follow in regards to whether or not to send your child to school.

**Do not send your child to school when:**

- A fever of 100 degrees or higher has been present within the last 24 hours.
- A fever is recurring as medication wears off.
- Nausea, vomiting, or diarrhea has occurred within 24 hours.
- Persistent headache, body aches or chills are present.
- Unidentified skin rash is present.
- Chicken Pox is present and/or new lesions are breaking out and have not yet crusted over.
- Loss of appetite is present for more than a day, especially when other symptoms are present.
- An excessively runny nose or eyes that show sign of infection.
- Frequent cough and or sneezing is present – and NOT due to allergies.
- Sore throat causes a disruption in activities or is accompanied by a fever of 100 degrees or higher.
- He/she is on a new or prescription medication for less than 24 hours.
- Your child is too lethargic or weak to participate in normal classroom activities.

Do send your child to school when:

- A fever is below 100 degrees without the use of anti-fever medications for at least 24 hours.
- Nausea, vomiting and diarrhea do not return once “normal” diet is resumed for 24 hours.
- A physician has identified skin rash as non-contagious – or a contagious skin rash has been treated with medication for at least 24 hours and the student has a Doctor’s excuse or a “return to school note from a physician.”
- Appetite has returned to normal.
- Runny nose is clear, is not excessive and/or has been under treatment for at least 24 hours.
- Eyes are clear, free of discolored drainage and/or have been under treatment for at least 24 hours.
- Cough or sneezing is not too frequent, too moist and is not due to contagious illness that hasn’t been treated for at least 24 hrs.
- A new medication is being tolerated for at least 24 hours.
- Normal classroom activities can be tolerated and/or resumed.

Keeping your child at home when he or she is symptomatic can hasten the recovery time and prevent illnesses from being spread in our school. Your child will be excluded from school and sent home when it is determined that he/she is exhibiting signs and symptoms of illness that is incompatible with school attendance. Let’s work and pray together for a healthy school year!

### ***MEDICATION POLICY***

Ideally all medication should be given at home, but we recognize that students are able to attend school due to modern treatments for acute and chronic illnesses. Any student who is to receive medication at school must comply with Meadowbrook Christian School’s medication policy.

Medication will be administered by our school nurse or other authorized personnel if the following criteria are met:

Prescription medications:

1. All medication must be submitted in its original container and that container must be clearly marked with the student’s name, medication name, dose, frequency and route to be administered – (like – “by mouth” or “topical”).
2. Written request by the prescribing doctor to give the medication during school hours.
3. Written permission by the parent to give the prescription medication to the student during school hours.
4. Student should be on prescription medication like antibiotics and anti-fungals for a full 24 hours before returning to school, unless a doctor’s note says the student may return before that 24 hour period is past.

Over the counter medications:

1. Permission from the parent or guardian to administer the medication to the student as the parent noted on the “Student Medical” form upon enrollment.
2. All over the counter medications must be in their original container – NO medication will be accepted at school if the medication is NOT sent in the original container.
3. All over the counter medications will be given using the guidelines listed on the label of that medication. Any deviation in the label instructions is a violation and the medication then falls in to the “prescription” category and the policy for “Prescription medications” must be followed.

All medications, prescription or over the counter must be taken to the school nurse office as soon as the student arrives to school. There are locked cabinets and refrigerators here to store medications.

Students are *not* permitted to carry any medication during the school day unless written permission is given by the parent, doctor and, or MCS office. The teachers will be notified if any student has such permission and is carrying a medication. Any student who has permission to carry a medication is not

permitted to share their medication with another student. The student will lose his/her permission to carry any medications if he/she shares with another student. Disciplinary action may be taken by the school office if that occurs.

## MISCELLANEOUS

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### **GENERAL**

**Calendar:** Each family will receive a school calendar prior to the start of the new school year.

**Choral Concerts:** Students taking chorus are required to attend the Christmas and Spring choral concerts. Failure to do so for other reasons than those listed under the *Attendance Policy: Excused Absence* will result in a 1/3 letter grade deduction.

**Directory:** A school directory is available on Sycamore solely for the *private use* of MCS families to communicate with each other. It is not to be used by anyone outside of the MCS family, and is not to be given or used for business contact purposes.

**Copiers:** The copy machine is located in the reception area. This is not for student's personal use or for copying homework assignments.

### **VISITING STUDENTS**

Visiting students are to follow MCS rules at all times. All student visitors must have prior approval of the office to visit and upon arrival they must check in with the school receptionist.

### **LIBRARY GUIDELINES**

Meadowbrook Christian School maintains a library that is accessible to all students in grades 1<sup>st</sup>-12<sup>th</sup>. Elementary students have a weekly library class, which includes age-appropriate education regarding book types, research procedures, plagiarism, etc.

Books are checked out through the Library Portal on Sycamore, with each student having their own library card/ID. Number of books will vary depending on the grade of the student. Elementary students will check out books during their class; MS and HS students should contact the library teacher for more information.

If books are not returned on time, fines may accrue per day per book from the original due date. Upon return of book(s), a Library Fine Notice will be issued stating the total amount of fines due. No other books can be checked out until all book(s) are returned and all outstanding fines are paid. If book(s) are not returned after the third notice, a Lost Book Replacement Notice will be issued. Please contact the Librarian with any questions you may have.

### **INTERNATIONAL MISSION TRIP – JUNIOR CLASS**

Each year the junior class has an opportunity to join God in His work in another country and culture. Location is decided by the junior class in coordination with the Director of Spiritual Development, who also leads the trip. The junior Bible class on Missional Living is closely connected with the mission trip, and will include cross-cultural and ministry training, as well as background on missions in general.

While not a requirement, it is hoped that all juniors will participate on the trip. All costs must be paid for by the family, though various fundraisers will take place, starting as early as middle school. Parents are permitted to participate on the trip, particularly in situations where the student may not otherwise be able to participate.

If a student elects not to participate in the mission trip, they are encouraged to find a satisfactory service project that is local. This will enable them to coordinate with the activities in the Missional Living class, and experience an extended ministry opportunity. They are expected also to maintain attendance at the school, making the office aware of which days they are "on site."

## ***FUNDRAISING POLICY***

As a ministry of Christ Wesleyan Church, all internal fundraisers must be approved by the CWC Global Ministry Director, who will coordinate the timing of all fundraisers due to the possibility of them overlapping or other unforeseen complications. Any publicity flyers must receive a stamped approval from the Global Ministries' office before they are handed out.

The appropriate forms for requests must be obtained prior to the event from the Director of Student Services and/or the Director of Advancement, who coordinate all MCS fundraising activities, including any Student Government fundraisers, as well as those for the Junior Class Mission Trip, athletics, Key Club, Student Government, etc. They will submit the necessary forms to the Global Ministries' office for approval.

## ***STUDENT GOVERNMENT***

The Student Government consists of a President, Vice-President/Formal Chair, Secretary, Treasurer, Chaplain, and a rep from every high school class. These nominated and elected officers, will serve according to the standard established within the Student Government Constitution. The purpose of the Student Government is to encourage spiritual growth, organize student services and social activities, present student opinion, promote enthusiastic school spirit, and provide opportunities for leadership experience. More information can be found in the Student Activities Handbook.

## ***THE MCS FAMILY GUIDE TO LEARNING SUPPORT***

**\*\*Our goal is to work as a school and parent team to find the best methods to support students and to give them strategies to assist them in the classroom and beyond.\*\***

Services that are available at Meadowbrook Christian School:

### **CSIU**

- Central Susquehanna Intermediate Unit (staffed by district personnel)
- Students receive supplemental support in READING and MATH by CSIU staff after a screening is completed to determine if there is a need.
- Speech services are also provided through CSIU.
- Eligibility is determined by the program.

### **Learning Support Teacher**

- Meadowbrook Teacher
- Middle and High School - Study halls, test and quiz accommodations, and study support for students with specific learning disabilities
- Offer certain curriculum accommodations and individual instruction
- Teacher support and classroom observations for all grade levels
- Initial eligibility is pre-determined by MCS.

### **Enrollment procedures for students with already diagnosed learning disabilities:**

- 1) Parents filling out student applications should be sure to have a copy of the student's IEP available with the application for the admissions and Learning Support staff to review.
- 2) Interviews and entrance testing are done through the admissions office.
- 3) The Learning Support Staff, in consultation with the teachers, will review the student's most recent IEP and their learning needs to determine if Meadowbrook is able to staff their specific needs.

- 4) If our staff determines that we can meet their specific academic needs here at Meadowbrook, you will be given the option to enroll. After enrollment, Learning Support will communicate the student's specific learning needs and any accommodations that are needed to the teachers and will schedule them for study halls and other support in the Learning Support room, as needed.

### **If your student is already enrolled at Meadowbrook:**

#### **If your child ALREADY has an IEP for academic needs....**

- Learning support reviews student needs every year at the start of the year
- CSIU will schedule with teachers to pull eligible students for reading and math services
- Middle and high schoolers are scheduled to come into the Learning Support Room for study halls and support

#### **If you notice a problem during the school year.....**

- Contact your child's teacher about your concerns
- Speak to your pediatrician about concerns of focus, sleep, nutrition, etc. (all of these can affect students' academic success). Make sure they have up to date vision and hearing screenings – both can seriously affect students in the classroom.

### **The Meadowbrook Christian School Learning Support Process**

1. **TEACHER DATA COLLECTION:** When teachers and/or parents notice academic concerns, teachers begin to assess and monitor the student by keeping detailed records of concerns and performance for a 6 week period.
2. **CONTINUED ASSESSMENT AND IMPLEMENTATION OF ADDITIONAL STRATEGIES IN THE CLASSROOM:** After consulting with either Learning Support or CSIU, the teacher can request a reading and/or math screening through CSIU. If the student is found eligible for services through CSIU, they will be scheduled for supplemental support outside of the classroom. Teachers will continue to monitor, assess, and implement recommended strategies from the support teams even if they are not eligible for CSIU services.
3. **MONITORING AND DOCUMENTATION:** If the student continues to struggle and is not eligible for CSIU services, the support team will continue to monitor and find new strategies for support in the classroom. Continued documentation will be kept as we seek to find the best strategies to support students at MCS.
4. If the student continues to perform below grade level, the team will meet and plan for the next steps. This may or may not include a recommendation to the family that they request a formal evaluation to be done through their home school district.

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## Meadowbrook Christian School's Dress Code Policy

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*May 2021*

### **Dress Code Philosophy:**

- MCS dress code exists to promote modesty and neatness in dress and appearance.
- MCS dress code is founded on biblical principles and professional societal norms that our school values highly. The following summarizes these principles:
  - Biblical Modesty – attire should reflect outward modesty and an inward spirit of self-control.
  - Compliance to Authority – attire should reflect an attitude of compliance and submission to guidelines developed by school authorities, demonstrating respect toward self, students, teachers, administration, and parents. The administration reserves the right to prohibit clothing of any style or trend as the need arises.

- Professionalism in Appearance – attire should reflect an understanding of compliance to life situations regardless of personal preferences. We all encounter workplaces and environments with policies that identify dress as appropriate or inappropriate.

### **All Dress Guidelines:**

- All garments are to be clean.
- All attire must be properly fitted (not too tight or too loose) and properly worn (as designed).
- Clothing that is provocative or revealing is not permitted.
- Sleeveless or spaghetti strap dresses and shirts are not permitted.
- Pants must be pulled up and fit at the waist.
- Hoods and hats are not permitted to be worn inside the school building.
- No garment is to have inappropriate pictures or messages, which at Meadowbrook Christian School (see “Professionalism in Appearance” above) includes any advocacy of drug or alcohol use, weapons, violence, sexual innuendo, secular music groups, political ideologies, political standing, and messages contrary to the Christian faith and the Word of God.
- After school hours, shorts are permitted while adhering to the MCS Dress Code Philosophy and Guidelines, as well as sweatpants and track pants.
- Field trip and special event attire will be determined by the overseeing teacher or designee.

### **Dress Code Violation Policy:**

- Any student found in violation of this policy will have the violation immediately remedied with a “School Dress Code Violation”. Students may be asked to change, based on the violation.
- Any student found in violation of this policy will receive notification and the notification will be sent home to be signed by the parent and returned to the school receptionist within two days.
- **A third violation along with every subsequent violation will result in after school detention.**
- Physical education dress code violations will be handled directly by the gym teacher.

## ***ELEMENTARY DRESS CODE (1<sup>st</sup>-5<sup>th</sup>)***

### **GIRLS**

#### **PANTS/SHORTS**

- May wear dress pants, casual pants, sweatpants, track pants, jeans, and leggings (no mesh permitted on leggings)
- Leggings must be accompanied by a garment that **CLEARLY** extends below the line of the buttocks in front and back
- May wear Bermuda shorts during the first and fourth quarter
- Jeans with distress marks are permitted. A limit to 4 distressed areas total (rips, tears, holes, etc.), placed at and below the knee only, and not exceeding the palm of the hand in size is permitted.  
**This is on a one-year trial. The MCS Leadership Team and Teachers will be reviewing this topic for the 2022-2023 school year.**

#### **SHIRTS**

- Sleeveless or spaghetti strap shirts are not permitted unless accompanied by a shirt, sweater, or cardigan over top
- Cold shoulder shirts are permitted
- No garment is to have inappropriate pictures or messages, which at Meadowbrook Christian School includes but is not limited to any advocacy of drug or alcohol use, weapons, violence, sexual innuendo, secular music groups, political ideologies, political standing, inappropriate movies, and messages contrary to the Christian faith and the Word of God.

## DRESSES AND SKIRTS

- Must reach the knee in length (it is recommended to wear shorts or leggings under skirts due to students playing on the recess equipment and floor activities in class, but it is not required.)
- Sleeveless or spaghetti strap dresses are not permitted

## SHOES

- All shoe styles are permitted with the exception of slippers (unless special dress down day is coordinated by their teacher)

## HAIR

- Extreme and distracting styles and coloring are not permitted.

## PIERCINGS AND TATTOOS

- Only girls may wear earrings
- Temporary tattoos are permitted

## PROFESSIONAL ATTIRE TUESDAYS

- Permitted to wear a dress, skirt, casual or dress pants and blouse
- Leggings are permitted ONLY when worn under a dress or skirt
- No jeans, sweatpants, or track pants are permitted (unless student has Physical Education)
- Graphic Tees and sweatshirts are not permitted
- Flip flops, Crocs, and Slides are not permitted

**Note: Professional/dressy casual attire is NOT required on Tuesdays when there is a school delay. At the discretion of administration, select Tuesdays will not require professional/dressy casual attire.**

## PHYSICAL EDUCATION

- Permitted to wear sweatpants, track pants, loose fitting jeans, leggings, or capris
- Permitted to wear Bermuda shorts during the first and fourth quarter only
- Must wear socks and sneakers

# ***ELEMENTARY DRESS CODE (1<sup>st</sup>-5<sup>th</sup>)***

## **BOYS**

### PANTS/SHORTS

- May wear dress pants, casual pants, sweatpants, track pants, and jeans
- May wear dress, cargo, or athletic shorts during the first and fourth quarter
- Jeans with distress marks are permitted. A limit to 4 distressed areas total (rips, tears, holes, etc.), placed at and below the knee only, and not exceeding the palm of the hand in size is permitted. **This is on a one-year trial. The MCS Leadership Team and Teachers will be reviewing this topic for the 2022-2023 school year.**

### SHIRTS

- Sleeveless shirts are not permitted
- No garment is to have inappropriate pictures or messages, which at Meadowbrook Christian School includes but is not limited to any advocacy of drug or alcohol use, weapons, violence, sexual innuendo, secular music groups, political ideologies, political standing, inappropriate movies, and messages contrary to the Christian faith and the Word of God.

## SHOES

- All shoe styles are permitted with the exception of slippers (unless special dress down day is coordinated by their teacher)

## HAIR

- Extreme and distracting styles and coloring are not permitted.

## PIERCINGS AND TATTOOS

- Only girls may wear earrings
- Temporary tattoos are permitted

## PROFESSIONAL ATTIRE TUESDAYS

- Permitted to wear dress or casual pants
- Dress shorts are permitted during the first and fourth quarter only
- Must wear a polo shirt or buttoned dress shirt with a collar (shirt must be buttoned and stay on for the whole day)
- No denim blue jeans, sweatpants, or track pants are permitted (unless student has Physical Education)
- Graphic Tees and sweatshirts are not permitted
- Flip flops, Crocs, and Slides are not permitted

**Note: Professional/dressy casual attire is NOT required on Tuesdays when there is a school delay. At the discretion of administration, select Tuesdays will not require professional/dressy casual attire.**

## PHYSICAL EDUCATION

- Permitted to wear sweatpants, track pants, or loose fitting jeans
- Dress, cargo, or athletic shorts are permitted to be worn during the first and fourth quarter to school
- Must wear socks and sneakers

## ***MIDDLE & HIGH SCHOOL DRESS CODE (6<sup>TH</sup>-12<sup>TH</sup>)***

### **GIRLS**

#### **PANTS:**

- Female students may wear dress pants, casual pants, leggings (no mesh permitted on leggings), and jeans.
- Leggings must be accompanied by a garment that **CLEARLY** extends below the line of the buttocks in back and front
- Female students may wear Bermuda shorts during the first and fourth quarter.
- Jeans with distress marks are permitted. A limit to 4 distressed areas total (rips, tears, holes, etc.), placed at and below the knee only, and not exceeding the palm of the hand in size **This is on a one-year trial. The MCS Leadership Team and Teachers will be reviewing this topic for the 2022-2023 school year.**

#### **SHIRTS**

- Sleeveless or spaghetti strap shirts are not permitted unless accompanied by a shirt, sweater, or cardigan over top
- Cold shoulder shirts are permitted

- No garment is to have inappropriate pictures or messages, which at Meadowbrook Christian School includes but is not limited to any advocacy of drug or alcohol use, weapons, violence, sexual innuendo, secular music groups, political ideologies, political standing, inappropriate movies, and messages contrary to the Christian faith and the Word of God.

#### DRESSES AND SKIRTS

- Dresses and skirts must reach the knee in length.
- Slits within skirts must be no more than 3” above the knee.

#### SHOES

- All shoe styles are permitted with the exception of slippers.

#### HAIR

- Extreme and distracting styles and coloring are not permitted.

#### JEWELRY, BODY PIERCING, AND TATTOOS

- Only girls may wear earrings.
- Ear piercings may not be stretched.
- Body piercings and tattoos (permanent and henna) must be covered at all times.

#### PROFESSIONAL ATTIRE TUESDAYS

- Students are to wear more professional/dressy casual attire.
- Female students are permitted to wear a dress, skirt, dress slacks, and blouse. No blue denim jeans are permitted. Leggings are permitted ONLY when worn under a dress or skirt.
- Dresses and skirts must reach the knee in length. Slits within skirts must be no more than 3” above the knee.
- Graphic Tees and sweatshirts are not permitted to be worn before, during, or after Chapel.
- Dress shoes are preferred. Flip flops, Crocs, and slides are not permitted.

**Note: Professional/dressy casual attire is NOT required on Tuesdays when there is a school delay. At the discretion of administration, select Tuesdays will not require professional/dressy casual attire.**

#### PHYSICAL EDUCATION:

- Students are permitted to wear sweatpants and track pants to school on days they have gym if they desire.
- Athletic shorts must be accompanied by a pair of athletic pants if worn to school. Once in gym class, students may remove their athletic pants and wear their athletic shorts. Athletic pants must be put on again over athletic shorts when gym class is over.
- Students are not permitted to wear compression shorts unless accompanied by another pair of shorts over top. Shorts must reach mid-thigh and not be tight fitting.
- Socks and sneakers are required.

# *MIDDLE & HIGH SCHOOL DRESS CODE (6<sup>TH</sup>-12<sup>TH</sup>)*

## BOYS

### PANTS:

- Male students may wear dress pants, casual pants, and jeans.
- Male students may wear dress or cargo shorts during the first and fourth quarter.
- Jeans with distress marks are permitted. A limit to 4 distressed areas total (rips, tears, holes, etc.), placed at and below the knee only, and not exceeding the palm of the hand in size is permitted.  
**This is on a one-year trial. The MCS Leadership Team and Teachers will be reviewing this topic for the 2022-2023 school year.**

### SHIRTS

- Sleeveless shirts are not permitted
- No garment is to have inappropriate pictures or messages, which at Meadowbrook Christian School includes but is not limited to any advocacy of drug or alcohol use, weapons, violence, sexual innuendo, secular music groups, political ideologies, political standing, inappropriate movies, and messages contrary to the Christian faith and the Word of God.

### SHOES

- All shoe styles are permitted with the exception of slippers.

### HAIR

- Extreme and distracting styles and coloring are not permitted.

### JEWELRY, BODY PIERCING, AND TATTOOS:

- Only girls may wear earrings.
- Ear piercings may not be stretched.
- Body piercings and tattoos (permanent and henna) must be covered at all times.

### PROFESSIONAL ATTIRE TUESDAYS:

- Students are to wear more professional/dressy casual attire.
- Male students are permitted to wear dress or casual pants and must wear a polo or buttoned dress shirt with a collar. Buttoned dress shirt and polo must be worn throughout the day. No blue denim jeans are permitted.
- Graphic Tees and sweatshirts are not permitted to be worn before, during, or after Chapel.
- Dress shoes are preferred. Flip flops, Crocs, and slides are not permitted.

**Note: Professional/dressy casual attire is NOT required on Tuesdays when there is a school delay. At the discretion of administration, select Tuesdays will not require professional/dressy casual attire.**

### PHYSICAL EDUCATION:

- Students are permitted to wear sweatpants and track pants to school on days they have gym if they desire.
- Athletic shorts must be accompanied by a pair of athletic pants if worn to school. Once in gym class, students may remove their athletic pants and wear their athletic shorts. Athletic pants must be put on again over athletic shorts when gym class is over.
- Students are not permitted to wear compression shorts unless accompanied by another pair of shorts over top. Shorts must reach mid-thigh and not be tight fitting.
- Socks and sneakers are required.

# APPENDIX

## Middle/High School Lifestyle Statement Meadowbrook Christian School

The mission of Meadowbrook Christian School (MCS) is “building solid citizens, one child at a time, in a Christian atmosphere,” an activity where faculty, staff, parents, and students each play a role. An integral part of accomplishing our mission statement is the Christian atmosphere that we desire to maintain at MCS. Certain lifestyle choices are more conducive toward creating this environment, and therefore we encourage, and in some cases expect, our students to pursue those choices that will best enable us to provide a Christian atmosphere for all of our students.

A Christian atmosphere is best achieved when a group of Christians are together actively pursuing God and seeking to make Him more a part of their daily lives. Furthermore, it is a reflection of the heart as much as the actual activities that take place, and we encourage each member of this community to seek God and His kingdom first. The MCS community is not made up of perfect Christians, but forgiven sinners. Remembering this, we hope to outline a biblical view of lifestyle, keeping in mind that while we may fall short of the ideal, we are to hold one another accountable in striving toward that same ideal.

Furthermore, it is our conviction that off-campus activities can affect the atmosphere at our school just as much as those that take place on-campus. With this in mind, the guidelines offered below are not just provided for the school day and school-sponsored activities but ought to be seen as guidelines for all students so long as they are enrolled at MCS, wherever they may be.

With these things in mind, there are certain behaviors that we desire each member of our community to exhibit, certain behaviors that we expect and for which we will hold our members accountable, and certain behaviors we require and which may involve more serious repercussions if not followed.

First, we desire that our students would:

- seek God first and make Him a part of their lives
- practice discernment in their thought life, and in their daily choices
- treat one another fairly, encouraging and building one another up and show compassion to others
- conduct themselves with integrity in all actions, bringing glory to God, in the classroom and all activities

Secondly, we expect that students would:

- respect one another
- respect duly established authorities, including school teachers and policies, and the laws of our country
- practice integrity in all areas, including academics
- conduct themselves in a manner that will not distract from the Christian atmosphere of MCS

Finally, we require that students will:

- refrain from the use of alcohol, tobacco (electronic or otherwise), or any type of drugs, including abuse of medications
- follow biblical standards of sexual morality, including avoiding pornography and sexual harassment
- avoid involvement with occult practices
- avoid threats, defamation of character, harassment, and other similar actions, including via social media

Further specific clarification of the above guidelines can be found in the school handbook, and students and parents are responsible for the information found therein.

I have read the High School Lifestyle Statement and while enrolled at Meadowbrook Christian School agree to cooperate with and abide by these standards whether on-campus or off-campus.

\_\_\_\_\_  
Student

\_\_\_\_\_  
Date

As a parent, I have read the High School Lifestyle Statement for MCS, and will work with the school in seeing that my son or daughter maintains these Christian standards whether on-campus or off-campus.

\_\_\_\_\_  
Parent/Guardian

\_\_\_\_\_  
Date