



**Student
Handbook
2009-2010**

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Welcome to the MAG Christian School community!

We are delighted that you have chosen to partner with our school in educating your child. We believe that, in cooperation with the home and church, our school will advance each child's growth "in wisdom, in stature, in favor with God and man." (Luke 2:52)

Our motto is "Building a foundation; shaping a worldview; equipping students today for leadership tomorrow." Our staff is dedicated to using all available resources to encourage students:

- To acquire a strong foundation in educational basics that will support their future learning.
- To develop a Biblical worldview and critical thinking skills with which to explore and understand the world around them.
- To recognize their God-given gifts and abilities, utilizing them in the classroom and community to serve God and others.
- To equip students for leadership in their homes, neighborhoods, churches, future work place, and community. (1 Timothy 4:12)

We look forward to working along side you as you undertake the awesome God-given responsibility to "train up your child in the way he should go" (Proverbs 22:6). We endeavor to provide a faith community consistent with the home and church, teaching students Biblical principles throughout the day in every subject area. (Deut. 6:7) We are committed to supporting your efforts through a consistent prayer life and a diligent work ethic. (James 5:16) We trust that we can count on your faithful support to make this desire a reality in your child's life.

In Christ's service,

Pastor Carol Morley
Administrator, MAG Christian School

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Our Distinctives

Statement of Faith

We believe: That all 66 books of the Bible are the inerrant, inspired Word of God. 2 Peter 1:20-21 It is given for salvation, reproof, correction, and training in righteousness. 2 Timothy 3:16

We believe: There is one God, eternally existing in three persons: Father, Son, and Holy Spirit. Deuteronomy 6:4, Luke 3:21-22

We believe: Salvation is a gift of God's grace and is received by personal faith in the Lord Jesus Christ, totally apart from human merit or works. This salvation is evidenced in a changed life, Christ-like character, righteous living, and good works as the believer submits to the indwelling Holy Spirit in obedience to the Word of God. Galatians 5:22-23, Ephesians 2:8-9, 1 Timothy 1:5, 2 Timothy 1:9, James 1:21-27

We believe: The church is the body of Christ. Matthew 28:18-20, 1 Corinthians 12:13, Ephesians 2:11-16, Ephesians 4:11-16, Colossians 1:28, Hebrews 10:23-25.

We believe: In the present ministry of the Holy Spirit by whose infilling the Christian is empowered to live a godly life and proclaim the good news of Jesus Christ. Acts 1:5, Matthew 3:11, Mark 1:8

If you have any questions regarding our doctrinal beliefs, feel free to talk to any of our staff. A pamphlet outlining the doctrine of the Assemblies of God is available in the school office upon request.

Mission Statement

MAG Christian School exists to work in cooperation with home and church, building a foundation of Biblical and historical truth upon which each student can grow spiritually, physically, and socially.

Philosophy

Proverbs 9:10 tells us that "The fear of the Lord is the beginning of wisdom, and the knowledge of the Holy One is understanding." MAG Christian School embraces an

educational philosophy centered in the person of Jesus Christ. To that end, we utilize a Christ-centered, Bible-based curriculum.

Educational Philosophy

MAG Christian School offers a quality educational experience from a Christian worldview while using differentiated instructional strategies in a multiage classroom setting. God's Word is integrated throughout each subject area, teaching students to think critically about the world around them through the Biblical lens. Students are frequently assessed, and teaching strategies are developed to encompass a wide variety of learning styles and multiple intelligences.

- We utilize individualized instructional strategies to meet the needs of the students.
- Maximum class size is 18-20 students.
- Teachers utilize learning centers to encourage independent learning.
- Biblical instruction is integrated into all subject areas.
- Our lowest elementary classroom includes those students who would traditionally be in kindergarten and first grade and is all day/every day.
- Students who would normally be in a traditional kindergarten classroom are included in our lowest level elementary class which is all day/every day.
- A Beka Book, ACSI, Bob Jones University, Sing-Spell-Read-and-Write, and Rosetta Stone are the publishers of our core curriculum.
- Lower elementary utilizes a comprehensive phonics program.
- Spanish is taught using an immersion method in elementary and middle school classes.
- Social Studies classes stick to historical truth and emphasize a strong understanding of the great Christian heritage we have in this nation.
- Students participate in art, music, physical education, and Bible quizzing throughout the week.
- Weekly chapel gives students further opportunity to grow in their Christian faith.

We believe that Biblical instruction and Christian principles give children a firm foundation for life. Our multiage classrooms provide a nurturing environment, promote community, and develop strong character and the leadership abilities of students.

Scripture Theme

“But the people who trust the Lord will become strong again; they will rise up like an eagle in the sky, they will run and not need rest, they will walk and not become tired.” Isaiah 40:31 NCV.

School Mascot

The school mascot is the Eagle.

School Colors

The school colors are red, white, and blue. Red represents the blood shed for our spiritual and political freedom. White represents how we are made clean through the cleansing power of Jesus Christ. Blue represents God’s faithfulness to His people and to our nation.

Operations and Procedures

Admission

MAG Christian School admits students of any race, color, national ethnic origin, or religious affiliation to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. We do not discriminate on the basis of race, color, nationality, ethnic origin, or religious affiliation in administration of educational policies, admission policies, scholarship, and all other school-administered programs.

Students who are presently enrolled at MAG Christian School have priority placement for the following school year provided re-enrollment is submitted prior to March 1. All necessary paperwork must be completed before a place will be guaranteed.

Fees from the school year in progress must be current before registration for the following year will be accepted.

New student registrations will be accepted after March 1st. All parents of prospective students must attend an interview before a final decision on admission will be made. Prospective students will complete an academic screening assessment.

Age Enrollment Requirements

<u>Class</u>	<u>Student Ages</u>	<u>Maximum Class Size</u>
Level 1	4-7 year olds	18/class
Level 2	7-9 year olds	20/class
Level 3	9-12 year olds	20/class
Level 4	12-15 year olds	20/class
Level 5	15-18 year olds	20/class

Students seeking enrollment must meet the minimum age requirement for each class level by September 1st. Those seeking early entrance for Level 1 will be assessed for apparent readiness. Any student accepted for early entrance will do so on a trial basis. When classes have been filled, names will be placed on a waiting list and called as openings become available.

A “kindergarten-readiness” program is offered Monday through Friday mornings (8:30-11:30 AM) or afternoons (12:30-3:30 PM). Children must be 4 years of age or older by September 1st

to qualify. Requests can be made to have a student assessed for early entry.

Attendance

Regular attendance is absolutely essential to academic success. Parental example and encouragement demonstrates to students the importance of faithful attendance. Colossians 3:23 says, "Whatever you do, work at it with all your heart, as working for the Lord, not for men." To effectively complete their work, students must make a conscientious effort to apply this Scriptural principle daily in their attendance and work ethic.

Classroom experiences are valuable components of learning. Interactive learning and instructional opportunities are lost through class absence and cannot be retrieved by simply completing the assignments.

Therefore, scheduling family vacations and outings around the school calendar is greatly appreciated.

Excused absences are given for illness, death in the family, and doctor appointments that cannot be scheduled after school hours. **Without a written parental excuse, the absence is considered unexcused.** Unexcused absences will subject the student to disciplinary action. A written note from the parent giving the student permission to be late or absent does not require the school to excuse the absence or the tardiness.

Upon the return of the absent student, a signed parental note will be submitted to the office with the date and reason for the absence. It is the responsibility of the student and parents to request, obtain, and make up missed work within the designated time frame.

Administration should be notified in writing at least one week before a planned absence and a request for student work submitted to the teacher at that time. Student absences in excess of 20 days per academic year will be subject to administrative review and could result in academic retention.

Behavior Management/Discipline

Scripture commands us to be obedient to those placed in authority over us. Teachers have a God-given responsibility to assist parents in the training of their students to learn and obey the rules of conduct as laid out in Scripture.

Hebrews 13:17 says, “Obey your leaders and submit to their authority. They keep watch over you as men who must give an account. Obey them so that their work will be a joy, not a burden, for that would be of no advantage to you.” Romans 13:1 says, “Everyone must submit himself to the governing authorities, for there is no authority except that which God has established.”

The best behavior management strategy instills within each student the ability to enact self-control in his life. The policies of MAG Christian School are designed to assist students, parents, and staff to work together to promote a high standard of Christian conduct in an atmosphere of excellent academics.

We believe that students need structure with clear-cut boundaries and expectations. This produces an environment in which correction followed by appropriate consequences will encourage the development of self-control. Each teacher is entrusted with the responsibility of directing and enforcing classroom rules in a manner embodied in Christian principles and in accordance with administrative directives to maintain control in the classroom.

Students must be respectful of the rights and property of others and of the authority of the staff and administration. Respect, responsibility, and recognition are highly valued at MAG Christian School. We work hard at developing a respectful attitude for one another and the school property. We endeavor to teach students to take responsibility for their actions and behaviors and to learn to accept the consequences of poor choices or to receive the recognition of good choices.

Behavioral Guidelines for PK-Level 1

The following behaviors are unacceptable for all students from Preschool through Level 1:

- Disrespect for authority
- Disruptive behaviors
- Disobeying classroom rules

Resulting Action

When students behave in an inappropriate manner, the student will be made aware of this and instructed in the Scripturally correct behavior expected. A short time-out or a written assignment may also be required.

If behaviors continue, parents will be notified and requested to come in for a conference to develop a strategy for improving student behavior.

Behavioral Guidelines for Levels 2 and 3

The following behaviors are unacceptable for all students in Levels 2 and 3:

- Disrespect for authority
- Disruptive behaviors
- Disobeying classroom rules
- Bullying
- Dress code violations

Resulting Action

When students behave in an inappropriate manner, the student will be made aware of this and instructed in the Scripturally correct behavior expected. A short separation, a written assignment, or a detention may also be required.

A combination of minor infractions will result in a 30 to 60 minute detention. Parents will be notified immediately by a phone call from their student if a detention is issued. The detention will be served the day it is given whenever possible. A Behavior Report form will be sent home to be signed by the parent and then returned to the classroom.

If behaviors continue, parents will be notified and requested to come in for a conference to develop a strategy for improving student behavior.

Behavior Guidelines for Levels 3 and up

The following behaviors are unacceptable for all students in Levels 3 and up:

- Disrespect for authority
- Disruptive behaviors
- Disobeying classroom rules
- Bullying
- Dress code violations
- Missing assignments
- Cheating
- Vandalism

Resulting Action

When students behave in an inappropriate manner, the student will be made aware of this and instructed in the Scripturally correct behavior expected. A short time-out or a written assignment may also be required.

A combination of minor infractions will result in a 30 to 60 minute detention. Parents will be notified immediately by a phone call from their student if a detention is issued. The detention will be served the day it is given whenever possible. A Behavior Report form will be sent home to be signed by the parent and then returned to the classroom.

If behaviors continue, parents will be notified and requested to come in for a conference which may result in an in-school suspension, out of school suspension, or academic penalty. In the case of vandalism, restitution may be required. Extreme cases may end in expulsion.

Complaints

Complaints from students or parents regarding school staff or school policy should first be brought to the attention of the person/s involved within a week of the incident. If a mutually satisfactory resolution cannot be arrived at between involved persons, a grievance may be submitted to the school administrator. A grievance must be submitted in writing. The administrator will return a written response within thirty days of the original complaint.

Conferences

Fall Parent/Teacher conferences will be held at the end of the first quarter. The purpose of a parent-teacher conference is to discuss the student's progress/assessment and to develop a strategy for meeting individual student's academic, Spiritual, social/behavioral, and physical goals for growth. Documentation of the assessment, strategy plan, and conference notes will be placed in the student's permanent record. **For this purpose the fall Parent/Teacher conference is extremely important.** Winter and spring conferences are available upon request.

Good communication and cooperation between teachers and parents is in the best interest of the student. Please feel free to call the teacher before or after class to discuss concerns or questions you may have.

Dress Code

While the Bible does not give us specifics regarding proper dress, Scripture does address attitudes of the heart and gives us general principles such as the one stated in 1 Timothy 2:9 which states, "I also want women to dress modestly with decency and propriety." Therefore, we have established guidelines for dress for MAG Christian School and school sponsored events. Please observe the following guidelines:

- Clothing is to be of proper size, clean and in good repair. **(No oversized pants or tight fitting clothing or jeans with holes or frayed hems are allowed.)**
- Clothing is not to be worn in such a way as to expose underwear.
- Jewelry is to be worn in such a way as not to be a distraction or a safety hazard to the student or others.
- No mini skirts, midriff tops, halter tops, tube tops, or spaghetti strap tops are to be worn.
- Socks are to be worn with shoes.
- Outside boots are not to be worn in the classroom.
- Sandals may be worn when the outside temperature is over 70 degrees.
- A pair of gym shoes need to be kept at school for Phy. Ed.
- Students are not to walk around the school in stocking feet or barefoot.
- No "heelies."
- Hair must be clean, neat, and combed. Hair is not to cover the eyes. If bangs are long, they may be pulled back and held with a clip.
- **Caps or hats may not be worn indoors.** Hooded sweatshirts may be worn, but the **hoods need to stay off the head.**

It is the responsibility of the student and parent to keep their appearance in compliance with these minimum guidelines.

The final judgment of appropriateness is the decision of the administration.

Field Trips

Field trips may be planned periodically throughout the year to acquaint children with our community and to enhance their educational experience. Permission slips will be sent home notifying parents in advance of the date, destination, cost, and purpose of each field trip. A fee will be required to cover transportation costs, entrance charges, or other expenses. All trip fees must be prepaid.

Fire Safety

In the event of fire, teachers will exit with students through the closest fire exit, checking carefully to make sure all students have left the building. Fire drills will be held and fire safety measures will be reviewed monthly.

First Aid/ Emergency

If a child becomes injured at school, a school staff member will administer first aid. Teachers are CPR and first aid certified. For any serious injury, the 911 service will be called and the injured child will be brought by ambulance to Fairview Hospital in Wyoming, MN. Cost of transportation by ambulance will be the responsibility of the parents.

If a poisoning occurs, the Center for Poison Control will be contacted and their instructions followed.

Health Regulations

Immunizations:

The MN Department of Human Services requires that we have on file a current immunization record or a **notarized** conscientious objection to immunizations and a health record for each child.

This completed form must be stamped by your doctor or clinic, signed by the parent, and be in our files on the first day of school.

The state requirements are as follows:

5Yrs	5DTP	4Polio	3HBV	1MMR
7Yrs-12 Yrs	3DTP/TD	3Polio	3HBV	1MMR
13Yrs-18 Yrs	3DTP/TD	3Polio	3HBV	2MMR

Medications:

All medication must be sent to school in the original bottle, with the student's name on it, and given to the classroom teacher who will place it in the Nurse's office.

Prescription medications require a written doctor's order and a written authorization from the parent to administer the medications.

Nonprescription medications require a signed, parental order, listing the medication to be given, dosage, frequency, and duration. The school does not stock medication.

Medication authorization forms are available from the office.

We request that parents submit a care plan for children with special conditions (e.g. diabetes, asthma, severe allergies, etc.). Students may store juice at school for treatment of insulin reactions. For infection control purposes, blood sugar testing should be done under the observation of the classroom teacher.

Communicable diseases:

Parents are required to inform the school within 24 hours when a child has a contagious and/or reportable disease (i.e. strep, lice, scabies, impetigo, ringworm, chicken pox, etc.) so that we can inform other parents of their child's exposure. If your child has been exposed to a communicable disease, the school administrator will notify you by written notice of the exposure.

Pandemic

MAG Christian School will, upon request, cooperate with state and local government officials and disaster planning agencies to prepare for or react to emergencies presented by a pandemic outbreak.

Illness guidelines:

Many parents are frequently concerned about when children should stay home or attend school. The following information may help with this decision:

- Do not send child to school with significant symptoms.
- If child has had a fever of 100 degrees or more, the child should stay home for 24 hours after the temperature returns to normal.
- Do not give aspirin or aspirin substitutes to any fever-related illness.
- If a child has vomited or had diarrhea, the child should stay home until 24 hours after the last episode.
- If a child has any rash that could be disease-related or is of unknown origin, check with your family physician before sending the student to school.
- Your child's health is important to all of us. If your child should display symptoms of illness (i.e. a temperature >100 degrees, vomiting, diarrhea etc.) while at school, the parents will be notified and requested to pick up their child immediately. The child will taken to the office and

made as comfortable as possible while waiting parental arrival.

Inclement Weather/School Closings

If inclement weather is forecast, listen to WCCO (830 AM radio/channel 4 TV) for one of the following announcements:

- Two hour late start – morning Preschool and Kindergarten Readiness will be canceled.
- No school
- Early closing

If you have supplied us with a current email address, email notification will also be sent out.

If a snowstorm warrants an early closing of school, parents will be notified to pick up their child. A staff person will stay with any child whose parent was unable to be reached until the parent arrives.

See the school calendar for holiday and vacation day closings.

Meals, Milk, and Snack Breaks

Students may provide their own lunches or order hot lunch which is catered by a licensed caterer. Refrigeration and microwaves are available for student use. Students will be able to purchase ½ pint milk cartons. The hot lunch menu is published and sent home monthly. Students purchase a lunch punch card and can use it to purchase meals as they choose. Parents are invited to participate in lunch with the students.

If a student forgets his lunch, food items will be provided and charged to the students account.

Please provide your student with a healthy lunch and snack. **Snacks must be finger foods and not require spoons or utensils.** Snack time is only 5 minutes. Nutritional foods promote better learning. Healthy foods include fruit, Gogurt, vegetables, granola bars, crackers, and cheese. Do not include caffeinated beverages, pop, candy, or high-sugar content foods or drinks. Candy and pop will be confiscated and kept by the teacher to be returned after school.

Students will enjoy pop and treats during special party times throughout the year.

Parties

The classroom teacher schedules any special parties such as holiday, quarterly, or birthday celebrations. Special arrangements must be made with the teacher before treats are brought from home. Students or parents are not to plan surprise parties.

Please do not distribute birthday party invitations at school unless all boys or girls are invited to the party. If you are distributing invitations at school please wait until the end of the school day to avoid disrupting the class.

Pets

Pets cannot be brought to school without making prior arrangements with the classroom teacher. **If we have a pet come to visit school, prior parental notification will be given.**

Photos

Periodically, we may take pictures of the students during their activities to display on the bulletin boards, on the website, for the yearbook, or other promotional materials. Names will NOT be attached to any pictures used for the website or promotional materials. Written parental permission is obtained as part of the application and financial contract process.

Recess

We will play outside each day as the weather permits. During the cold months, it is expected that students will bring the appropriate outer-wear, including snow pants, caps, mittens, and boots. Students will remain inside only on days of extreme temperatures, rain, or storms. Students may be excused from outdoor recess only if they have had a recent illness and a parent submits a written request. Students, who are unable to go outside because they forgot to bring the appropriate outer-wear will be in violation of the dress code.

School Calendar

The school calendar is mailed to enrolled families in July. If you need a second copy, you can pick one up in the office or download it from the website.

School Hours

Preschool	8:30 AM – 11:30 AM
Kindergarten Readiness am	8:30 AM – 11:30 AM
Kindergarten Readiness pm	12:30 PM – 3:30 PM
Level 1 – 5	8:30 AM – 3:15 PM

Please bring your child no more than ten minutes before class begins.

KR, Level 1 - When you pick up your child, please wait outside the classroom door until the door is opened and the students are dismissed. We want to make sure each child leaves with either a parent or a person listed on the registration form. Please remember to notify the teacher, in writing, of any changes regarding who is going to bring and/or pick up your child. This is **VERY** important!

Level 2 and above - Students will be dismissed from the classroom by their teacher.

Schedules

Classroom teachers have individual but similar schedules. The morning schedule generally includes a devotional and prayer time, language arts, Spanish, art, and math. Afternoons consist of science, social studies, music or physical education, small group centers, and individual instruction.

To view your student's class schedule, go to the school website at www.magchristianschool.org.

Transportation

It is the parents' responsibility to provide transportation to and from school. Heartland Express will transport Chisago County students to school for a nominal fee. Please let the teacher know if someone other than the usual provider will be picking up your child. The staff cannot provide transportation.

Tuition

See separate financial contract