

ReJOYce in Jesus Christian School

PARENT HANDBOOK



Home of the Mighty Lions!

The Lion is king of the animals; he won't turn aside for anyone.

Proverbs 30:30

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A Message From The Administration

Dear parent(s) and/or guardian(s),

ReJOYce in Jesus Christian School is an educational institution that aspires to offer our students the best in Christian education and educational opportunities. Everyone in our school community plays a vital role in helping to shape and build RJCS. Staff, parents and students work together as we strive for excellence in our programs.

We put a strong emphasis on continuing education as a means to ensure the growth and enrichment of our faculty. Teachers are savvy on the latest best practices in education through ongoing teacher training, and through participation in regular professional development activities. Professional development workshops offered through the Association of Christian Schools International (ACSI), L.A. Unified School District and LA County Office of Education provide on-going training from experts in their specified fields.

Communication is very important to us. We consider it an invaluable tool by which teachers and parents can work together to achieve common goals for our students. The parents have an active voice in what their children experience at RJCS. Your concerns and requests that coincide with the purpose and vision of the school will be taken into consideration.

The Parent –Teacher Organization (PTO) encourages representatives of the family to get involved with RJCS through monthly meetings. These meetings assist parents or guardians in becoming proactive in the reaching for excellence in the educational program offered at RJCS each school year. It is essential that every student has a parent or guardian representative at each meeting.

Most importantly, RJCS is a Christian school that is dedicated to spiritual, as well as academic excellence. We strive to keep Jesus Christ as the focal point from which all other activities flow. Daily Bible classes and regular Chapel meetings help students to develop their relationship with Christ and apply the Bible in practical ways in their everyday lives. Additionally, our staff cares personally about each student and family and fervently prays behind their individual needs.

As the Provost and Director, we are blessed to have a staff that's well equipped to instruct academically as well as spiritually. We look forward to our Lord Jesus Christ glorifying Himself through our students, staff, parents and the administration at RJCS. God bless you and we look forward to a great year together!

Sincerely,

Dr. Chester C. Pipkin, Jr
Provost

Dr. Vondalier Pipkin
Director

Steven Catron
Assistant Director

Summary of Administration's Education

- Provost Dr. Chester C. Pipkin, Jr.
- President & Pastor of ReJOYce In Jesus Ministries, Inc.
 - Provost of ReJOYce In Jesus Christian School
 - Honorary Doctor of Letters, Religious Humanities, St. Stephens Educational Bible College
 - MA, Religion, Pepperdine University
 - BA, Religion, Pepperdine University
- Director Dr. Vondalier Pipkin,
- Vice President & Assistant Pastor of ReJOYce In Jesus Ministries, Inc.
 - Director of ReJOYce In Jesus Christian School
 - Honorary Doctor of Letters, Theology & Humanities, St. Stephens Educational Bible College
 - MA Education in Guidance & Counseling with Pupil Personnel Services Credential, Loyola Marymount
 - BA Psychology, Loyola Marymount University
- Assistant Director Steven Catron
- Administrative Staff of ReJOYce In Jesus Ministries, Inc.
 - Assistant Director of RJCS
 - MS in Mechanical & Aerospace Engineering, Illinois Institute of Technology
 - BS in Mechanical Engineering, Illinois Institute of Technology

What Parents Can Expect from RJCS: VISIONS AND GOALS

- **Provide students with a Christian education** – RJCS provides an environment where students can receive a Christian education and are encouraged to receive Jesus as Lord and learn more about Him, in addition to their academic studies. Besides giving a clear plan for teaching the scriptures, the 'A Beka Book' curriculum gives the teacher plans for teaching scripturally sound principles throughout the day. In addition, students are given personal opportunities to minister to other people. They will also be able to participate in missions projects as the program is developed at the school.
- **Provide quality educational instruction** – Academic excellence is of paramount importance at RJCS. For most of our elementary subject areas, we use an excellent Christian-based curriculum, the 'A Beka Book' series, to ensure high quality instructional materials for our students. It is based on sound scholarship, common sense and the Word of God. For middle school students, we use a variety of curricula including Mosdos (English), Christian Schools International (Science, Houghton Mifflin (History), McGraw-Hill (Math), as well as a variety of supplemental materials. These curricula have been selected for their quality by our staff to ensure children will be engaged in the learning process. Additionally, class sizes are also limited so that students can receive more individual attention.
- **Students will compete academically** – Academic competition is very important at RJCS. As a member of the Association of Christian Schools International (ACSI), our school periodically participates in several annual competitions such as the Science Fair, Speech Meet, and Spelling Bee.
- **Students will grow artistically** – We offer age-appropriate art and music classes to students. We participate in art festivals offered by ACSI. In addition, students perform during school events such as chapel, Graduation or Open House.
- **Expose students to various cultural activities**– The RJCS school calendar includes a wide variety of cultural and educational outings. We schedule field trips to various sites, including museums, theaters, the zoo and other educational attractions. One major class trip is generally scheduled at the close of the school year.

MISSION STATEMENT

ReJOYce in Jesus Christian School was established to provide a Christ-centered, academically excellent education in a safe haven, for parents who prefer small class size to enable more individualized attention. Our goal is to help each child develop a personal intimate relationship with Christ as well as meet their academic potential.

STATEMENT OF PURPOSE

RJCS was established in order to provide a quality Christian education and a safe Christian school environment for our students. Our primary aim is to produce *spiritually and academically sound students* who are prepared to enter any high school of their choosing. In addition, each student will begin to discover his/her own individual field of interest, according to his/her personal God-given calling. We endeavor to instill in our students the confidence and self-esteem necessary to become viable leaders, along with the personal godly conviction that will enable them to walk worthy of their calling as children of God.

STATEMENT OF PHILOSOPHY

The philosophy of RJCS, as exemplified in the Statement of Faith, is to put Jesus first in everything we do, even as we pursue academic excellence. We believe that within the Word of God there are the solid principles whereby we can find the solution to every problem that we face, and that prayer is the key to bring about needed change. A personal relationship with Jesus Christ is emphasized to our students, and we encourage them to build their character in line with the Word of God.

Proverbs 22:6 (paraphrased) Educate a child according to his life's requirements; even when he is old he will not depart from it.

STATEMENT OF FAITH: WHAT WE BELIEVE AND PREACH

The Bible, Old and New Testaments, is God's divinely inspired Word.

In the triune God - God the Father, the Son, Jesus Christ, Who is true God and true man, and God, The Holy Spirit, Who is a divine personage.

All have sinned and come short of the glory of God and therefore all are in need of salvation.

Salvation has been provided for all mankind through Jesus Christ, Who is the only way to the Father and the only way anyone may obtain eternal life.

The virgin birth of Jesus Christ, and that He who knew no sin was made sin for us that we might be made the righteousness of God in Him.

That Jesus, having paid for our sins, was raised bodily from the dead, and having washed those who believe in His own blood, became the first begotten of many brethren, where He now sits at the right hand of the Father in Heaven.

It is the will of God for every believer to be filled with the Holy Spirit, anointed with His power, and doing the works of Jesus according to John 14:12.

Those who have received Jesus Christ as their personal Lord and have been born again are the Church, which is His Body.

There will be a bodily resurrection of both the just and the unjust: the just unto eternal life with God and the unjust unto eternal damnation with satan and his followers.

In water baptism and in the observance of the Lord's Supper.

The catching up of the Church, and the very soon visible return of the Lord Jesus Christ.

RJCS ESLRs

(EXPECTED SCHOOLWIDE LEARNING RESULTS)

ReJOYce in Jesus Christian School Graduates will be:

Spiritually Sound

- They will develop a close, personal intimate relationship with Jesus Christ, and understand His role as Lord and Savior.
- They will increase in faith, knowledge and understanding of God's Word through reading the Bible, engaging in Biblical discussion and other means.
- They will be equipped to minister to others on important spiritual issues such as salvation, prayer and God's love.
- They will develop a Biblical worldview from which to apply their understanding of God's Word in everyday life and in controversial issues.
- They will develop awareness of and respect for their own culture and other cultures in order to better minister God's love to others.

Academically Sound

- They will effectively communicate through reading, writing, speaking, and listening in all core curricular areas.
- They will develop skills in critical, creative, and insightful thinking.
- They will demonstrate high standards of excellence across academic subjects, including consistent study habits and reflective self-assessment.
- They will successfully plan for projects and papers, including making and keeping deadlines and setting goals.
- They will have exposure to non-core curricular areas such as physical fitness, practical life skills and various forms of artistic expression.

RJCS GENERAL INFORMATION AND POLICIES

HOURS OF SCHOOL OPERATION

1. A typical RJCS school day is as follows:
 - 7:30 am- Before school care begins
 - 8:15 am- First school bell rings (students are tardy after 8:30 am)
 - 3:30 pm- Last school bell rings
 - 6:00 pm- After school care ends
2. The RJCS school year begins on the Wednesday following Labor Day (e.g. 9/3/2014, 9/9/2015). The first day of school begins at 9:00am ends at 2:00pm. On that day *only*, before school care begins at 8:00am and after school care ends at 4:00pm.
3. **Late pick-up policy:** Late fees are instituted for after-school pick ups based upon your contractual agreement. Excessive late pick ups will not be tolerated. Parents are charged \$10 for every 15 minutes or fraction thereof that they are late picking up their child each day. Please refer below to #4 in Tuition Payment and School Fees Policy for further details of the extended care system.

TUITION PAYMENT AND SCHOOL FEES POLICY

1. Tuition for RJCS is \$3,900 for the school year. Of this, \$220 is the student activity fee and \$230 is for books and testing. Monthly payments of \$390 per month are due by the fifth of each school month (September through June). Alternate payment plans (e.g. quarterly) may be set up through the school office.
2. Please note that tuition must be paid in full every month without deductions for holidays, vacations, or absences. This is necessary because our operational expenses are based upon fixed enrollment levels and must be met on a continuing basis. Few of the operating costs are reduced when a particular child is absent. Tuition may be partially refunded if a child is withdrawn from the school before the tenth day of the month. The amount will be prorated according to the number of days attended, less a \$25 administrative fee. Tuition will not be refunded if the student was withdrawn for disciplinary reasons.
3. Before school care is included with tuition. After school care is also included until 4:30pm. If parents arrange to pick up students by 5:30pm, a \$20 monthly fee is added to tuition (\$30 for two students in the same family). If pick up is by 6:00pm, a \$30 monthly fee is added to tuition (\$40 for two students in the same family).
4. Students with delinquent accounts may not be allowed to return after Christmas break until the account is paid in full; students' records may not be released until the account is paid. Students with delinquent accounts may not be allowed to register for the following school term.

5. All Non-sufficient Funds (NSF) checks will be charged a \$10 fee. After two NSF checks within a school year, cash, money order, bank check, or traveler's checks will be the accepted form of payment for the duration of the school year.
6. If a parent will be receiving a scholarship or some other type of financial assistance from an outside entity, it is still the responsibility of the parent to pay the full tuition balance by the end of the school year in the event that the outside entity fails to do so.

TRANSPORTATION AND PICK UP

1. The school does not provide transportation to and from home. Transportation is provided for school-sponsored field trips, however.
2. If your child is to be picked up by someone other than yourself or the person you have previously designated, we are to be notified prior to their being picked up. **We cannot release your child to anyone but you or that previously designated person without your permission.** If your child is to walk, take the bus home, or any mode of leaving other than what you previously authorized, please notify us in writing.

ATTENDANCE, ABSENCE AND TARDY POLICY

1. Parents are to send a note with their child whenever he/she is tardy or absent from school.
2. **Five tardies equals one absence** and 10 absences (not due to illness) can result in a one-grade drop in your child's participation grade. Excessive absences can lead to retention. If a child misses one-third of a class, approximately 30 days, he/she will receive a failing grade for that semester.

FOOD AND NUTRITION

1. Parents should make sure their child eats a nourishing breakfast prior to arrival at school in the morning. Students may not be allowed to eat in the classroom, as it is disruptive to other students. A 10 to 15 minute nutrition break is scheduled each morning. Students are encouraged to bring fruit or other healthy snacks. Items can also be purchased from the student store.
2. RJCS does not currently operate a hot lunch program. Some foods are available to purchase from the student store, but students should bring a lunch to school with them each day. Each student has an account in which money may be deposited to purchase limited snack or lunch items.

PHYSICAL EDUCATION AND ELECTIVES

1. Students are required to participate in a Physical Education class and to dress appropriately. They must wear tennis shoes and clothing conducive to physical activity, according to class guidelines.
2. Students are required to participate in elective classes and to behave appropriately during those times. Discipline issues during electives or physical education will be handled as they would during core academic subjects.

HOMEWORK POLICY

1. Students are expected to complete all homework assignments at home or after school during time allocated to complete homework before they are due.
2. If a child comes to school with an incomplete assignment, he will not only be marked accordingly but will be expected to complete it during lunchtime detention. A note from the parent with a legitimate excuse may prevent a grade markdown, but the student will still be expected to complete the assignment at lunchtime.
3. Parents will be notified about incomplete assignments.

VIDEO AND MUSIC POLICY

1. Occasionally we show educational or inspirational videos that stress godly morals. You may send videos of that nature to school with your child, especially during the rainy season. Please do not send videos that are not Christian. Films depicting immoral sexual relationships or profanity of any kind are not permitted. As a rule, if sin is depicted it should not be explicit, and the consequences of sin should also be shown. Some videos/films may be edited if inappropriate. Teachers are required to preview videotapes and films.
2. RJCS teaches our students about the effects of Christian and carnal (non-Christian) music on a person's mind, emotions and spirit. As part of reinforcing this teaching, students may not bring carnal (non-Christian) music to school for the same reasons mentioned in our video policy.

DRESS CODE

1. Students must wear edifying clothes at all times. Modesty, cleanliness, propriety and neatness of dress are expected, and clothing should be appropriately functional for activities in which the students will engage.
2. Clothing must not be excessively form-fitting, revealing, or allow the midriff to show at any time. Shorts and skirts must not be revealing. At the teacher's discretion, T-shirts may be loaned to students who are not dressed appropriately for school.

3. Low riding pants with underwear showing, or T-shirts depicting non-Christian programs, non-Christian music artists or albums, and/or unbiblical statements are not allowed.
4. Tattoos are not permitted.
5. Boys are not permitted to wear earrings; girls are limited to two earrings per ear. Nose, tongue, and eyebrow rings are not permitted. Rings on the upper ear are not permitted.
6. Sandals or shoes that are secured to the foot with a strap in the back are permitted for recess. Slides, flip flops and sandals not secured at the heel are not permitted for recess.

PERSONAL AND SCHOOL PROPERTY

1. Electronic devices such as cell phones, Sidekicks, iPods or others, frequently serve as distractions to students when their full focus and attention is needed in class. In order to minimize their unauthorized use by students at the school, all students are required to either:
 - a. Leave all cell phones, Sidekicks, PSP's, iPods, or other electronic devices at home, or
 - b. Leave these items in child's backpack or pocket. If electronic devices are used during class they may be confiscated and not returned until the child is leaving for the day, or
 - c. Check these items with the supervising teacher when they enter school and pick them up when they leave. Each student will have their own labeled Ziploc bag in a storage container that will be secured throughout the school day.
 - d. If you need to contact your child during the day, please contact the RJCS office at (323)934-5962 ext 0. In case of emergency or urgent needs, if a child needs to contact their parent and/or guardian, they may ask their teacher or supervising staff for permission to use the school phone.
2. Personal toys are not to be sent to school with your child due to the unnecessary conflict they cause between students. Students will be allowed to play board games provided by the school.
3. Students who are provided computer accounts upon enrollment and given a password at the beginning of the school year will be held responsible for all activity on their account. **Students must not provide their account password to anyone.** Computer use is a privilege; if this privilege is not respected, it may be revoked at the discretion of the Administration.
 - a. Computers may only be used for educational purposes and for any other purpose approved by the Administration.
 - b. Students may not install or copy computer software using RJCS computers.
 - c. Students must make requests to their teacher when desiring to print personal documents or to access email for school purposes (e.g. accessing work completed at home) .

- d. Students should save their work in the folder 'My Documents' for school access.
4. Misuse of school property will lead to a temporary loss of the privilege to use it.
5. Damage to school property due to misuse or intent to inflict damage, will be the financial responsibility of the student who caused the damage. This may result in an additional bill to the parents of the responsible student above the normal school fees, and will be treated as all other school fees.
6. Books that are the property of the school must be replaced if damaged or lost. If students lose their own textbooks (consumable A Beka books), new books must be purchased in a timely manner.
7. Students participating in music class will be issued a book and instrument. The first book is included in their book fees. Replacement of lost or damaged books/instruments is not included in book fees, and must be paid for before a replacement book or instrument is issued.
 - a. Students completing their final year of recorder may keep their recorder. All other students will return their recorder at the end of the school year.
 - b. In addition to a book, students in piano class are issued a keyboard, adaptor, headphones, and headphone adaptor at the beginning of the school year. These items are to be used at school for the entire year. At the end of the year, all items must be returned. Any lost or damaged items must be paid for at the time of loss or damage and before issuance of a replacement.
8. All school-owned equipment (desks, lockers, computers, etc.) are subject to inspection at any time. If a student is suspected of specific wrongdoing, the student may be required to empty his or her pockets, handbag, wallet, or backpack for school personnel. If a student refuses, his or her parents will be contacted.

LIBRARY POLICY AND LIBRARY CARD

1. RJCS has a small library from which students may check out books for two weeks at a time. Their homeroom teacher will serve as their librarian. Although we currently do not institute late fees, students and their parents will be financially responsible for items that are lost, damaged, or missing for over two months (or after the last day of school).
2. **Please make sure your child has a Los Angeles City or County Public Library Card and that there are no outstanding fines.** Your child will be checking books out of the library for various projects throughout the school year, beginning in September.

BEHAVIOR AND DISCIPLINE POLICY

1. All of the teachers have their own incentive plan to encourage desired behavior. Our overall goal is to promote good behavior versus giving more attention to bad behavior; however, inappropriate behavior will be addressed.

2. Students may be subject to suspension for behavior that is overtly disrespectful, rebellious, or physically aggressive.
3. Our basic discipline policy for grades 1-5 is to:
 - a. give a verbal warning
 - b. give up to 20 minutes of time out
 - c. assign standards which must be signed by the parent and returned.
4. Older students are given detention or standards for minor infractions.
5. If behavior does not improve after three warnings, or in cases of severely disruptive behavior, the child will be sent to the school office. Students who have been dismissed from class due to disruptive behavior will not be able to return until they complete a reflection sheet, Disciplinary Action Form (DAF), and/or apology letter, which must be signed by the parent and returned the next day.
6. If a child is sent to the school office a second time, or in cases of severely disruptive behavior, the parent may be called to come and pick them up from school. At this point, the child is considered suspended from school. The period of suspension will be determined by the School Administration.
7. Probation will be given to those students who do not comply with the standard of behavior, or who are admitted to school with an unsatisfactory school record. After the probationary period is completed, an evaluation will be done to determine whether the child should remain in attendance at the school.
8. Students are expected to be courteous and respectful toward their teachers and those in authority, as well as toward one another.

GRADING POLICY

Grades at RJCS are designed to report to parents a student's academic and social progress. The school policy is that grades be awarded on a percentage basis as follows:

A=4	Excellent 90%-100%
B=3	Above Average 80%-89%
C=2	Average 70%-79%
D=1	Below Average 60%-69%
F=0	Failing; No mastery of material
I	Incomplete; not enough work to grade

Kindergarten students are graded in each subject, including their electives, according to the following scale:

Kindergarten Grading Scale	
M	Meets or exceeds expectations
D	Developing

R	Requires Improvement
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Additional comments regarding their progress are also included.

1. Semester Report Cards are sent home mid year and at the end of the year. Mid year report cards are to be signed by the parents and returned to school.
2. Quarterly Progress Reports are sent home every nine weeks, in the middle of each semester. These are also to be signed by the parents and returned to school.
3. C-or-below Grading Forms are sent home in the middle of each quarter to students who are receiving a grade of C, D, or F in any subject, or R for kindergarten students. Parents may request to meet with teachers throughout the school year to find ways to improve achievement for any child.
4. Letters will be sent to parents at the beginning of the school year detailing the specific grading scale for each course. Please see page 17 for RJCS Criteria for Marks.

PARENT TEACHER ORGANIZATION (PTO)

The PTO is made up of RJCS parents, teachers and the administration of the school. Its purpose is to give an opportunity to serve in activities pertaining to the school and to provide information to the parents concerning the progress and needs of the school.

1. Goals of PTO
 - a. To provide mutual assistance and encouragement to the faculty, administration and parents in our shared purpose of educating students- spiritually, academically, physically and socially
 - b. To establish rapport between parents, teachers and administration
 - c. To be available to assist the school wherever a need exists including fundraising events
2. Parent Teacher Organization Meetings will be generally held the second Tuesday of the month, or as noted on the school calendar. If additional changes are made, you will be informed.
3. We highly recommend for each parent to attend as many PTO meetings as possible in order to provide regular input into your child's education.
4. Participation in PTO **fundraisers** is also strongly encouraged for all parents.
5. During the first meeting, parents are provided a list of opportunities to become more involved. Snacks and child care are provided during each meeting to make it easier for all to attend.

RJCS CRITERIA FOR MARKS

Effort

	E (Excellent)	S (Satisfactory)	U (Unsatisfactory)
Responsibility	Consistently assumes responsibility for having necessary tools and materials and immediately goes to work	Usually assumes responsibility for having necessary materials and goes to work with little urging.	Seldom has the necessary tools and materials and rarely works, even with urging.
Evaluation	Carefully evaluates or rechecks his/her work and willingly revises it to achieve maximum accuracy and efficiency	Generally rechecks his/her work and makes minor revisions to increase accuracy and efficiency	Seldom bothers to recheck his/her work.
Courtesy	Consistently maintains courteous relations with the teacher and other students and works without disturbing others	Usually maintains courteous relations with the teacher and other students and generally works without disturbing others	Disturbs the teacher and other students by consistent discourtesy and lack of consideration for others
Conduct	Consistently obeys rules; respects public and personal property and actively promotes the general welfare	Generally obeys rules; respects public and personal property and supports the general welfare	Shows disregard for rules; has little respect for public and personal property and often opposes the general welfare
Improvement	Assumes responsibility for personal improvement and rarely needs correction	Tries to improve and usually accepts corrections in an objective manner	Makes little attempt to improve and shows indifference to correction
Class Relations	Assumes an active, alert, leading role in learning activities and also follows well	Listens carefully to class discussions and contributes to these and other learning activities	Usually does not participate in and may even oppose learning activities

These criteria are based on a point of reference which encompasses the entire group enrolled in a given subject at a given grade level. Thus the standard for a classroom group is established with reference to the total group of which that class is a part.

Subject Achievement

	A	B	C	D	F
Quality of work	Produces markedly superior work and consistently demonstrates a high understanding of the objectives of the class or course.	Masters skill thoroughly; usually demonstrates a good understanding of objectives of the class course.	Demonstrates satisfactory achievement of the class or course objectives	Needs to recognize the importance of reviewing and refining work done toward achieving objectives of the class or course	Demonstrates little or no refinement in work done toward achieving objectives of the class or course.
Interpretation and Application	Learns facts, concepts and principles and is quick to see relationship to class and course objectives	Learns facts, concepts and principles and readily applies them to class or course objectives with minimum additional time	Learns facts, concepts and principles and generally demonstrates an understanding of the class or course objectives	Learns some facts, concepts and principles, and with additional help can apply them to class or course objectives.	Learns few or no facts, concepts and principles with additional help and is unable to apply what is learned to class or course objectives.
Originality, Initiative and Reasoning	Shows creativity, high ability, initiative and originality in attacking and thinking through problems and arriving at logical conclusions.	Does some independent work, showing initiative and originality.	Demonstrates reasoning ability and some originality and initiative.	Needs to place greater emphasis on effort to develop reasoning, initiative, and originality.	Applies little or no effort to develop reasoning, initiative and originality.
Quantity of Work	Does extra work, in addition to all assigned work, both teacher-suggested and self-initiated, toward achieving objectives of class or course	Does extra work in addition to all assigned work, usually teacher-suggested, toward achieving the class or course objectives.	Does assigned work in achieving objectives of the class or course.	Needs to improve in the amount of work completed and effort expended toward achieving class or course objectives.	Demonstrates little or no improvement in the amount of work completed and in the effort expended toward achieving class or course objectives.

BIBLICAL PROCEDURE FOR HANDLING CONFLICTS

(MATTHEW 18 PRINCIPLE)

We at ReJOYce in Jesus Christian School strive and encourage others to obey the teachings of Christ. According to Matthew 22, the greatest commandment is to “Love the Lord your God with all your heart and with all your soul and with all your mind” and the 2nd greatest commandment is to “Love your neighbor as yourself” (Matthew 22: 37-39). In spite of our efforts, there are times when people have different views or perceive situations differently. Jesus, in His perfect wisdom, knew we would need instruction for these situations and provided this wisdom in the verse Matthew 18:15-17. When differences of opinion cause conflict, it is RJCS’s policy to practice “The Matthew 18 Principle.” Using this scripture passage as our guide, we have listed the appropriate steps that are to be taken by students, parents and staff in the event of a misunderstanding or disagreement:

1. Keep the matter confidential. “With his mouth the godless destroys his neighbor...” (Proverbs 11:9a). Only share the problem with those directly involved in an effort to ensure confidentiality.
2. Keep the circle small. “If your brother sins against you, go and show him his fault, *just between the two of you*” (Matthew 18:15). The first step and most often the only step needed in solving a person-to-person problem is for one of the two people involved to initiate a face-to-face dialogue. Most problems are solved at the two-people level.
3. State your concern clearly and concisely. “...tell him his fault...” (Matthew 18:15). Jesus tells us to be forthright and to love honestly. Sometimes it is difficult to be straightforward and tell someone the very heart of the matter. But restoration and improvement can only come when the issues are lovingly yet clearly presented. Going to the person is not an option; it is a command.
4. Be forgiving. “If he listens to you, you have won your brother over” (Matthew 18:15b). This implies that once the matter is resolved we should wholeheartedly forgive and restore the person whose fault has offended us. As mentioned earlier, most problems are resolved at the two-people level. Forgiveness and restoration are the normal and happy conclusions. However, there are unfortunate times when an individual will not “hear” you or will openly disagree with your version of the problem. The next step is:
5. Take the matter to a school administrator. You and the other individual should go **together** to share the matter with a school administrator. “...take one or two others along, so that ‘every matter may be established by the testimony of two or three witnesses’ ” (Matthew 18:16). Each person should come to the meeting with a humble and prayerful attitude, willing to submit to the Lord’s will and also be willing to submit to discipline or correction if needed. If reconciliation still does not occur, the School Administration will decide the matter and take the appropriate disciplinary action.

In a school setting, the most common situations involving the Matthew 18 principle are those between parents and teachers. Occasionally, something is done or said at school which, when reported at home may appear unreasonable. We encourage parents to contact teachers (or the School Administration) directly in such cases.

If we follow this principle, the Christian education experience for students, parents and staff will be one of consistent harmony. "Finally, all of you, live in harmony with one another; be sympathetic, love as brothers, be compassionate and humble." (1 Peter 3:8)

PLEDGES

American Flag

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

Christian Flag

I pledge allegiance to the Christian Flag and to the Savior for whose kingdom it stands, one Savior, crucified, arisen, and coming again with life and liberty for all who believe.

Bible

I pledge allegiance to the Bible, God's Holy Word, I will make it a lamp unto my feet and a light unto my path, I will hide its word in my heart that I might not sin against God!