



St. Paul Lutheran School
HANDBOOK

2019-2020



ST. PAUL LUTHERAN SCHOOL HANDBOOK

This handbook is prepared to be a useful tool. It spells out elements of an agreement made between St. Paul Lutheran School (SPLS) teachers and staff, students and their parents. Each party in this agreement has a role. It is our commitment, as teachers and staff, to live up to our responsibilities as outlined in this handbook. We count on students to be responsible and cooperative in fulfilling their role. And we rely on parents to function as partners, recognizing that children are always watching and learning from the words and actions of the adults they admire.

Using the information in this handbook helps all the partners in education at SPLS to be aware of policies and practices established for the smooth operation of this school ministry. More importantly, we know that working within this system will help children to have successful learning and life experiences this school year.

We will pray for students and parents and value their prayers for us. Remember, your child's challenges are our challenges. But your child's victories and successes are also ours. And we celebrate those!

ALL IN

And whatever you do, whether in word or deed,
do it all in the name of the Lord Jesus, giving thanks to God the Father through him.
Colossians 3:17

It is truly a compliment. It is meant as an assessment of someone's dedication, their grit, their belief in the importance of something. To say an individual is "All In" is often said with a sense of awe or wonder.

As St. Paul Lutheran School works with parents and other influencers to shape the lives and values of young people this school year, we recognize the impact of being "All In." And the writer of the letter to the Colossians recognized that impact, too.

Paul wrote that everything we do should be done with an "All In" attitude. He says that words and deeds should reflect a commitment not solely to one's own interests but to doing what our Lord Jesus would call us to do. And to do so not grudgingly, but with a thankful heart.

And Paul would agree with Martin Luther that this is attitude not just applicable to spiritual things like prayer, scripture reading, and attempting to obey God's commands, although those are vitally important. Luther regularly pointed out that all the tasks of life; at school, at work, at home, at play are parts of our lives as Christians and part of our calling from the Lord. And all of them should be approached as acts of service, of ministry to the Lord, and to people.

So as we enter the 2019-2020 school year at St. Paul Lutheran School, the teachers and staff commit to being "All In" in our service to students and families. And we will encourage children, from the youngest to the oldest, to strive to better understand and apply what it means to be "All In" as they do everything in word or deed in the name of the Lord Jesus Christ. We will challenge them to reflect this attitude in more than just the academic realm, but in positive relationships, in acts of service, in using their gifts, and in growing spiritual maturity and faith.

The writer of the letter to the Colossians would say an "All In" attitude can be summarized with the admonition from Jesus himself found in the Gospel of Luke: "You shall love the Lord your God with all your heart and with all your soul and with all your strength and with all your mind, and your neighbor as yourself."

Believing with All My Heart that This Will be a Great Year,

Robert C. Boyd, Principal

MISSION STATEMENT

Providing comprehensive educational excellence that nurtures the spirit, engages the mind and equips learners to transform their community through Christ.

PHILOSOPHY OF CHRISTIAN EDUCATION

The curriculum provides a solid emphasis on academic skills, balanced with Christian teaching of Biblical truths and how they apply to everyday living. Academic and enrichment programs are planned for the child's spiritual, mental, social, emotional, and physical growth. The entire program offers many opportunities for the child to observe the miracle of God's wonderful world.

We believe that God's Word is the basis for all behavioral guidelines. Respect for each other as members of God's family is stressed. Mutual sharing of information about each child's overall development is expected among teacher, administrator, and parent(s).

To insure the pursuit of this philosophy, all programs and curricula are continually monitored by the staff of St. Paul Lutheran School under the guidance of the principal. Support is provided through prayer and action by St. Paul Lutheran congregation, its Pastors and Board of Christian Day School (School Board), school parents and the Parent-Teacher Organization (PTO).

OBJECTIVES

Guide each child to know God as creator and Father.

Nurture each child's faith in Jesus as his/her savior from sin.

Lead each child to explore the Bible, understanding it as inspired, dependable, and useful.

Encourage each child to exhibit a close relationship with God in worship and prayer.

Plant and grow a desire in each child to simply love God and love others as themselves.

Develop attitudes in each child that reflects a growth mindset and grit.

Create in each child the assurance that he/she is unique, created in God's image and called to care for his/her body.

Equip each child to use skills like inquiry, logic, scientific processes, music, the visual arts, and athletics for the benefit of all.

Strengthen each child's emotional control, tenacity, and reliance on God for strength in times of trouble.

Guide each child to practice effective social skills such as communication, cooperation, collaboration, and compromise.

Engage each child in active community service, caring for others and building them up.

Provide opportunities for each child to practice discernment and discretion in personal choices.

Build wonder at God's creation in each child while nurturing a commitment to care for the world.

GENERAL INFORMATION

ACCREDITATION

St. Paul Lutheran School is registered with the State of Florida. St. Paul Lutheran School is accredited by National Lutheran School Accreditation, Florida/Georgia District of the Lutheran Church Missouri Synod, and AdvancED. The instruments used for accreditation are recognized by Florida's Department of Education.

SCHOOL HOURS

The Pre-Kindergarten (PK) classes are in session from 8:15AM until 12:00PM noon. Classroom doors open at 7:55AM. Afternoon child care is available from noon to 6:00PM.

Grades Kindergarten - 5 are in session from 8:15AM until 3:00PM. Classroom doors open at 7:55AM.

Grades 6-8 are in session from 8:15AM until 3:10PM. Classroom doors open at 7:55AM.

Eagles' Club (before and after school care) is available from 7:00AM until 6:00PM. Children arriving before 7:55AM and/or staying more than 15 minutes after classes have been dismissed will be checked into Eagles' Club.

Before school care for PK students is in a designated room in the Early Childhood building. Students in grades K-8 are cared for in the Fellowship Center (cafeteria).

Early dismissal days occur when classes conclude at 11:30AM for PK through 8th grade. Child care is available on these days until 6:00PM. Parents are asked to make reservations in advance so we can be adequately staffed. Lunch must be brought from home if staying for Eagles' Club on these days.

SCHOOL CALENDAR

The Polk County School calendar is generally followed as to the starting date and ending date of the school year with other vacation days followed as much as possible. There are a minimum of 180 school days in each school year.

During the 2019-2020 school year Eagles' Club will be open on student holidays with the exception of Labor Day, Thanksgiving and the day after, Christmas Day, New Year's Day, Good Friday, and Memorial Day. For student holidays, parents must register in advance for Eagles' Club.

The Camp Spirit summer program will be provided during the summer break. However, it will be closed for a few days before the regular school year begins in August and a few days after the school year ends in May.

BEGINNING OF SCHOOL YEAR ACTIVITIES

Orientations

Elementary school parents and students are invited to the classroom for a before school meeting with elementary (K-5) teachers. Sixth graders and other middle school students new to SPLS will also be invited to meet with one or more middle school teachers. This gives everyone a chance to build relationships before the first day of school. The teacher will be able to pray with the family, share academic expectations and standards for conduct, and fill everyone in on exciting information about the school year. Parents get to let the teacher know anything that will help get the year off to a great start. And students meet their new teachers. Teachers will contact parents in late July or early August to arrange these meetings.

Back to School Bash (B2SB)

New and returning parents and students are welcomed at our annual Back to School Bash (B2SB) held Tuesday, August 6th starting at 5PM. Typically, the B2SB features a host of booths and displays from all the organizations and programs available to SPLS students. There is also an orientation time for all middle school parents and students. It is always an informative evening. Thanks to our Parent Teacher Organization (PTO) for this great event.

That same evening there will be an Open House for students in the Early Childhood Enrichment program (ECEC).

Opening Service

We welcome all school families to a special opening worship service to mark the beginning of the school year. Look for specifics in summer communications from the school.

COMMUNICATION

St. Paul Lutheran School is established as a partnership between home and school. Communication is vital to this partnership.

ParentsWeb

One of the primary communication tools is ParentsWeb, a feature of the FACTS (formerly RenWeb) school information system utilized at St. Paul Lutheran School.

Parents access ParentsWeb through the following process:

- Go to Internet Explorer or another browser and enter the address <https://factsmgt.com> and click on Parents Log In.

- Log in as follows:

Type SP-FL for District Code

For first time users, click Create New ParentsWeb Account (at the bottom)

Then type in your email address. This should be the one that you gave the school as your main email address.

The system will send you a password and a link so you can access your information.

Click the Parents tab.

Enter the password assigned.

Click the Parent Login button.

On ParentsWeb, parents can communicate with teachers and staff, check student assignments, monitor student progress and receive progress reports, check the calendar of events, and update crucial information. In addition, up-to-date information relative to financial accounts is available. We strongly encourage St. Paul Lutheran School parents to become familiar with the features of ParentsWeb and to use it regularly.

Direct Communication

Most would agree that the best and most productive conversations are those which occur face-to-face. The teachers and staff of St. Paul Lutheran School welcome direct communication with parents. We do ask that parents recognize that this conversation is difficult for teachers during a time in which the teacher is responsible for student supervision, especially the time right before classes start at 8:15AM. Therefore, we would ask that an appointment be made to discuss any complex or challenging issues.

Teachers may be contacted through e-mail and by phone. We commit to responding within 24 hours on school days.

GENERAL POLICIES

CLASS SIZE

In order to optimize the learning environment at St. Paul Lutheran School the class size limits will be as follows:

Pre-Kindergarten 3 (one teacher and one teacher aide): 18

Pre-Kindergarten 4 (one teacher and one teacher aide): 20

Kindergarten through Grade 3: 18

The presence of a teacher aide may allow additional students to be assigned to the class.

Grade 4 through Grade 5: 22

The presence of a teacher aide may allow additional students to be assigned to the class.

Maximum Class Size for a Homeroom Grade 6 through Grade 8: 28

The administration of St. Paul Lutheran School reserves the authority, under special circumstances, to modify these limits for grades Kindergarten through 8th Grade.

NON-DISCRIMINATION POLICY

St. Paul Lutheran School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does

not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, scholarship and loan programs, and athletic and other school-administered programs.

HEALTH AND SAFETY / EMERGENCIES

First Aid - The school provides only the basic kind of first aid in case of an accident. If more serious injury is indicated, parents will be notified immediately, and the school will take the appropriate steps for the comfort of the injured and the prevention of further injury. A first aid kit is provided in the office.

All significant accidents are reported in the student's online file with a copy e-mailed to the parent. Parents may access all student medical records, including accident reports, on ParentsWeb.

Emergencies - In case of extreme or very painful injury, the school office will immediately call for an ambulance, and the injured child will be taken to the Emergency Room of Lakeland Regional Medical Center. Parents will be notified and will be asked to meet the ambulance at the hospital. Parents will be responsible for all costs incurred.

Desired Action Information – Information about emergency contacts, approved transporters, etc. is kept in the student's file in our online information system. Parents are strongly advised to update this information at any time using ParentsWeb.

IMMUNIZATIONS AND HEALTH REQUIREMENTS

The State of Florida and Polk County require that children must have a physical examination and submit a record of the examination and immunizations before entry into the Pre-Kindergarten or K-8 school programs. PK parents must submit the following: a current yellow physical examination form with a tuberculin test within the last six months and a current blue immunization form signed and dated by the physician.

Kindergarten parents must submit the following: a current yellow physical examination form with a tuberculin test within the last six months and a current blue immunization form with the following

Required immunizations:

- 5 DPT shots
- 4 polio shots
- 2 measles-mumps-rubella shots
- 3 hepatitis B shots
- 2 varicella (chicken pox) shots

Children in grades one through six must have:
A varicella (chicken pox) vaccine.

Children entering, attending or transferring to seventh grade will be required to have completed the hepatitis B vaccination series and must

also have:

A second measles vaccination (preferably MMR)

A tetanus-diphtheria-pertussis (Tdap) booster

A varicella (chicken pox) vaccine

Medications

Medications for all students, including cough drops, throat lozenges, and non-aspirin pain relievers must be delivered to the school office by the parent (not the child) in the original package.

Any medications (prescription and non-prescription) or breathing treatment that requires administration at school during school hours will require a note from the physician. The note needs to give specific dosing information. Exceptions will be allowed for prescription inhalers and epi-pens. These may also be carried by students who have severe conditions provided that written approval from a physician is submitted to the office.

Since there is not a school nurse on staff, administration of medication and breathing treatment must be limited to those situations when it is absolutely necessary to do so.

Medication must be labeled with the child's name and dosage, and all medications must be in the container in which it was dispensed. Loose medication or medication placed in plastic bags will not be accepted. Medication may not be picked up to take home by anyone other than the parent. If a prescription medication remains in the office past 30 days after the treatment is finished or is expired, it will be discarded.

No medication may be dispensed without a signed parental authorization form. These forms may be picked up in the school office.

Communicable Disease

Any child suspected of having a communicable disease shall be placed in an isolation area until a parent can be contacted and the student taken home. The child may not return without medical authorization, or until the signs and symptoms of the disease are no longer present. However, the child must be fever-free (<100 degrees), without the help of medication, for a 24-hour period.

Signs and symptoms of a suspected communicable disease include any of the following: severe cough, rapid breathing, stiff neck, diarrhea, vomiting, temperature of > 100 degrees Fahrenheit, conjunctivitis (pink eye), exposed and open skin lesions, or any unusual sign or symptom of illness. A child will have his or her temperature taken and then rechecked before a parent is contacted and the child is sent home.

LUNCHES AND SNACKS

St. Paul Lutheran School offers a daily hot/cold lunch program administered by SLA Management (<https://www.slamgmt.com/>). Each lunch includes a main entrée and some alternatives. All meals include a

meat or meat alternate, fruit, vegetable, bread or bread alternate, and milk. Additional milk and juice may be purchased by students.

Students are expected to request the same lunch at lunch time as was ordered in the morning. School lunches must be ordered by 9:00AM each day. If lunch is not ordered by 9:00AM, the student must come with a lunch from home.

If you think you might utilize the cafeteria at any time during the school year, please set up a lunch account for your child. Set up is as follows:

1. Register your family – go to www.slalunch.com and click the Create an Account link to get started. The zip code of the school is 33813.
2. Add your child(ren) to your account – click the link to add your student. The name needs to match exactly.
3. Deposit Lunch Funds – SLA handles the lunch funds.

You can make payments online through their lunch service website. SLA will also offer the option for you to pay by check (made payable to SLA). Checks can be brought to the school front office. However, those checks will be deposited once a week where the online funds are credited immediately to your child's lunch account. It is the parent's responsibility to have money in the lunch account or to send a nutritional lunch from home.

Questions about your account should be addressed to https://online@slamgmt.com. Unfortunately we do not have a way to look at your child's lunch account from the school office. It is hosted on SLA's server and we do not have access. We are happy to try to assist if you have issues.

SPLS does not participate in the National School Lunch Program. However, families qualifying for free or reduced lunch under NSLP guidelines may apply for assistance in a program administered by the school.

Food Allergies

Parents may submit a notification of food allergies on a Diet Modification Form, signed by a physician and the lunch room staff will make every effort to accommodate those special needs.

Food Items on Campus

Student gum use is not allowed on campus. The carelessness of a few unfortunately limits the rights of all.

Please do not send or bring carbonated beverages for lunch.

With teacher permission, students may use a water bottle during the school day. A bottle filling station is located in the Middle School building. Students may not drink sports drinks, coffee drinks or other beverages during the school day. Only beverages in sealed containers may be stored in desks or lockers.

Some teachers offer students the opportunity to bring a healthy snack to eat at a specific time during the school day. This is the decision of each individual teacher. Otherwise, students should not be eating during the school day, other than lunch time.

PARTIES

Individual teachers will determine when class parties may be held during the school year. The parties and refreshments should be simple and in keeping with good judgment. Volunteer room mothers usually coordinate the necessities for these parties in cooperation with the teachers.

Children may bring treats on their birthdays for members of the class provided that parents clear this first with the classroom teacher. Parents should be encouraged to keep these observances simple.

Parents of students with specific allergies should consider having special snacks available in case the treat supplied by a classmate is not acceptable.

TRANSPORTATION

Since bus transportation to and from school is not available, parents are responsible for the transportation of their children. Information about other children who attend from your area is available in the office so that car pools may be formed where desired.

Student drop off and pick up procedures are instituted not only for convenience and smooth operations but also for student safety. Since parents and staff count on procedures being followed, variations from the established procedures can increase the likelihood of something unfortunate.

Please follow these procedures.

Student Drop Off Procedures for All Students Pre-Kindergarten (PK) through 8th Grade

Vehicles may enter the campus from either Alamo Dr. or Harden Blvd. Students in grades K through 4th and their older siblings may be dropped under the canopy on the south side of the building nearest the Early Childhood building (PK classrooms) and the school office.

Please remember that this drive is always a one way drive.

Please do not park in the drop off areas in front of the canopy or in front of the Fellowship Center or in any location that would hinder the flow of traffic.

If students are exiting a car seat or climbing into a car seat, it is best to park and walk the child in to school or out to the car.

Students in grades 5th – 8th may be dropped off in front of the Fellowship Center (cafeteria).

There is only one marked and approved lane for traffic at this drop-off area. This reduces the number of places students need to be looking for cars. Please do not drive or drop off along the curb or under the canopy in front of the Fellowship Center.

Parents may also park and walk children into the building. We encourage the use of marked crosswalks anytime a child or a child and parent are crossing traffic lanes. Please park in the marked parking areas which include the grassy sections in the parking lots nearest Harden Blvd. K-8 students being dropped off before 7:55AM for morning Eagles' Club should be dropped off at the Fellowship Center (cafeteria) location only. PK students may be delivered to the PK classroom designated for early arrivers if arriving before 7:55AM. Students attending before-school music activities may be dropped at morning Eagles' Club and they will be excused to the activity at the appropriate time. Those arriving on time for before school activities should enter through the school office.

Student Pick Up Procedures for All Students Pre-Kindergarten (PK) through 8th Grade

The families of PK and elementary (K-4) students are provided with signs for identifying the family vehicle. These signs must be displayed in the vehicle front window to let our staff know that we are placing children in the correct vehicle.

Pre-Kindergarten (PK) through 4th grade (3:00PM)

Enter off of Alamo Dr. or Harden Blvd. and head towards the Athletic Center. The Alamo Drive entrance is designated exclusively for PK-4th pick-up line from 2:45PM to 3:15PM. All others, including those parking or those picking up 5th-8th grade students, should use the Harden Blvd. entrance.

From the Athletic Center proceed in a single line to the canopy near the PK and School Office buildings.

Pick up for grades 5-8 is in front of the Fellowship Center/Cafeteria from 3:10 to 3:20PM.

Parents may either join the car line or park and students will be dismissed to the vehicle.

Students are encouraged to use the crosswalks exclusively to pass through the car line to a parked vehicle.

Exit on to Harden (turning right only) or proceed on to the Alamo Dr. exit. There is only one marked and approved lane for traffic in front of the Fellowship Center (cafeteria).

Please do not drive or drop off along the curb.

SCHOOL PICTURES

Each year, individual and class pictures are taken by a selected photographer. Individual pictures are taken in the fall and group pictures in the spring. Purchasing picture packages is entirely optional, but all students will have their pictures taken for the yearbook and use by teachers.

USE OF STUDENT IMAGES

Parents may request that their child's image not be used in any publicity

materials, including our web site, newspaper articles, etc. This can be noted in the demographic information for the family in ParentsWeb. Typically, students will not be identified by name when an image is used unless we have obtained direct parental permission.

CLASSROOM MATERIALS

Each child is required to maintain all textbooks, materials, and equipment with care. Normal wear and tear is expected, but extreme abuse of properties and/or material by a child will require replacement of the item by the parents of the child involved. Lost textbooks and library books must be replaced at full face-value. Families will be billed for lost sports uniforms at the rate indicated on the participation agreement.

ENTRY TO CAMPUS

We attempt to balance openness with security and safety. From 7:55AM to 8:15AM and from 3:00PM to 3:20PM, the two main gates to campus will be unlocked. At all other times, students, parents, and visitors must enter through the School Office.

Entering the office requires use of the video monitoring and buzz in system in place to the left side of the doors. Please press the door bell and a staff member will release the lock and allow you to enter.

CAMPUS VISITORS

Parents and approved visitors are welcome in the school during the school day. Before visiting campus, parents and other visitors must check into the school office and receive a visitor's name tag. This even applies to visitors during the lunch period. Parents must stop at the office first, before going to the lunch room. We will not be able to allow someone to enter the cafeteria directly or enter through the gates during the school day. Students are instructed not to let someone in, even if they feel they know the individual. Please assist by not letting other individuals enter the campus as you are exiting.

Parents may observe in the classroom if previous arrangements have been made with the teacher. Such observations must not disrupt the learning process.

If you want to talk with your child's teacher, please arrange for a private conference by appointment through the school office or directly with the teacher.

PARENT TEACHER ORGANIZATION

The Parent Teacher Organization (PTO) is designed to support school programs and promote the education of parents. The PTO executive board meets regularly with a teacher representative and the principal to plan a program of activities. Any parent may volunteer to participate in supporting one of the many PTO activities during the year.

Room parents will be organized by the PTO for each class for the school

year. Volunteer assistance in the classroom and with school activities is encouraged and organized by the PTO.

PARENT SERVICE HOURS

Each school family will be expected to serve 15 hours of volunteer service time during the course of the school year or serve five hours and contribute \$100 to the PTO. Parents or their representatives (such as adult friends, high school children or grandparents) will be responsible to log their hours. Instructions for logging hours is available on the school website or in the office.

In March, parents will be billed for hours not served. Because they provide leadership and serve well over 15 hours per year, PTO Board officers, committee chairpersons, auction subcommittee chairpersons, Board of Christian Day School members, and St. Paul Lutheran School teachers will be exempt from logging their hours.

VOLUNTEER BACKGROUND CHECKS

Parents, grandparents, siblings and others wishing to volunteer at SPLS must complete a background screening. This online process is found on our school website. Background screening must be redone every three years. A file list of screened volunteers is maintained by the school for staff to access.

QUESTIONS AND CONCERNS

Any questions or concerns should first be directed to the teacher or person directly supervising an activity. In the event that an agreement is not reached, the principal should then be consulted. The Board of Christian Day School (School Board) may be consulted if the issue at hand pertains to a concern about the correct implementation of school policy.

Experience shows that tough situations can be handled as outlined in God's Word and can usually be settled to the satisfaction of all concerned. Matthew 18:15-17 states that "if your brother sins against you, go and show him his fault, just between the two of you. If he listens to you, you have won your brother over. But if he will not listen, take one or two others along, so that every matter may be established by the testimony of two or three witnesses."

In all situations, the Lord's expectations, as expressed in the 8th Commandment and explained in Luther's Small Catechism should be our guide: "You shall not bear false witness against your neighbor. What does this mean? We should fear and love God that we may not deceitfully belie, betray, slander, or defame our neighbor, but defend him, [think and] speak well of him, and put the best construction on everything."

INTERSCHOLASTIC SPORTS

St. Paul Lutheran School offers to all students in grades 5-8 the opportunity to participate in interscholastic sports. The program is operated by the

Athletic Director. Participation will be permitted as long as a student is evidencing diligence and responsibility in school work and appropriate campus behavior.

Fall: Girls' volleyball, boys' soccer, and co-ed cross country

Winter: Boys' and girls' basketball

Spring: Co-ed track and field, girls' soccer, and boys' flag football

SOCIAL POLICIES

SUPERVISION

Each teacher will supervise all pupils carefully as the circumstances or occasion may demand. Parents, please help your children understand that they are to obey the instructions of all staff members, including other teachers, office personnel, child care workers, and volunteers, such as coaches.

PRINCIPLES OF BEHAVIOR MANAGEMENT

Teachers at each grade level, to some degree, must develop a discipline plan for managing student behavior and for directing children towards improvement. Serving children from Pre-Kindergarten age to middle school means that there cannot be a "one size fits all" discipline plan. Nevertheless, there can be some guiding principles, that when applied in a developmentally appropriate way, can serve as a frame work for all discipline efforts.

This discipline framework reflects training in and implementation of elements of the Love and Logic management philosophy developed by Jim Fay and Dr. Charles Fay of the Love and Logic Institute.

CORE BELIEFS

- The proper use of Law and Gospel, which is designed to build the faith of children and their desire to please God and bless others, will be the overarching principle.
- Empathy, combined with calm and objectivity, will be the preeminent attitude when dealing with any discipline situation.
- Every attempt will be made to maintain the dignity and self-respect of both the student and the teacher.
- Students will be given the opportunity to solve their problems, or the ones they create, without creating problems for anyone else.
- Students will be given opportunities to make decisions and live with the consequences, be they good or bad.
- Misbehavior will be handled with natural or logical consequences instead of punishment, whenever possible.
- Misbehavior will be viewed as an opportunity for individual problem-solving and preparation for the real world as opposed to a personal attack on school or staff.
- Students will be encouraged to request a "due process" hearing whenever consequences appear to be unfair.
- The ultimate goal of any response to misbehavior will be a process of confession, repentance, forgiveness, restoration and, with the help of God, empowerment for future success.

EXPECTATIONS

- Honor Christ.
- Protect the dignity and self-respect of everyone.
- Maintain an orderly school operation for the benefit of everyone involved.
- Maintain optimal learning opportunities for students. School facilities and classrooms must be free of behaviors that interfere with teaching and learning.
- Help students develop skills and behaviors necessary for healthy social interaction, both present and future.
- Help students learn how their decisions affect the quality of their lives and the lives of others.
- Help students develop a Christian sense of responsibility, character, faith and grace.

GENERAL SCHOOL RULES

- Treat others with the same respect with which you are treated by the adults in this school.
- Your actions, dress, possessions, etc., may not cause a problem for anyone else.
- If your actions, dress or possessions cause a problem for anyone else, you will be asked to solve that problem.
- If you cannot or choose not to solve the problem, appropriate consequences will be imposed by staff members. These consequences will depend upon the situation and the person or persons involved. Staff members will use their best judgment based upon the information at the time. Many of the more severe situations are addressed in the school handbook with possible consequences.
- If students and/or parents feel that the consequences appear to not be fair, appropriately request a due process hearing.

GENERAL CLASSROOM RULES

- Treat the teacher (or coach, child care worker, kitchen staff member, office staff member, librarian, etc.) with respect.
- Your actions must not cause a problem for anyone else.
- If you cause a problem, you will be asked to solve it.
- If you cannot solve the problem or choose not to, the teacher will do something. What he/she does will depend upon the situation and the person involved.
- If he/she does something that appears to be unfair, whisper to them, "I'm not sure that is fair," and they will talk about it.

GUIDELINES FOR CONSEQUENCES

At SPLS, we avoid consequences that:

- Purposely embarrass children
- Involve any form of corporal punishment
- Involve mindless busy work
- Could threaten the physical or emotional well-being of a child
- Except in unique controlled circumstances, punish the group for the actions of one or a few students

GUIDELINES FOR IMPLEMENTATION OF DISCIPLINE

- Specific classroom discipline guidelines will be shared with each child and family at the beginning of the school year.
- The teacher will attempt to resolve minor problems with the student. If inappropriate behaviors persist, parents will be notified by the teacher and the behavior situation will be discussed.
- If behavior problems are not corrected, the administrator will have a conference with the student and the parents will be notified. Such contact will typically be noted in the student's behavior area in ParentsWeb.
- If behavior problems persist or a serious offense occurs, a conference with any combination of the following will take place: student, teacher, administrator and parents. In either case, the objective will be to define the problem and outline the behavioral expectations.

SIGNIFICANT BEHAVIOR ISSUES

The following situations are examples of those viewed by St. Paul Lutheran School as more serious offenses. This list shall not be construed as all inclusive:

- Blatant disrespect, disobedience, or impudence to a teacher
- Behavior resulting in person(s) injured or property damaged, whether intentional or not
- Foul, vulgar, or abusive language
- Possession of obscene material, including electronic materials
- Possession of any kind of weapons, firearms, or fireworks
- Bullying behavior
- Sexual harassment
- Stealing
- Lying
- Cheating and/or plagiarism
- Fighting (all participants)
- Possession and/or use of matches, lighters, alcohol, tobacco, or drugs in any form including simulated use or possession
- Continued problems relating to completing school assignments
- Any conduct deemed to place persons or property in jeopardy

CRITICAL DISCIPLINARY CONSIDERATIONS FOR SIGNIFICANT BEHAVIOR ISSUES

- The precipitating events: What led up to the event?
- The child's intentions: Based on the best evidence, what was the child trying to accomplish and what was his or her frame of mind?
- The personality and temperament of the child: What is this child normally like? What are their character/behavioral strengths and weaknesses? What has the past history been relative to this set of circumstances?
- The facts: What actually happened? What does everyone agree on? Where are there discrepancies? What is the most logical/believable sequence of events?
- The damage or hurt caused by the misbehavior or rule violation: The greater the damage, the more severe the logical consequence will be. This will determine how the student solves the problem.

- The level of personal responsibility and repentance that is evident.

SUSPENSION OR EXPULSION

It is always the school's desire to remedy behavioral problems. However, as a last resort, if behavior problems persist or if any of the aforementioned significant behavior offenses occur, the student could receive an in-school suspension, an out-of-school suspension, and/or a recommendation for expulsion. All schoolwork and tests missed as a result of a suspension must be completed and will be graded. Any recommendation for expulsion must be approved by the Board of Christian Day School (School Board). The parents of students recommended for expulsion have the right to a due process hearing.

BULLYING

Bullying is a form of aggression that occurs when a person who perceives a power imbalance willfully and repeatedly subjects another person (target) to an intentional, unwanted, unprovoked and hurtful verbal and/or physical action. Bullying causes the target to feel stressed, injured or uncomfortable.

Bullying is a St. Paul Lutheran School issue when it occurs at any school site or school-sponsored activity. It is also the school's concern when bullying that takes place away from St. Paul Lutheran School impacts the relationship of students here. An example might be cyber-bullying.

It is our school's intent to work to educate students about bullying, to raise awareness about how each student can help end bullying and to prevent bullying behaviors.

Students who engage in bullying behavior will be subject to a range of consequences that include, but are not limited to, verbal or written reprimand, in-school or out-of-school suspension, change of placement and/or expulsion.

SEXUAL HARASSMENT

Sexual harassment is specifically prohibited by state and federal law. Instances of harassment may result in both civil and criminal liability on the part of the individual harasser. St. Paul Lutheran School will not tolerate sexual harassment by any of its students or employees.

Sexual harassment occurs when a person repeatedly subjects another to any unwelcome conduct of a sexual nature on school property, at a school-sponsored event or that in a way impacts the relationship of students here at St. Paul Lutheran School. Such behavior takes place when a person bothers another person using sexual words, pictures, gestures, or conduct that the other person finds offensive. Sexual harassment can also occur when a person, because of his or her location or situation, repeatedly sees or overhears sexual comments, gestures, or conduct that he or she finds offensive. Students who engage in such conduct shall be subject to a range of consequences which include, but

are not limited to, verbal or written reprimand, in-school or out-of-school suspension, change of placement and/or expulsion.

Examples of sexual harassment could be between teacher and staff, student and staff, and student and student. An individual has the legal right at any time to discuss issues related to sexual harassment with a teacher, pastor, or principal without fear of reprisal. Allegations of sexual harassment shall be promptly investigated, giving due regard to the need for confidentiality. Information relative to the prevention and correction of sexual harassment shall be provided in writing to personnel and students.

St. Paul Lutheran School's complete Professional Misconduct Policy is available on-line.

TECHNOLOGY ACCEPTABLE USE POLICY - GRADES 3RD-8TH

A written agreement that describes the terms and conditions for student use of technology must be signed by St. Paul Lutheran School students and parents. This agreement outlines the rules of acceptable behavior during online internet and local network sessions and the consequences for misbehavior.

The entire Acceptable Use Policy will be given to students and parents at the beginning of the school year to be signed and returned before using SPLS technology resources.

Students in grades 3-8 are given Google accounts for e-mail and the creation of documents, spreadsheets, presentations, and the like. This is the only e-mail students are to access and use at school. The Google account is exclusively for school-related work.

BRING YOUR OWN DEVICE (BYOD) POLICY

Students in grades 5-8 may, upon submission and approval of the appropriate form, use a personal electronic device such as an iPad, tablet, Kindle, etc. It is to be used only for school work and is the total responsibility of the student. The BYOD application form is distributed at the beginning of the school year and is available at any time during the year. No device may be brought or used at school until this form is completed, submitted and approved. Students will not be given access to the campus wireless internet for use on personal devices.

SMART WATCHES AND SIMILAR DEVICES

Since students are to keep phones off and in lockers or book bags during school hours, students also must remove SMART watches and other related communication devices during the school day. They also must be off and in a book bag or locker.

ONLINE AND PHONE ACTIVITY OUTSIDE OF SCHOOL

In a world where communication opportunities are constantly changing, people continue to develop ways to use these opportunities in inappropriate or harmful ways.

St. Paul Lutheran School students are accountable for their use of communication tools, even when done outside of school hours and not using St. Paul Lutheran School resources. The school has an interest when the behavior involves bullying, sexual harassment, disrespect of staff members, or any other activity which has the potential to disrupt the educational process.

CHEATING

St. Paul Lutheran School is committed to providing the assistance needed for every student to achieve academic success. There may be times when students are allowed to work together on homework, group projects or tests. This can be beneficial to the student.

Cheating is any time a student misrepresents work as his or her own when it is someone else's. When cheating occurs, the following procedure will be followed: The teacher in charge of the subject area will counsel the student. It is typical for cheating to result in significant impact on the grade received, up to and including a zero grade. Plagiarism, in this day and age of cut and paste, is a form of cheating. Any assignment that is supposed to reflect the student's work but instead contains significant portions of work copied from someone else without attribution is plagiarism.

If cheating occurs again, a meeting with any combination of the following may take place: student, teacher, administrator and parent. Any continuation could result in more serious consequences.

PROMOTION AND RETENTION

A child is promoted to the next level if the child has clearly demonstrated readiness for that level and has completed the work designated for the previous level.

The total child will be evaluated when retention is being considered. Students who do not demonstrate competence in the present grade level will be considered for retention in the current grade. In general, retention will be done as early in the child's school life as possible. No child will be retained more than once. Retention is never used as a discipline measure.

Students who have a failing grade for the semester in one or more core middle school classes will be required to restore credit through taking an equivalent online course.

UNIFORM DRESS CODE

(Kindergarten–8th Grade)

The administration of St. Paul Lutheran School believes there is a direct correlation between a student's dress and his or her overall attitude toward school work. In order to encourage and support a positive attitude, the Board of Christian Day School (School Board) has implemented a mandatory dress code for students in Kindergarten through 8th grade.

Abiding by the dress code is an element of the agreement made between SPLS and families at the time of enrollment.

We expect that uniform clothes will come from the approved list of options for students and from our approved suppliers. Our exclusive approved suppliers for school uniforms are:

French Toast

www.FrenchToast.com

School code: QS44D8W

Lands End

www.LandsEnd.com

School code: 900146101

Uniform Closet

Gently used items are available in the school office for \$1 an item. Please consider donating uniforms that no longer fit your child(ren).

If a student is in violation of the dress code as stated below, he/she will be sent to the office. Typically, the expectation will be that the student will find a way to rectify the dress code violation before the student is allowed to return to class. This may require assistance from a parent in providing replacement clothing.

Uniform Tops

All uniform shirts must be tucked in with the tail of the shirt inside of the waistband all the way around the waist so that the belt or waistband is visible.

Uniform Shirt

Polo shirt with current St. Paul Lutheran School logo in short sleeve or long sleeve. Colors: navy, white, cobalt and royal.

Spirit Wear Fridays

On Fridays students may wear t-shirts purchased from the SPLS Spirit Store. Students must still wear approved uniform bottoms.

Undershirts

Approved solid colors with no logos or trim: white, black, navy, gray.

Uniform Outerwear

Sweatshirts, sweaters, and jackets from SPLS approved suppliers, and with St. Paul Lutheran School logo. Colors: gray, navy, cobalt (fleece jackets only).

Non-uniform outerwear may not be worn indoors during the school day but may be used at arrival, departure and for outdoor activities, like recess, changing classes, going to the cafeteria, etc.

Dresses/Jumpers (Girls K-5)

Jumper: A St. Paul approved jumper may be worn over a uniform top.

Colors: SPLS plaid or navy.

Polo Dress with the SPLS logo. Colors: navy blue, royal blue.

Hem length must be fingertip length or longer. This can be self-checked and checked by the parent daily. Girls are strongly encouraged to wear shorts under their skirt, polo dresses or jumpers.

Uniform Bottoms

Uniform bottoms must be worn with the waistband at the waist. Belts must be worn with any uniform bottom that has belt loops.

Bermuda or walking shorts from SPLS approved suppliers. Colors: khaki (not white or off-white), navy. Must be worn fingertip length or longer.

Trousers/long pants from SPLS approved suppliers. Colors: khaki (not white or off-white), navy.

Skorts/scooters (girls) from SPLS approved suppliers.

Colors: SPLS plaid, khaki (not white or off-white), navy. Must be worn fingertip length or longer.

Skirts or capris from SPLS approved suppliers. Colors: SPLS plaid, khaki (not white or off-white), navy

Skirts must be worn fingertip length or longer.

Belts

Belts must be worn with any uniform bottom that has belt loops. Approved solid colors: navy, brown, tan, khaki, and black (not white).

Socks, leggings, and tights

Approved solid colors with no logos or trim: navy, black, gray or white.

Shoes

Grades K-5: Athletic shoes must be worn every day including non-uniform days.

Middle School: Shoes must have toes and heels completely covered, must be safe, and non-distracting.

Chapel Dress (typically worn on Wednesdays)

Boys: Uniform top and long pants

Girls: Uniform top and jumper, polo dress, or skirt

P.E. Uniform for Elementary P.E. Running Days and Middle School P.E.

Classes

SPLS Physical Education logo gray T-shirt.

SPLS athletic logo, navy shorts or navy sweatpants. Ordering information is made available in the summer. There may be a limited supply of uniforms in the school office after the start of the school year.

All students in grades K-8 are required to wear their P.E. uniform as appropriate for their grade level. Athletic shoes must be worn at all times in P.E.

Physical education grades will be affected by not dressing out in appropriate P.E. uniforms. It is the student's responsibility to take the uniform home for laundering and to bring it back to school. Students will not be allowed to call home if they forget their uniforms.

Hair

Color: Only colors found naturally in human hair

Style: Must not be distracting to the learning process. Radical hair styles, like Mohawks, tend to distract.

Boys' hair length: Off of the collar and eyebrows.

Hats

No head coverings are allowed to be worn in the school buildings. Headbands and related items may be worn as long as they do not distract.

Jewelry

Must be safe and non-distracting.

Piercings must be limited to the ear.

Tattoos

Tattoos on students are not allowed. We would encourage parents to not send students to school with temporary tattoos.

Frayed, torn, or stained clothing

Clothing that is stained or has frays or tears should be left at home every school day.

Non-Uniform Day Dress Code

Typically a non-uniform day is called a Buy Out Day with students donating to a charity for the right to not wear the school uniform. Some students receive non-uniform passes as rewards.

Tops

Tops must have sleeves (fabric completely circling each arm), cover the stomach area, and not show cleavage. If there are slogans or graphics, they must be appropriate for a Christian school. Clothing featuring actors, artists, characters, and images that are gruesome, promote the occult, violence, drug or alcohol use, or represent values or attitudes contrary to the Christian faith are to be left at home.

Bottoms

Bottoms must follow uniform rules for length, waist, no tears, and cleanliness.

Tight leggings or yoga pants are best left at home, but if worn must be covered with shorts or a skirt that meets dress code standards of being fingertip length.

All other uniform rules regarding shoes, hats, jewelry, etc. still apply on Non-Uniform Day Dress Code days unless specifically stated otherwise.

PRE-KINDERGARTEN (PK) DRESS CODE

Acceptable clothing consists of shorts, pants, dresses, skirts, blouses, dress shirts, T-shirts, shoes, and socks. Shoes should be appropriate for outdoor activities, preferably athletic type shoes. Sandals are not acceptable. If there are slogans or graphics, they must be appropriate for a Christian school.

ATTENDANCE

School is in session 180 days. In accordance with the laws of the State of Florida, all pupils are held to regular and punctual attendance. Please notify the school office and the homeroom teacher of an absence and the reason for the absence by 9:00AM. This can be done by e-mail or by a phone call.

Students with absences in excess of 20 days during a school year will be reviewed by the homeroom teacher and administrator. A conference between teacher, parent, and school administrator will be scheduled to discuss the frequency of absences, the status of class work, and the possibility of retention if the absences continue. Special circumstances would include, but not be limited to, an illness that requires lengthy hospitalization during which time private tutoring may take place. Excessive absences may negatively affect the grade a student receives in those subjects that are based upon participation.

Students must be in attendance by noon in order to participate in after school team sports games and activities like school dances.

Excused Daily Absences: The following are valid excuses for absences from school:

- A. Participation in a school approved activity or instructional program.
- B. Illness, health condition, or medical appointment (including but not limited to medical, counseling, dental, or optometry.)
- C. Family emergency, including but not limited to a death or illness in the family.
- D. Religious or cultural purpose including observance of a religious or cultural holiday.
- E. Court or judicial proceeding.
- F. Absence resulting from disciplinary/corrective action (short-term or long-term suspension.)
- G. Absence related to planning for future schooling.
- H. Absence for a specifically educational purpose.

The school principal (or designee) has the authority to determine if an absence meets the above criteria for an excused absence.

If an absence is excused, the student will be permitted to make up all missed assignments outside of class under reasonable conditions and

time limits established by the appropriate teacher. The exception is that in participation-type classes a student's grade may be affected because of the student's inability to make up the activities conducted during a class period. Normally, a one additional school day per day of absence extension will be given the student before any late work penalty is applied.

Unexcused Daily Absences

Any absence from school for the majority of hours or periods in an average school day is unexcused unless it meets one of the criteria above for excused absence. Students will still be permitted to make up missed assignments.

Make-Up Work

Missed class work and homework will not be available in the school office until after 3:15PM. After any absence, students have one day for every day absent to complete any missed assignments.

Early Pick Up

Please refrain from picking up children before the end of the school day if possible. Please limit early pick up to events like doctor's appointments or emergencies. Early pickup tends to be very disruptive to the classroom and therefore students may not be immediately available. Parents picking up children before dismissal time must go to the office to sign out their child. Advance notice of the intent to pick up early is superior to simply showing up.

TARDINESS

Students in Kindergarten through eighth grade are expected to be at school on time every day. The school day begins promptly at 8:15 AM. Being on time means the child is in his or her seat ready to go with all lunch boxes and materials stowed appropriately and before school tasks completed.

Students who are late to school miss important activities and disrupt the beginning of the day for the teacher and the child's classmates. Parents must make every effort to have their children in school and on time. This applies to Pre-Kindergarten as well. School lunches must be ordered by 9:00AM.

Students in Kindergarten through eighth grade who arrive after 8:15AM are considered tardy. The tardy student, accompanied by parent or guardian, must report to the school office for a tardy slip.

In cases of repeated tardies, the following will be applied, each academic quarter:

- After three occurrences, written notice will be sent to the parents from the teacher.
- At the fourth tardy, written notification from the administration will be sent to parents indicating that a conference must take place with the

parent, teacher, and administrator;

- For any tardies after the fourth one, the parent and student must meet with an administrator when they come to the office for the tardy slip before the student is allowed to go to the classroom.

Tardiness for medical and dental appointments can be excused if the student brings an excuse from the doctor. Excused tardiness will not be counted towards the four tardy limit per quarter.

DROPPING OFF ITEMS AT THE OFFICE

Items dropped off for a student during the school day will be placed in a designated area in the school office until 9:00AM. After 9:00 AM, parents will be directed to walk the item to the cafeteria and place it on the designated cart. Classes will not be disrupted to inform students of delivered items.

TELEPHONE

The telephone in the office is a business phone and may be used by the pupils only in cases of emergency, and then only by permission of the teacher and the office staff. Items left at home such as lunches, P.E. clothes, books, or assignments do not constitute an emergency. The media center telephone and all classroom telephones are off-limits to students without teacher permission. Classroom phones are not to be used by students.

Students who are feeling ill are ministered to in the school office where records are kept related to student attendance and illness. Students may not directly contact parents requesting to go home. The school office will make that contact.

STUDENT CELL PHONES

Students who possess a cell phone and bring it to school are obligated to have the phone off and in the student's book bag or locker from 7:55AM to 3:10PM.

Students who misuse the privilege of having a cell phone on campus will have the phone confiscated. A parent must come to the office to retrieve the phone. A second occurrence may result in additional consequences including, but not limited to, revocation of the privilege of having a cell phone on campus.

ELECTRONIC MEDIA

Students and parents are expected to be cautious to make sure that any electronic media brought to school (music, video, games, etc.) is acceptable for a Christian school environment. It should be obvious that any music that carries a parental guidance warning, for example, is not to be brought on campus. If a student uses electronic media at school, it is appropriate for staff people to check to see that the media being used is acceptable.

Electronic media is not to be used during normal school hours from 7:55

AM to 3:10 PM.

ACADEMIC POLICIES

The instructional program will include the following programs of studies: Christian studies (religion and memory work), the language arts (reading, grammar, spelling, vocabulary, writing, and literature), mathematics, social studies, science and health, handwriting, physical education, Spanish, computer education, art, and music.

Textbooks and/or instructional materials will be provided for each of these curriculum areas. A program of regular review of the curriculum and materials is followed.

CHRISTIAN STUDIES AND MEMORY WORK

St. Paul Lutheran School is, first and foremost, a Christian school. The curriculum, therefore, includes Christian Studies which includes teaching of the Bible, the principles of Christianity, and memory work (memorization of key scriptures and other content). All children enrolled participate fully in these classes as part of the full school curriculum.

SUPPLEMENTARY AND EXTRA CURRICULAR PROGRAMS

Additional programs may be established that are in keeping with the purpose and goals of St. Paul Lutheran School. These programs may include such things as band, choir, clubs, scouting programs, 4H, etc. Every attempt will be made to schedule these programs so that they do not interfere with basic instruction.

FIELD TRIPS

Many worthwhile opportunities for educational field trips are available in our area. Careful attention to safety and proper supervision on field trips is given. Teachers are responsible for setting up the field trips and securing permission slips signed by the parent or guardian for each outing and field trip. Phone calls may not be used in lieu of signed permission slips. Parents are often asked to assist as chaperones on field trips. Teachers will determine the number of chaperones needed to insure an optimum learning experience. Chaperones should complete the volunteer background screening prior to taking any role involving supervision or interaction with children other than their own.

In order to assure that full attention is given to the purpose of the field trip and proper supervision of students, we expect that parents will not bring siblings on the trip.

MEDIA CENTER

It is our objective to have a well-equipped, up-to-date media center primarily featuring printed text. The center is also to include an appropriate offering of magazines and other audio visual materials necessary in an elementary and middle school.

READING COUNTS PROGRAM

A key element in building reading proficiency is practice. St Paul Lutheran School encourages students to read outside of school for both practice and pleasure. Independent reading is encouraged through the school Reading Counts program. Students as young as Kindergarten can choose books they enjoy, read them and take on-line comprehension tests. Students enjoy accumulating points and meeting their reading goals.

SCHOOL PROGRAMS AND CLASS PRESENTATIONS

Each year, programs and presentations by individual classes are encouraged. We will have one or more major school programs during the year. Student participation is expected during both school day and evening presentations.

CHAPEL SERVICES

Weekly chapel services are planned and conducted one day each week. Parents are welcome to attend the chapel services. Grades K-8 typically have chapel Wednesday mornings at 8:25AM. Pre-Kindergarten and, after the first semester, ECEC-2 year old classes, have chapel on alternating Wednesdays and Thursdays at times determined each school year.

Parents and guests are always welcome. Please enter through the school office. We would ask that parents and guests allow students and chapel families to have priority in sitting in their assigned areas.

We count on parents to have the same behavior expectation for their child when sitting with the parent as when sitting with the student's chapel family or class. In other words, children should sit up and participate fully.

PROGRESS REPORTS/ONLINE GRADES

Report cards will be issued for all children in Kindergarten through grade 8. Students receive report cards every quarter (approximately 9 weeks). Parents of students in grades 1-8 may access their child's grades and progress reports at any time through ParentsWeb.

Report card formats and rating scales are reviewed regularly and updated. The grading scale is as follows:

98-100	A+	4.00
92-97	A	4.00
90-91	A-	3.67
88-89	B+	3.33
82-87	B	3.00
80-81	B-	2.67
78-79	C+	2.33
72-77	C	2.00
70-71	C-	1.67
68-69	D+	1.33
62-67	D	1.00
60-61	D-	0.67
59 and below		0.00

E 90-100
S 80-89
N 70-79
U 69 or below

ACHIEVEMENT TESTING

St. Paul Lutheran School students in grades K-8 participate in standardized testing up to three times per school year. This testing is just one piece in the process of evaluating student achievement, but it is helpful to SPLS in meeting individual student needs and in assessing the success of our overall program. Parents are strongly encouraged to make every effort to have all students present, well-rested and fed, and mentally and emotionally prepared for the testing experience.

The testing dates are listed on the school calendar and are typically in August, December or January, and in April. The average SPLS student traditionally scores substantially above national averages on standardized testing.

HONOR ROLL

The school recognizes the academic achievements of students by awarding honor roll certificates at the end of each term. These certificates will be sent home with the report cards. The High Honor Roll is for students who received all A's (90 or above) in core subjects on their report card for the term. Honor Roll is for students who received A's and B's or all B's (80 or above) in core subjects on their report card for the term.

STUDENT RECORDS

A cumulative record is kept for each child that attends St. Paul Lutheran School. The record is kept in the school office file. The teacher will keep a record folder for each child during the year and put in significant material and other information that would be helpful in understanding the child's growth. Permanent records are not to leave school premises. Parents may access these records or get a copy of them by request.

PARENT-TEACHER CONFERENCES

During the school year, a Parent-Teacher Conference is planned after the first quarter grading period. SPLS parents all attend. Special conferences are welcomed and encouraged to share important concerns and mutual plans for the growth of the child. Parents are encouraged to make appointments directly with the teacher(s).

THE ACADEMIC IMMERSION PROGRAM

The Academic Immersion Program at SPLS provides a unique academic setting for intermediate elementary -aged students whose learning style does not fit well with typical school classroom instruction. It is called the Academic Immersion Program at St. Paul Lutheran School.

STATEMENT OF BELIEF OF

ST. PAUL'S EVANGELICAL LUTHERAN CHURCH OF LAKELAND, FLORIDA

This congregation, St. Paul's Evangelical Lutheran Church of Lakeland, Florida, a Florida not for profit corporation ("St. Paul Lutheran"), is part of The Lutheran Church – Missouri Synod ("LCMS" or "Synod"). The LCMS is a mission-oriented and Bible-based denomination that confesses the historic, orthodox Christian faith in the Triune God, Father, Son and Holy Spirit. It is a faith built on "the foundation of the apostles and prophets, Christ Jesus himself being the cornerstone" (Eph. 2:20). With the universal Christian church, the LCMS teaches and responds to the love of the Triune God, who created all that exists; became man to suffer, die, and rise again for the world's redemption; and brings people to faith and new life through His Word and Sacraments. The three persons of the Trinity – Father, Son and Holy Spirit – are coequal and coeternal, one God.

LCMS congregations voluntarily choose to belong to the Synod, and, although diverse in many ways, all hold to a shared confession of Jesus Christ as taught in Holy Scriptures. We believe without reservation that the Scriptures of the Old and the New Testaments are the written Word of God and the only rule and norm of faith and of practice. In addition, the Synod accepts without reservation the writings contained in the Book of Concord: The Confessions of the Evangelical Lutheran Church. Believing in the authority of Holy Scripture and that the Lutheran Confessions are a correct interpretation and presentation of Biblical doctrine, our congregations agree to conform all their teaching and practice to the Scriptures and the Confessions.

The Synod "is not an ecclesiastical government, exercising legislative or coercive powers" (LCMS Constitution, Article VII) concerning its member congregations and ministers. However, the voluntary association of member congregations and ministers includes their agreement to respect and honor and uphold (Bylaw 1.7.2, 1.8.1) decisions (resolutions) made by the Synod in its national conventions regarding the understanding of the teachings of Scripture and the Lutheran Confessions and practices that are consistent with such teaching. The Synod in convention is the "principle legislative assembly" of the LCMS (Bylaw 3.1.1) and its resolutions and statements are the position of the Synod in matters of doctrine and life. The Constitution and Bylaws of the LCMS provide specific guidance for the implementation and supervision of the teaching and practice of its members (congregations and rostered church workers).

Congregations of the LCMS, while upholding teachings and practices that are consistent with Scripture and the Lutheran Confessions and while honoring Synod convention resolutions, are self-governed and establish policies based on local circumstances and expediency. An LCMS congregation or ministry operates according to its own constitution and bylaws – which are required by Synod Bylaws to be reviewed by the District through which the congregation holds membership in the Synod – and therein establishes an orderly way of making decisions and determines which individuals or entities in the congregation (e.g., the pastor, church council, board of elders) will have authority to act on behalf of the congregation in specific circumstances. The Constitution and bylaws of St. Paul Lutheran governs our decision-making and policies. A copy is available upon request.

- We believe that every person must be afforded compassion, love, kindness, respect, and dignity (Mark 12:28-31; Luke 6:31). Hateful and harassing behavior or attitudes toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of St. Paul.
- We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ (Acts 3:19-21; Rom. 10:9-10; 1 Cor. 6:9-11).
- We believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life (Ps. 139).
- We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God (Gen. 1:26-27). Rejection of one's biological sex is a rejection of the image of God within that person.
- We believe that the term marriage has only one meaning; the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Gen. 2:18-25). We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (1 Cor. 6:18; 7:2-5; Heb. 13:4). We believe that God has commanded that no

intimate sexual activity be engaged in outside of a marriage between a man and a woman.

- We believe that any form of sexual immorality (including adultery, homosexual behavior, bisexual conduct, and use of pornography) is sinful and offensive to God (Matt. 15:18-20; 1 Cor. 6:9-10).
- We believe that in order to preserve the function and integrity of St. Paul Lutheran as the local Body of Christ, and to provide a biblical role model to St. Paul Lutheran members and the community, it is imperative that all persons employed by St. Paul Lutheran in any capacity agree to and abide by this Statement on Marriage, Gender, and Sexuality (Matt. 5:16; Phil. 2:14-16; 1 Thess. 5:22).