

STUDENT HANDBOOK

2019 - 2020



Life in Christ Christian School
Home of the Defenders

1833 W M21. Owosso, MI 48867
989-720-6872 | www.lic.school

DOCTRINAL STATEMENT

1. We believe the Bible is the inspired, infallible, authoritative Word of God, without error in the original languages.
2. We believe the one true God, manifests Himself in three persons: The Father, Son, and Holy Spirit.
3. We believe the church consist of all those who truly believe in Jesus Christ and in His atoning death, and who trust in Him as their personal Lord and Savior.
4. We believe that salvation is more than just praying a prayer but being born again by the Holy Spirit.
5. We believe in the deity of Jesus Christ, His virgin birth, His sinless life, His miracles, His vicarious and atoning death, His bodily resurrection, His complete conquest over the powers of Satan, His ascension to the right hand of the Father and His imminent return in like manner as He went away.
6. We believe in the present ministry of the Holy Spirit, by whose indwelling Christians are enabled to live godly lives.
7. We believe in the resurrection of both the saved and the lost: They that are lost unto eternal damnation; They that are saved unto eternal life.
8. We believe in the spiritual unity of all who believe in our Lord Jesus Christ.

PHILOSOPHY

1. To provide Christian education to all families that desire to have their children in a God-honoring setting.
2. To provide quality academic training with uncompromised, spiritual integration by born again, professionally trained teachers and administrators.

OBJECTIVES IN EDUCATION

1. To lead students to a personal knowledge of Christ as Savior.
2. To prepare students spiritually by instilling in them a love for the Lord Jesus Christ, and the Word of God; by instilling a sincere personal desire to be exactly what God wants them to be.
3. To prepare students to serve God effectively.
4. To challenge students to think clearly, logically, and independently.
5. To develop in each student an understanding of the world in which he lives, and an ability to appreciate and contribute to the culture and community in which he lives.
6. To help each student master the tools of learning and communication.
7. To help each student develop a sense of personal responsibility as an involved, educated, Christian citizen.
8. To develop in students a moral, ethical, and spiritual discernment which will aid them in decision-making and the edification of others.
9. To provide students with the kind of character and attitudes which are necessary in becoming a productive adult.
10. To offer opportunities for students to participate in wholesome forms of recreation and social development.

SCHOOL SONG, VERSE, COLORS, TEAM NAME

SONG: "My Defender" by Jeremy Camp

VERSE – 2 Corinthians 10:5

COLORS - Dark Blue, Orange

TEAM NAME – Defenders

ABC'S OF CONDUCT AND POLICY

It is impossible to set forth rules to govern every situation. Our desire is to emphasize positive behavior. If we are determined to honor God in thought, word, and deed, rules become our friend. We trust, therefore, that the following guidelines will be of help to you.

As followers of Jesus Christ, students are expected to be kind, courteous, patient and respectful to each other and to adults, expressing a Christ-like love in putting others first.

We expect each student to do the following:

1. Practice Christ-like standards in courtesy, kindness, morality and honesty.
2. Refrain from swearing, indecent language, smoking, drinking alcoholic beverages, using drugs, gambling, and listening to music which promotes ungodly principles.
3. Show respect toward staff members. Disrespect toward staff members will not be tolerated.
4. Students are asked to keep "hands off" each other, so that "horseplay" does not get out of control.

Students are expected to abide by these standards throughout their enrollment whether at home, school, or elsewhere. Students found to be out of harmony with these standards may be asked to withdraw.

Attendance at Life in Christ Christian School is a privilege and not a right. Students forfeit this privilege if they do not conform to the standards of Life in Christ Christian School.

Believing that discipline is necessary for the welfare of the students, as well as the entire school, each teacher is given some liberty in

making and enforcing classroom regulations in accordance with Christian principles and administrative policies.

On occasion higher levels of discipline may be necessary. These could include detention, suspension, and expulsion.

If a student's behavior or attitude indicates an uncooperative spirit or one that is out of harmony with the spirit and standards of Life in Christ Christian School, whether or not there is any definite breach of conduct, he may be requested to withdraw.

ABSENCES/TARDIES

For your child to gain the most from his school experience, he must be regular in attendance. Please help us keep absences at a minimum.

- Please schedule medical or dental appointments on Mondays or after school.
- No student will be permitted to attend or participate in any school function or extra-curricular activity if he is absent the full day of a scheduled event.
- Students must be in attendance no later than 12 noon to be deemed eligible for such participation.

EXCUSED ABSENCES: Excused absences are permitted for:

- Personal illness
- Death in the family
- Planned absences, if approved by the administration in advance

1. Parents are requested to report absences on the day the student is absent by 9:00 a.m. (Please send a note or place a phone call to the office).

2. When a student has been absent, for any reason, he must report to the office for permission to enter class. A written excuse must be presented to the office, before attending any class.
3. It is then the student's responsibility to have each teacher sign the absent slip during each class period in which he was absent, leaving it with the teacher of his last period class.
4. It is also the student's responsibility to do all make-up work as required by the teacher.
5. An absence on the day of previously announced work that is to be graded (special project, quiz, test, exam) requires the student to make that work up the day the student returns to school. Extreme circumstances for an exception are evaluated by administration.

UNEXCUSED ABSENCES:

1. Students may receive a "0" grade for any graded work that took place during an unexcused absence.
2. Continual unexcused absences may result in loss of credit, failing grades, athletic ineligibility, suspension, and expulsion.

PLANNED ABSENCES:

1. All planned absences must be approved by the administration prior to each day's absence.
2. While excused absences are allowed for family activities and educational purposes, the work missed must be made up in a period of time determined by the classroom teacher, preferably before the student is absent.

TARDIES:

Punctuality is a most important virtue. Tardiness to class interferes with the educational process, and puts the student, as well as his teacher and classmates, at a disadvantage. Students who are chronically tardy set a pattern that is detrimental to their academic success. All absences and

tardies are a part of the student's permanent record. Each teacher will monitor tardies to his class according to the following:

1. A student is considered tardy if he is not in his seat ready for class by the time class is scheduled to begin.
2. When a student arrives late on campus, he is required to report his arrival to the office.
3. An unexcused tardy may result in "0" grades for any work missed.
4. If a car pool vehicle is late, we ask the driver to write an excuse listing the students in his vehicle and stating the reason for the tardiness.
5. Three tardies (unexcused) and every tardy thereafter, within the marking period, may result in a school detention.

ADMISSIONS POLICY

Life in Christ Christian School admits students of any race, color, nationality, ethnic origin to all the rights, privileges, programs, and activities generally made available to students at the school. It does not discriminate based on race, color, national or ethnic origin in administration of its educational policies, admissions policies, and athletic and other school-administered programs.

ADMISSION PROCEDURES

1. A personal interview with the administrator will be required with parents and student. (Grades K-12, unless previously enrolled.)
2. If deemed necessary, entrance testing will be scheduled with the administrator.
3. Complete application forms in their entirety. Please be sure that all questions are carefully answered. If there are items that are not applicable, please designate with N/A. Send the completed application to:

Life in Christ Christian School
P.O. Box 1019
Owosso, MI 48867

5. The required registration fee must accompany each application.

Applications received without the registration fee will not be processed until fee is received. All forms included in the application packet must be signed and returned.

6. Life in Christ Christian School reserves the right to not accept a student into the school if after an interview has been conducted with parent/guardian, administration deems the student not in harmony with the environment of Life in Christ Christian School.

A student may be asked to withdraw if tuition account lapses beyond three months, unless prior arrangements have been made with administration. Students may be reinstated when bill is current.

BOY/GIRL RELATIONSHIPS

- Our school is a co-educational institution. It is wholesome for boys and girls to develop many healthy friendships with both genders during the formative teenage years.
- To avoid unbecoming behavior and life-long regrets, students are discouraged from coming to school or leaving after school in mixed groups, unless accompanied by an adult as designated by the parent.
- Public display of affection, such as hand-holding, arms around one another, etc. will not be permitted.

BUILDINGS AND EQUIPMENT

Ultimately, our facilities belong to God. He has surely blessed us with equipment and facilities through the sacrificial giving of many people's time, talent and money. Therefore, we ask that ALL facilities be treated with the utmost respect and care. Students who damage facilities (either through willful or careless use or neglect) will be held financially responsible to repair or replace the object(s).

Our desire is for students to learn responsibility in caring for their school and to develop a proper sense of pride in keeping it looking nice.

CHURCH ATTENDANCE

Our heartfelt desire is for our students to have every advantage for spiritual growth and maturity. In keeping with that desire, we expect our students to regularly attend a Bible-believing church.

COMMUNICATIONS

Each family will be issued an envelope at the beginning of the year which will be sent home weekly containing letters of communication. Parents need to read the letters, sign, date, and return the envelope the following school day. There will be a charge of \$1.00 to replace non-returned envelopes.

DRESS CODE

A modest, neat, and appropriate Christ-honoring dress code is our desire.

Ladies:

1. Make-up, nail polish, jewelry, and hair styles must be in good taste. Hair coloring must be approved by administration.
2. Tattoos and body piercing are not allowed.
3. Academic dress can include polos, button-up dress shirts, blouses, and sweaters. (No t-shirts allowed.) Necklines should not be revealing.
4. Academic dress can include skirts, dresses, dress pants, and jeans. All skirts and dresses must be within one inch of the knee or longer. Leggings may be worn under skirts or dresses. Tunics will be permitted over leggings that if they go to mid-thigh. Pants must be free of patches or holes and must be loose-fitting. This will be up to the discretion of the administration. (No skinny jeans.)
5. Outdoor jackets are to be left in student lockers unless needed to leave the building.
6. Tennis shoes or dress shoes are permissible.

Gentlemen:

1. Hair must be styled in good taste. Hair must be off eyebrows, ears, and collars. Young men are to be clean-shaven. Hair coloring must be approved by administration. No hats should be worn in school.
2. Tattoos and body piercing are not allowed.
3. Academic dress can include polos, button-up dress shirts, and sweaters. (No t-shirts allowed.)
4. Academic dress can include dress pants or jeans. Pants must be free of patches or holes and must be loose-fitting. This will be up to the discretion of the administration. (No skinny jeans.)
5. Outdoor jackets are to be left in student lockers unless needed to leave the building.
6. Tennis shoes or dress shoes are permissible.

All students must own at least one dressier outfit for times that it would be required, such as school performances, Christmas program, and game days (for players).

Student are required to dress appropriately for extra-curricular events. They will be notified of requirements for special events. As with all clothing, it needs to be free of holes, patches, crude or suggestive writing or material. Team members will be informed by the athletic director of appropriate attire to and from athletic events.

GYM ATTIRE:

1. Modest, loose-fitting shirts are acceptable. They need to be free of large patches, holes, suggestive or crude writing, or any writing that promotes worldly tobacco, alcohol, music, or movie industries.
2. No spaghetti straps or tank tops.
3. Modest, loose-fitting shorts or athletic pants may be worn. (Shorts should not be more than two inches above the knee.)
4. Tennis shoes (sneakers) should be worn. No cleats are to be worn inside any building.

5. Students may bring gym outfits ahead of time for teacher approval if in question.

DUAL ENROLLMENT

Dual enrollment credits are accepted for students grade 11-12. (Dual enrollment is when a college course counts for a college credit and also fulfills high school requirements.) Students are required to be enrolled in a Bible class. Seek the school administrator's guidance regarding classes before enrolling your student at a college. For all tuition and fees, see the paper provided by the school office.

FIELD TRIPS

Most of our field trips require a car-pooling environment to transport students to the destination. Parents driving other students must submit a copy of their driver's license, registration, and insurance for each field trip and school will do a background check prior to the event. Field trip fees must be paid to the office or teacher before the field trip. (Field trips will not be added to tuition bill.)

FINANCIAL INFORMATION

1. Registration and book fees are non-refundable. Books fees are due upon enrollment.
2. Tuition payments may be paid at the office, on the web, or mailed directly to the school. All accounts are due and payable by the first of each month.
3. In such an event that a student is dismissed from L.I.C.C.S., any prepaid tuition will only be refunded for the semester following their dismissal.
4. Each family will be responsible for all returned check fees (pertaining to their account) accrued by L.I.C.C.S. We do not accept post-dated checks.
5. A withdrawal fee of \$50 per student will be charged if the student withdraws any time after the opening day of school.
6. All tuition invoices may be emailed to your home, if so desired. All payments if mailed must be sent to Life in Christ Christian School, P.O. 1019, Owosso, MI 48867.

GRADING SCALE

Our grading scale will utilize the following letter grades:

A+ 97-100	B+ 86-89	C+ 76-79	D+ 66-69	F 0-59
A 93-96	B 83-85	C 73-75	D 63-65	
A- 90-92	B- 80-82	C- 70-72	D- 60-62	

GRADUATION REQUIREMENTS

To graduate from Life in Christ Christian School, a student must have a minimum of twenty-four (24) credits. These credits need to be distributed as follows:

- 4 credits Bible
- 4 credits Mathematics (Algebra I / Algebra II / Geometry / 1 additional Math credit/ 1 credit must be in senior year)
- 3 credits Science (Biology / Physics or Chemistry / 1 additional Science credit)
- 5 credits General Studies
- 4 credits English
- 3 credits History/Social Studies/Government/Economics
- 1 credit Physical Education
- 1 credit On-line Course or Learning Experience Equivalent
- 2 credits Foreign Language
- Successful completion of the Senior Service Project ($\frac{1}{2}$ credit)

Grade Classifications —

Freshman = 0-6 credits

Sophomore = 7-12 credits

Junior = 13-18 credits

Senior = 19-24 credits

HOMEWORK

Homework is an integral part of the school program and each teacher is at liberty to give homework to aid each student to advance in his studies. Each student is expected to complete homework assignments. Homework is given for several purposes:

for reinforcement, practice, remedial activity, and special projects

We need each parent's full cooperation and support in seeing that all homework assignments are not only done but completed to the best of the student's ability. Filling in blanks or pulling answers out of the air as a pretense of finishing cannot be condoned. Penalties will be issued for failure to have homework completed, and students must complete all homework as assigned that day. Parents will be notified if their child chronically fails to complete his/her homework.

HONOR ROLL(S)

- **Defender's Honor Roll**
 - Students must receive all A's and a "1" or "2" in citizenship.
- **"B" Honor Roll**
 - Students must have A's and B's
- **Honorable Mention**
 - Students must have A's and B's with no more than two C's.

ITEMS NOT TO BRING

We reserve the right to add to this list at any time, and we admit that it is incomplete. **Examples** of items that are not to be brought to school include-guns, fireworks, knives, secular reading material (unless requested by teacher), chewing gum, matches or electronic devices of any kind, etc. Cell phones are to be deposited in the school office in the morning and picked up at the end of the school day.

LOST AND FOUND

The Lost and Found Department of the school is operated from the school office. All items which have not been claimed within one week may be disposed of.

LUNCHES

Most students bring their own sack lunches. Hot lunches are available. We ask that care is given to students having a minimum of sugared items, and that balanced meals are provided. No energy drinks are allowed. Eating is to only be done in designated areas. No opened food or drink is to be taken out of designated area. In the interest of good health, we require that all students eat a daily lunch.

MEDICAL GUIDELINES

In the event that a student needs medical attention, the office will call the parent or family doctor (in that order). Teachers will not be allowed to dispense any medicines from the classroom. They will only be dispensed from the office after the parent has sent them in with written instructions for their use. Please note that this includes all non-prescription drugs also (aspirin, Tylenol, etc.). Students are not to have medicine of any kind in their possession without specific permission from the office.

- A student who has been ill must be fever-free and vomit-free for 24 hours before returning to school. This includes all after school activities.**

OFF-LIMIT AREAS

The following areas are off-limits unless special permission is granted by a staff member:

- All desks and lockers (staff's and student's) except those assigned to the student
- The kitchen, furnace room, and offices
- The front parking lot
- The maintenance room

Off campus--Students may not leave campus for any reason without permission from the administration. We have a closed campus policy. Any student who leaves campus at any time without permission, will face immediate suspension and possible expulsion. This would include "playing hooky."

PARENT / SCHOOL RELATIONS

1. Parents should make sure that their children are in compliance with the school dress code when arriving on campus. This will reduce discipline issues and will keep parents involved in daily conformity to the school's rules.
2. Families should make a point to attend Parent/Teacher Conferences as these are prepared especially for parents. The conferences allow our faculty and staff to communicate with parents face to face, even if there are no negative issues to discuss.
3. Parents are asked to set up an appointment with an administrator to discuss any issues or decisions they have that may displease them. Complaining to students, criticizing the school, or gossiping with other parents undermines authority and influences the training of children. Please allow us to work together with you to resolve issues when they arise.
4. The use of illicit drugs or immoral illegal activity by a parent or guardian is prohibited. Parents and/or guardians who have a problem with said drugs or illegal activity are urged to seek treatment for their own sakes as well as for the welfare of their children. Any behavior outside of the school's standards of conduct, by parent or guardian, could result in the dismissal of their student from LICCS.
5. Life in Christ Christian School is an educational institution that seeks to provide a quality education in a distinct Christian environment. One of the goals of Life in Christ Christian School is to work with parents and guardians to train Christian young men and women to be salt and light to their communities. L.I.C. Christian School believes that the Bible is the inspired Word of God and sets forth absolute truth by which Christians are to live. Life in Christ Christian School expects and requires that both students and parents will support the school in its distinct mission and its Biblical beliefs
6. In relying on the teachings of Scripture, Life in Christ Christian School believes that the Bible prohibits sexual immorality of any type, including, but

not limited to pornography, homosexuality, or any other sexual activity outside the marriage of one man and one woman. On the occasion in which a particular home or student is acting counter to or in opposition to the Biblical beliefs and lifestyle that the school teaches, the school reserves the right, in its sole discretion, to refuse admission to an applicant or to discontinue the enrollment of a current student. This includes, but is not limited to, living in, condoning, or supporting any form of sexual immorality; practicing or promoting a homosexual lifestyle or alternative gender identity; or otherwise having the inability to support the moral principles of the school as stated throughout this handbook.

PROBATION

A student may be placed under probation for a period of three to six weeks when he has a serious academic, attitude, or behavior problem. If satisfactory improvement is not seen, the student will be dismissed or asked to withdraw from school. Student activities will be limited during the probation period, and all positions of trust and responsibility will be relinquished for the remainder of the year. All new students are on a 90-day probation period.

PROMOTION

Elementary and Middle School: In order to advance to the next grade level, the student must be recommended for advancement by the teacher. If subjects are failed and the teacher recommends advancement, the school will consult with the parents and administration.

High School: In the event of a failed course(s) there will be a meeting with the parents, teacher, and administrator to discuss the future of that student. High school credit is issued by the semester.

RE-ENROLLMENT

Re-enrollment forms with re-enrollment fees must be submitted each spring for students desiring to return in the fall. The student's attitude toward the school will be taken into consideration before acceptance. The following

procedures to be included with the re-enrollment form and re-enrollment fee:

1. Submit the re-enrollment form.
2. Submit the re-enrollment fee.
3. Submit updated emergency medical treatment form.

RELEASE FROM CLASS

When it becomes necessary for the parent to take a student out of class for doctor appointments or other reasons during the day, release of the student must be made through the office. A written note from a parent or guardian is required to be turned into the office at the start of the school day. A written note is also necessary for a student that drives to and from school. If a student becomes ill during school hours, the parent will be notified to make arrangements to pick him up.

REPORTING SYSTEM

The purpose of our reporting system is to give parents and students an indication of the progress or lack of progress being made. Each student's performance, attitude, and application are taken into account for grading. The following will be done in order that parents may know of their child's progress:

1. Report slips are sent home with each student approximately every mid-quarter.
2. Reports cards are sent home with each student on a nine-week schedule.
3. A conference is scheduled between the teacher and the parents after the first nine-week marking period.
4. General parent-teacher meetings are scheduled for the teacher and parents as needed during the year.

SCHOOL HOURS

8:00 a.m. to 4:00 p.m. — Tuesday through Friday

Drop off time for students is no earlier than 7:40 a.m. Students are to vacate campus within 15 minutes of dismissal time (unless they have gained other permission from the administrator).

SCHOOL SUPPLIES

A list will be available in the office and on the website.

SNOW DAYS

- If Life in Christ Christian School is closed due to inclement weather, we will announce on the following T.V. station: WILX (Channel 10)
- We will also notify you by text and Facebook page.
- In addition, we are connected with the Michigan Law Enforcement Information Network which means our announcements are picked up by numerous other stations as well.
- If the need to dismiss school early arises, the school will notify the parents. Your cooperation in waiting to be called, rather than calling the school will be greatly appreciated.
- If you ever deem it is unsafe to bring your child to school, you may keep them home without penalty.

SOCIAL NETWORKING

Students engaging in social networking sites, such as Facebook, Twitter and other online forums are advised that disparaging comments concerning LICCS or LICCS faculty, discussions of inappropriate nature, photographs, music, bullying and other content are not tolerated. Students engaging in such activity will be required to remove such content under the supervision of the school administration and will be subject to discipline as deemed appropriate

by the school board. Students passing notes that are deemed inappropriate by the Administration will face discipline and possible suspension.

SOLICITATION PROHIBITED

Solicitation is prohibited without permission from the administration. This includes the selling of candy, tickets, etc., and the distribution of any outside material.

STUDENT LOCKERS

All student lockers are the property of Life in Christ Christian School but are available for use by our students. The student is free to decorate the interior of the locker with (removable) items that are Christ-honoring and edifying to all students. It is the student's responsibility to maintain a high standard of cleanliness in his locker. The student must pass final inspection of his locker to receive his final grades.

SUSPENSIONS AND EXPULSIONS

Flagrant violations of school policy may warrant suspension from classroom attendance or expulsion from the school. When such an occasion arises, the administrator will determine if a situation is a flagrant violation. The length of suspension will be determined by administration. The administrator may choose to have the student serve an in-school suspension. (Suspended students will receive a "0" grade in each class for all graded work for each day of school missed). Suspended students are not permitted to come on school premises (unless in-school suspension) or to attend school functions or activities during the suspension. Decisions of suspension by the administrator are final. A conference with the parent, student, and administrator may be necessary before a student is allowed to return to the classroom. Expulsion will be by administrative action only.

TELEPHONE

The telephones are for business use only and may be used by students for emergencies only (this applies at all times, before and after school, school activities, etc.) Parents should not call students at school except in cases of an emergency. An emergency is defined as "anything that could not be arranged or planned for ahead of time".

***please have all rides, etc. planned before school. It is not the school's job to call parents about sleepovers, rides to game, etc!**

Neither staff members nor students will be called out of the classroom for telephone calls during classes except in an emergency.

Cell Phones: Student cell phones are not allowed in lockers or classrooms during school hours. Cell phones are to be kept in the school office.

TRANSPORTATION

All students driving to school must fill out a driver's form along with a copy of their license and insurance to be filed in the office. Students are not permitted to ride with other students unless there is prior written notice, from the parents of both the driver and the passenger, on file in the office.

Driving an automobile is a privilege. The State of Michigan reserves the right to revoke a license if proper responsibility is not exercised. Likewise, we also reserve the right to restrict students from driving to or from school if driving privileges are abused.

Sitting in or on parked cars before, during, or after school is not permitted on campus.

Permission to use a vehicle during the school day must be approved by the administrator with a written notice from the parent.

SECURITY AND SAFETY

We a check in system called Breeze to check the students in and out. Each student will be required to give his/her phone number in order to sign in. If student leaves prior to the end of school day, that student will be required to sign out.

Our doors will be locked at 8:15 each school day and will remain locked until end of school. If you need to drop things off at the school the secretary will be there to receive the items.

All of our staff have been background check and all chaperones for field trips will also need to be background check.

VISITORS

All parents and other visitors must stop by the office when visiting during school hours. This is to keep class interruptions at a minimum and to help ensure the safety and well-being of our students.

We welcome visitors at any time by appointment. However, students desiring to bring other students to school are asked to follow these guidelines:

1. Arrange approval from the administrator at least one day prior to the visit.
2. Advise the visiting student of our dress code and that he must adhere to it.
3. Suggest that the visitor bring his/her
4. own study materials.

WITHDRAWALS

Withdrawals before the end of the month will not reduce the tuition and fees due. A withdrawal fee will be charged (see Financial Information)

Physical Address:
Life in Christ Christian School
1833 W. M-21
Owosso, MI 48867

Mailing Address:
Life in Christ Christian School
P.O. Box 1019
Owosso, MI 48867

I have read, understand, and agree to support all areas of the current Student Handbook.

Parent's Signature: _____

Date: _____

Student's Signature (7th-12th): _____

Student's Signature (7th-12th): _____

Student's Signature (7th-12th): _____