

Sweet Onion Christian Learning Center

Student Handbook

Vision Statement

“We exist to eradicate Biblical illiteracy in our community so that students may know the God of the Bible.”

Don't let anyone look down on you because you are young, but set an example for believers in speech, in life, in love, in faith and in purity.
(1 Timothy 4:12)

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We desire to teach students not only to love the Word of God, but to love the God of the Word.

The Sweet Onion Christian Learning Center

Staff:

Executive Director: Gady Youmans
Teacher(s): Gady Youmans

Board of Directors:

Madison Herrin - Chairman
Joseph King
Kay McDonald - Treasurer
Jamie Wilkes

Our Beliefs:

- All students can learn.
- Each student is a valued individual with unique intellectual, physical, social, emotional, and spiritual needs.
- Teachers, staff, parents, board members, students and community members share in the responsibility of providing a supportive learning environment within our school.
- Clear goals and high expectations for student achievement should guide the development of the curriculum and the design of instructional strategies and learning activities.
- Students learn in different ways and should be provided with a variety of instructional approaches to support their learning.
- Assessments of student learning should provide students with a variety of opportunities to demonstrate their achievement and authentic contexts to apply their learning
- The commitment to continuous improvement is imperative if our school is going to enable students to understand and live God's call on their lives.

Our Philosophy:

The Sweet Onion Christian Learning Center exists to eradicate Biblical illiteracy in our community so that students may come to know and experience the God of the Bible. We provide Biblically based discipleship to the students of local public schools in our area.

We believe that students should be an "example to the believers in speech, in life, in love, in faith and purity" (1 Timothy 4:12), and to that end, offer instruction in such Christian concepts as honoring parents and respecting authority at all levels, purity before marriage, developing trust bond friendships, living a life of integrity, and being a leader like Moses, Esther, Joshua, Nehemiah and Paul.

Our Statement of Faith:

We believe that

1. .. The Bible is the inspired Word of God, without error in the original manuscript.
2. .. God is the only true living God, existing eternally as three persons—Father, Son, and Holy Spirit—and that these three are one God, having the same divine attributes.
3. .. Man, originally created in the image of God, fell through sin into spiritual death. This death has been transmitted to the entire human race, with Jesus Christ the only exception.
4. .. Jesus Christ, the only begotten Son of God came into the world to redeem it from sin. Virgin-born and sinless, He died on the cross to take away the penalty for our sin, after which He rose from the dead and ascended into heaven. He shall return to judge the living and the dead.
5. .. All men are lost until saved by their own personal faith in the finished work on the cross of the Lord Jesus Christ.

We are a non-denominational organization and therefore submit to the authority of the scriptures and not any one denomination. We believe in teaching students to study for themselves God's Word, leading them in an exegetical study of the scriptures so that they may know fully what they believe and in Whom they believe.

Non-discrimination:

The SOCLC does not discriminate against students on the basis of race, color, gender, veteran status, national origin, age, religion, or disabled condition in any educational program or activity.

COURSE OFFERINGS

- **Old Testament Survey**
- **New Testament Survey**
- **Biblical Finances & Life Skills**
- **Comparative Religions**

Middle School Curriculum

TBD when applicable.

Released Time Education:

The Sweet Onion Christian Learning Center represents a form of education known as “released time education”. Upon completion of each course, the student will receive one (1) elective course credit. What follows is an explanation and background of “released time education”.

The idea of releasing public school students for devotional religious study off school premises in the United States was first discussed in 1905 at a conference in New York City. The proposal was at first that public elementary schools should be closed one day during the school week so those parents who so desired could have their children attend religious instruction outside of the school building.

However, it was not until 1914 that Dr. William Wirt, an innovative educator and superintendent of the Gary, Indiana schools, established a program in 1914 in which 619 students participated in off-campus religious education. Dr. Wirt believed that the church, home, playground, library, and school were all components in a child’s education. The public schools, however, had and still have no responsibility for teachers, curriculum, conduct, or achievement within the Released Time classes.

Released Time grew and flourished. In 1922, for example, Released Time programs were active in 23 states. 40,000 students from 200 school districts were participating. By 1932, thirty states had active Released Time Programs in 400 communities with enrollment of 250,000 students. Ten years later, in 1942, participation reached 1.5 million students in 46 states. Released Time peaked in 1947 with 2 million students enrolled in 2,200 communities. During this time, 12 states adopted favorable Released Time legislation.

Currently, it is estimated that there are over 1,000 Released Time Programs in operation today involving over 250,000 students in kindergarten through high school.

The legality of a Released Time Program recognizes and reinforces the constitutionally protected right of parents to direct the religious education of their children. Released Time gives the opportunity for all children to be released from school time for off premises attendance at the religious education classes of their choice, or not to be released. Before school and after school programs would not allow equal access for all children due to transportation problems and extra- curricular activities.

The U.S. Supreme Court has upheld the constitutionality of Released Time programs: “We are a religious people whose institutions presuppose a Supreme Being. When the State encourages religious instruction or cooperates with religious authorities by adjusting the schedule of public events to sectarian needs, it then follows the best of our traditions, for it then respects the religious nature of our people and accommodates the public services to their spiritual needs. To hold that it may not be constitutional would be to find in the Constitution a requirement that the government show a callous indifference to religious groups. That would be preferring those who believe in no religion over those who do believe. We find no constitutional requirement which makes it necessary for government to be hostile to religion and to throw its weight against efforts to widen the effective scope of religious influence.”

--Justice William O. Douglas, Zorach v. Clauson (1952)

(source: www.releasetime.org)

Entrance Requirements:

The only requirement for taking any course offered by the Christian Learning Center is **written permission from a parent or guardian**. Students who do not obtain written permission within the **first week** of any course will not be allowed to continue and will need to meet with their counselor for drop/add. **There is no cost to the student for any Christian Learning Center course. SOCLC is totally privately funded and receives no public funding.** There must also be signed contracts for internet use and permission to be transported by the Sweet Onion Christian Learning Center.

Required Forms to be on file for each student:

1. Parental Permission to take course and transportation form.
2. Parent/Student Response Sheet indicating they have read and agree with the following policies: Participation, Discipline, Internet, and Cell Phone.

Grading System:

The grading system for the Christian Learning Center is as follows:

<u>Grading Scale</u>	<u>Breakdown of final grade</u>
90-100 A	*see course syllabus for each course
80-89 B	
70-79 C	
Below 70 F	

Attendance:

Students are expected to attend class daily and be on time. It is the student's responsibility to be on time and ready for transportation from his or her school to the Christian Learning Center. Students that miss transportation may not walk down to CLC. They must report to ISS immediately or an alternate location determined by the local school and complete the provided assignment there. Students who do not report will be written up for skipping class. Students are responsible for any work missed during class.

Attendance is taken at the beginning of each class and reported to the attendance office at the high school immediately if desired by the local public school. CLC follows the school policy for accumulated tardies.

Make-up Work:

A student with absences from class is allowed three (3) school days from the day of the return to make-up work missed. Any work not made up within the 3 days will not be assigned credit, regardless of subsequent absences.

Students who are absent on the day a previously announced assignment is due must bring that work to the teacher at the start of the next school day for full credit. Students who miss class for school-related activities must turn in work on or before the due date.

It is the responsibility of the student to make arrangements with the teacher for make-up work.

Absence due to school activity is not considered an absence and make-up work will be allowed, but it must be submitted on the same date as required for students NOT participating in the school activity.

*The man of integrity walks securely.
(Proverbs 10:9a)*

Awards and Scholarships:

Student of the Month:

Scholarships:

Student Code of Conduct:

In order to fulfill our mission, the CLC has a twofold teaching focus: teaching God's Word as relevant and applicable truth and teaching personal accountability. We, at CLC, believe that teaching our students to be accountable for their words and actions is one of the single most vital lessons we can teach your child. Our class motto is: "I am accountable to the Lord, the authority figures He has placed in my life, and my peers for my words and actions."

Pursuant of this focus on personal accountability, we, as the CLC staff, want you as parents/guardians to be aware of certain policies we have in our classroom. First of all, we accept **NO** late assignments. Homework, projects, and other assignments must be completed and turned in at the time they are collected in class on the assigned due date. Assignments that are not completed and turned in at the time of collection result in a zero for the assignment. **Naturally, if a student is absent, he or she has the opportunity to make up any work missed within three days of the absence (see CLC Student Handbook p. 5). As well, in the case of a family emergency or sickness, students may make up assignments if the parent provides a note.**

We have chosen this policy for one primary reason. We, at CLC, are preparing your student for God's call on their lives. For most students, that will result in their working under the authority of someone else and/or pursuing additional higher education after high school. Bosses and college professors will expect work to be turned in on time, and there will be deadlines to meet that are nonnegotiable. We want to prepare students for that reality. At CLC, we believe in extending grace when extenuating circumstances arise; however, we also believe in holding students to the highest of standards and that everything we do in the name of the Lord should be done to the absolute highest degree of excellence (See attached CLC Discipline Policy).

Another area of personal accountability in CLC is participation grades. On your student's syllabus, you will see that participation counts for a large % of each student's grade. We, at CLC, believe that the way our students conduct themselves in our classroom setting is key to their success in the future. We want them to learn to be responsible citizens who are prepared, who are respectful and courteous to others, and who model godliness in their daily walk. Below, we have outlined our expectations for words and actions in our classroom. Please review these with your student carefully.

To receive an "A" for participation (90-100), the student must do the following *daily*:

- Bring any and all materials needed to class (pencil, paper, notebook, journal, and the CLC Bible given to them at the beginning of the semester).
- Have read and studied any assigned material to analyze, absorb, and understand all material and completed any written homework assignments. If the student does not understand an assignment, he or she is responsible for contacting the teacher for assistance. The teacher's phone number and e-mail address is listed in the syllabus; we are here to help!
- Participate often and thoughtfully in class. No sleeping, writing notes, or texting on a cell phone during instruction time. Students are encouraged to discuss; however, comments must be appropriate to the topic at hand.
- Listen carefully and thoughtfully to the teacher and other students.
- *Always* follow directions.

Students who receive a "B" for participation (80-89) will have fulfilled most of the items described in "A" work with slightly less consistency than those receiving an "A."

Students who receive a "C" for participation (70-79) did a combination of any of the following:

- Did not always bring basic materials needed for class (see "A" work list).
- Prepared adequately for class, but not consistently.
- Did not attempt to answer all questions/complete all assignments given in class.
- Could generally answer factual questions but did not analyze and discuss issues, see connections between topics, etc.
- Occasionally volunteered to participate in class, but often could not give a competent or complete answer if called on.

- Did not give full attention to instruction in class.
- Had to be prompted several times to start, keep working on, or finish assignments.
- Did not always follow directions

Students who receive an “F” for participation (69 or below) did a combination of any of the following:

- Consistently did not bring basic materials needed for class.
- Did not read assigned materials, complete homework assignments, or prepare in any way for class discussion and participation.
- Did not contribute in any way to group assignments.
- Never volunteered to participate in class, and if called on, was not able to give a competent and/or complete answer.
- Did not listen to teacher or other students in class
- Even with teacher prompts, did not attempt and/or complete in-class assignments; Did not follow directions
- Was disrespectful in words and/or actions towards teacher/assistant teachers, students, and/or other adults/guests. This includes, but is not limited to, the use of any vulgar, lewd, or derogatory language/statements, racial and ethnic slurs, profanity, name-calling, taunting, provoking, or challenging authority. Any use of this type of language or belligerent behavior will result in an automatic “F” for participation for the week.

CLC Discipline Policy and Procedures:

We are thrilled to have the opportunity to work with your student this semester! We know that the Lord is going to bless us as we seek to follow and grow in Him! We believe it is incredibly important for you as parents and guardians to be informed of what is expected of your student while he or she is in our classrooms. To that end, we want to inform you about our discipline policy. Based upon past experience as well as a desire to uphold the standards of Scripture, we believe that it is necessary to have a firm discipline policy that is clearly laid out for both students and parents so that everyone will understand both expectations as well as consequences that will occur when those expectations are not met! Scripture tells us to “Hate what is evil; cling to what is good,” (Romans 12:9) and to “avoid every kind of evil” (1 Thessalonians 5:22); it is our prayer that the following discipline policy will aid us in doing those things as well as showing respect and love to each other and to the Lord.

Procedures for Disciplinary Action:

After an incident requiring disciplinary action occurs, the following steps will be taken in sequence until the problem is resolved. The CLC Teacher, Assistant Teacher, Director, and Board of Directors may change or skip steps at any time, depending on the nature and severity of the infraction.

- 1. Verbal Warning** (only *ONE* warning will be given)
- 2. Verbal Reprimand and E-mail/Call to Parent/Guardian** regarding the issue
- 3. Detention**
 - *To be served after school at the CLC's classroom on the date of the teacher's choosing.
 - *A detention slip will be sent home and parents will be notified by phone.
 - **At this point, or any point in this process, if the student displays extreme, belligerent, or violent behavior including, but not limited to, cursing, refusal to follow directions, behavior that disrupts the entire class, throwing objects around the classroom, or directly challenging or threatening the teacher, the student will be made to *leave the classroom immediately* and will be transferred back to the high school campus to sit in ISS for the remainder of the class period.**
- 4. Parent/Teacher Conference**
 - *The teacher will schedule the conference by phone
 - *Conference to be held before or after school at the CLC building
 - *Assistant teacher and/or CLC Director will also be in attendance
- 5. Student/Teacher/Parent Conference**
 - *CLC Director will be in attendance to advise regarding action to be taken
- 6. Removal from CLC**
 - *The teacher will notify the student, parents/guardian, and the high school in writing
 - *Upon removal, the parent may decide whether to completely withdraw the student from CLC or to allow the student to complete the rest of the course in ISS each day.

CLC Cell Phone/Electronic Device Policy:

In an effort to comply with and uphold the our cell phone/electronic device policy set out in the student agenda and to minimize any distractions to a successful learning environment, CLC restricts the use of cell phones/iPods/other electronic devices by students on campus. If students need to contact a parent for any reason while at the CLC building, they are able to use the CLC land phone. The restriction of cell phone/iPod/electronic device use is primarily to avoid distractions to our class time and to keep students focused on the Lord and the tasks at hand while class is in progress.

If the CLC teacher sees a phone/iPod or other electronic device out or in use in the CLC building, the following is a list of the steps that will be taken toward disciplinary action:

1. 1st offense—The teacher will give a warning to the student and
2. 2nd offense - Inform parent by phone or e-mail of the warning given.
3. 3rd offense: The teacher will take up the phone/iPod/other device immediately; a second warning will not be given. The teacher will assign detention to the student to be served at the school's main campus at the time of the teacher's choosing. The teacher will take the confiscated phone/iPod/other device to the school's front office, where it will be given to an administrator. The CLC teacher will notify the parent via a phone call or e-mail of the situation; school administrator will hold the cell phone/iPod/other device until the end of the school day, when a **parent or guardian** may pick it up. After electronic devices are taken up, they will **NOT** be returned to the student under any circumstance!
4. 4th offense: The teacher will complete a discipline referral to be given to the school's administration. This is considered a Level II Offense, which is punishable by nothing *less* than ISS. The teacher will take up the phone/iPod/other device and turn it in to an administrator in the school's main office; the device will be left in the possession of the school until the end of the semester.

The following is a list that includes, but is not limited to, behaviors that will result in a cell phone/iPod/electronic device being confiscated:

- *Cell phone use in the CLC bathroom
- *Going to the prayer room to call or text ANYONE (the CLC phone is available for use upon permission from the teacher, should a student need to call his/her parent)
- *Texting anyone or listening to a personal iPod during class time (including lecture, discussion, prayer time, small group time, or Quiet Time)
- *Using a cell phone/iPod/other device to take notes, remember answers, listen to music, access the internet, record or watch video etc., without *specific* teacher permission

Please review the high school's cell phone policy in the student agenda, or feel free to contact your student's teacher with any questions or concerns you have regarding the CLC cell phone policy.

Dress Code:

The dress code as outlined in the Student Handbook of the local public school system will be strictly enforced at the Christian Learning Center. Students are reminded of the Biblical principle of dressing modestly (1 Timothy 2:9) and to remember Who we

represent. Students violating dress code will be given one warning to rectify the offense and then sent to the school office to call a parent to bring them appropriate clothing.

CLC Rules and Procedures:

Rules:

1. Stay in your seat unless you have permission to get up.
2. Be an active listener.
3. Bring all materials for class daily.
4. Clean up after yourself.
5. Follow directions the first time they are given.