

# Contents

Attendance.....	8
Awards.....	17
Relationships.....	8
Discipline Procedures.....	10-13
Dress Code.....	6-8
Fees.....	4
Graduation.....	19
Homework.....	14-15
Honor Roll.....	17
Lunches.....	10
Medications.....	9
Off Limits Area.....	14
Pledges.....	19
Regionals.....	18
Report Cards.....	16
Searches.....	15
Snow Days.....	9
Social Media Policy.....	9-10
Student of the Month.....	15

# Welcome to Gospel Light Baptist Academy

GLBA was established in 1999. Pastor Brent Lenentine, and the people of Gospel Light Baptist Church share a firm conviction that students should be trained and educated in a God fearing, Christian environment. It is the desire of Gospel Light Baptist Church to provide excellence in its educational program through the ministry of Gospel Light Baptist Academy.

GLBA is not restricted to the members Gospel Light Baptist Church; however, it is asked that all member and non-member families be in agreement with, and enthusiastic toward the program of the school. Simply stated, no child is received as a student of GLBA unless the student and parents are in full agreement with the program and direction of the school. It is expected that a student would never be critical of the church, pastor, school administrator, teachers, or volunteers of GLBA. It is important to understand that enrollment at GLBA is a privilege and not a right. GLBA is not a reform school, but rather a “Christian school” training students in the highest principles of the Christian life.

We believe that the Bible, God’s Holy Word, teaches great responsibility in the training of our children. Consider these passages from God’s Word:

*“Thus saith the LORD, Learn not the way of the heathen...”*  
(Jeremiah 10:2)

*“And thou shalt love the LORD thy God with all thine heart, and with all thy soul, and with all thy might. And these words, which I command thee this day, shall be in thine heart: And thou shalt teach them diligently unto thy children, and shalt talk of them when thou sittest in thine house, and when thou walkest by the way, and when thou liest down, and when thou risest up.”* (Deuteronomy 6:5-7)

*“Train up a child in the way he should go: and when he is old, he will not depart from it.”* (Proverbs 22:6)

These scriptures command a Christian family to teach their children the ways of the Lord. At GLBA, students will not be taught anything as truth that goes against the Word of God. Instead, students will be helped to learn God’s Word and apply its truths to their everyday lives.

According to the above Scriptures, the rearing and training of children is primarily the responsibility of the parents. The Christian school is not a substitute for the home, but rather an extension of it. GLBA endeavors to strengthen Christian principles taught in the home. The best training and education for your children is when there is a partnership between the home, the church, and the school. In this partnership, all areas will be working together to support and strengthen the same values, character, and educational excellence. Because GLBA is a Christian School, it is our expectation that all students will maintain regular church attendance.

The school's place in training children is only what the parents delegate to the school. Additionally, it is imperative that the parents are in agreement with and supportive of the program of the school.

Our goal at GLBA is to provide a comprehensive program to assist in the education and maturity of every child spiritually, academically, mentally, and physically. Understanding the dynamic and varying needs of different age groups, GLBA has chosen ABeka Book and Accelerated Christian Education (School of Tomorrow) as two national and proven curriculums that we believe will provide the best and most appropriate education for our students.

The ABeka program is used in K2-K5 (See the Noah's Ark Preschool Handbook), in 1st – 2nd grade, and partially in junior high and high school, provides a traditional educational atmosphere for students to learn basic foundational skills.

The 3rd grade through 6th grade students and some junior high and high school courses use an individualized learning environment called A.C.E. This program is strong in teaching personal discipline and responsibility.

GLBA is a member of the American Association of Christian Schools and New Mexico Association of Christian Schools and is internationally accredited by AdvancEd.



# Fees

**Registration:** \$125.00/student\*

**Diagnostic Testing:** \$25.00 (1st – 3rd graders may not require testing)

<b>Tuition*</b> August – May (10 mths)	<b>Regular</b>	<b>GLBC Members</b>
1st-2nd grade	\$2,750/yr (\$275/mth)	\$2,400/yr (\$240/mth)
3rd-12th grade	\$2,750/yr (\$275/mth)	\$2,250/yr (\$225/mth)

*Noah's Ark Preschool provides education for K2-K5. See the Noah's Ark Preschool handbook for specifics on fees.*

Before & After school care is available for 1st – 6th graders. The cost is \$3.00 per child for any part of the hour from 7am-7:30am, 4:00 pm – 5:00 pm and 5:00 pm – 6:00 pm.

**Curriculum Fees:** 1st-2nd - \$50.00 curriculum fee per year for ABeka workbooks.\* 3rd through 12th graders will be charged \$3.50 per re-issued PACE or \$2.00 to re-issue check ups and self test, but do not have an up-front curriculum fee.

**Graduation Fees:** High School - \$75

## Technology Fees:

Effective SY2016-2017, previously billed up-front technology fees are now rolled into the monthly tuition structure. This eliminates one of the up-front fees while still allowing GLBA to remain committed to technology growth and improvement.

## Sports Fees: \$50

Students in the 6th - 12th grade have the opportunity to participate on our sports teams. This charge covers expenses like jerseys, equipment, etc.

## Iowa Achievement Test Fees:

A \$25 charge will be added to the October statement to cover ordering of materials. The test will be administered during March/April.

*The Registration and Testing Fee must be paid before any diagnostic testing can be started and before any school materials can be issued. The school bill will be mailed each month. Payment is due on the 1st day of the month. A late fee of \$15.00 will be added to all bills not paid by the 5th. If an account reaches 45 days delinquent, then the student will be disenrolled until the bill is brought current. There will be a \$15.00 charge for any returned checks.*

**\*All registration and curriculum fees are non-refundable. Once a student starts a month at school, the tuition for that month is non-refundable.**

## **Testing**

New students enrolling in GLBA may be tested to determine their performance level in the core subjects. This diagnostic test helps us to place them with the best opportunity to be successful in our curriculum.

## **Statement of Faith**

**The Bible** – We believe in the infallible, inspired Word of God. The Old and New Testament scriptures were written by human authors divinely inspired by the Holy Spirit, preserved, unbroken, and passed down to us today. We have the perfect Word of God in our King James Bible (AV 1611). No other version of a bible will be used in any ministry of our church or school.

II Tim. 3:16, Ps. 119:89, II Peter 1:20-21, Ps. 12:6,7

**God** – We believe God is a person, eternally existing, one true God but in the unity of the Godhead. There are three eternal and co-equal persons; God the Father, God the Son, and God the Holy Spirit, the same in substance but distinct in subsistence. One Godhead made up of three persons who are the same in attributes, power, characteristics, and desires.

Deut. 6:4, Heb. 1:8, Acts 5:1-4, Matt. 28:19, I Cor. 8:6, Col. 2:9

**Deity of Christ** – We believe that Jesus Christ is the Son of God because of His character, His miracles, His influence, and His power to forgive sins and to set people free from Satan. Jesus Christ was God in the flesh because He claimed to be. He died making this claim and arose victorious over death.

Matt. 26:63-66, John 14:9, John 1:1 & 14, John 10:30

**Salvation by Grace through Faith** – The sacrifice made by Jesus is the only basis of salvation, the only means of reconciliation, and the only grounds of justification. We hold and believe many important truths, but the most important thing to every individual is the personal salvation of his own soul. God's order is first salvation, then works.

Acts 4:12, Romans 10:9-13, Eph. 2:8-10, Titus 3:5-8

**Separation** – We believe that sanctification is a personal separation from things that are unclean to things that are holy, clean, and sacred. We believe all Christians should live separated from the world.

Romans 12:1-2, I John 2:15-16, II Cor. 5:17, I Thess. 5:23, II Cor 6:14-18

## **Standard of Conduct**

The Administration and Faculty at Gospel Light Baptist Academy are committed to helping students develop conduct that will honor Jesus Christ. All students attending this school and their parents will be required to read and sign a Code of Conduct form. We believe it will help the students, parents, and teachers to know exactly what is expected of them, to prevent future confusion. Students found to be out of harmony with these standards may be invited to withdraw whenever the administration determines it is necessary.

## **Boy and Girl Relationships**

We encourage wholesome friendships between boys and girls. However, improper conduct such as handholding, kissing, or any bodily contact is not acceptable anytime while at school, church services, or any related functions. Because of the emotions, temptations, and potential regretful outcomes, GLBA strongly discourages teen “dating” relationships.

## **School Dress Regulations**

Gospel Light Baptist Academy requires that the students comply with a dress code. All clothing should be clean, in good repair, and well pressed. Students are to be in dress code from arrival on school property to departure.

### **Boy’s Dress Code:**

- Boy’s Shirts**      Tuesdays, Thursdays, Fridays – shirts with collars, any color Pullover knits may be worn, however, they must have a collar and semi-buttoned front. Shirts may not have any emblems. Shirts may be long or short sleeved.  
Mondays and Wednesdays are chapel days therefore a dress shirt and tie must be worn.
- Pants**              Any dress pants or khaki type pants are allowed. Pants must fit properly, no oversized or sagging pants are allowed. Pants may not have any external patches. Pants with belt loops must be worn with a conservative, solid-colored belt. No cargo style pants or jeans. “Joggers” or pants with elastic cuffs are not allowed.
- Shoes**              Acceptable shoes consist of neatly kept dress shoes, casual, or tennis shoes (white, black, gray, or blue being the primary color). Shoe laces must be properly tied. No sandals or army boots are allowed.  
\*Dress shoes must be worn on chapel days.

Socks	Socks must be worn with dress or athletic shoes.
Hair	Standard, conservative, tapered cut (no definite lines, afros, or mohawk of any size); must be off the collar and ears. Sideburns no longer than ear opening. No skinned heads. No spiked, mushroomed, or greased hair. No hair color or bleaching is allowed.
Jewelry	No pins, badges, bracelets, wristbands, rubber bands, necklaces, earrings, or body piercing. A watch and/or one conservative ring may be worn.

### Boy's P.E. Dress Code:

Dark blue nylon pants with a school tee shirt (purchased from the school office). Tennis shoes (primarily white, black, gray, or blue in color) and athletic socks. **PE uniforms are permitted to be worn all day on PE days in 1st-2nd grades.**

### Girl's Dress Code:

Blouses No dress, shirt, or blouse should have a neckline lower than 2 fingers below the collarbone, and must be at least 4 inches below the waistline at its shortest point. No tight fitting\* blouses, shirts, or dresses are acceptable. Shirts/blouses with pictures or writing on them are not allowed. No sheer material is allowed. Shirts and blouses **must have a collar.** Turtlenecks are not allowed unless under a jumper. No sleeveless dresses, shirts, or blouses are allowed. No lace trimmed camisoles.

Skirts Skirts and dresses are to be at least three inches below the bottom of the knee in length without slits. No tight fitting skirts or dresses are allowed. No stretch material. No culottes are allowed in the classroom except for planned activities when advised by the teacher. Proper length slips must be worn under all skirts and dresses.

Jewelry One earring no bigger than the size of a dime in each ear lobe is allowed. No body piercing is allowed. One ring is allowed on each hand. One watch or bracelet on each hand.

Shoes, Hose Casual or dress shoes are acceptable but must not have a heel higher than 2 inches, have a back or strap in the back. Tennis shoes are allowed in the classroom, (white, black, gray, or blue being the primary color). Shoelaces must be properly tied. Neither dress nor tennis shoes should have heavy lug soles. Dress boots are allowed but shouldn't have heavy soles. No army boots are allowed. Either socks, nylon hose, or tights must be worn at all times. "No show" footies are not allowed. Sweat pants or leggings under dresses or skirts are not acceptable. Dress shoes must be worn on chapel days.

Hair Hair should not be worn in a fashion that draws attention to one's self. It must have a dry appearance, not a wet or greased look. Makeup is allowed in moderation. It should be limited and not obvious. Nail polish must be one solid color on all fingernails. Black nail polish is not allowed. No dark outlines of lips or eyes. No unnatural hair color is allowed.

#### **Girl's P.E. Dress Code:**

Athletic school shirts are required and can be purchased from the school office. Split skirts must be ordered from the school office. Tennis shoes with athletic socks are required. **PE uniforms are permitted to be worn all day on PE days in 1st-2nd grades.**

## **Attendance Procedure**

Grades 1-12 begin their school day at 8:00 a.m. and end at 3:30 p.m. Monday through Thursday. Friday from 8:00 am – 3:00 pm. Weekly goals for 3rd-12th grade are set on a four-day week (Monday-Thursday). **If a student is not behind on their work, then they can earn the privilege of having Friday off (3rd-12th grade).**

The school provides 30 minutes of supervision before and after school included in the monthly tuition. Anyone arriving before 7:30am and/or staying later than 4:00pm (3:30pm on Fridays) must be in the 1st-6th grade. These students will be checked in to care administered and billed through Noah's Ark Preschool. Siblings of those required to stay late should be picked up on time. Once the parent or regular driver is at the school, the student is their responsibility.

Regular attendance is very important to every student's education. Missed school days create hardships on students and teachers because make-up work is time consuming. If it is necessary for the student to be absent, there is a definite procedure

to follow. A phone call by 9:00 am is required on each day of an absence. By 10:00 am each day, the school secretary will begin calling for a positive confirmation on all absentees. **A doctor's note is required for any illness beyond three school days.** All students in excess of 8 absences per year will be made up by attending non-mandatory Friday school days or summer school. The State of New Mexico considers more than 10 absences to be truant.

It is expected that parents make every effort possible to schedule necessary medical appointments at a time that does not interfere with school hours. Many students may not be attending school on Friday providing a perfect opportunity for an appointment on that day. If a student must attend an appointment during school hours, a doctor's note will be required. Parents and students should also understand that the doctor's note does provide an acceptable excuse for the time missed, however, instruction time missed will ALWAYS hurt the student's learning progress. This is why we ask that every effort possible be made to not schedule appointments during school hours.

Unexcused tardiness will be dealt with in the demerit and detention system. Five minutes or less is a demerit and more than 5 minutes is a detention. **Three tardies will count as one absence.**

## **Medication**

It is required by law for all medications, both prescription and over the counter medications, to be brought to the student's teacher and left with them. All medications must be picked up each day after school.

## **Snow Days**

Every year there are at least a couple of days where inclement weather interfere with the normal school schedule. Any school delays or closings will be listed on KOB TV 4 and kobtv.com. If there is a delayed schedule, school will begin at 10:00a.m.

## **Social Media Sites**

Social media can be dangerous and it can also just be a time waster. With that in mind, GLBA has the following social media policies:

- Students are allowed to maintain accounts on Facebook, Twitter, Instagram, and Pinterest
- GLBA always supports the parent. So if a parent is against the use of these sites for their student then so are we.

- Students must friend at least two staff members on each site
- Students must use their own name to make it clear who they are
- Any content published on these accounts is subject to school rules and any content deemed inappropriate by school leadership must be taken down
- Consider any other social media site other than those four listed to be not allowed. This would include: Tumblr, Ask.fm, Vine, Kik messenger, and many more.
- Students found to not be following these guidelines may forfeit their ability to have social media and be a student at GLBA.

## Lunches

Pre-packaged lunches are available to be purchased each day. These lunches are provided at the prices posted. Soft drinks may be purchased and consumed during the lunch break. Sack lunches are also appropriate if you prefer to bring your own. Charging lunch should only happen when a lunch is forgotten.

## Respect for Faculty, Staff & Students

An environment of mutual respect is more conducive to learning, both spiritually and academically, and since it gives a better testimony to those without, GLBA puts a high priority on teaching students to be respectful. The teachers are instructed to treat each student with the respect they would expect if they were students, and the students are instructed to do the same. For this reason, attitudes and/or actions showing disrespect will be dealt with appropriately. (See discipline procedures below).

One way of showing respect, which will be strictly enforced, is for the students to address adults as Miss, Mrs., Mr., or Bro. and not by their first names. Using the replies of “Yes, Sir”, or “Yes, Ma’am”, etc. will be also required.

## Discipline Procedures

Scripture teaches us that all of us must learn to discipline ourselves in order to become a good testimony for Christ (I Corinthians 9:27). Children learn to do right by being corrected for wrong behavior (Proverbs 19:18), and praise when they do right (I Peter 2:14). Students at GLBA receive correction for wrong doing in the form of Demerits, Detentions, Suspension, and Expulsion (if the first three are not effective).

The system works as follows:

*3 demerits/day = 15 minutes detention*

*4 demerits/day = 30 minutes detention*

*5 demerits/day = 45 minutes detention*

*6 demerits/day = 60 minutes detention*

Some detentions and suspensions are automatic and are listed later.

Once a student is on campus, he or she is subject to all rules. All school rules apply on any school activity.

**The following actions will result in Demerits:**

1. Talking in the classroom/homeroom without permission
2. Out of seat without permission
3. One to five minutes late to class
4. General disturbance in classroom
5. Not using the proper reply of “Yes, sir” or “Yes, ma’am” to a member of the staff.
6. Not using the correct name when addressing a member of the staff
7. Turning around in seat, away from work station
8. Chewing gum anywhere at school
9. Homework not completed (one demerit per subject)
10. Lost or no verse sheet
11. Out of dress code (one demerit per article)
12. Breaking the six-inch rule (girl-girl or boy-boy in the classroom, boy-girl or girl-boy anytime).
13. Not showing proper respect for Bible or flags
14. Leaning back on chair
15. Writing on another student’s person or property.  
(more than once = detention, each offense may involve restitution)
16. Throwing an object in classroom.
17. No Bible at work station
18. Changing written goals without permission
19. Leaving trash behind or outside

\*Repeat violations may result in detention.

**Detentions**

We are constantly striving for improvements that promote clarity in expectations and communication. When it comes to discipline we also strive to find solutions that properly meet the wrong behavior and provide correction, but also don’t keep our teachers from doing what they do best - teaching!

In order to accomplish these goals GLBA is implementing a newly structured system for discipline that involves two levels of detention.

## Level 1 detention

A Level 1 detention will be served the same day it was earned and will not require a signature. The offense details will be posted in the discipline section of MySchoolWorx, but will not be transferred to a detention slip. The max time that can be served on a Level 1 detention is 15 minutes. Level 1 detentions can be earned by accumulating 3 demerits in a day or for a pre-defined automatic detention. Level 1 detentions will be served during lunch break so if the detention was not earned until after lunch it will be served on the following school day, but will still not require a parent signature. If a student does not show up to serve a Level 1 detention then it is automatically upgraded to a Level 2 detention.

## Level 2 detention

A Level 2 detention is for detention earned that is greater than 15 minutes or is an automatic Level 2 detention as listed. A Level 2 detention will also be posted to your MySchoolWorx account and will be transferred to a detention slip requiring a parent signature. Level 2 detentions are served only once a week on Thursday afternoons from 3:30-4:30. Students may be required to serve 30 minutes of the full hour depending on the individual offense. Level 2 detentions will also incur a fee to the monthly bill of \$3 for 30 minutes or \$5 for 60 minutes.

Level 1 detentions	Level 2 detentions
Three or more demerits in one day	Not showing to serve a Level 1 detention
Repeated dress code violations	Repeated dress code violations (Continued repeated offense)
Being in an off limits area without permission	Holding hands or kissing (60 minutes & parent conference)
More than 5 minutes tardy to school	Questionable language or behavior (30, 60, suspension)
Passing notes in class	Lying, cheating, or stealing (30, 60, suspension)
Communication slip not returned or not signed	Scoring violation (30, 60 suspension)
Goals not set or goal chart missing	Destroying school property (60 minutes & restitution)
Out of complete P.E. uniform	Throwing food in lunchroom
One or more PACEs missing or not brought to school (Billed for replacement PACE/Textbook if it cannot be found)	Being in cars during school hours, or around teachers' cars anytime without the teacher's permission or unsafe driving on church property (60 minutes, revocation of driving privileges and/or suspension)
Throwing rocks or other items that do cause harm or could cause harm to someone	Disrespectful toward faculty or staff (30, 60, suspension)
Running in building or sidewalks	Leaving campus without permission (30 minutes)
Out of classroom without permission	Direct Disobedience (30 minutes)
	Dangerous horseplay
	Unnecessary roughness as determined by staff (30, 60, suspension)
	Nonsense answers in pace (30 minute detention or PACE revoked or both)
	Arguing with staff member. (30 minutes)

### **The following actions will result in Suspension:**

1. Accumulation of 400 total minutes of detention in a quarter
2. Use of tobacco
3. Fighting
4. Questionable language or behavior (more than two violations)
5. Scoring violations (more than two violations)
6. Lying, cheating, or stealing (more than two violations)
7. Destroying church/school property (more than two violations)
8. Disrespect toward school staff (more than two violations)
9. Critical or uncooperative attitude
10. Dangerous behavior
11. Possession of a knife or other weapon

### **Suspension Policy**

If a student accumulates 300 or more detention minutes in a quarter then the principal and teacher will meet with the parent and discuss a plan for correcting the misbehavior. If a student reaches 400 or more detention minutes in a quarter then the student will be placed into In-School Suspension and the principal, teacher, and parent will meet again.

Unless otherwise noted, all suspensions are In-School Suspensions. ISS is almost always to days and is only initiated after a meeting with parents. Students are placed in isolation and progress is checked on throughout the day. Students in ISS are not allowed to participate in breaks, class projects, field trips, or sports functions while in ISS. The administration may issue an Out of School Suspension at their discretion.

**A \$40 charge is added to the monthly bill for each suspension issued.**

### **Expulsion Policy**

1. Students may be expelled if they are suspended for the same offense twice in one year as determined by the Principal.
2. Students who show a rebellious attitude, whose spirit is contradictory to the spirit of the school, and who have shown themselves to be detrimental to the spiritual training of other students can and will be expelled.
3. Students will be expelled for using drugs.
4. Students will be expelled for sexual immorality.

## **Definition of Off Limits Areas**

The following are off limit areas unless a student has permission from one of the staff:

- Other students' desks
- Teachers' desks and files
- In classroom without staff member present
- Auditorium
- Pastor's, principals, or secretary's office areas
- Arroyos
- Parking lot and drive areas
- Any uncleared areas of church property
- Other classrooms without authorizations
- Telephone, except in case of emergency
- Any parked cars
- Bicycles or motorcycles
- Kitchen
- Any part of church facilities not normally used for school
- Knowingly being separate from the class even if in an area that is not normally considered "off limits"

## **Homework Policy**

The responsibility for scholastic achievement is placed on each student. Any time he does not complete his goals during the school day he will be required to complete the work at home. The homework folder is used daily and parents should make it a habit to daily check the student's homework folder. Though depending on the students performance level homework can be regularly expected, it is not normal for students to be regularly taking home large and exorbitant amounts of homework. This bad habit is usually an indicator of poor focus at school, lack of motivation, or a poor work habit.

Occasionally, students may have questions in their homework that the parent is not able to help with. In these cases, parents should have the student do everything that they are capable of in that homework assignment AND the parent should write a note in the homework folder to the teacher explaining that every possible effort was made, but the assignment could not be completed due to lack of understanding. Following these procedures helps to prevent the student from possibly getting into the bad habit of stating that they do not understand when maybe they really do.

It is the student's responsibility to complete the work and get the parent to sign their homework folder, but encouragement from the parents is very helpful. The parents should provide a designated area, free from distractions, with enough light, and a reasonable amount of time for each student with homework. T.V. watching, telephone conversations, texting, etc. should be limited, not only to promote better and more complete work, but to build character. Parental help with homework is encouraged if students do not understand a concept or need to be given a quiz, but parents should insist that the students do the actual work themselves, to maximize their learning. Unsigned homework folders or incomplete homework will be dealt with in the demerit system.

### **Policy on Searches**

The school staff and/or leadership have the right to search student's automobiles, backpacks, purses, pockets, lunch boxes, lockers, desk, or persons. Items deemed to be against school rules will be confiscated and **must be picked up from the office by a parent**. This will always be done within the guidelines of Christian modesty.

### **Cell Phones**

If it is necessary for a student to bring a cell phone to school, the student must turn in the cell phone to the office by the start of school and pick it up at the end of school. Students may not use a cell phone during school. Students should only bring a cell phone to school if it is deemed necessary by a parent. Video games, I-PODS, MP-3 players, DVD's, etc may not be brought to school.

### **Student of the Month**

Each class will have a Student of the Month chosen by the teacher and that student will receive lunch with the Pastor or School Administrator. In order to be chosen for Student of the Month, the student must have the following:

- Maintain Academic Balance
- Christian Service
- Improvement in Areas of Difficulty
- Overall Christian Attitude

### **Closed Campus Definition**

GLBA has a closed campus. The students are required to stay on the school grounds from 8:00 a.m. until 3:30 p.m. unless they have permission from parents in writing or by telephone through the school secretary, or are involved in a school activity off campus. Reasons for leaving the campus include medical appointments, student illness, and pre-arranged family vacations.

Only students and staff of G.L.B.A. and their families are allowed on campus during school hours. Anyone else must obtain permission from the school administrator to visit the school during those hours. All visitors should have attire in keeping with the school dress standards. Students should remember that visitors will leave with a good impression if we are friendly and courteous.

### **Restricted Child Pick-up**

Only those listed on the Student Pick Up Form are allowed to pick up students from the academy. This form is kept in the office as a reference.

### **Student Auto Policy**

GLBA must be supplied a photocopy of student's driver's license, proof of insurance, and vehicle registration. It is the student's responsibility to provide updated copies of "Proof of Insurance" as policies expire, are extended, or changed.

### **Students may not transport other students outside of their family to and from school.**

Once the student arrives at school, the vehicle must be parked and left in the parking lot. The student may not remain in the vehicle nor return to the vehicle during regular school hours. Students are strictly forbidden to congregate around student's vehicle, sit in them or on them during school or lunch hours, or before or after school. GLBA is a closed campus school, therefore the student may not leave the school grounds for lunch.

### **Report Cards and Parent Teacher Conferences**

Parent Night is at the end of each nine-week grading period. Parent Nights are mandatory\* for parents and students. Parent-Teacher Conferences will be scheduled after the first and third quarters. Parents wishing to have a conference with their student's teacher at other times should feel free to ask for an appointment. The teachers encourage communication between themselves and parents, but request that these conferences be set up through the office to avoid class distractions, and to keep from using church time or family time for school business. If you need to meet with or talk to the school principal, you can make an appointment during school hours through the school office.

*\*Report Cards will be issued during these meetings. If you are unable to attend the Parent Night your account will be charged a \$5.00 handling fee to cover the cost of mailing your student's report card.*

## Field Trips

Frequency and type of field trip vary greatly by age and classroom. Elementary students will take field trips at least once a quarter if not more, while middle and high school will take field trips, generally, less often because of their increased participation in extracurricular activities. All field trips or school functions that involve students participating in non-regular school activities and any school function that involves leaving school property requires signed permission from a parent.

## Honor Roll

Overall grade average for the quarter

Above 97%-----Pastor's Honor Roll

90%-96.9%-----Honor Roll

Students achieving minimum work requirements for the quarter that did not achieve a 90% or higher will be awarded a Performance Certificate. This award signifies that the student kept up with minimum work requirements and is on "on track" academically for that quarter. Parents should note that a student who doesn't at least receive the Performance Certificate is falling behind in one or more subjects.

*Students must also quote the monthly scripture at least once during each month of the grading period. They must also have completed all the required work for the period.*

## Annual Awards Night

There will be an assembly in the last week of school each year to honor those students showing special achievement in certain areas. Awards will be presented for saying Scriptures every week all year, high academic achievement, perfect attendance, various competitions during the year, and other special achievements.

*No student will be eligible for Perfect Attendance or Honor Roll All 4 Quarters unless they were enrolled at GLBA throughout the entire school year.*

## Grades

For clarity, GLBA mostly uses number grades. Listed below is the grade conversion:

A+	100% - 97%	4.00	C+	79.99% - 77%	2.50
A	96.99% - 94%	3.75	C	76.99% - 74%	2.25
A-	93.99% - 90%	3.50	C-	73.99% - 70%	2.00
B+	89.99% - 87%	3.25	D+	69.99% - 67%	1.75
B	86.99% - 84%	3.00	D	66.99% - 64%	1.50
B-	83.99% - 80%	2.75	D-	63.99% - 60%	1.00

*\*Note that all ACE curriculum tests can only be passed with a 80% or higher. All other classes must be passed with a 70% or higher.*

## **Electives Offered**

Some of the electives offered on a regular schedule are:

- Spanish I
- Creative Writing
- Speech
- Old Testament Survey
- New Testament Survey
- Music Theory
- Bible Study PACEs
- Christian Growth and Literature Series
- Basic Computer Science
- Other Academic subjects not required for graduation

*Some Electives may require an additional fee.*

## **Regionals**

Our Regionals meeting is held every year and is strongly encouraged for students age 13 and older. The students compete against other Christian schools in a variety of categories. The cost for Regionals will be determined depending upon how much students earn by fundraising. The full price with no fundraising is approx \$300-\$350 per student for the week. This includes lodging, competition registration, and meals. The competition is Monday through Friday and also includes preaching services in the evenings. An awards service is held on Friday morning. Competition categories include academics, arts, photography, exhibits, athletics and more.

Students can earn Fine Arts credit for Regionals. Any student who enters at least 10 competitions and places 1st-6th in at least 5 will receive 1/4 credit of Fine Arts. Any student who receives the prestigious Communication and Potential Leadership Award (CAP) will receive 1/2 credit of Fine Arts. A student is eligible for these for all of high school with a maximum of 2 earned Fine Arts credits.

## **Youth Conference**

All students in grades 7-12 also have the option to attend Youth Conference at the end of January. This is usually a two-day conference out of town and is a great help to our teens.

## **Graduation Requirements**

A minimum of 24 units of credit is required for graduation. A prescribed course of study will be determined through a conference among the staff, parents, and student at the beginning of the 9th grade year.

## **HS Courses of Study**

GLBA offer three diplomas: General - 24 credits, College Prep - 26 credits, and Honors - 28 credits (plus other requirements)

In order for student to stay on track for graduation, GLBA requires certain credits to be earned before classifying students into high school grade levels. These requirements are as follows:

Credits required to be earned to be classified as a:

Sophomore - 5 credits

Junior - 11 credits

Senior - 17 credits

## **Pledges**

### **THE UNITED STATES 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.”

### **THE CHRISTIAN FLAG**

“I pledge allegiance to the Christian Flag and to the Saviour for who kingdom it stands, one Saviour, crucified, risen, and coming again with life and liberty for all who believe.”

### **THE 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 words in my heart that I might not sin against God.”

## 2017 - 2018 Calendar

August 15	Parent/Student Orientation
August 16	First Day of School
September 4	Labor Day – No school
September 28-29	In-Service - No School <i>NMACS Educator's Convention hosted by GLBA</i>
October 17	1st Quarter Parent Night
October 19-20	Junior Regionals
October 23	In-Service - No School
November 23-24	Thanksgiving Break
December 16 -Jan 1	Christmas Break
January 2	Start back to school
January 9	2nd Quarter Parent Night
January 24-27	Youth Conference - Grand Junction, CO
February 19	President's Day – No school
March 12-16	ACE Regional Student Convention <i>New Mexico Tech, Socorro, NM</i>
March 16-25	Spring Break
March 27	3rd Quarter Parent Night
April 2-12	Iowa Achievement Testing period - all grades
May 22	Noah's Ark Preschool Graduation
May 24	Last day of school
May 25	High School Graduation & Awards Night