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Attendance

Success in school depends on several factors, but the prime factor is regular attendance. This good habit carries over into our jobs long after we leave school. Careful consideration should be given by both parent and student before a loss of school time is incurred for reasons that are not serious or in the nature of an emergency.

Though we wish to encourage family unity and closeness, we *strongly encourage that family vacations be planned for times when school is not in session*. However, we do understand that this may not always be possible.

Excused Absences:

An absence is excused when a student misses school because of any of the following:

Illness or serious injury

Family emergencies

Death in the family

Medical appointments

Family appointments

With the exception of illness or serious injury, **the school should be notified in advance concerning any pre-planned absences. Parents are required to send a signed note or make a phone call to the school.**

If illness occurs and your child will miss a day of school, parents are required to **contact the school by phone no later**

than 8:15 so arrangements can be made for the pick up of the day's assignments.

Frequent absence patterns due to illness may require a note from a physician before such absences will be excused.

Unexcused Absences:

All absences for part or all of one or more days with or without parental permission for reasons other than those stated above will be considered unexcused.

Any student who is unexcused for all or part of two days within the same academic

quarter will be considered truant. Parents

will receive a warning phone call. Every unexcused absence thereafter will result in the school contacting the necessary authorities.

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Academic Eligibility

In order to maintain proper priorities and balance between extra curricular events and academic responsibilities, Peace

Lutheran School does enforce an eligibility program applicable to students in grades 4 – 8. The specifics of the program

include:

Eligibility requirements apply to all extra curricular activities: all sports, cheerleading, and pom poms.

All students in grades 4 – 8 who are active in any of the above must abide by the eligibility requirements.

Eligibility requirements will be set for each individual student according to his/her God-given academic capabilities.

The requirements will be set by the teacher and discussed in full with each parent.

(Academic Eligibility continued . . .)

One of the requirements will include an academic grade average. This academic requirement will be based on a student's

performance in the following subjects: Religion, Catechism, Math, Language Arts, Social Studies/History, and Science.

Each student will also be expected to complete work on time. Any student who receives two after-school

detentions within a two week period will be considered ineligible.

All students will be reviewed four weeks after the beginning of a quarter and then once every two weeks after that.

Any student that in any way falls short of his/her eligibility requirements will be unable to participate in any extra curricular activities for a period of two weeks.

After two weeks, the student's progress will again be checked.

If after that period of two weeks, the student again meets the eligibility requirements, the student will be allowed to return to the activity from which they were suspended.

If after two weeks, the progress of the student does not meet his/her eligibility requirements, the student will serve another two week suspension. This process will continue until the student meets his/her eligibility requirements.

Admissions Policy

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Priority in enrollment will be given to children of Peace Lutheran Church members. The Board of Education will then accept

children of area WELS congregations for enrollment. Additional children will be accepted only after the aforementioned families

have had the opportunity to enroll. All non-WELS applicants will be carefully screened by the principal, pastor, and Board before

admission. In the event that overcrowding becomes an issue, the problem will be referred to the Church Council.

Parents who are not members of a WELS congregation will be required to attend an information class taught by the pastor.

If no attempt is made to complete the class or to pursue membership, the Board reserves the right to terminate the enrollment of the non-member's child(ren).

Tuition will be charged to all non-member children at a rate determined by the congregation. Mt. Zion of Ripon, St. John's

of Markesan, and St. Paul's of Manchester pay a portion of the tuition for the children of their members who attend Peace Lutheran School. Parents or guardians of other non-member children will be responsible for payment of tuition. Failure to make prompt and regular payments could result in dismissal or future non-admission.

After-School Detention Policy

Discipline

The Word of God is the absolute norm of faith and conduct. Teachers and students should always live accordingly.

However, human nature often makes discipline necessary. When it is necessary, discipline will be administered out of Christian love on the basis of God's Word.

(After-School Detention Policy continued . . .)

In order to help maintain Christian discipline and teach the students accountability for their actions, an after-school detention policy has been adopted.

Each classroom teacher will decide what boundaries will be set to warrant keeping students after school. These boundaries will be set on the basis of grade level. However, the consequences of overstepping these boundaries will be uniform.

After-school detention will then occur.

The time after school will be used to do work or whatever the teacher deems necessary as a result of the actions during the school day.

Parents will be notified by the teacher during the day if their child will be required to serve a detention. All students should be picked up from school by 4:00 p.m. If parents cannot arrange transportation for that day, the child will be kept after school the following day or as soon as possible. This will give parents the opportunity to arrange transportation. However, the first option is keeping the child after school the day of the problem.

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Late Work

Any student in grades 3-8 that does not have their work completed and at school by the appointed time (established by the teacher) will also receive an after-school detention. This detention will only occur after the child has been warned in the form of a pink slip. Once again students will need to be picked up at 4:00 p.m.

Please realize that this is not meant to be a punishment for parents, but rather a way of teaching children the seriousness of neglecting classroom responsibilities. After-school detention will hopefully teach children the necessity of being accountable for their actions.

Book Rental

In order to cover the cost of school owned books, consumable workbooks, and other materials, a book rental fee will be

charged to each student at registration. This book rental includes the rental of textbooks and the cost for workbooks and paper supplies, but does not include the cost of books used in religion classes (Bibles, Catechisms, Hymnals, etc.). These religion books may be purchased separately at the time of registration. Book rental fees are expected to be paid in full at the time of registration. (See "Registration")

Bus Behavior and Discipline Policy

Riding the school bus to and from Peace Lutheran School is a privilege, not a right. Loud talking and laughing, horseplay, and other unnecessary confusion divert the driver's attention and could result in a serious accident. Students who misbehave while on the bus jeopardize the safety of all other students on the bus.

While on the school bus, students:

Will abide by school district bus policies.

Will sit quietly and remain in their seats, facing forward.

Will not throw objects or paper inside the bus or out the window.

Will always be courteous to fellow students, the bus driver, and pedestrians.

Will assist in keeping the bus safe and clean.

Will not vandalize or tamper with bus equipment in any way.

Will help look after the safety of younger children.

(Bus Behavior & Discipline Policy continued . . .)

Will keep absolutely quiet when the bus approaches a railroad crossing and will remain quiet until the bus has crossed the railroad tracks.

Will remember that they are representatives of their parents, their Christian school, their community, and above all, their God, and will behave accordingly.

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Bus drivers will report to the principal any student whose behavior on the bus warrants disciplinary action. The principal will contact the parents of the student to discuss the student's behavior and the disciplinary action(s) to be taken.

Disciplinary actions may include:

Requiring the student to remain in the classroom, sitting quietly at his or her desk during all recess periods.

Withholding computer privileges at school.

Withholding eligibility for sports, field trips, class trips, and other extra-curricular activities and programs.

Withholding academic awards, activity awards, and other recognitions.

Any other disciplinary action which the principal and the Board of Education determine is appropriate.

Each student shares in the responsibility for ensuring the safety of all others on the bus.

In cases where loud talking,

horseplay, or other disruptive behavior is a general or recurring problem on the bus:

(Bus Behavior & Discipline Policy continued . . .)

The principal may, after consulting with the Board of Education, impose disciplinary action on some or all of the students riding the bus.

The principal may also impose on individual students additional disciplinary actions which he determines to be appropriate.

This policy applies to any Peace Lutheran School student on any school bus traveling to or from school or any school-related activity, including sports, field trips or other activities or events.

Any questions or concerns over disciplinary matters should be discussed first with the principal and, if not resolved, should be addressed in writing to the Board of Education. The board will respond to the parents and the principal in a timely manner and will make a reasonable attempt to resolve the issues at hand.

Care of Books

Each textbook rented from the school will be specifically marked. Each student will be responsible for books assigned to him/her. We ask that students treat books with respect and not write in any hardcover texts. The student will be responsible for the replacement cost of any book lost or damaged. All school-owned books shall be covered after being distributed and

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should remain covered while in use. Students should make sure the covers will in no way damage the binding or any other part of the book.

Cell Phones

Bringing cell phones to school is discouraged. If it is necessary for a child to have a cell phone, we require a written explanation of the reasons why it will be necessary to have this phone at school. Any phones brought to school may not be on or used during the school day without a teacher's permission. If these rules are ignored, phones will be confiscated and parents will be asked to come to school and pick the phone up.

Church Attendance

Public worship is a gift from God in which we have opportunity to show love for our Savior and through which we receive many blessings. Because of this, parents will want to attend worship services with their children often.

Co-Curricular

Sports:

Soccer – Grades 5-8

Cross Country – Grades K-8

Basketball – Grades 4-8

Cheerleading – Grades 7-8

Pom poms – Grades 4-6

Softball – Grades 6-8

Track – Grades K-8

Field Trips

Book-It Program sponsored by Pizza Hut

Meet Math Competition through MLC – Gr. 5-8

WLA Academic & Fine Arts Fair:

Forensics

Vocal Solos, Duets, & Groups

Piano Competition

Art Projects

Science & Social Studies Projects

Band:

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Instrumental lessons through Winnebago Lutheran Academy – (lessons given at Peace)

Grade School Band

WSMA Solo & Ensemble Competition

*The Board of Education has adopted a policy that any student **NOT** present for a **full day of school** due to illness will not be allowed to participate in any of the events listed above on the day of the illness. This would also include practices for these events.*

Curriculum

The curriculum of Peace Lutheran School includes God's Word as its most important subject. Being a Christian school, we

know this is necessary since God tells us to prepare for eternity. All subjects are taught with Christian motivation,

interpretation, and application. The following subjects are included in the general curriculum.

Religion: *Bible History, Catechism, Hymnology, Devotions*

Language Arts: *Reading/Literature, Phonics, English, Penmanship, Spelling, Accelerated Reader*

Science: *General Science, Integrated Earth, Life, and Physical Science*

Mathematics: *Mathematics, Pre-Algebra, Algebra I*

Social Studies: *World & American History, Wisconsin History, Geography, Social Studies*

Fine Arts: *Art, Music, Junior Choir*

Physical Education: *Phy-Ed Classes*

End of School Day Policy

For the safety of all children, teachers will assume that each child will go home by their normal means of transportation

(bus, parent pick-up) unless otherwise notified by parents. **All parents must send a signed note or make a phone call**

indicating any changes. If this communication is not made, children who ride the bus will be sent home on the bus; and children

who are normally picked up by their parents will not be allowed to go home with anyone but their parents.

Grading Scale for Peace Lutheran School

100 - A+ 84-82 - C+

99-96 - A 81-79 - C

95-93 - A- 78-77 - C8

92-90 - B+ 76-74 - D+

89-87 - B 73-72 - D

86-85 - B- 71-70 - D-

69 – 0 - F

Dress Code

Students are neat and careful with their dress in school since their attire reflects their station as redeemed children of God.

In keeping with the scriptural instructions to be moderate in all things (Philippians 4:5) the Christian student will avoid extremes

in his/her person and dress, regardless of what fashion may dictate. The following are examples of acceptable clothing at

Peace Lutheran School:

Trousers and slacks that are neat and clean.

Modest tops, t-shirts, sweatshirts, sweaters, and the like.

Modest sleeveless shirts in warm weather.

Modest length shorts in warm weather.

(Dress Code continued . . .)

The following are examples of attire that will not be deemed acceptable at Peace Lutheran School:

no tank tops

no tops that reveal midriff in front or back while standing or sitting

no spaghetti straps

no t-shirts with suggestive insignia, alcohol related messages or other inappropriate logos or designs

no shirts that in anyway reveal cleavage

no exposed underwear on boys or girls

no negligee type garments

Please note that earrings on boys, and tattoos on boys or girls are considered extreme and therefore not acceptable

at Peace Lutheran School.

Students who choose to dress in a manner that contradicts these guidelines will be asked to change or will be required to wear

school provided clothing throughout the day. Questions concerning the dress code should be addressed to the principal or your

child's teacher.

Kindergarten

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Classes are held ALL DAY – Monday, Wednesday, and Friday. All school rules apply.

The teacher will conduct a

Kindergarten screening in the spring prior to enrollment. A child must be five by

September 1st to enter. Requests for early

admission will be evaluated on an individual basis. At the time of screening the parents must supply a record of immunizations

received by the child, and the birth certificate must be shown to the teacher.

Lunch Program

Because Peace Lutheran does not have a daily hot lunch program, each classroom is furnished with a microwave oven for use by the students, who must bring sack lunches from home. Students are asked to furnish supplies for the microwave.

Subway, pizza, and homemade hot lunches are served on Tuesdays and Fridays of most weeks.

Milk is made available to students through the state-sponsored milk program. The cost of milk varies from year to year.

However, it does need to be paid in full at registration. Because of the minimal cost, and the extra paper work that would be involved, refunds are not given for days that students are absent.

Medication

The following are the policies for the administering of medication at school.

Teachers are not to dispense aspirin or other over-the-counter medication to students unless a dated, written note with dosage instructions is given to the teacher. This note must be signed by a parent and the medication is to be given to the teacher for storage.

At no time are students permitted to bring unidentified or unauthorized medication to school to be administered by the teachers.

If parents find it necessary to send a prescription drug to school to be administered by the teacher, permission must be given in writing. This note again must include a date and dosage instructions as well as a parent signature.

Once again this medication must be given to the teacher for storage.

Non- Discriminatory Policy

Peace Lutheran School admits students of any race, color, national or ethnic origin, to all the rights, privileges, programs and activities generally made available to students of our school. It does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational or admissions policies, scholarships, loans, athletic and other school-administered programs.

Pupil Progress Reporting

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Report cards are given at the end of each quarter of the school year. Generally, they will be mailed at the beginning of the week following the last day of the quarter. First and fourth quarter report cards and test results will be picked up at parent-teacher conferences. Other progress reports will sent home in conjunction with the eligibility program explained earlier in this handbook.

Registration

Registration procedures are established to assist in preparing for the upcoming school year. The cooperation of parents is greatly appreciated.

Registration will take place the first Sunday in August. Final registration forms are filled out at this time, as well as emergency home contact cards. Religious books may also be purchased. If you have not already received a list of school supplies your child will need, it can be picked up on this day also. Complete payments are collected for books and milk at this time. Payment schedules may be set up if absolutely necessary. Arrangements need to be made for these payments prior to registration.

School Closing Due to Weather

If school will be closed due to bad weather or for other reasons, it will be announced over the local radio stations or perhaps on some local TV stations. Normally, if Green Lake, Ripon, or Markesan public schools close, Peace will close as well. If delays are announced, students should follow the delay for the district they live in. If parents have questions about school status they should call the principal.

School Friends' Society

This is an organization of parents and friends established for the support of Peace Lutheran School. Sponsoring the newsletter, sponsoring fund raisers, and managing home basketball games are just some of the responsibilities of this organization. Meeting dates are announced in the school newsletter. All families are welcome to attend.

Serious Disciplinary Problems Policy

The following plan will be used in dealing with any student who:
Does not show Christian love and respect for his/her teacher.
Disrupts the classroom routine to the extent that teaching is being disrupted and children are being short-changed in the instruction that they should be receiving.

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Treats fellow students in a disrespectful or harmful manner so that their physical or mental well-being is jeopardized to such a degree that he/she cannot receive an education in a reasonable or peaceable fashion.
Refuses to obey school rules.

The first corrective steps will be taken by the teacher to whom the student is responsible. When the teacher feels that the student is no longer responsive to these steps, the parent will be called by the teacher to discuss and resolve the problem.

If no satisfactory results are evident:

The teacher will refer the matter to the principal.

The principal will receive the report of the teacher and will counsel the child. The parents will be informed by the

principal that their child was referred to him along with the reason for referral. If the situation is not corrected at this point, the child will be referred to the principal a second time. The parents will again be informed by the principal and a meeting will be arranged between the parents, teacher, and principal. At this point, the appropriate pastors will be informed. The child will also be ineligible for extracurricular activities for a period of two weeks.

If the situation still does not improve, the child will be referred to the principal a third time. At this time, the child may be suspended from school by the principal for a minimum of three days. The pastor and school board will be informed. The principal will arrange a meeting between the parents, pastor, teacher, and principal.

A suspended child may return to school only after this meeting is held during which agreeable measures are planned for dealing with the situation more effectively.

Should these measures fail to produce positive results, the child will be referred to the principal a fourth time. The child may be suspended indefinitely at this point. The parents will be required to meet with the teacher, pastor, principal, and a school board representative to arrange an agreeable method of dealing with the problem. The child will also be removed from all extra-curricular activities indefinitely.

Should these measures fail, the problem will be referred to the principal for a fifth time. The principal will call a special meeting of the Peace Lutheran Board of Education to recommend expulsion. Parents may voluntarily remove their child from school, in which case, no expulsion action will be taken by the board.

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Expulsion or voluntary removal is in effect for the remainder of the school year. An appeal for re-admission may be made by the parents at the beginning of the new school year. Re-admission is not possible without school board action.

Certain actions will warrant immediate suspension as well as a meeting with the teacher, principal, pastor, and a school board representative. The specific actions include: vandalism; tobacco/smoking on school grounds; drugs or alcohol used or found on school grounds; weapons found on school grounds; causing flagrant or intentional personal injury to students or teachers.

Singing in Church

At certain times, students will be praising their Savior by singing in church. All students who are members of Peace are

expected to participate. Students who are members of other congregations are encouraged to make every effort to attend.

Planned absences should be excused in advance by notifying the teacher.

Purpose of the Christian School

(Taken from the WELS pamphlet: "Objectives of Christian Education")

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To assist parents with the Christian education and training of their children.

To provide children with a Christian school community in which God's Word rules supreme.

To give children systematic and thorough instruction in the Word of God.

To give children an education in which all instruction and training is in complete agreement with God's Word.

To teach all subjects in the light of God's Word.

Our Purpose

The purpose of Peace Lutheran School is to provide Christ-centered education for our children. This school is a full-time educational institution, affording to every student a program which feeds the soul, the mind, and the body.

We believe that an education without Christ is an education without foundation and purpose: mathematics, history, English, science and all other subjects must be taught in the light of God's inspired and errorless Word. Our goals are a solid education in secular learning and a solid spiritual and moral training based on the immovable foundation of Holy Scripture.

New Policies...

End of the School Day Policy

For the safety of all children, teachers will assume that each child will go home by their normal means (bus or parent pick-up) unless otherwise notified by parents. **All parents must send a signed note or make a phone call indicating any changes.** If this communication is not made, your child will be sent home on the bus.

No students will be allowed to stay after school on any given night unless a teacher has been notified in advance. This includes nights of sports practices, home basketball games, Entertainment or Talent Nights and the like.

Cell Phone Policy

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