

Baker Adventist Christian School

42171 Chico Road
Baker City, OR 97814-8404

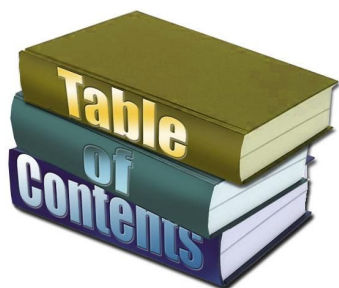


<http://www.bvsda.org/>

2019-2020

School

Handbook



Adventist Education History	3
General Information	4
Philosophy	5
Mission Statement	5
Accreditation	6
Admissions	6
Student Conduct Policy	10
Things and Actions Prohibited	12
Grievance Policy	15
Classroom Management	15
Cause for Disciplinary Action	17
Internet Policy	20
Photo and Information Policy	20
Emergency Policy	21
School Work	21
Academic Probation	24
Financial Information	25
Charitable Contributions	28
Acceleration	28
Retention	29
Miscellaneous	29
Staff	30

Adventist Education History

Though primary education for children was advocated by Adventists during the 1850s and 1860s, it was not until the early 1870s that the newly budding Adventist Church began to recognize and develop a denominationally-based school system. The Adventist interests in propagating education was founded upon the philosophy that students at all levels of schooling possess individuality and should be educated to use their God-given capacities to become individuals of principle, qualified for any position of life. Education was to begin in the home where the basic values of redemptive discipline and mental and physical health were to be balanced with the importance of work.

Since these early days Adventists have embraced the philosophy that education should be redemptive in nature, for the purpose of restoring human beings to the image of God, our Creator.

Mental, physical, social, and spiritual health, intellectual growth, and service to humanity form a core of values that are essential aspects of the Adventist education philosophy.

To ensure that the church gives appropriate and professional approach to the church's education interests, an Education Department was established on all levels of the church's administrative system, with responsibility to ensure that the Adventist philosophy of education and the principles of faith-and-learning are integrated into the life of each of its students in its schools, colleges and universities around the world. Working closely with the education offices of the world divisions (regions) of the church, staff at the corporate world headquarters help to ensure the quality of the global Seventh-day Adventist educational system and its work also includes collaboration with other ministries of the church to help nurture the faith of Adventist students attending colleges and universities outside of the denomination system worldwide.



General Information

Our teachers hold degrees in education, and are continually upgrading their credentials. Although there is a low student-teacher ratio, it is counter-balanced by the workloads created by the needs of multi-grade teaching.

School Day

School hours are between 8:00 A.M. and 4:00 P.M. on Monday through Thursday. When there is Friday school the school day will run from 8:00 A.M. to 12:00 P.M. Students should plan to come to school **no earlier** than 15 minutes before school starts, and leave for home immediately after dismissal to allow teacher time for school business. Students are to be present only when adult supervision is present. Unusual circumstances will be handled individually. Please talk to the teacher at the beginning of each school year if there will be an issue constantly throughout the year.

School Board

The school board is a panel of members picked by the church nominating committee who donate their time to serving the school by providing guidance, direction, support, and evaluation. To be effective, honest communication must exist between parents, students, teachers, church members, and board members.

All regular monthly, school board meetings are open to the constituents and parents, and you are welcome to attend. At the close of each meeting an executive session may be called to handle any personal matters, where only board members and voted external people are permitted to attend. Your input at board meetings is valued.

Home and School Association

All church members and parents or guardians of enrolled students are automatically members of this association. Your active support and participation will enhance the vital connection between church, home, and school.

Philosophy

The Baker Seventh-day Adventist church and the Idaho Conference of Seventh-day Adventists sponsor Baker Adventist Christian School (BACS). It was established to guide young people in developing a meaningful relationship with God, preparing them for life and the world to come. This training experience, from the Seventh-day Adventist perspective, can best be accomplished by the cooperative effort of a Christ-centered home, church, and school.

Mission Statement

Baker Adventist Christian School's mission is to empower our children to meet the future with confidence, knowing Jesus as their friend and having the tools to think and do whatever life requires.

Goals:

- Act like Jesus by treating people as He did;
- Do what we know the Bible says;
- Search for the value in each person;
- Encourage genuine courtesy and respect as Jesus did;
- Teach each student to reach his or her full God given potential;

Students are encouraged to:

- Know God's friendship through the study of the Bible, nature, and the works of Ellen White;
- Treat God's creation, others, and yourself with respect;
- Understand your body and take care of it;
- Take responsibility for your own learning and actions;
- Do your personal best in all things; and
- Help others as Jesus did.



ACCREDITATION

BACS is accredited by the:

- North American Division Commission of Education
 - National Council for Private Schools Accreditation
 - Northwest Association of Accredited Schools
- Baker Adventist Christian School is also registered with the State of Oregon, and is denominationally accredited.

ADMISSION POLICY

Non-Discrimination

Students are admitted to BACS SCHOOL without regard to race, color, national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at the school.

Special Needs

Our school does not have the facilities and personnel to be able to accommodate all students with special learning differences. Any child needing special accommodations will be considered on an individual basis to see if our teachers can accommodate that student. For any student who seems to have learning difficulties, the recommendation is for parents to have their student tested by private or public education systems, and to follow their counsel. Private school students are able to use the resources that the public schools offer.

Admission Pledge

Prior to admission, each student is required to interview with the admission Committee of BACS. This interview is intended to establish intent, responsibility and relationship. In addition, all students and their parents must sign the Commitment of Student and Parent pledge on the application form. It is understood that every student admitted to the school, pledges to follow the rules and policies of the school with a positive and cooperative attitude and to respectfully uphold the Biblical principles upon which the school is founded. See Student Conduct Agreement.

Entrance Age

Students are accepted in accordance with the school age entrance requirements of the State of Oregon. Students must meet ages listed by September 1st:

- Kindergarten – age 5
- First grade – age 6

Welcome to
Kindergarten!

Registration Process

- Entrance forms—supplied at the school.
- Age—Students must be 6 or older by September 1 to enter first grade.
- Health—All new students must have a qualified physical exam and an official immunization record.
- Behavior—New students will be evaluated using reports from previous schools and other sources.

- Personal Questionnaires—These questionnaires will be part of the school board interview.
- Financial Agreement—Financial information is in the last half of this Handbook.
- Transcripts—New students need to provide records from previous schools.
- Testing—New students will be tested for accurate placement.
- Board Interview—New students and parents meet with the school board prior to Registration. Bring Parent and Student Questionnaires.

Board Approval

Parent will be notified of the school board’s decision.

No student’s admission is final until notified of acceptance. All students are on an automatic 30 day probation. During this time we all decide whether or not the team of the student, parents, and teacher are effectively working together for the best interests of the student.

Grade Placement

The school reserves the right to place the student in the grade at which he/she can achieve his/her best work, according to placement tests and recommendations of the teachers. Multi-grade classrooms allow teachers to place students at their optimum performance level.

Physical Examinations

A physical examination or health certificate from the family doctor shall be required of all students when:

- Entering grades, K, or 1st
- The child enters formal schooling for the first time (NPUC code 3012:88)

Immunizations

All home-school students must have immunizations up-to-date by September 30, have a submitted documentation of education to obtain religious or medical exemption, or be excluded from school on that date. First graders need to have immunization records up-to-date and a signed Certificate of Immunization before entering school. Students, including kindergartners transferring from another school who have immunization records in transit, will not be excluded from school unless no record is sent within a reasonable length of time. All students need to be in compliance with immunization laws by December of the year of

registration. The local Health Department enforces the state immunization laws, and will exclude students from school by mid-February if a student is not in compliance. The exclusion will be in effect until immunizations are up-to-date.

Remember, if you have chosen religious exemption, or have a medical exemption, there must be documentation of the education of the family for each student.

Contagious Diseases

No child with an infectious or contagious disease deemed by the school to be a health threat to students and school personnel shall be allowed to remain in school. The child will not be permitted to return to school until he/she has a medical release or until the school authorities are satisfied that such a threat no longer exists. (NPUC code 3018:19) Student must be 24 hours fever/diarrhea free. A good rule of thumb: If you don't think your child is well enough to play in gym class, he/she should probably stay home for the day.

ATTENDANCE POLICY

State Law and Attendance

BACS SCHOOL is bound by state law to maintain regular student attendance and punctuality. Attendance is recorded in the register, which is a legal document. Reasonable allowances will be made for an absence, but the only legal excuses are illness of the student or a death in the immediate family. If it is known in advance that a student must be absent, it is requested that arrangements be made with the teacher prior to the absence. Provision will be made for “legal “absences; otherwise the work missed will be “made up” at the discretion of the teacher. Parents/guardians are requested to call the school office before 9:00 a.m. for sickness or emergency absences. Otherwise, to ensure that the students are accounted for, school personnel will make a reasonable effort to contact the parent of any student absent without prior arrangements. BACS believes that it is important that our students are involved in church ministry and service. BACS has performances that all students are required to attend.

Absence Penalty

A student who is absent as many as seven days out of a period of nine weeks, for whatever cause, may forfeit period grades and lose student aid. Regular attendance is a strong trait of successful students. Frequent absences and tardiness will result in missed instruction and opportunities for participation.

STUDENT CONDUCT POLICY

Student Conduct Agreement

My signature on the application to attend BACS indicates that during school hours and all school sponsored activities and programs:

I will show respect and reverence for God and spiritual things I will follow school policies and procedures I will be responsible for my actions

- By practicing the Five Life Guidelines (truthfulness, trustworthiness, no put-downs, active listening and do my personal best).
- By using appropriate language - words that uplift and encourage.
- By displaying a positive attitude.
- By showing Christian courtesy and respect for all staff, students, and visitors.
- By respecting other people's property including desks, lockers, lunches, clothes, etc.
- By choosing a natural look in grooming (BACS's natural look excludes jewelry and faddish styles.)

I will respect the learning environment

- By maintaining respect for school, church, and community property.
- By being prepared for class with necessary materials
- By leaving at home items that distract from the learning process, such as toys, personal listening devices, digital cameras, cell phones, etc. unless specifically authorized by a teacher.

I will support a safe environment

- By wearing adequate weather-appropriate clothing, which includes a warm coat, a hat or headband to cover the ears (even if a coat has a hood), gloves or mittens, snow pants and snow boots.
- By wearing appropriate shoes that fit securely (students are required to keep at school an extra pair of indoor-only, non-marking, tennis/athletic shoes to wear for gym.)

- By understanding that possession of any kind of weapon may result in immediate dismissal.
- Have permission to leave school grounds;
- No gambling, drugs, alcohol, tobacco, or other harmful substances, at school or outside of school;
- No tattoos.

Parent Responsibilities

The success of our school depends on your support and cooperation. You as parents will talk positively about school policies and encourage students by providing plenty of sleep, fresh air and sunshine, nutritious food and water, time with God, and constructive use of out-of-school time.

Teacher Responsibilities

Attendance

Students get the most out of school if they are on time when each school day starts with prayer in the morning. A student is to miss as few days as possible. Missing more than four days per quarter could jeopardize a student's academic standing. The only excused absences are verifiable medical needs, emergencies, or death in the immediate family.

The teacher is not responsible for giving assignments for unexcused absences. If an absence is anticipated, the parent or guardian should notify the teacher. Assignments missed because of absences need to be completed. Many in-class assignments cannot be made up. That is why absences need to be minimal.

Extra-curricular activities need to be planned for times outside of school hours.

Things and Actions Prohibited

If found, items will be confiscated, and behavior will result in suspension and/or expulsion. Illegal actions will be reported to the local law authorities, as they apply to the following:

- Cigarettes/tobacco products, nicotine products
- Alcohol/drugs
- Weapons, Knives, firearms, fireworks, or explosives
- Games and cards that do not portray Christian values
- Gambling and betting
- Profane, vulgar, demeaning and insulting language
- Physical or verbal abuse of teachers and/or other students.

Harassment/Bullying: includes such conduct as slurs, jokes, intimidation, or any verbal or physical attack directed at an individual's race, religion, national origin, gender, or physical challenges.

- Sexual harassment: includes unwelcomed sexual advances, requests for sexual favors, and or verbal or physical conduct of a sexual nature.
- Incidents of harassment shall be reported in writing to the Principal. To the greatest extent possible, such complaints will be treated in a confidential manner. If, after appropriate investigation, it is determined that policy has been violated, prompt corrective action will be taken in accordance with the policy/and or state law.

Any student whose conduct is unsatisfactory, or whose spirit is manifestly out of harmony with the standards and principles of the school Philosophy and Mission Statement, or whose influence is found to be detrimental, or who displays persistent passive/aggressive behavior (passive disrespect that shows aggression or bad attitude consistently) will go before the discipline committee.

Dress/Appearance

People judge us by our appearance. What we wear and how we look reveals what kind of person we are to the world.

Baker Adventist Christian School has adopted a school uniform polo shirt with a school logo on it. All students are required to wear the school shirt while attending school. Parents are encouraged to have several of these shirts so their students can wear a clean shirt to school. The School provides the first shirt. Others shirts with school logo may be purchased, at cost, from the school. Pant and/ or skirts should be:

- Modest, clean, neat, and appropriate, as defined by the school board;
- Shirt and pants will need to fit the student appropriately and cover the body modestly;
- Because of safety, health, and insurance reasons, all students need to wear shoes that enclose toes and heels;
- If skirts are worn they need to come down to the knees. Shorts, spandex, tights, or leggings are to be worn under skirts;
- Shorts are okay as long as they go down to the knees;
- Clothes are to be clean and not be torn or tattered;
- Hair is to be clean, combed, and a natural color only;

- Each student is expected to be physically clean when coming to school each day.

None of the following are permitted at school:

- Jewelry
- Unnatural make-up
- Unnatural nail polish
- Bare feet
- Leggings or tights as pants

Note: The teacher may send a student home who is inappropriately dressed or call a parent to bring an alternative clothing item.

Private Education - Visitors

Children of constituent members who are in public schools, home-schools, or taking correspondence should get special permission from teachers, and when necessary, the school board, before spending time in the classroom visiting or taking part with the students in an activity. Any visiting child participating with the school is subject to all school policies and regulations and should make themselves aware of the policies beforehand. Visitors are welcome. As a courtesy, please make prior arrangements with the teacher before a planned visit.

School Property

Any damage to school or church property will be repaired at the expense of the student.

School books are on loan to the student. If books are lost, destroyed, mutilated, or misused, the individual student is financially responsible and will be billed for the damage. If replacement of textbooks or workbooks is required the full amount of the purchase will be billed to the student.

Search policy

School policy reserves the right to search a student's person and personal property anytime.

Note: Oregon statutes require certain activities to be reported to civil authorities.

Emergency Procedures

Road hazard from ice or snow: The school will close when public schools close due to severe weather. Listen to the local radio station (1490 AM or 103.1 FM) after 6:30 A.M. on days when you think school might be closed due to severe road conditions. The teacher will also try to communicate to the parents via phone call or text the morning of.

Water/sewer failure: In the event of service failure, the school will dismiss until service is resumed. Parents will be notified by phone.

Grievance Policy

Communication Guidelines

Should a question or misunderstanding arise concerning school matters, all involved need to follow Jesus' counsel found in Matthew 18:15-17, "If your brother sins against you, go and tell him his fault, between you and him alone . . ." Should this effort not bring the desired results, take one or two others (suggestion: Pastor, school board chairperson), and try again to communicate. Most problems can be solved at this point. Stubborn problems which have not been solved with these two steps will be dealt with by the school board. Additional steps beyond the local board would involve the Idaho Conference Educational Superintendent. Honest communication is vital to education. Never assume anything; go to the individual involved. Students, friends, and parents may not have the accurate facts, and the greater the number of persons involved, the greater the distortion and pain. By following the Lord's plain advice, great harm can be prevented and great good accomplished.

Classroom Management

Classroom atmosphere has an effect on learning. A classroom should be a place where people respect and care for others, where talking occurs at the right times and at the right levels and where students and teachers are attentive to one another. In simple terms, the classroom is a place where students stay focused on doing and completing quality work.

When a student is not doing one or more of the above, she/he will be asked to comply. If the student continues to disregard classroom decorum, she/he will be asked to move to another area of the room.

Step One:

If further misbehavior occurs, the student will be asked to leave the class. Following the 1st request to leave the classroom (during the semester), the student must make up any class work missed while out of the classroom. Student and teacher will confer as to the exact behavior needing to be changed and the steps, which would be helpful toward accomplishing it. The parent will be advised their child has reached "step

one” in the discipline policy and will need to sign and return the “Personal Responsibility Plan”.

Step Two:

Following the 2nd request to leave the classroom (during the semester), the student will be required to have an isolated time and stay after school to conference with the teacher (may include parents). The parents will be notified their child has reached “step two” in the discipline policy and they should pick up their child through the office. Again the parent must sign the PRP (Personal Responsibility Plan) and return it to the teacher.

Step Three:

Following the 3rd request to leave the classroom (during the semester), the parent will be informed their child has reached “step three” in the discipline policy. The student will complete the day in isolation and will not be permitted to return to the regular school program until she/he has met with the Campus Life Committee to determine if it is a workable situation.

Step 3 may include an in-school or out-of-school suspension for a time while the student decides how best to fix his/her problem. Campus Life Committee members will be available to give guidance and/or suggestions, but will not come up with the plan to remedy the situation; that will be left to the student.

Step Four:

Following the 4th request to leave the classroom, alternate education may be advised by school board action.

Causes for Disciplinary Action

These guidelines are established to optimize the educational experience of, to ensure the safety of, and to teach mutual respect for and responsibility to each student.

BACS has 3 classes of rules.

Class A Rules:

These rules are minor. If they are broken, the teacher will deal with them in an appropriate manner. If they are violated more than once the teacher may notify the parent. If they are repeatedly violated, they will be classified as a class B rule and will be dealt with accordingly.

- Students may ride bicycles/skateboards for transportation to and from school, but not during school hours such as recess, or prior to or after school.

- Students are required to take part in the PE program.
- Hats are removed in the school.
- Gum chewing is never allowed on the school campus.
- All food is to be eaten at lunchtime unless it is a part of the teacher's planned curriculum.
- Unauthorized use of radio, recorders, other electronic devices, etc., at school.
- No inappropriate language will be allowed.

Class B Rules:

These rules are serious. Any violation will result in notification of parents to set up a time for conferencing and could result in suspension of the student. The student will be required to make amends for any damage. The second violation of a class B will be considered a class C offense and will be dealt with accordingly.

- Theft, picking or breaking into locked areas.
- Tussling.
- Violating another person's physical space without their consent.
- Leaving the school grounds during school hours without permission.
- Influencing fellow students using negative peer pressure. (promoting movies, TV show, music, literature, etc., which are immoral or anti-Christian).
- Entering or leaving the school by any means other than the regular entrances.
- Damaging school buildings, equipment, books or other school property.
- Insubordination to any staff, volunteer or other school authority.

Class C Rules:

These rules are considered extremely serious and in some cases, breaking these rules is a violation of the State or Federal law. If these are violated, parents will be notified immediately, a conference will be mandatory, the school board will be notified, suspension will occur, and law enforcement will be notified (if applicable). The student will not be allowed back to school until they and their parent/guardian have met with the school b Having in possession, showing, or promoting illicit or anti-Christian material.

- Possessing or using a firearm, knife, or other weapon including "toy" weapons while on school grounds.

- Fighting with any student or staff member either as an overt action or a reaction to aggressive behavior.

Discipline and Guidance

As we train our children in the ways of God, it is imperative to establish cohesive strategies and philosophies between home and school. Biblical parenting seminars are important to ensure effectiveness in this area. Parents and students will be given the opportunity and volunteer hours will count when attending these school sponsored meetings.

A basic component of the philosophy of BACA is that discipline is “disciple-ing” or “training” rather than punishment. Parents should consider the school’s disciplinary policy as an extension of their own efforts to train their children to be self-disciplined and well-balanced individuals. The greater self-discipline a student practices, the less external discipline will be required by the school. Discipline and guidance will be consistent and will be based on an understanding of individual needs and development. Our goal is to use positive guidance and reinforcement to enable each child to develop a high self-esteem in the knowledge that he is loved by others and by God. If there is a continual behavior problem the school will notify a parent, and a conference may be needed to discuss possible reasons and solutions.

Conclusion

In all of the above, the staff will strive to remain firm, and loving. This discipline policy is aimed at giving the student every chance to resolve the problems.

Right of Appeal

Inherent in the rights of every American Citizen is the right to appeal decisions. Should there be a disagreement regarding a disciplinary decision, it may be appealed to the next level of administration. Every effort will be made to resolve conflict at the lowest possible level.

Corporal Punishment

Corporal punishment is not used by the staff at BACS SCHOOL as a method of discipline.

INTERNET USE POLICY

BACS offers Internet access for students. In order for a student to use the Internet at Baker Adventist Christian School, both parent and student must sign the Internet Policy and Permission Form at registration. Access is a privilege, not a right; it requires responsibility. The Internet is a powerful resource and enables students to explore thousands of libraries

and databases throughout the word. Unfortunately, the Internet contains items that are illegal, defamatory, inaccurate or offensive. We believe, however, that the benefits exceed the disadvantages. Since the Internet is provided for research, access is given to students who agree to act in a considerate and responsible manner. Students will be responsible and courteous in all communications, keep their passwords to themselves, respect the confidentiality of folders, work and files of others and learn about and observe copyright laws. School staff will guide students within the framework of school standards. If a student chooses to access inappropriate material, the school will not be liable and the student will forfeit Internet privileges. School staff may review files and communications to maintain system integrity and insure that users are responsible. Any activity not complying with these rules may result in loss of access as well as other disciplinary or legal action.

PHOTO & INFORMATION POLICY

Throughout the school year, BACS publishes brochures, newsletters, yearbooks, and digital presentations, etc. highlighting student accomplishments and providing information about the programs and features of BACS. Some of this information is carried over to our website for public viewing as well. Teachers, principals or parents usually submit the information we publish. However because of student privacy laws, we want to secure parental permission before publishing photos and/or information about any child. Please understand that private information (such as address and phone numbers) is never published by Baker Adventist Christian School other than internal use only, nor is it released to any other agency or media outlet. In the spirit of recognizing the achievements of our students, we may print the student's name and/or photo and award titles in school publications but will not identify any student by name on the website. BACS controls what is distributed to the public in our publications and website. We do not, however, control what is produced by outside media sources.

EMERGENCY POLICY

Emergency Procedures

BACS has an Emergency Response Procedures posted in each classroom. Teachers and students are familiar with the process if an emergency should occur and teachers are trained in CPR and First Aid. School fire drills are conducted on a monthly basis. If an earthquake or other disaster were to occur during the school day, it is possible that your

child would need to remain at school for up to 72 hours. The school has blankets, water, flashlights, and a battery operated radio for use in such an emergency. In case of a major emergency, the staff will attempt to call the North Pacific Conference of Seventh-day Adventist to report the condition of the school and students. If parents cannot get through to the school, they may try to call NPUC at 1-360-857-7000 for a report. No student will be allowed to leave the school without a parent (or an individual designated by a parent). To keep your student safe, doors will remain locked during school hours. Parents may enter the school by ringing the doorbell and getting assistance to enter.

School Work

Progress Reports

There will be progress reports available online 24/7. Parents/guardians will need to request passwords from the teacher before you will have access to online reports. Parents/guardians can request a paper version, which would be up to date every Monday. Contact the teacher if you have any questions or concerns about what is on the progress report.

Returned work and Redo work

Assignments are graded every night and returned the next day to the student. If you are not seeing graded papers, please ask your student about them. Each student has a chance to redo work for a week after the assignment is assigned for full credit.

Late Work

Assignments are due the next morning or the next school day. The following deductions will be made on assignments that are not turned in on time:

- 1-2 days late -10%
- 3-7 days late -30%
- 7 or more late -50%

SnowDays

On days that the school is closed due to bad weather, we will be using the option of e-days approved by the Idaho SDA Conference.

Students will be emailed their assignments for the days that the school is closed. These assignments are due back the next day that school is in session. In order to count as a school day, this work is graded and is considered late if not returned the following day that there is school. Arrangements can be made if you do not have access to the internet.

Lost Assignments

Generally, copies of lost assignments for students are not made because students need to be responsible. There are will be exceptions to this if the parent and student have looked for the assignment and still cannot find it. There is more leniencies on this policy for younger students. If losing assignments becomes an ongoing problem students will have to hand copy assignments if they need a second copy. There will be a written note sent home letting parents and students know of the situation.

Student Absences

When students miss school they miss important hands on learning. Please plan all medical, dental, or any other appointments on Fridays. This is part of the beauty of the four-day school week because there is a weekday to have appointments on.

If students are missing school for extenuating circumstances (sickness, death in the family, emergency) that are out of your control please call or text the teacher letting them know. When students miss school the teacher will gather work as soon as possible and all work will be due the following Monday but the sooner the work is done, the better.

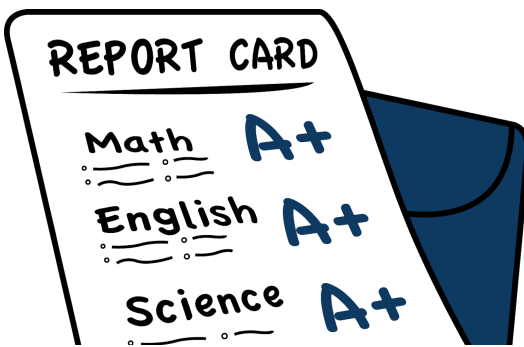
If the family knows they are going to be missing school please let the teacher know in advance, in writing, so that the student's work can be gathered prior to the student leaving. The work will be due no later than the following Monday.

Online Resources

On the school web site (www.bvsda.com) there are links to the school calendar (google calendars) and spelling lists.

All Parents

We understand that each home situation is a little different and that there can be more than one home that wants to be informed of school events and grades. Please let me know how each family wants to be communicated with. I am more than happy to e-mail or mail progress reports and notes home.



Academic Probation

Students of BACS will be placed on academic probation for the next grading period when at the end of a nine week grading period they have earned:

- A. An overall grade average below 70%.
- B. An F in any course.

Academic probation is intended to be a warning to the parents and student that there is a serious problem which needs to be addressed.

During the probation time the student is not allowed to participate in any school sponsored extracurricular activities, which includes all field trips.

Students will be taken off academic probation when their grades have satisfied the requirements of A and B. Students that show no progress, for two quarters, will need to meet with the school board for further planning of their continuing enrollment at Baker Adventist Christian School.

It is our desire to give students on academic probation support and encouragement. We will prayerfully work with parents and students as long as there is some prospect for satisfactory achievement. Our goal is to see each student restored to good academic standing. The students' teacher will confer with the student and his/her parents to make recommendations and evaluate the student's progress.



Financial Information

Tuition

Students	Monthly X 10	If Paid In Full
Kindergarten	\$275 per month \$2750 per year	\$2695.00
Grades 1-8		
1 child	\$290 per month \$2900 per year	\$2894.20
2 children	\$565 per month \$5650 per year	\$5537.00
3 children	\$825 per month \$8250 per year	\$8085.00

Tuition is based on 10 months of monthly payments. A 2% discount is offered when tuition is paid in full at the time of registration.

Note: The church subsidizes the school through offerings and special donations resulting in much lower tuition rates for community students as well as students from the local church member families. Church families that attend Baker Adventist Church regularly will receive an additional discount.

Entrance Fee

\$180 per student.

The entrance fee is due at registration or at enrollment. This non-refundable fee covers workbooks and/or copying, Biology labs, student accident insurance, yearbook, achievement testing, and student processing. If the school board does not approve an application the entrance fee will be returned. The student will not be able to start school if entrance fee is not paid in full by the first day of school.

Financial Terms

Each parent or guardian must sign the Financial Agreement before the child can attend school.

Unless paid in advance, the tuition is based on 10 equal monthly payments. The first tuition payment, along with a minimum of the first installment of the Entrance Fee, is due at registration. There will be 9

monthly tuition payments subsequent to this, from September through-May.

Invoices will be mailed around the first of the month. Payments are due by the last day of the month. Payments may be mailed to the school at the following address, or handed directly to the Principal:

Baker Adventist Christian School
42171 Chico Road
Baker City, OR 97814
attn: Treasurer

Students enrolling after the Registration date will be charged a pro-rated tuition based on the number of months remaining. Entrance fees will be paid in full and are not pro-rated. Students who withdraw from school, and have paid tuition in advance, will receive a pro-rated refund if applicable.

Financial Responsibility and Delinquent Accounts

Parents and guardians are asked to be responsible to their financial obligations to the school. Accounts that are 30 days past due are considered delinquent. If an account is more than 45 days past due, the student will be required to withdraw from the school unless you notify the school and make an appointment to meet with the Treasurer and other members of the School Board and make satisfactory financial arrangements to meet your obligations. School dismissal will be preceded by a letter, phone call, or personal visit from the Treasurer and other Board members.

Students will not be enrolled for a new school year unless delinquent accounts (if they exist) from the previous year are settled.

Financial Aid

Some families may qualify for financial aid. An application for financial aid, available from the school, must be filled out and returned by registration. The final decision for the granting of financial aid will be the responsibility of the School Board. If financial aid is granted, families are still responsible for their share of tuition and entrance fees, and the above rules will still apply.

Insurance

The Entrance Fee pays for accident insurance coverage during school hours and on school related activities. Should an accident occur, the insurance forms are available from the school.

Financial Agreement

Each parent or guardian must have a signed financial agreement before the first day of school. The first monthly payment of tuition is due at Registration and accounts are due the last of each month from then through May 31, making 10 payments. Accounts become past due by the 10th and will be reviewed by the School Board if the payment remains delinquent. Any other method of payment must be arranged in writing with the Finance Committee before entering school. Students whose accounts become past due may be subject to dismissal.

Past Debts

All past due accounts must be paid-in-full in order to register a child or children or to qualify for discounts or scholarships. A proposal for payment may be submitted to the BACS Finance Committee to be considered for approval.

Additional Financial Information

Closing grades and diplomas are given out when tuition is paid or other satisfactory arrangements are made with the School Board or treasurer.

CHARITABLE CONTRIBUTIONS

Baker Adventist Christian School gladly accepts contributions to either our school operations or our worthy student fund. Anyone wishing to contribute should do this by writing their check payable to “BACS Student Aid” or “BACS Operations”.

The Internal Revenue Service has advised us as follows concerning gifts made to an individual account: “Contributions made to a school or through a church to a school which are earmarked for a particular child are not tax deductible. In the case of the parent, contributions are being made with the expectation of benefits in return. “Therefore, earmarking for a particular child, is making nothing more than a ‘private gift’ as opposed to a ‘charitable gift’”.

Contributions are deductible if they are made to a student aid fund and distributed by an impartial committee to students on the basis of need.

Acceleration

Criteria for acceleration of an elementary student are based on the following minimal requirements:

1. The student is expected to have a score which places him/her at the 90th percentile or above in each area of a standardized achievement test and to have satisfactorily met the objectives in the Curriculum Guide in the basic areas –reading, mathematics, and language skills – at the grade preceding the one to which the student is to advance. This evaluation is to be made by the teacher in consultation with the Idaho Conference's Office of Education.
2. The student must demonstrate satisfactory evidence of emotional and social readiness for acceleration.
3. Teachers should not initiate a program for acceleration of a student (i.e., two years in one, or three in two) before submitting a request to the local conference's Office of Education.
4. Ordinarily, students at the elementary level should be limited to one acceleration experience.

Retention

A student who is unable to achieve grade-level expectancy must be given special consideration. The teacher and/or principal are to counsel with the parents and the student to ensure understanding and cooperation in the student's placement. In instances where retention at a given grade level is under consideration, the teacher and/or principal is to consult the conference Superintendent of Schools.

Retention may be considered for a student who has not met minimum requirements in three (3) major subjects (Bible, Reading, English, Math, Social Studies, or Science). After the instructor has counseled with the conference Superintendent of Schools, retention may be recommended.

Miscellaneous

Handbook

The Handbook is under constant review. Changes and revisions can be made at any time without notice.

Telephone

The school telephone is for business and emergencies. Student use is by permission only. Student cell phones must be turned off during school hours.

Phone calls during school hours are major interruptions. Please try not to cause these interruptions. If you must call, you may reach a teacher by calling their cell phones.

If you must call, please call during lunch 12:00-12:30.

Volunteer/Driver Screening Process

If you plan to participate at the school with the students you are required to take the online course called Verified Volunteers. This interactive online course teaches you what to look for in abuse situations and when it is appropriate to call the authorities. It also runs a background check on the individual taking the course. Please print out the “certificate” you get at the end and turn it into the school. For all the directions on how to take this free course please contact the teacher. If you would like to drive for field trips you will also use Verified Volunteers in order to be cleared to drive.

Staff

Teacher

Boyd Hosey, Principal/ Grades 3-8	503-784-5501
Email: boyde@hosey.com	
Laurie Hosey, Grades K-2	503-701-2534
Email: lauriehosey@gmail.com	

School Board

Ryan Tachenko, Chairman	541-377-2477
Boyd Hosey, Principal	503-784-5501
Crystal Todd, Treasurer	541-403-4920
Jody James, Secretary	517-331-3275
Monte Wood, Pastor	661-742-3635
Jason Todd, Webmaster	541-403-4738
Valrie Tachenko	541-403-2477
Brand Williams	541-519-3077
Kala McConniel	541-403-1195

