



PARENT/STUDENT HANDBOOK

2022-2023

**5000 Hosanna Way
Klamath Falls, OR 97603**

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CROSSPOINT CHRISTIAN SCHOOL

OUR FOUNDATION

Mission and Vision

Mission

Provide a Christ-centered education from pre-school to high school developing the entire student—spirit, mind, and body. Graduates will be fully equipped, prepared academically, and possess the depth of character to thrive in a college, career, or vocational environment.

Vision

Crosspoint Christian School prepares students for a lifetime of learning and service to God, assisting them in developing their unique talents, gifts, and interests. Students have opportunities to participate in fine arts, sciences, athletics, and community engagement. We integrate technology throughout our curriculum and have a facility that reflects and enhances our mission.

Statement of Faith

We, Crosspoint Christian, believe the Bible sets forth a worldview that must inform and direct the study of every subject. Since God is the creator, (John 1:3) and He is the Truth (Exodus 34:6, John 14:6), His word found in the Bible is our primary written text. All that is true comes from Him; Therefore, we believe all subjects must be taught from His perspective. The Word of God teaches that parents are responsible for the education of their children (Deuteronomy 6:4-7, Ephesians 6:4). Crosspoint Christian desires to be a trusted partner in this process. Those attending Crosspoint Christian, and their families need not subscribe to all the beliefs outlined here. However, the enrollment process assumes the understanding that students will be taught all subjects in alignment with this biblical worldview.

1. Scripture

We believe the Bible is God’s absolute, objective truth for all people for all time (Hebrews 13:8). It is without error (Psalm 19:7, Luke 16:17), and that all 66 books of the Bible are the inspired Word of God, written through the various literary styles and personalities of the human authors (2 Timothy 3:16-17, 2 Peter 2:21). The Bible is the final authority in the life of the Christian (Matthew 5:8, 2 Timothy 3:16-17) and it is only rightly applied through the guidance of the Holy Spirit (1 Corinthians. 2:12-14, 2 Peter 1:20, 1 John 2:27).

2. God

We believe in one personal, transcendent, living God (Deuteronomy 6:4, Psalms 83:18, James 2:19). God is all powerful (Romans 1:20, Hebrews 1:3), all knowing (Romans 11:33, 1 John 3:20), and present everywhere (Psalms 139:7-10, Proverbs 15:3, Matthew 18:20). God does eternally exist in three persons: Father, Son and Holy Spirit, who are equal in nature, attributes, and perfections (Matthew 28:19, John 10:31, 2 Corinthians 2:10-11, Philippians 2:5-6).

a. The Father

We believe in God the Father who is an infinite, personal spirit — perfect in all of His attributes, who is one in undivided essence and being with the Son and the Holy Spirit (Matthew 28:19, John 15:26, 1 Cor. 3:16). He is the creator, sustainer, and sovereign ruler of all things (Genesis 1:1, Acts 17:28). The Father adopts as His own, through Jesus Christ, those who have received Jesus Christ as their Lord and Savior (John 3:16-18, 6:44, Romans 8:23, 3:26).

b. Jesus Christ the Son

We believe in Jesus Christ, who is the one and only eternal Son of God, who at the right time was revealed as God in the flesh, who is also one in undivided essence and being with the Father and the Holy Spirit (John 1:1-5, 14). He was conceived by the Holy Spirit and born through the Virgin Mary — fully God and fully man (Luke 1:35, Colossians 1:19,

2:9). He lived a sinless life, fulfilled the law of righteousness, and voluntarily offered Himself on the cross as a substitutionary sacrifice for sin (Isaiah 53:12, 2:8, Hebrews 4:15, 12:2). He was physically raised on the third day and ascended to the right hand of the Father and will physically return.

c. The Holy Spirit

We believe in the Holy Spirit, who is one in undivided essence and being with the Father and the Son, who was sent by God the Father and the Son after the physical resurrection of Christ to be our helper. (John 14:26) The Holy Spirit glorifies Jesus Christ and implements Christ's work of redemption and salvation (John 3:5, 15:26, 16:8-11, Acts 1:5, 1 Corinthians 12:13). The Spirit regenerates, convicts, baptizes, and indwells all believers at the point of salvation, progressively sanctifying, leading, and interceding for believers as he empowers them for Godly service and living. His presence in the believer is evidenced by the fruit of the Spirit (Exodus 31:3, Mark 1:8, John 3:5, Acts 2:17-18, 19:5-6, Romans 5:5, 8:26-27, Ephesians. 2:22).

3. Sin

We believe that sin is any action, inaction or attitude that is contrary to God's written Word. Sin entered the world through the original sin of Adam. Through his choice, all of humanity is born into sin and thus has a sinful nature, needing a savior from the wrath of God (Psalms 51:5, Isaiah 64:6, Romans 3:23-26, 5:12, 6:23).

4. Salvation and the Gospel

The Gospel is the good news of salvation for all. Salvation comes to all those who believe and confess that Jesus Christ is Lord (Romans 10:9-10). We believe and affirm that there is one way to salvation — through Jesus Christ (John 14:6,10:1-10). Any message that adds to or subtracts from the biblical message of the Gospel is a false gospel (1 Cor. 15:1-2). The biblical Gospel is the good news that Jesus Christ took on flesh to fulfill the law and to die an undeserved death in order to act as a substitute for the sins of all mankind. Jesus was resurrected from the grave, ascended to Heaven to take his rightful place next to God the Father where He intercedes for us today. All of those who place their faith in the atoning work of Jesus Christ will not be lost but be born again to eternal life with God. We believe all Christians have been commissioned in sharing the good news with every people, tribe, tongue, and nation. (Matt. 28:16-20, John 3:16-18, 1 Corinthians 15:3-4, Heb. 7:25, 1 John 5:12).

5. Heaven and Hell

We believe that Heaven is the place of eternal reward and worship in God's presence for those who place their faith in Christ. Hell is the place of eternal conscious punishment for those who have rejected the Gospel, rejecting Jesus as Savior (Daniel 12:2, Matthew 25:31-46, John 10:28, Hebrews 9:27, Revelation 14:10-11, 22:3-5).

6. Humanity

We believe that humanity, male and female, is sacred in God's eyes and was uniquely created by Him, in His image and for His glory (Genesis 1:26, 2:7 & 22, 5:1-2). After sin entered the world, humans still possess the image of God, though it is tainted and hidden by their sinful nature (Genesis 9:6, 1 Corinthians 11:7, James 3:9). God's will for humanity is that they love the Lord with all of their heart, mind, soul and strength, and love their neighbors as themselves (Deuteronomy 6:4-5, Mark 12:30-31).

a. Gender

We believe that God created two absolute genders, male and female. These two wonderful and distinct complementary genders together reflect the image and nature of God (Genesis 1:26-28, Matthew 19:4). Rejection of one's biological sex is a rejection of the intent of how God created that person.

b. Marriage

We believe that marriage has only one meaning: the uniting of one man and one woman in a single, exclusive union reflecting Christ's marriage to His bride, the Church (Genesis 2:24, Mark 12:25, Ephesians 5:31).

c. Sexuality

God intends sexual intimacy to occur only between a man and a woman who are married to each other. We believe that God has commanded that no intimate sexual activity be engaged in outside of marriage (Genesis 2:24, Matthew 19:5-6, 1 Corinthians 7:2, Hebrews 13:4). Any form of sexual immorality defined by Scripture (e.g., adultery, fornication, homosexual behavior, incest, the use of pornography) is sinful and offensive to God (Matthew 5:27-32, 1 Corinthians 6:9-10, Ephesians 5:3-5, Colossians 3:5, 1 Peter 2:11).

d. Sanctity of All Human Life

We believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other state or condition from conception through natural death. We are called to defend, protect, and value all human life (Psalms 139:13-16, Jeremiah 1:5, 1 Corinthians 3:16-17).

Educational Philosophy

Crosspoint Christian School's philosophy of Christian education focuses on the development of the entire student—spirit, mind, and body. CCS provides Christian Education for students, Pre-3 through 12th grade. This education starts in preschool with basic skills grounded in an appreciation of God and His Creation combined with social skills built around Christian love and respect. The elementary and high school curriculum contains the Biblical foundation of God's truth and the understanding of the differences between a secular and a Christian world view. We believe the Bible sets forth a worldview that must inform and direct the study of every subject. Since God is the creator (John 1:3) and He is truth (Ex. 34:6; John 14:6) the Bible is our primary written text. All that is true comes from Him; therefore, we believe all subjects must be taught from His perspective.

The Word of God teaches that parents are responsible for the education of their children (Deut. 6:4-7; Eph. 6:4). Crosspoint Christian desires to be a trusted partner in this process. We are dedicated to providing a secure environment that supports Christian values and makes provisions for the individual differences of each child, challenging them to their fullest potential in Christ.

The Association of Christian Schools International, our accreditation authority, challenges Christian schools to offer the very best in intellectual development and spiritual formation. Crosspoint takes this challenge seriously and is committed to the professional development of our staff, the selection of effective and relevant curriculum, and adequate facilities to support this effort.

Excellence is a key element of our educational philosophy with the recognition that all students are individually important to God and are endowed with a unique set of gifts which are to be developed. The discipline and edification that is necessary to the development of Christ-like character will be integrated into every part of each student's school day. Students are expected to critically evaluate their own conduct, choices, and actions and apply the knowledge they acquire in all areas of their lives.

Therefore, our desire is that as CCS follows this philosophy of education, all graduates will be born-again Christians, purposefully pursuing Christlikeness in themselves and encouraging that development in others. As their God given talents and abilities allow, they will be critical thinkers. They will enjoy learning and be devoted to continuing this process throughout their lifetime. They will realize that accomplishing the will of God is their primary purpose in living and due to the intellectual and character-based tools they have received at their home, church and at Crosspoint, they will be successful at accomplishing God's will for their lives.

CROSSPOINT CHRISTIAN SCHOOL BOARD

Our school board (7-9 volunteers) provides vision and strategic planning for the school. They develop policies and general direction for the school administration to carry out. The school board meets monthly, usually the second Monday of the month in the evening. Meeting agendas are posted in the office two days prior to the meeting. Our board members are:

Membership

Tim Moore, Chair (Parent)

Dennis Winn, Vice-Chair (Alumni Parent)

Stacey Moyles, Secretary (Parent)

Lisa DeFord, Treasurer (Alumni Parent)

Jim Boyd, Pastor

Mike Deal, Parent

Casey Grimes, Parent

Joey Oswald, Parent

Troy Roberts, Pastor

Email: SchoolBoard@crosspointchristian.org

If you wish to make a comment (commendation or suggestion) to the board, you may email them or use the Commendation Form which can be found online at <https://www.crosspointchristian.org/school-board> or in the school office. A copy of the form can be found in the Appendix.

Crosspoint Christian School Board Responsibilities (Policy 2.01)

Consistent with, and in addition to all duties required of the Crosspoint Christian School Board in the Articles of Incorporation and By-Laws, the major corporate responsibilities of the Crosspoint Christian School Board are to:

1. Develop the foundational vision for the school including mission, vision, philosophy of education, and statement of faith.
2. Develop Strategic Initiatives which include organizational functions, impacts, benefits, outcomes, long range strategies, and objectives.
3. Set written policy which includes:
 - a. Governance process: how the board determines, requires, and monitors its own tasks.
 - b. Board/Head Administrator relationship: how authority and responsibility is delegated, and its use monitored.
 - c. Financial Health:
 - maintain fiscal stability,
 - develop and approve the annual budget,
 - establish a system of expenditure controls,
 - establish tuition and fee policies,
 - provide for reasonable salaries and benefits for faculty and staff,
 - provide for adequate facilities and equipment.
 - d. Personnel:
 - select, hire, and evaluate the performance of the Head Administrator,

- establish executive parameters and limitations including constraints on executive authority which establish the prudent and ethical boundaries within which all executive activity and decisions must take place,
 - have ultimate authority over all employees and serve as the final governing body of appeals.
4. Serve as a link between the school and its community.
 - a. Assist the administration in maintaining a good working relationship with local Christian organizations, local public schools, the state Department of Education, regional accreditation associations, and Christian school associations.
 - b. Establish public relations to promote the school.
 - c. Maintain open communications via defining channels of communications and responsibilities.
 5. Ensure legal and ethical integrity of the corporation and maintain accountability at all levels of governing authority.
 6. Provide spiritual leadership and support; and commit to regularly pray for the school.

CONTACT INFORMATION

Staff

Email addresses are first.last@crosspointchristian.org For example, mike.myers@crosspointchristian.org

Phone extensions are the same as the room number unless otherwise noted.

Administration

Position	Name	Office/Classroom Location
Head Administrator:	Mike Myers	304
Vice Principal, Elementary:	Shauna Young	307
Business and Operations Director:	Kevin Rice	303
Athletic Director:	Tony Bush	307
Registrar/Academic Advisor:	Jill Schultz	302

Office Staff

Assistant Development Director:	Stephanie Spalding	305
Athletic Secretary:	Kristen Lafon	Main Office (Ext 309)
Custodian (Head):	Mark Vanover	
Executive Assistant:	Kim Deal	304
Financial Mgmt. Officer:	Candy Todd	308
Information Technologist:	Sebastian Ramirez	207
Office Assistant:	Kristin Grimes	Main Office (Ext 310)
Office Assistant:	Ginger Maurer	Main Office (Ext 310)

Faculty

Pre-School & Kindergarten

Pre-3	Lorie Trumbull	110
	Nancy Mitchell	110
Pre-4	Monica Justman	106
K	Dawn Beckstrand	108
	Michelle Lambert	107

Educational Aides

K'La Anderson
Abby Sparks

Elementary

1st	Reiko Vanover	111
	Sarah Engelgau	112
2nd	Holly Rice	105
	Vanessa Herrera	104
3rd	Stephanie Paulsen	102
	Becky Myers	103
4th	Stephanie Spalding	114
	Shannon Moritz	114
	Angela Dearing	115
5th	Amy Bush	120
	David Wehr	121

P.E.

Michelle Johnson

Educational Aides

Amy Fournier
Rachel Schouwerwou
Ivy Pace

Middle School

Bible	Charlene Boyd	117
English	Laura Jaskiewicz	118
Math	Jayne Cronquist	205
MS/HS Music	Malea Morgan	211
Social Science	Aaron Croxford	116
Science & Health	Tammy Belau	115

High School

Bible	Faye Crenshaw	201
English	Belinda Scalas	210

Math/Physics/Computers	John Cooper	202
Math/Health/PE	Kaleb Builtta	203
PE	Tony Bush	307
Science	Chris Caster	208
Social Sciences	Curtis Waite	209
Spanish		205

Main Office

Office phone number: 541-882-7732

Website: www.crosspointchristian.org

Email: Info@crosspointchristian.org

Address: Crosspoint Christian School, 5000 Hosanna Way, Klamath Falls, OR 97603

CALENDARS & SCHEDULES

Daily Bell Schedule

Elementary Students: Dismissal is at 3:00. Teachers will take their class to the front of the building for parent pick-up. If a student has not been picked up by 3:15, they will be taken to After-Care.

Middle School/High School: Dismissal is at 3:20.

Chapel: Chapel will be held each Wednesday morning.

Regular Day		Wednesday Chapel Day	
Period	Time	Period	Time
1	8-8:50	1	8-8:45
2	8:55-9:40	2	8:50-9:30
3	9:45-10:30	3	9:35-10:15
Break	10:30-10:45	4	10:20-11:00
4	10:45-11:30	Chapel	11:05-11:30
5	11:35-12:20	5	11:35-12:20
Lunch	12:20-12:50	Lunch	12:20-12:50
6	12:55-1:40	6	12:55-1:40
7	1:45-2:30	7	1:45-2:30
8	2:35-3:20	8	2:35-3:20

Late Arrival/Early Departure: All classes begin at 8:00 AM. Please drop off your child in time for them to get to class and be prepared to start class at 8:00. All students arriving late to school or leaving early MUST sign in/sign out from the main office. Students may only sign out with parental permission given directly from the parent to the main office.

Annual Calendar



Su	M	T	W	Th	F	Sa
July						
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Su	M	T	W	Th	F	Sa
January						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Su	M	T	W	Th	F	Sa
August						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

2022-23 SCHOOL CALENDAR

Aug 29-Sept 1 All Staff In-Service
 Sept 5 Labor Day (no school)
 Sept 6 First Day of School

Su	M	T	W	Th	F	Sa
February						
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

Su	M	T	W	Th	F	Sa
September						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Oct 7 Professional development (no school)
 Oct 11 & 13 Parent/Teacher Conferences
 Oct 27 End of 1st Quarter
 Oct 28 In-service/Grade Prep Day (no school)

Su	M	T	W	Th	F	Sa
March						
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Nov 11 Veterans Day Observed (no school)
 Nov 18-19 Shepherd's Market
 Nov 21-25 Thanksgiving Break (no school)

Su	M	T	W	Th	F	Sa
October						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Dec 9 Professional Development (no school)
 Dec 19-30 Christmas Break (no school)

Su	M	T	W	Th	F	Sa
April						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Jan 2 Return to Classes
 Jan 16 Martin Luther King Day (no school)
 Jan 19 End of Semester
 Jan 20 In-service/Grade Prep Day (no school)

Su	M	T	W	Th	F	Sa
November						
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Feb 17 Professional development (no school)
 Feb 20 Presidents' Day (no school)

Su	M	T	W	Th	F	Sa
May						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Mar 23 End of 3rd quarter
 Mar 24 In-service/Grade Prep Day (no school)
 Mar 27-31 Spring Break (no school)

Su	M	T	W	Th	F	Sa
December						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Apr 7 Good Friday (no school)
 Apr 9 Easter
 Apr 10 Professional development (no school)

Su	M	T	W	Th	F	Sa
June						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 12 Professional development (no school)
 May 29 Memorial Day (no school)

Jun 3 High School Graduation
 Jun 8 Last Day of School - Students
 Jun 9 In-service/Grade Prep Day (no school)

School Days

In-Service (No School) 9 Days
 Professional Development (No School) 5
 Student Learning Days: 161

Dates subject to change
 3/15/2022

Parent Conferences (evening)
 Holidays (No School) 6 Days
 School Not in Session

Other Events of Note

Fall Festival: Sunday, October 2

Shepherd's Market: November 18-19

Klamath Falls Singing Christmas Tree: December 9-11

Night of Blues Dinner & Auction: March 18

COMMUNICATION

There are of course, many other things happening here at Crosspoint Christian, and we want to let you know about them. Here are the ways you can expect to hear from us:

Email: This will be the most common way we communicate with you. Please be sure that we have your correct email address and that you update your contact information whenever there is a change. Teachers and other staff can be contacted by email using this format: FirstName.LastName@crosspointchristian.org

Weekly Announcements: We send out a weekly announcement page to your email with information about upcoming events and news.

FACTS and Student Progress: FACTS is the place where you can monitor your student's progress. You will receive a login and password for FACTS at the time of your enrollment.

Web Page: www.crosspointchristian.org

Office Phone: 541-882-7732.

Inclement Weather: In times of inclement weather, we will use 'Parent Alert' via FACTS. We will also post a message on Facebook, Instagram and on the web page. You may also find school closure announcements at KAGO 1150, KFLA 1450 AM Radio or watch KOTI Channel 2 or KDKF Channel 31.

Emergency: In the event of an emergency, such as an earthquake, please do not call the school—we must have the line open for emergency calls. We will use the 'Parent Alert' through FACTS to notify families. You may also turn your battery-operated radio to AM 1150 or FM 99.5. Information and directions will be given over the radio.

Student Cell Phone Use: Parents should not attempt to contact their student's cell phone during the day. In the event of an immediate emergency, parents should call the school office. Students may use the office phone if needed to call home.

Problem Resolution: Please see Policy 3.08.

REGULAR PROCESSES AND PROCEDURES

Lunches and Snacks

Students need to bring their lunch daily and microwaves are available. Please keep the cooking time needed to 2 minutes or less for your child's meals. If your student forgets his/her lunch, the staff can prepare a peanut butter and jelly sandwich with a carton of milk. There is a \$3.50 charge to cover the replacement cost of the food. It is requested that carbonated beverages not be part of elementary lunches.

The school does not provide eating utensils – please plan accordingly.

Opportunities for group orders of take-out lunches delivered to the school may be made available on occasion and announced in the weekly email announcements/newsletter.

Before and After Care

Before and After-Care programs are available. Before-care begins at 7:30 and students must be picked up by 5:30 p.m. A late fee of \$15.00 will be added for any student left after 5:30 p.m. The fee will increase to the rate of \$1.00 per minute for children left in the facility after 5:45 p.m.

Student Drop-off and Pick-up

Pre-School parents will be provided with specific instructions at the beginning of the school year.

Middle school and high school parents arriving early for after school pick up are not to sit in the circle drive. Please keep the circle drive clear so that elementary children can be picked up as soon as possible.

Student Parking

Students may register up to 3 vehicles for parking on campus. To park on campus, a request for a parking pass must be submitted and then a parking pass will be issued.

Lockers

Middle school and high school students are issued locks for their lockers. A lock fee will be charged to your account when your student is initially issued a lock.

Visitors (policy 3.10)

For safety purposes, all parents and visitors are **REQUIRED TO CHECK IN** at the school office and receive a visitor pass. Student and alumni visitors are NOT allowed without prior approval from administration. This approval will require a clearly stated purpose for the visit.

SCHOOL-FAMILY PARTNERSHIP

Family Engagement and Support

A great way to connect with other parents is through Crosspoint Friends Coalition. Through this committee you can volunteer to lead or help with a Signature Event (Fall Festival or Night of Blues); support your teachers; and connect with one another. Go to the website and find a volunteer form under the support tab or stop by the school office for more information.

Service Hours

Each family is required to complete a minimum of 15 service hours. You may opt out of this requirement by paying a \$225.00 fee. Many opportunities are available throughout the year to complete this requirement.

School Support

An easy way for you or others to support Crosspoint Christian is through our online giving program. Please go to the website and select the Support Tab to see how you can be involved and what activities you might like to support.

ACADEMICS

An academic program guide is available for middle school and high school students and their families. This document outlines expectations and requirements for graduation, academic policies, and the college dual credit program. If you need a copy of this document, please ask our School's academic advisor. In addition, all academic policies are included in this handbook. The most current policies will be found online in the School Policy Manual.

FACTS Student Information System

Upon your student's enrollment, you will be provided access to the Family side of FACTS. This will enable you to view weekly progress reports for your child.

Letter grades are used for end-of-term and end-of-semester reporting. The grading scale is:

- 90-100%=A;
- 80-89.9%=B;
- 70-79.9%=C;
- 60-69.9%=D;
- Below 60%=F.

Term grades are averaged to result in a semester grade. Final semester *exam* grades may also be reflected in the semester grade.

CLUBS

Middle and High School club meetings will usually be held during lunch.

Student Government: (Administration, advisors)

Note: MS runs as a leadership class and HS runs as a club

- Executive Council runs for office in the spring for the following year.
- Representatives run for office in September for the current year. 6th – 12th grades are represented.
- The student council and student council advisor(s) work with parents and students to plan and organize special activities/events including, but not limited to:
 - Homecoming
 - Winter Formal
 - Junior/Senior Prom
 - Graduation decorating (junior class)

Honor Society: (Heather Moore, advisor)

1. In February, a note from the Honor Society Advisor will ask teachers for student nominations. Please take this responsibility seriously and return the form immediately. Students must have a GPA of 3.5, leadership, service, and godly character.
2. A group of teachers are asked to sit on the selection committee.
3. The inductions are scheduled to take place once in the spring and once in the fall.

Juniors and Seniors – The class advisor calls meetings as needed.

Key Club: (Tammy Belau, advisor) A service organization (part of Kiwanis) for High School. They meet on the 1st and 3rd Thursdays of each month.

TUITION AND FEES

The annual tuition and fee schedule can be found on the website at

https://www.crosspointchristian.org/files/ugd/2b00a9_b8b8a839135e480082b1bcc313932881.pdf It is located under the Admissions tab.

DISCIPLINE

The discipline policy is outlined in policy 6.30. Teachers, other staff, and coaches supervising students are responsible to enforce the standards of conduct consistently. We have recently adopted a discipline matrix as a guide for determining consequences for student misbehavior.

Space here for Discipline Matrix (3 pages)

Discipline Matrix for Crosspoint Christian School

This continuum is a guide. Circumstances will be considered. Administration has final decision-making authority.

Behavior Choices	Discipline Continuum			Major Referral - Consequences
	(Staff Handled) up to 3-5 incidents	(Staff Handled) Minor Referral	(Administration Handled) Major Referral Process	
<p>Minor: Inappropriate verbal language</p> <p>Major: Abusive/ Language/Profanity</p>	<p>Warning</p> <ul style="list-style-type: none"> ~ Student Conference ~ Reteach and practice procedures ~ Classroom consequence 	<p>Complete Incident Form</p> <ul style="list-style-type: none"> ~ Parent contact (phone or email) ~ May send to Time-out ~ Restorative Practice when appropriate 	<p>Complete Incident Form</p> <ul style="list-style-type: none"> ~ Parent contacted (by phone) by teacher and administration. ~ Consequence assigned (detention, suspension, expulsion) ~ Restorative Practice when appropriate 	
<p>Minor: Inappropriate verbal language</p> <p>Major: Abusive/ Language/Profanity</p>	<p>Mild inappropriate language. Example-- shut up, etc. Deemed inappropriate by staff</p>	<p>Repeated mild language</p>	<p>Swearing abuse language. "I hate you", "F" word, "B" word, inappropriate sexual or racial comments, etc.</p>	<ul style="list-style-type: none"> ~ Detention ~ In school or out of school suspension
<p>Minor: Physical contact</p> <p>Major: Physical aggression/Fighting</p>	<p>Not keeping hands, feet, and objects to self, play fighting</p>	<p>Repeat play fighting, pushing, shoving, kicking</p>	<p>Hitting, kicking, choking, scratching (intentional), other types of physical attacks</p>	<ul style="list-style-type: none"> ~ Detention ~ In school or out of school suspension ~ Referral to law enforcement ~ May result in expulsion
<p>Minor: Defiance, disrespect, non-compliance</p> <p>Major: Disrespect/ Insubordinate or Threats</p>	<p>Poor attitude</p>	<p>Back talk, rude comments, or actions, arguing, failure to serve detention</p>	<p>Willful refusal to follow directions, persistent arguing, refusal to serve detention, refusal to leave the classroom. Threats of violence</p>	<ul style="list-style-type: none"> ~ Detention ~ In school or out of school suspension ~ May result in change of placement ~ Expulsion
<p>Disruptions</p>	<p>Talk outs, off task, interrupting</p>	<p>Intermittent interruptions, distracting others</p>	<p>Constant disruption in class or other areas.</p>	<ul style="list-style-type: none"> ~ Detention ~ In school or out of school suspension
<p>Harassment – Sexual</p> <p>Unwanted language towards individual or group</p>	<p>Mild sexual comments, boyfriend/girlfriend inappropriate mild comments, etc. "You're hot"</p>		<p>Repeated mild comments. Sharing pictures/drawings of a sexual nature, etc. Sexual content, obscene gestures, unzipping or pulling down pants, inappropriate touching/kissing, etc.</p>	<ul style="list-style-type: none"> ~ Detention ~ In school or out of school suspension ~ No contact order
<p>Harassment – Racial</p>	<p>Naïve use of racist terms</p>	<p>Mild racially based comments</p>	<p>Derogatory racially based comments, continuous comments</p>	<ul style="list-style-type: none"> ~ Detention ~ In school or out of school suspension ~ No contact order

Harassment - Bullying (non-sexual)	Not keeping hands and feet to self with intent to have control over others, etc.	Teasing, name calling, rumors, exclusion from activities, etc.	Repeated harassment, cruel thoughtfulness hurtful comments, intimidation, threat, etc.	~ Detention ~ In school or out of school suspension ~ No contact order
Dress code violation	Mild infraction - inform student to change clothes. Refer to administration if needed.	Repeat offender	Repeat offender	~ Detention ~ Parent contact to change clothing ~ Possible suspension
Divisive Display	Ex. Clothing/hats, flashing signs that show affiliation with gang, drug, political, sexual culture. WARNING: student unaware of meaning MINOR: student aware of meaning (1 incident)		Repeated offense	~ Detention ~ In school or out of school suspension ~ Referral to law enforcement ~ Expulsion
Drugs/alcohol/tobacco NO MINOR OPTION			Possession/use/transporting of alcohol, tobacco, illegal drugs	~ Suspension ~ Expulsion ~ Referral to law enforcement ~ Citation
Property Damage/Vandalism	Removable marks – clean up during student free time	Semi removable marks-clean up the mess and do additional clean up on student free time	Repairable damage, extensive irreparable damage	~ Detention ~ In school or out of school suspension ~ Repair/clean up damage ~ May result in referral to law enforcement ~ Charge for damages
Forgery/theft: NO WARNING OPTION		Theft of an item (inexpensive item from the school or another student). Signing an adult's name on a form.	Theft of a moderately expensive item. Continued forgery. Damage over \$5.	~ Detention ~ In school or out of school suspension ~ May result in referral to law enforcement
Lying/Cheating: NO WARNING OPTION		Lying/cheating that does not result in a benefit for self or a loss of time or privileges for others	Lying or cheating resulting in an advantage for self or a loss of time or privileges for others. Lying that allows self or others to avoid significant consequences	~ Detention ~ In school or out of school suspension
Skip/Truancy/ Inappropriate Location	Slow on the way back from other school wide area when they have a pass	Leaves without a pass (stays in hall near class)	Leaves without a pass and leaves teacher's immediate supervision, skips class/school for more than 10 minutes	~ Detention ~ In school or out of school suspension Refer to YAT team
Weapons			In possession, transports or uses a knife, firearm, or toxic materials. Use of any object in a dangerous way	~ Detention ~ In school or out of school suspension ~ May result in expulsion
Inappropriate display of affection	Extended hugging, holding hands	Kissing	Persistent kissing or hugging. Inappropriate touching. Repeated defiance	~ Detention ~ In school or out of school suspension

Technology violation	One warning to stay on on-task websites. Warning could be preemptive to whole class in directions.	Downloads information from an unauthorized website. Not on correct or assigned website (YouTube instead of Google Docs).	Search inappropriate content. Willful refusal to follow directions (going to off-task site).	<ul style="list-style-type: none"> ~ Detention ~ In school or out of school suspension ~ Loss of technology use ~ Restricted access to specific programming
Swearing at staff Abusive/language/profanity			Student swears directly at CCS Staff.	<ul style="list-style-type: none"> ~ Out of school suspension 1-3 days ~ May lead to expulsion ~ Problem solving form completed during that specific class time in Pass Room ~ Administration - Restorative practices with staff and student during teacher prep time
Tardies	Late to class, arrives after the bell rings. Teacher re-teach, mark in FACTS. No detention or referral written by teacher.	Late to class, arrives after the bell rings. Teacher re-teach, mark in FACTS. No detention or referral written by teacher. Less than 10 minutes is tardy. Office assigns detention at 5 tardies and each 5 thereafter, up to 20.	Late to class, arrives after the bell rings. Ongoing problem. Teacher re-teach, mark in FACTS. Later than 10 minutes is Skipping/Truant/Absent.	<ul style="list-style-type: none"> ~ 5 tardies will result in lunch detention. This will continue through 20 ~ At 25 tardies - half day in school suspension. This will continue for every 5 new tardies ~ At 30 tardies - Administration will be notified by Pass Room and will talk with student. Contact family ~ At 35 tardies Administration will contact family (possible SPS)
Cell Phones: Record as Defiance	Possession outside of lunch time 1st offense. Take back to locker. Re-teach. No ear buds allowed in class (unless on CCS Chromebook)	Use of the phone during class time. Teacher may ask to take back to locker or may confiscate it and send to office. Re-teach.	2nd offense (and more) of phone - teacher may confiscate phone and have taken to the office. Re-teach	<ul style="list-style-type: none"> 3rd offense ~ Admin will assign detention. Re teach. 4th offense ~ May result in phone being turned into the office before the day begins for a week 5th offense ~ May result in in-school suspension
Passive Defiance:	Non-interruptive student. Not willing to engage. Re-teach, encourage to be best self	Continued non-engagement, after repeated encouragement. Contact parents.	Continued willful non-engagement after multiple attempts. Have contacted family regarding concerns. Teachers add information into FACTS.	<ul style="list-style-type: none"> -Teacher may send to Timeout (if SPED or in individual plan) -Refer to ADMIN if issue includes behaviors

STUDENT STANDARDS OF CONDUCT

Students are expected to abide by the Crosspoint Christian School (CCS) standards of conduct, supporting the rules and goals of CCS, both academic and spiritual, throughout their enrollment, whether at home, school, or elsewhere.

1. Students will support the salvation message of Jesus and its emphasis in all areas of teaching and worship at CCS.
2. Students will refrain from cheating, swearing, using tobacco products, vaping, drinking alcoholic beverages, immoral behavior, inappropriate language, and using or talking favorably about narcotics or making sexually degrading or explicit comments. Students who participate in any of these while under the authority of Crosspoint Christian will be subject to discipline up to and including suspension or expulsion.
3. Students will demonstrate respect for God, self, and others. No student's behavior should disrupt another student's learning. Students will act in an orderly and respectful manner toward fellow students, teachers, and other school authority.
4. Students will maintain Christian standards in courtesy, kindness, morality, and honesty.
5. Students will attend CCS with the intent that their Christian faith will grow and mature.
6. Students will strive to be of unquestionable Christ-like character in dress, maintaining the "uniform dress code" of CCS.
7. Students will not give the impression to students, parents, or faculty that they are not in harmony with the goals, aims and standards of Crosspoint.
8. Students will not take part in any illegal activities. Participation in any illegal activity may result in immediate recommendation for permanent removal from school.
9. Student agrees to abide by the policies found in the Parent/Student Handbook.

CROSSPOINT CHRISTIAN SCHOOL STUDENT POLICIES

All Crosspoint Christian School policies may be found at www.crosspointchristian.org under the tab, Our School>School Board: https://www.crosspointchristian.org/files/ugd/2b00a9_91cce4a77fe74bc8b705665f3c026b23.pdf

The information found in this staff handbook is accurate as of the publication date. Since this is based on current Crosspoint Christian School policy and the policy manual is a living document, it is subject to change as the school grows. Any additions, deletions or corrections that may occur after its publication are part of a normal change process. Therefore, we encourage you to visit the website regularly for the most current information.

For your reference the policy manual sections are as follows:

- Section 1: Bylaws and foundational documents
- Section 2: School Board Policies
- Section 3: General Policies (includes athletic policy)
- Section 4: Financial Policies
- Section 5: Personnel Policies
- Section 6: Student Policies

Section 3 and Section 6 follow:

GENERAL POLICIES

Policy 3.01 Alcohol, Drug, Marijuana, Tobacco and E-Cigarette Use

It is Crosspoint Christian School's policy to maintain a school community that is free from the effects of drugs and alcohol. Board members, employees, students, and volunteers are prohibited from the use, sale, dispensing, distribution, possession or manufacture of illegal drugs, controlled substances, narcotics, or alcoholic beverages on school premises. In addition, Crosspoint Christian School prohibits the off-premises illegal use or abuse of alcohol and controlled substances, as well as the possession, use or sale of illegal drugs, as these affect our reputation in the communities we serve. Board members, employees, students, and volunteers may be removed from their position if in violation of this policy.

The use, distribution or sale of any tobacco, marijuana, or vaporizing product is not permitted by any person on any property or buildings, or vehicles that are owned, leased, rented, or chartered by Crosspoint Christian School. This includes personal vehicles parked on CCS property.

Policy 3.02 Athletics

Participation in athletics is a privilege that requires additional responsibilities in representing the school and student body in positive ways. The following procedures and guidelines must be understood and adhered to by all students, parents, and coaches participating in athletics at Crosspoint Christian School.

Programs

Crosspoint Christian School has authorized athletic programs for male and female students in both middle school (6th-8th grades) and high school (9th-12th grades). If there are sufficient participants for a given sport, a junior varsity program may be offered in connection with the respective varsity program.

Any sport that has four or fewer participants, or less than the number established by the Oregon School Activities Association (OSAA) for state competition will be allowed with the understanding that a coach's stipend will not be paid.

Participation Rules

Prior to a student joining a team or participating in any practice session, participation fees must be paid, and all required forms must be completed and submitted to the Athletic Office using Family ID. These forms are as follows:

1. Crosspoint Christian School Athletic Participation Form.
2. School Sport Pre-Participation Examination Form (doctor's physical every 2 years)
3. Emergency Treatment Form
4. Concussion – Private School Informed Consent

Fees

Fees are established annually by the Crosspoint Christian School Board. If a coach makes the case that a sport does not need funding or only needs minimal funding, then fees can be reduced accordingly and subsequently approved by the school board. Additionally, participation fees will be set at the minimal level by the School

Board, and expenses above and beyond the revenue of sports participation fees will need to be covered by parents or fundraising.

If an athlete quits or is dismissed from the sport after the first contest the participation fee is forfeited.

It is understood that Crosspoint Christian School is not liable for any medical, dental, or hospital bills occurring because of athletic injuries incurred by a student while participating in a supervised sport; this is the responsibility of the student's parents or guardians.

Equipment

School issued athletic equipment is to be properly maintained by the athlete during use and returned as specified. No athlete shall be allowed to letter or participate in a subsequent sport until all previously issued athletic equipment has been returned or proper restitution has been made.

Eligibility

Athletes must meet all eligibility requirements set forth by the OSAA and Crosspoint Christian School as defined in this Athletic Policy. Coaches will be required to prepare a list of student athletes as well as student support (i.e., statisticians, managers, etc.) to the AD at the beginning of the season.

Coaches will ensure that all participation rules have been met. Coaches will coordinate with the Athletic Director (AD) and office staff to ensure that participation rules, fees, forms, and other requirements have been met.

Lettering Activities

Crosspoint Christian School recognizes the following as Letter activities:

1. Sports
2. Academics
3. Music
4. Student Council
5. Key Club

Lettering Eligibility

Students can earn their letter by exhibiting outstanding performance and effort in their field or fields of interest at the varsity level. As jackets and letters have been a High School tradition, Crosspoint Christian School maintains that only High School students are eligible for this program. The award is at the discretion of the coach, faculty member if involved, and the administration. To receive a letter, students must maintain the acceptable level of academics outlined in academic policy, and consistently maintain a Christ-like attitude.

Crosspoint Christian School will be responsible for purchasing the pins. Representative organizations may be asked to assist in the purchasing of letters and pins. Purchase of jacket is the student's responsibility. Awards and letters will be given either at the end of each semester, the end of the year, or at a special school function.

The Crosspoint Christian School Athletic Activity Student Code of Conduct

1. A student must meet all requirements of Policy 6.18, Extracurricular Participation.
2. A student must be in regular attendance, enrolled and maintaining their grades in all classes.

3. A student will not be permitted to participate in any athletic contest if he or she has missed 2 or more practices preceding a contest unless prior approval has been authorized by the AD.
4. A student will not be permitted to participate in any athletic contest or practice if he or she has an unexcused absence from school during any part of the day of a contest.
5. OSAA eligibility is determined from the prior semester's grades. High school students must have been enrolled in and be passing five (5) classes.
6. A student will not be allowed to work out with or become a member of any team until his or her athletic equipment from a previous season is checked, paid for, or cleared by the AD.

Locker Room Conduct

1. Only Crosspoint Christian School athletes of the given sport, coaches, and school staff will be allowed to be present in the locker room. All others will not be allowed unless there is an emergency situation.
2. Coaches will instruct athletes on behavior expectations while in the locker room.
3. No one will enter locker rooms unless there is an emergency or if they are the coach or trainer for that team.
4. Coaches will make every effort possible to enter locker rooms with another adult and avoid one-on-one situations. Refer to "Rule of Three".
5. Coaches are not to leave athletes unattended in the locker room for an extended period. "Drop ins" are recommended every 10 minutes.

Discipline

Athletes will conduct themselves in accordance with the Crosspoint Christian School Policies and will be under the Crosspoint Christian School discipline policy while participating in athletic activities.

1. Respect for coaches is a must. Athletes may not exhibit a negative spirit toward their coach. Such action may result in suspension or dismissal from practice or the team.
2. Any type of hazing, intimidation (physical and/or verbal), rite of passage, or otherwise negative behavior from an individual/group of athletes towards another individual/group of athletes is considered a Major Offense and will be handled according to CCS Discipline Policy. The coach will report any such incident to the AD.
3. Athletes may be dismissed from a team by coaches with the advice and consent of the AD for sports discipline issues.
4. Athletes may be dismissed from a team by the school Head Administrator for a school discipline offense.
5. Athletes who are dismissed from a sport due to disciplinary action may not be allowed to participate in any other sport for the remainder of the season.

Drugs/Alcohol and Tobacco Policy

Any student involved in a competitive athletic program shall not possess, use, transmit, or be under the influence of alcohol, drugs, marijuana, tobacco, vaping, e-cigarettes, or controlled substances of any kind nor shall the participant have in his/her possession any paraphernalia associated with the above.

First Offense:

1. Suspension from the next two athletic contest dates.

2. The student may be required to comply with additional recommendations from the Athletic Director before being permitted to rejoin the athletic program.
3. The student-athlete will not be able to practice during the suspension.

Second Offense:

The student will be suspended from interscholastic competition according to the following formula:

1. 45 calendar days from discovery date
2. Suspension may carry from one activity season into the next.
3. The student athlete will not be able to practice during the suspension.
4. The student may be required to comply with additional recommendations from administration before being permitted to rejoin the athletic program.

Third Offense:

The student will become ineligible for athletic competition, practice, or squad memberships indefinitely. Future eligibility to be reviewed by the Athletic Director and Head Administrator.

Personal Presence During Illegal Activities

Student/athletes shall not be present at any site where illegal activities such as the presence of illegal drugs or alcohol by minors is occurring.

Participants may be found in violation of this policy if they are not personally using but remain in the presence of individuals who are violating these policies. Participants who find themselves in jeopardy because of a substance abuse problem should receive professional assistance.

Transportation and Travel

Athletes are expected to ride with the team to and from an event. Any requests for alternate transportation must be provided in writing no later than one (1) day prior to the event.

If parents/guardians provide transportation to, or allow another adult or their son/daughter to provide transportation to scheduled interscholastic athletic events, including practices, they must be aware that the following policies are in effect:

1. Where a parent/guardian provides transportation to their son/daughter to or from a scheduled event, including practices, the parent/guardian shall assume all resulting liability, and the school shall assume no liability.
2. Where a parent/guardian, or another adult designated by a parent/guardian transports a student other than their own to or from a scheduled event, including practices, the parent/guardian or designated adult transporting the students shall assume all resulting liability, and the school shall assume no liability.
3. Where a student transports himself/herself to or from a scheduled event, including practices, the parents/guardians of that student shall assume all resulting liability, and the school shall assume no liability.

4. Where a student transports other students to or from a scheduled event, including practices, the parents/guardians of the transporting student shall assume all resulting liability, and the school shall assume no liability.

Parents

Parenting and coaching can be both rewarding and challenging. We want to work in partnership with parents to provide the most rewarding experience possible for the athlete. When your child becomes involved in our programs, you have a right to understand what expectations are placed on your child and what we expect from parents.

Communication

1. It is the coach's responsibility to communicate their expectations to your child.
2. Express concerns directly to the coach, not to other parents, or athletes.
3. Notify the coach as soon as possible of family conflicts.
4. Issues that are not appropriate to discuss with the coach are:
 - a. Playing time
 - b. Team strategy
 - c. Play calling
 - d. Other student athletes

Complaints

Any complaint or issue by a parent/guardian of student-athlete must first be brought to the coach for resolution. If not resolved the complaint or issue may be presented to the AD for resolution. The steps for resolving issues should be followed according to the Problem Resolution Policy (3.08).

Appeals

The parent/guardian of a student-athlete may appeal any decision that is made because of a complaint or issue to the AD in writing within five school days after the date of the decision.

Decisions of the AD may be appealed in writing within five days to the school Head Administrator and further to the School Board. Decisions by the School Board on appeals are final.

The Parent/Spectator

1. Respects the officials and the other players.
2. Appreciates a good play, no matter who makes it.
3. Understands that their conduct reflects the school and more importantly, Jesus Christ.
4. Recognizes the value of good sportsmanship.

Policy 3.03 Emergency Preparation

An emergency action plan that includes preparation for fire, earthquake and outside threats will be made available to all teachers and staff. This plan will be followed as outlined in the staff handbook.

Policy 3.04 Harassment and Bullying

Crosspoint Christian School is committed to providing a safe learning environment in which every person is recognized and treated as an image bearer of God; an environment which is free from all forms of intimidation, exploitation, and harassment, including sexual harassment and teen dating violence and that all individuals treat each other with dignity and respect. Therefore, the CCS Board and Administration will not tolerate bullying,

harassment, or intimidation of any person on school property or at school-sponsored functions or by using electronic technology that impacts CCS students.

This policy applies to Crosspoint Christian School employees, students, and volunteers.

Definitions:

Harassment is unwelcome conduct (implied, verbal, written, or physical) that is directed toward a person.

Bullying is any action that habitually harasses another physically, emotionally, or spiritually in an intimidating, overbearing manner regarding their race, creed, color, physical make-up, or gender during any school sponsored activity.

Cyber bullying is bullying using a technology tool such as social media to send or post inappropriate or derogatory e-mail messages, instant messages, text messages, digital pictures, or web postings to harass, tease, intimidate, threaten, or terrorize another student or staff member.

A bully is a person who repeatedly tries to hurt others by:

1. Making them feel uncomfortable.
2. Hurting them by kicking, hitting, pushing, tripping, etc.
3. Name calling.
4. Spreading nasty rumors.

Sexual harassment:

Submission to or rejection of sexual demands is the basis of an academic or other school-related decision affecting the employee, student, or volunteer and includes:

1. A demand or request for sexual favors in exchange for benefits.
2. Unwelcome conduct of a sexual nature that is physical, verbal or nonverbal and that interferes with a student's, employee's, or volunteer's performance or creates an intimidating, hostile or offensive environment.
3. Assault when sexual contact occurs without a person's consent because the person is under the influence of drugs or alcohol, is unconscious or is pressured through physical force, coercion or explicit or implied threat.

Teen dating violence means:

1. A pattern of behavior in which a person uses or threatens to use physical, mental, or emotional abuse to control another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age; or
2. Behavior by which a person uses or threatens to use sexual violence against another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age.

Domestic violence means abuse as defined by ORS 107.705 between family and household members.

Staff and Student Education:

CCS Administration will develop and provide age-appropriate education about teen dating violence and domestic violence into new or existing training programs for students in grades 7-12 and school employees. Posters with information on domestic violence will be visibly located in the school office.

Consequences:

If an act of bullying, harassment or intimidation is observed by, or reported to, the Administration, it will be appropriately investigated and addressed within a week. If it is determined that such an act has occurred, in keeping with our discipline policies, the individual(s) committing the act or persons engaged in reprisal or

retaliation will be disciplined according to the severity of the offense. This may include a No-Contact Order. The discipline may also involve a referral to law enforcement agencies.

Reporting Acts of Bullying, Harassment, Intimidation or Violence:

1. The person being harassed should first attempt to tell the individual offender that his/her conduct is offensive, and it must stop. If the objectionable behavior does not cease immediately, the person being harassed should report the incident to any staff member. The staff member should immediately report this to an administrator who should investigate immediately and document the report.
2. If a person witnesses an act of bullying, harassment, intimidation, or violence he/she should report it immediately to a teacher or staff member. The teacher or staff member should quickly report this to an administrator who should investigate immediately and document the report.
3. There shall be no retaliatory or adverse effect (ex. educational assignments, terms or conditions of employment) taken against a person who initiates a complaint in good faith or participates in the investigation in good faith.
4. Neither the victim nor witnesses will be promised confidentiality at the onset of an investigation. What will be discovered cannot be predicted nor the outcome of the investigation. Victims and witnesses will be informed that any information discussed and recorded will be confined to a "need to know" status.
5. The victim, (and parents if applicable), alleged perpetrator and the person who initiated the complaint will be notified that an investigation is being conducted and informed of the nature of the investigation.
6. The victim (and parents if applicable) will be provided written information that explains their rights, the internal complaint process, civil and criminal remedies, available counseling or nursing services on or off campus, privacy rights, and drug and alcohol privacy violations as outlined in Oregon SB 197. This written notification will be made available at the school office.
7. The offender will be informed that retaliation against a victim or bystander or the person who initiated the complaint is strictly prohibited and that progressive consequences will occur if the activity continues.
8. At the conclusion of the investigation, all parties will be informed as to whether a violation of policy was found to have occurred, to the extent allowable under state and federal student confidentiality laws.
9. Separate conferences with the victim and offender may occur after the investigation to determine if the bullying, harassment, or intimidation has continued and whether additional consequences need to be implemented. Additional conferences will be held, as necessary.
10. If an act of bullying, harassment or intimidation is also a delinquent act, it will be promptly reported to the responsible law enforcement agency.
11. If an act of violence occurs, it will be promptly reported to the responsible law enforcement agency.

Policy 3.05 Non-Discrimination

Crosspoint Christian School admits students of any race, color, national or ethnic origin. All have rights, privileges, access to programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, admissions policies, scholarship programs, athletic and other school administered programs.

Policy 3.06 Pets

All animals on campus, whether brief visitors or class pets must have prior written approval by school administration. Animals on the premise without appropriate approval must be removed immediately.

Policy 3.07 Political Activity Policy

Crosspoint Christian School will not engage or use funds in political campaigns on behalf or in opposition to candidates for public office. This includes publishing or distributing statements or other printed material on behalf or against any candidate for public office.

CCS understands that as an organization exempt under Statute 501(c) (3) we are prohibited from participating in political campaigns for or against candidates for public office and may be censured by the IRS in the following ways:

1. The IRS may require Crosspoint Christian School and officers to pay excise taxes on political expenditures, and/or
2. The IRS may obtain a court order against an employee barring his/her political expenditures, and/or
3. The IRS may revoke Crosspoint Christian School's 501(c)(3) exempt status.

Policy 3.08 Problem Resolution

Complaints are handled and resolved as close to their origin as possible. Although no person will be denied the right to petition the Board for redress of a grievance, complaints will be referred through the proper administrative channels for solution before investigation or action by the Board. Exceptions are complaints that concern board actions or board operations. Any complaint about school personnel will be investigated by the administration before consideration and action by the Board.

Chain of Command

The Board advises the student, parent, or community patron that the proper channeling of complaints involving instruction, discipline or learning materials is as follows in this order:

1. Teacher
2. Administrator
3. Head Administrator
4. Board Chair
5. Crosspoint Christian School Board

If the Head Administrator or board members are approached with a complaint first, they should direct the complainant back through the proper channel.

Complaint Procedure

When a student, parent or patron of the community has a complaint concerning the operation and administration of the school, school personnel, learning materials or a related program, the procedure will be as follows:

1. The teacher will hold a meeting with the complainant after receiving a written complaint and shall try to resolve the problem as quickly as possible.
2. If satisfaction is not reached, the complaint will immediately be sent to the vice Head Administrator. The vice Head Administrator will hold a meeting with the complainant and the teacher and will render a decision at the end of the meeting if possible.
3. If the complaint has not been resolved, the vice Head Administrator, teacher, and complainant will meet with the Head Administrator to resolve the problem.

4. If the complaint is still not resolved, the complainant will meet with the Head Administrator and the Board president to resolve the problem.
5. If the complaint still has not been resolved, the matter will be placed on the next board agenda for board review. The Board will listen to both sides of the issue and will render a decision at the next regularly scheduled board meeting.

If a teacher has a complaint concerning the operation and administration of the school, school personnel, learning materials or a related program, the teacher will arrange for a meeting with the teacher or administrator most closely involved. If the complaint is not resolved at that level, the teacher will meet with the next highest level of administration according to the 'Chain of Command'. If the Head Administrator or board members are approached with a complaint that has not gone through the 'chain of command', they should direct the complainant back through the proper channel.

Policy 3.09 Technology and Electronic Media

Crosspoint Christian School has made computers and other technology, including the internet, available to CCS students and staff because it is a valuable educational resource. The school internet connection will be used to help students meet the goals and objectives of the standards related to classroom curriculum and instructions.

Each student and staff member will be provided with an individual computer account and password that can be used on any computer within the building. The user is responsible for all activity that occurs on his/her account. Students and staff may not use the account of another student or staff member. The user must not share his/her password with other users. It is the user's responsibility to remember his/her password.

Students and staff should be aware that all activity on Crosspoint computers will be logged. No one should assume that electronic communications are private and/or confidential.

Students will be granted a limited amount of disk storage space for saving personal work and data. Any member of the faculty can view these files and data at any time without the student's permission or awareness. The amount of storage space granted to students will vary based on academic needs. Large files and files without academic purpose may be deleted without warning for system maintenance.

Students and staff have full rights to use the computers for academic purposes and to use the software installed on the machines. Students and staff also have free access to the internet except for websites that have been blocked by the network administrator. Though computer software is in place to block access to inappropriate sites, it is by no means fool proof and it is the responsibility of the student and staff to utilize safe techniques, common sense, and good judgment when accessing the Internet.

Crosspoint Christian School makes no warranties of any kind, either expressed or implied, for the provided computer access. The staff, administration, and Crosspoint are not responsible for any damages incurred, including, but not limited to, loss of data resulting from delays or interruption of service, or the loss of data stored on Crosspoint resources, or for personal property used to access Crosspoint resources; for the accuracy, nature, or quality of information stored on Crosspoint resources or gathered through Crosspoint-provided access; for unauthorized financial obligations incurred through Crosspoint provided access. Further, even though Crosspoint may use technical or manual means to limit student access, these limits do not

provide a foolproof means for enforcing the provisions of this policy. All provisions of this agreement are subordinate to local, state, and federal statute.

Violation of this policy could result in the loss of access to electronic resources. The administration may determine additional disciplinary action. When appropriate, law enforcement agencies may become involved.

User Responsibilities

1. Use of computers and electronic media provided by the CCS is a privilege. To maintain this privilege, users agree to learn and comply with all the provisions of this policy.

Acceptable Use

1. All use of the Internet must be in support of educational and research objectives consistent with the mission and objectives of Crosspoint Christian School.
2. Proper codes of conduct in electronic communication must be used. In news groups, giving out personal information is inappropriate. When using e-mail, extreme caution must always be taken in revealing any information of a personal nature.
3. Network accounts are to be used only by the authorized owner of the account for the authorized purpose.
4. All communications and information accessible via the network should be assumed to be private property.
5. Subscriptions to mailing lists and bulletin boards must be reported to the system administrator. Prior approval for such subscriptions is required for students and staff.
6. Mailing list subscriptions will be monitored and maintained, and files will be deleted from the personal mail directories to avoid excessive use of fileserver hard-disk space.
7. Exhibit exemplary behavior on the network as a representative of your school and community. Be polite!
8. From time to time, Crosspoint Christian School will make determinations on whether specific uses of the network are consistent with the acceptable use practice.

Unacceptable Use

1. ***Unsupervised Use or Unauthorized Use:*** Using computer equipment when a faculty member is not present to supervise or has not authorized the use.
2. ***Non-Academic Use:*** Using computer resources, including printers, which are not academic in nature without the express permission of the faculty member in control of the classroom or lab.
3. ***Gaming:*** Downloading of games, gaming material, or gaming data; accessing gaming websites without explicit teacher consent; playing games without explicit teacher consent.
4. ***Personal Email:*** Accessing any type of off-site messaging system during school hours without express permission of the faculty member in control of the classroom or lab. This includes Web-based email such as hotmail.com and yahoo.com and instant messaging systems such as MSN Messenger and AOL Instant Messenger.
5. ***Pornography:*** Accessing, uploading, downloading, transmitting, displaying, or distributing obscene or sexually explicit material; transmitting obscene, abusive, or sexually explicit language.

6. **Revealing your or another's Identity:** Supplying one's name, address, telephone number, email address, social security number, credit card number, PIN number, or other personal information to any person or website via Crosspoint computers.
7. **Plagiarism:** Violating copyright or otherwise using another person's intellectual property without his or her prior approval or proper citation; using another person's passwords; trespassing in another person's folders, work, or files.
8. **Program Installation:** Installing, loading, downloading, upgrading, or modifying software on Crosspoint computers, including games, utilities, and system patches.
9. **Hacking:** Accessing or attempting to access data that you are not authorized to access. This includes other peoples' personal data, teacher grade books, CCS administrative and financial files, computer network administration data, as well as data outside the domain of CCS. In addition: disabling, altering, defeating, or circumventing security systems intended to prevent access to such data.
10. **Maliciousness:** Damaging computers, computer systems or computer networks; vandalizing, damaging, or disabling the property of another person or organization; debilitating or disabling computers, systems, or networks through the intentional misuse or overuse of electronic distribution or storage space, or the spreading of computer "viruses" through the inappropriate use of files or diskettes. No use of the network shall serve to disrupt the use of the network by others. Hardware and/or software shall not be destroyed, modified, or abused in any way.
11. **Illegal Activity:** Violating local, state, or federal statute. Intentional use of any school resources, including IT, for any illegal activity is grounds for immediate expulsion, and Crosspoint Christian School will cooperate with any legitimate law enforcement activity in that regard.
12. **Software Distribution:** Students may not use CCS computers, servers, network, e-mail account or other IT sources to knowingly download or distribute pirated software or data.
13. **Offensive Communication:** Electronic media may not be used for knowingly transmitting, retrieving, or storing any communications that are of a discriminatory or harassing nature, or are derogatory to any individual or group, or are of a defamatory or threatening nature, or are for "chain letters," or are for any other purpose that is illegal or against school policy. Postings that are characterized by any of the following are not acceptable: Deceitful or deceptive; sensitive or confidential; profane or obscene; harmful; abusive; defamatory; libelous; slanderous; invasive of another's privacy; fabricated; misleading; insulting or embarrassing to groups or individuals; threatening in any way; containing photographs of other's without permission; unlawful; pornographic; harmful to minors in any way; discriminatory; derogatory of students, faculty, or Crosspoint; misrepresentative of your affiliation with Crosspoint Christian School.

Policy 3.10 Visitors

For safety purposes, all parents and visitors are **REQUIRED TO CHECK IN** at the school office and receive a visitor pass. Student and alumni visitors are NOT allowed without prior approval from administration. This approval will require a clearly stated purpose for the visit.

STUDENT POLICIES

ADMISSIONS

Policy 6.01 Admission Requirements

To be considered for admission the following requirements must be submitted:

1. Crosspoint Christian School Application
2. Signed Crosspoint Christian School Parent – School Agreement
3. Copies of school records (most recent report card, standardized test results if available, and a current transcript *for high school students*) from previous schools
4. Copy of student birth certificate
5. Copy of most recent immunization record

In addition, students must meet as a family with a designated Crosspoint Christian School Administration representative. A placement exam will be administered as part of the admissions process for grades 3 and above.

Policy 6.02 Part-Time and Home-School Student Admission

Home-schooled students attending part time at Crosspoint are considered using the same admission standards used for a full-time student.

Parents may apply for enrollment to any of the academic, fine arts classes, or extra-curricular activities offered to students. Current tuition and fee schedules are available in the Crosspoint Christian School office or website.

To participate in extra-curricular activities students must meet the eligibility requirements in Rule 8.1.3 in the Oregon Schools Activities Association (OSAA) Handbook, and parents must complete the Home School Eligibility Check List in accordance with Rule 8.5.1 of the OSAA Handbook.

Policy 6.03 Recruitment

It is the policy of OSAA and Crosspoint Christian School and its personnel never to initiate contact with a potential student and/or the potential student's family for the purposes of participating as an athlete or other OSAA activity at Crosspoint Christian School.

If a coach, assistant coach, or activity director of a Crosspoint Christian School athletic or other activities program is approached first by a prospective parent or student with questions or a request for information about an athletic program or other OSAA sanctioned activity, the coach or director will refer them to the school Head Administrator. Coaches and directors will report all such contacts to the AD and school Head Administrator by the end of the next business day.

Crosspoint Christian School does not offer athletic scholarships.

Policy 6.04 School Entry Age

Pre-School: All students desiring to start pre-school must be three years old and toilet-trained prior to September 1st of the school year in which they are to be enrolled.

Kindergarten: All students desiring to start kindergarten must be five years old prior to September 1st of the school year in which they are to be enrolled.

First Grade: All students desiring to start first grade must be six years old prior to September 1st of the school year in which they are to be enrolled.

Policy 6.05 Learning Disabilities

Students with an Individualized Education Plan (IEP) may be admitted following a discussion with the Special Education representative in the student’s public school district. The decision to admit the student is dependent on Crosspoint Christian School’s ability to meet the student’s need for accommodations.

ACADEMICS

Policy 6.06 Grade Reports and Conferences

Report cards are issued each grading period. Parent-teacher conferences will be scheduled throughout the year. We encourage both parents to attend these conferences if possible.

Policy 6.07 Elementary and Middle School Retention

Retaining a student may occur if it is determined that repeating a grade will improve the student’s opportunity for success. The decision to retain a student will be based on input from the teacher, administration, and parents.

Policy 6.08 Grading Scale

In general, grading K-2nd grade is often collective. Individual grading begins to be phased in thereafter.

Letter & Percentage	Definition	GPA Points
A = 90-100 %	Work of Superior Quality	4
B = 80-89 %	Above Average Work	3
C = 70-79 %	Average	2
D = 60-69 %	Below Average Work	1
F = 0-59 %	Failing	0

Grade Point Average (GPA)

In high school, the GPA is used to determine eligibility for extra-curricular activities, student status and honors. Crosspoint does not award a weighted GPA.

Policy 6.09 Pass/No Pass

Courses delineated as “Study Hall”, or “Teacher’s Aide” are graded only as Pass/No Pass. Study Hall does not receive credit. PE and elective courses may be taken as a Pass/No Pass option. This option may only be used for one course per term.

If the letter grade for a course would have been an A, B, C, D, the student will receive credit for the course and the grade will be recorded as a “Pass” on the student’s transcript. A grade of ‘F’ will result in a “no pass” and will receive no credit for the class. The pass /no pass option will not affect a student’s grade point average. Students choosing this option must do so prior to the end of the semester.

Policy 6.10 Incompletes

A student who has been given an incomplete for a class at the end of a grading period must complete the course within 2 weeks. After the 2-week period, missing work will be averaged into the grade as zero (0%).

Policy 6.11 Dropping a Class

Dropping a class may affect a student's ability to graduate on schedule. Students may drop a class without penalty during the first two weeks of the quarter or semester with administrative and parental approval.

Policy 6.12 College Courses and Dual Credit

College Courses

Students desiring to take classes at the college level must have prior Crosspoint Christian School Administration approval.

1. College courses may be taken off-campus with administrative and parental approval.
2. Credits needed for high school graduation can be added to the high school transcript. A one-quarter college course (3-5 credits) will be given .5 semester credit on the high school transcript. College courses not necessary for high school graduation will not be recorded on the high school transcript.
3. College courses may be utilized to meet OSAA participation requirements.

Dual Credit Program

Dual credit is defined as courses that are offered both as a Crosspoint Christian School course for credit and college level credit and are taught by CCS teachers who are certified for that course at the college level. The same course may be offered at a college under their Accelerated Learning Program. When a dual credit class is offered on the CCS campus, students are required to take this option and will not be permitted to enroll in the same class off-campus.

Dual credit courses are awarded .5 credit per semester course on the high school transcript. College credit will show on the college transcript. There is no reduction in CCS tuition for students taking courses dual credit or other college courses off-campus.

Policy 6.13 Independent Study/Online High School Courses

Independent study is a preplanned personal learning experience designed and outlined for a regularly enrolled student. Independent study courses must be supervised by an approved mentor and approved by the Head Administrator and academic advisor.

Policy 6.14 Job Shadow and Work Study

The Job Shadowing and Work Study Program provides junior and senior students an opportunity to meet academic requirements for graduation while gaining valuable insight into career pathways that interest them. Students participating in these programs will continue to attend their academic classes daily and be granted a modified schedule to participate in employment or job shadowing during school hours.

These programs will be graded on a pass/no pass basis. Students will receive one half ($\frac{1}{2}$) credit for each semester they are enrolled in the Work Study or Job Shadowing Program.

Students requesting to be enrolled in these programs must receive approval from the program coordinator, parents, and the Head Administrator. A contractual agreement, specifying the exact terms of the specific program must also be signed by the coordinator, employer, student, and their parents.

Policy 6.15 Academic Probation

Any middle school or high school student receiving a grade point average below 2.0 or receiving two failing grades in any reporting period will be placed on academic probation and have until the end of the next

reporting period to raise their GPA to a 2.0 and/or bring up failing grades or face possible dismissal from school. The administration will make the decision regarding the necessity of dismissal.

Policy 6.16 Physical Education (PE)

Every student is required to participate during PE unless there is a note from a physician indicating that a student is not able to participate. If such a note is received, the student will be excused from PE class until another note from the physician indicates an ability to resume participation in PE.

As an exception to the general policy, a student may be excused for up to three days at a time with a note from a parent in cases of minor injury and/or sickness from which the student is recovering.

Students will wear clothing for PE class that is in accordance with the dress policy.

Policy 6.17 Math Placement

Math placement for fall will be determined in the previous spring. On occasion students may move ahead in math classes. To do so, the student must receive a positive recommendation from the teacher, Head Administrator, and parent. The decision will be based upon math exam results and student ability to function at a higher grade level socially and emotionally.

Policy 6.18 Extracurricular Participation

Any student wishing to participate in middle school or high school extra-curricular activities (sports, choir, band, drama, etc.) must:

1. meet OSAA requirements when appropriate.
2. have approval of coaches and administration.
3. maintain a cumulative GPA in all classes of 2.0 or higher.
4. not have a grade of "F" in any course and may not have more than one grade of "D" in any course.

Eligibility status will be checked weekly. If a student is not meeting the above requirements, then the following plan will take place:

1. **Week One:** Warning Week—student may continue to practice and play.
2. **Week Two:** Probationary Status—student may continue to practice but may not travel to or participate in any competitions or extracurricular activities.
3. **Week Three:** Ineligible— student may not practice or travel to, or participate in any competitions, until the grades have been brought up.

Policy 6.19 Credits

One half (1/2) credit is earned by a student who completes academic and attendance requirements for each class per semester.

Crosspoint Christian School grants ¼ PE credit for one league sport per season up to a maximum of .75 (3/4) credit per year. Students are required to complete and submit a Petition for Physical Education Credit.

Policy 6.20 Transfer Credits

Credits from state or regionally accredited public or private schools or institutions shall be accepted at face value based on a signed official transcript.

Credits from non-accredited public or private schools or foreign institutions may be validated by examination, standardized tests or other objective measure as deemed appropriate by the Administration.

Policy 6.21 Graduation Requirements

Students may earn either a Standard Diploma or Honors Diploma.

REQUIRED COURSES	STANDARD DIPLOMA CREDITS	HONORS DIPLOMA CREDITS
Bible	4	4
Language Arts	4	4
Math	3	4
Science	3 (2 with lab experience)	4 (2 with lab experience)
Social Sciences	2	3
Government	½	½
Economics	½	½
College & Life Prep	1	1
Second Language	2	2
Fine Arts	1	2
Physical Education	1	1
Health	1	1
Electives	1	1
Total Credits Required for Graduation	24	28

1. Honors Diploma recipients must maintain a 3.5 GPA
2. Transfer students must petition for a credit waiver for Bible credits to be adjusted based on years at Crosspoint.
3. Fine Arts credits can be earned outside of scheduled classes through pre- approved activities, with the submission and acceptance of a credit petition.
4. Students will be allowed to walk in the graduation ceremony if they are within one credit of the required 24 credits required for the standard diploma.
5. Transcripts will be held until credits have been earned.

Policy 6.22 Academic Honors

Academic achievement is recognized at Crosspoint Christian School following each semester. An honor roll is published recognizing those who have achieved the following GPA:

<u>GPA</u>	<u>Honor</u>
4.0	Grand Honor Roll
3.5 to 3.9	Honor Roll

Policy 6.23 Valedictorian and Salutatorian Criteria

Valedictorian and Salutatorian candidates will be determined by the administration using the following criteria:

1. **Valedictorian candidates** must comprise the highest clearly discernible grouping based on accumulative grade point average (AGPA), a minimum of at least 3.95.
2. **Salutatorian candidates** must comprise the second highest clearly discernible grouping based on AGPA, a minimum of at least 3.90.

3. Must have completed a minimum of 16 credits while attending CCS.
4. Meet the minimum subject area credit requirements to earn an honor's diploma.
5. Have acted with respect, honesty, integrity, courage, personal responsibility, self-discipline, kindness, justice, and social responsibility throughout their high school career. The student will show appropriate behavior with no major violations of the student code of conduct.
6. If the student has signed an athletic code of conduct, there shall be no code violations during the student's enrollment at Crosspoint Christian School.

Policy 6.24 Student Records

Crosspoint Christian School shall keep student attendance and registration records and shall maintain an up-to-date permanent cumulative record of individual students showing personal data and progress through school, including academic achievement, health information, and test results.

Parents and eligible students (age 18 or older) have the right to inspect and review the student's education records maintained by the school. The school is not required to provide copies of records unless it is impossible for parents or eligible students to review the records at the office. A fee may be charged for copies. In cases where parents are separated or divorced and one parent has legal custody, the school must have proof in the form of a copy of the court order that spells out both custody and visitation rights. Schools must have on file appropriate legal documentation to assure compliance with any limiting court order. State and federal privacy laws recognize the right of a natural parent, regardless of child custody determination, to have access to the school records of their child. A non-custodial, natural parent may arrange to review the school record of his or her child in accord with school policy.

Unless they have the parents' written permission, teachers may not share any information from a student's file or other private information with anyone outside of the Crosspoint Christian School professional school community.

Parents of students enrolled in college courses (courses for collegiate credit) should be aware that under FERPA the college may not release grades to a parent.

STUDENT ATTENDANCE, CONDUCT, AND DISCIPLINE

Policy 6.25 Attendance

Daily Absences

Oregon Law requires children between the ages of 7 and 18, (with few exceptions), who have not completed the 12th grade to attend school on a regular basis. The law also states four reasons a student may be excused from school:

1. Student illness
2. Serious illness of a student's immediate family
3. Extreme emergency (approval determined by school Head Administrator)
4. School Head Administrator has pre-approved the absence when satisfactory arrangements are made in advance of the absence.

In keeping with Oregon State Law, CCS will only excuse legally defined absences.

Pre-arranged absence requires completion of the Pre-arranged Absence Form (available in school office).

Students who know in advance that they will be absent from school for two (2) or more days MUST complete

a Pre-Arranged Absence Form and return it to the office PRIOR to the absences. Without a completed form, the absences will be considered unexcused.

Parents need to notify the school office by 9:00 A.M. if their student will be absent. This will not remove an absence from the students' absentee total but gives the school a reason from the parent or guardian for the absence.

Crosspoint Christian School, in addition, will require medical verification of an illness-related absence exceeding three days unless prearranged. A parent/guardian may request that a school excuse their student, however, the Administration will mark absences as excused or unexcused as defined by Oregon law.

Appointments

While it is not always possible, parents are asked to make all appointments, including doctor and dentist, outside school hours. Absences because of appointments during school hours need to be excused by a phone call, or a written note from a parent/guardian who is listed on the family's approved list. No child will be released to anyone other than those authorized in writing by the parent.

Tardies

All students must report to the office if they arrive at school after 8:00 A.M. Special circumstances (i.e., car trouble, accident, etc.) that result in a tardy at the beginning of the school day may be excused by a phone call, text, or written note from the parent/guardian on the family's approved list. Administration will make the final determination whether a tardy is excused based on circumstances.

1. Excessive tardiness may require a parent conference with administration.
2. Elementary students missing more than 45 minutes of the morning or 30 minutes of the afternoon session will be considered absent for one-half day.
3. Tardies of 15 minutes or greater will be recorded as an absence for middle and high school students.

Truancy

A student who is absent from school or from any class without permission will be considered truant and will be subject to disciplinary action including correction slips, suspension, expulsion and/or ineligibility to participate in athletics or other activities, at the discretion of an administrator.

1. Truant students may receive a grade reduction for all work for the day.
2. For the safety of the student, the police may be called when a student leaves school without proper notification.
3. Excessive truancy will be reported to the Klamath County Youth Attendance Team and can be referred to the Klamath Circuit Court.

Policy 6.26 Closed Campus

Crosspoint Christian School is a closed campus. Students are not allowed to leave campus early unless accompanied by a parent or legal guardian, or a person previously listed on the student's release form. To leave campus for medical or other appointments during normal school hours, a signed note or phone call from a parent is required. The note must contain the date of the appointment, type of appointment, time of release, and parent or legal guardian's signature.

Students who leave campus during the normal school day must “Sign out” in the Main Office. “Sign in” is required upon return. Students are not to leave campus for lunch, except for seniors as outlined in the policy, *Senior Open Campus Lunch Privileges*.

Policy 6.27 Senior Open Campus Lunch Privileges

Senior students, in good standing, may be permitted to leave school grounds during the time designated for lunch if the Senior Open Campus Lunch Opt-in Form has been signed each month by a parent or guardian and is on file with the office.

Students are required to be back in school in time for their next class. Attendance is taken every period. The following consequences will apply to any student who fails to return to class or arrives late. The first tardy will result in a one-week loss of open campus lunch privileges.

1. A second tardy will result in a one-month loss of open campus lunch privileges.
2. A third tardy will bring about suspension of open campus lunch privileges.

In addition, open campus privileges may be revoked at any time at the discretion of the Head Administrator. Students will not be allowed to loiter in the parking lot or on any other school grounds if they choose to leave the school campus during the lunch period. Students choosing to stay on campus will only be allowed in areas designated by school administration. Students are not permitted to place orders for food to be delivered to the school during lunch time. No food deliveries to individual students will be accepted from outside vendors during this time.

All underclassmen (9th, 10th, and 11th grade students) are prohibited from leaving school grounds during the school day unless they are signed out by a parent or guardian. **Any senior who takes an underclassmen or non-privileged senior off school grounds with them will immediately and permanently lose their open campus lunch privilege.**

Policy 6.28 Student Cars and Parking

Students with driving privileges must follow all appropriate regulations while enroute to and from the campus and school events. Reckless driving or speeding on school property or in the surrounding neighborhood will result in discipline. Students are not allowed to be in their cars during normal school hours unless permission has been granted from a faculty/staff member. Violators may lose all or a portion of their privilege to drive or park on school property.

Students must obtain a CCS parking permit and are to park in reserved parking that is designated for students. Crosspoint Christian School has a closed campus policy, except for qualified seniors. Once non-qualified students park their car in the morning it must stay parked until after school. Non-qualified students will not be allowed to leave school without written permission. All students leaving the school must sign out and back in, at the school office.

Policy 6.29 Removing Students from School during School Hours

Except for authorized field trips, no students shall be taken from school during school hours by any person, with the following exceptions:

1. By a parent or guardian when properly identified.
2. By a relative or family friend, only upon written request, properly verified by the parent or guardian.

3. By properly identified representatives of law enforcement agencies:
 - a. In making an arrest.
 - b. Taking the student into custody.
 - c. When the assistance of a child is required by the officer of the law in the detection or apprehension of a criminal.

While it is the duty of the law officer to notify parents or guardian of the person taken into custody or placed in detention, it is still the responsibility of the Head Administrator to confirm this notification with the parent or guardian of the child.

Policy 6.30 Student Discipline

GOAL OF DISCIPLINE

In partnership with the home and church, Crosspoint Christian School has a duty to teach accountability for personal behavior. As a Christian school, we must expect parental support in the student's education and discipline. The basic responsibility for discipline resides with the home. The goal of discipline at Crosspoint Christian School is to foster the development of character and spiritual maturity in all students in a positive, safe learning environment, striving for Christ-like character.

1. Specific emphasis will be placed in the following three areas: respect, responsibility, and moral behavior.
2. Students should evaluate their behavior choices considering these three areas.

The discipline policy of the school is intended to establish a classroom environment that promotes learning. Crosspoint Christian School staff has the responsibility and authority to take appropriate disciplinary action, when a student's behavior is disruptive to their own education or safety, or to the education or safety of other students/staff. This includes behavior at school, at all official school functions and during transit to and from such functions.

Reporting Process

Incidents which may lead to discipline are subject to reporting by school staff members, volunteers, parents/guardians, and students to the Administration.

Off-Campus

Misbehavior off-campus and outside of school hours or events is first and foremost a parental responsibility. While behavior may be a concern to the school, as a rule this is only for very serious issues. In these cases, the school will contact the home and discuss the concerns with the parents. The school will work with the family to bring about any needed change in behavior.

Discipline Process

Methods of discipline shall include positive elements that encourage good behavior and reduce the occurrence of bad behavior. Where misbehavior does occur, various consequences will be employed to discourage a reoccurrence of the misbehavior. The goal of all discipline shall be administered fairly and consistently in an attitude of love, not vengeance. Consequences shall logically follow the misbehavior and be appropriate in severity.

Offenses will be handled by the school personnel closest to the situation with a variety of consequences including, but not limited to:

1. Verbal reprimand
2. Communication to parents
3. Isolation from the area (i.e., changed seating, removed from the room, missing recess, etc.)
4. Restitution
5. Community service (sweeping, shoveling, cleaning, etc.) upon parental permission.
6. A meeting between the school Vice Administration or Head Administrator, parent(s), and others as is appropriate.
7. Implementation of a behavioral contract
8. Suspension (will include extracurricular activities at Crosspoint Christian School)
9. Expulsion

Forgery/Plagiarism/Cheating

Plagiarism is defined as presenting someone else's work as your own. This can range from word-for-word copying of another's work to improper citation. A determination of intentionality will be considered when determining consequences.

1. An elementary student will be dealt with using the Refocus Procedure, but the parents will be advised of the severity of the conduct. Repeat offenses may receive an office referral.
2. Any middle school or high school student caught cheating or intentionally plagiarizing on an assignment or test may receive a grade of 'zero' on the assignment and a parent conference may be requested.
3. Any repeat violation during the student's enrollment at CCS by a high school student will result in an immediate suspension and a grade of 'zero' on the assignment. In addition, a behavior contract may be required indicating that a subsequent infraction may result in a recommendation for expulsion.

Suspension

A student may be suspended from one to ten days. Very specific changes in attitudes and actions will be expected prior to re-admission. A parent and school administrator conference will be necessary for the student to return to school. School work must be completed during a suspension. Participation in extracurricular events and practices is prohibited during the suspension period.

Expulsion

Dismissal will be recommended if it becomes apparent that a student is not seriously pursuing his/her academic program. This may be either due to lack of effort or disruptive behavior. The expulsion may stem from a single event or a series of events. Recommendations for expulsion/dismissal will require the approval of the Head Administrator. Students expelled for reasons of inappropriate behavior are not permitted on the school campus and cannot attend CCS activities without permission from the administration. In rare cases, the uncooperative or argumentative behavior or attitude of a parent may result in expulsion or non-acceptance of a student. The School Board reserves the right to dismiss or deny re-admission to a student for any reason at their discretion.

Appeals Process

After an expulsion has been issued, parents and students will have up to five school days to file a written appeal with the school Head Administrator. The School Board will then convene to hear the appeal within five school days from when the appeal was filed if a quorum of board members can be obtained. In the event a

quorum cannot be obtained within the prescribed time, written notification will be sent to parents. The final decision on appeals rests with the School Board.

Policy 6.31 Search and Seizure

When deemed appropriate by Administration, Crosspoint Christian School officials may search the student, his/her property (including cell phones, cameras, hand-held computers, and other types of similar electronics) and property assigned for the student's use at any time on school property or when the student is under the jurisdiction of the school. CCS officials will also search when they have reasonable information that an emergency/dangerous circumstance exists.

Items found which are evidence of a violation of policy, regulation, school rules or the Student Code of Conduct will be seized. At times, a student may be asked to empty their pockets or bags if the school believes that a search of this type is immediately necessary. A Search and Seizure Form will be completed.

Policy 6.32 Student Cell Phone/ Electronic Devices

Students shall not disrupt the classroom or interfere with any student's ability to learn. Therefore, cell phones and other electronic devices including personal listening devices, CD players and gaming systems, etc. ARE NOT to be used during school hours including lunch periods unless permission is granted by school staff for a specific purpose.

Devices may be confiscated when used without permission and may be turned into the administration by the teacher who collects the device.

The administration may allow for the device to be returned to the student at the end of the school day, i.e., in the case of inclement weather, safety concerns, or agreement with parents. If the device is returned to the student or parent under penalty, the phone must be surrendered into the office each day.

Parents should not attempt to contact their student's cell phone during the day. In the event of an immediate emergency, parents should call the school office.

Policy 6.33 Public Display of Affection (PDA)

Crosspoint Christian School holds to a "daylight policy" concerning male and female relations. This means students are to maintain visual space between their bodies. This policy is in affect at all school activities whether on or off campus.

Policy 6.34 Student Possession of Firearms and Weapons on CCS Owned or Controlled Premises

The possession, wearing, carrying, transporting, or use of a weapon (gun, knife, club, bomb, incendiary device, or other objects deemed dangerous) by a Crosspoint Christian School student is strictly forbidden on CCS owned or controlled premises, including vehicles parked on such premises. Violation of this policy may result in suspension or expulsion.

Policy 6.35 Dress Code

Crosspoint Christian School is a uniform school for the following reasons:

1. Students are judged not by their clothes but by the quality of their character.
2. Students in uniform generally perform better and have fewer behavioral problems.
3. CCS strives for excellence in all areas of a student's life: academics, spiritual walk, sports, and appearance.

The following are the requirements of the Crosspoint Christian School Dress Code:

Regular School Uniform (Monday-Thursday)

1. **ALL: Polo Shirt**--Accepted colors are gray, navy, teal, or white. Polo shirts can be plain (no logo) or have the Crosspoint Christian School logo.
2. **ALL: Pants**--Dockers style pants or cargo pants in black, navy, or khaki. Denim is allowed in black or tan only.
3. **ALL: Sweatshirts**: Solid color (gray, navy, teal, or white) sweatshirts of any style with or without a Crosspoint Christian School logo may be worn over the uniform.
4. **BOYS: Shorts**—Golf style pants or cargo style in black, navy, or khaki.
5. **GIRLS: Dresses, Capris, Twill Shorts, and Skirts** in black, navy, or khaki. Solid colored leggings or tights may be worn under dresses and skirts.

Warrior Wear Day (Friday)

The following may be worn on Warrior Wear Day:

1. Any component of the regular school uniform
2. Crosspoint Christian School spirit wear
3. Crosspoint team sweatshirts
4. Jeans
5. Leggings for girls (pre-k to 3rd grade only)

ALL APPAREL MUST FOLLOW GENERAL DRESS RULES

Free Dress Days

Free dress dates will be announced by the administration. ***Again, all apparel must follow general dress rules unless*** specifically outlined otherwise for the free dress day occasion.

General Dress Rules

General dress rules apply while the student is on campus or other settings while students are under the authority of Crosspoint Christian School staff. This includes CCS activity groups or teams representing Crosspoint (class trips, athletic events, performances, etc.)

Garments

The following are **NOT** allowed:

1. Any article of clothing with undergarments showing.
2. Half-shirts, spaghetti straps, halter type tops or tight-fitting tank tops. When standing normally, shirts should extend at least to the top of pants.
3. Dress, skirt, or shorts that have less than a 5-inch inseam.
4. Garments that promote tobacco, alcohol, drugs, or lifestyles that conflict with the ideas and goals of Crosspoint Christian School.
5. Any gang-like identity such as heavy jewelry, baggy trousers, symbols, or colors.
6. Additional clothing items that alter, accessorize, or personalize the standard CCS uniform.
7. Bikini or speedo swimsuits
8. Sweatpants
9. Yoga style pants
10. Clothing with holes or rips, even if sold from the factory that way.

11. Hats in school; however, hats and knit caps may be worn at recess.
12. Sweatshirt hoods over the head during class.

Shoes

For safety reasons, shoes must be always worn while on campus. Slippers are not acceptable footwear.

1. Elementary students may not wear open-toed shoes, flips flops or sandals.
2. Sandals are permissible at the M.S/H.S. level.
3. Wheeled shoes are not allowed.

Hair

1. Hair must always be a natural hair color.
2. Hair must be neatly trimmed, well-groomed and kept out of the eyes.
3. Boys: hair must be above the collar.
4. Facial hair must be neatly trimmed and well-groomed.

Accessories

1. Sunglasses are not permitted indoors without a doctor's note.
2. Make-up must not be excessive or extreme.
3. Accessories (belts, jewelry) must not be excessive or extreme.
4. Body piercings must not be visible. Nose piercings and ear gauges are not allowed. Girls may wear a maximum of two earrings per ear.
5. Tattoos must not be visible.

If you have any question as to whether something is allowed, prior to doing it, consult with the Head Administrator who has final authority.

Athletic Team Game Days

On game days only, athletic teams may choose to dress as a team, i.e., team jersey, warm-ups, dresses, shirt, and ties, etc. Students not dressing to match a team should be in school uniform.

College Wear

Seniors may dress in college wear on Mondays.

DRESS CODE VIOLATION CONSEQUENCES

Students should be in appropriate attire whenever they enter the building on a school day (during school hours).

Administration has the authority to make decisions on questionable appearance not specifically addressed within the dress code policy or pertaining to matters where questions of "appropriateness" arise.

If a student has a question about the appropriateness of attire or seeks an exception to the dress code, they must see the administration to obtain approval.

If student is out of compliance with the dress code, the issue will be addressed at the administrative level.

Policy 6.36 Special Events

Student behavior

Crosspoint Christian School expects all students to display a chaste and respectful attitude at school dances.

Public display of affection

The Crosspoint Christian School daylight policy for public display of affection does not apply to school sponsored dances. Modest displays of affection will be allowed. These are hand holding and slow dancing. At any time, an administrator may ask a couple to leave or move if he/she feels that their behavior is inappropriate.

Dress

Casual dances--Students may wear the same type of casual clothes allowed during "free dress" days. If a student has a question about the appropriateness of a piece of clothing for a casual dance, they should contact a school administrator to gain approval at least one week prior to the event.

Formal Dances--Boys may wear either suits, tuxedos or black pants and shirt with tie. Dress shoes must be worn. Girls may wear a dress that is appropriate for a young Christian woman i.e., modest (cleavage, midriff, or inappropriate exposure of other parts of the body is unacceptable.) If a student has a question about the appropriateness of their attire, they should contact an administrator for approval at least one week prior to the event. Girls are encouraged to provide a photo of themselves in their dress to the Head Administrator appointed staff at least one week ahead of the function.

The administrator has the right to turn away anyone at the door that is not dressed in a modest, Christian fashion.

Crosspoint Christian School Student Guest

All guests to Crosspoint Christian School dances must fill out a guest request form. The guest request forms are available in the school office. The forms must be returned at least three days prior to the event. Guests must also follow the dress code for the type of dance attended. Guests require approval by the CCS Administration.

Student Arrival/Departure

Students must arrive during the first 45 minutes of the dance. Once students leave for any reason, they cannot return to the dance.

Policy 6.37 Communicable Diseases

Students should remain home from school if they exhibit:

1. Fever greater than 100.5°F; stay at home until fever is below 100.5° for 24 hours WITHOUT use of fever-reducing medications (Advil® [ibuprofen], Tylenol® [acetaminophen], aspirin)
2. Vomiting (at least one episode that is unexplained); stay at home until vomiting has stopped for 24 hours.
3. Stiff neck or headache with fever
4. Any rash with or without fever
5. Unusual behavior change, such as irritability or lethargy
6. Jaundice (yellow color of skin or eyes)
7. Diarrhea: Stay home until diarrhea has stopped for 24 hours
8. Skin lesions that are "weepy."
9. Colored drainage from eyes
10. Difficulty breathing or shortness of breath; serious, sustained cough.

11. Symptoms or complaints that prevent the student from participating in his/her usual school activities, such as persistent cough, with or without presence of fever.
12. A need for care that is greater than school staff can safely provide.

Policy 6.38 Medications

If a student is required to take oral medication (whether prescription or over the counter) during school hours, and the parent cannot be present to administer the medication, the office staff will administer the medication in compliance with the following:

1. Written orders from the students' physician for prescriptions or from parents for over-the-counter medications must be on file in the school office stating:
 - a. Student's name.
 - b. Name of drug.
 - c. Dosage and administration instructions.
 - d. Purpose of the drug.
 - e. Time of day the medication is to be given.
 - f. Anticipated number of days it needs to be given in school.
 - g. Possible side effects.
 - h. Condition requiring that student keep the medication with them (if applicable).
2. Prescription medication must be brought to the school in the original container appropriately labeled by the pharmacy or physician.
3. Over the counter medication must be in its original container.
4. An individual record will be kept of all medication administered by school personnel.
5. Medication will be stored in a clean, locked cabinet or container in the school office.
6. Students who must keep medication with them (ex. asthma inhaler) will be allowed to do so.

If the above requirements cannot be met, medications **WILL NOT** be administered at school. Elementary student parents are called when their child takes medication.

The school office **cannot**:

1. Treat skin diseases, e.g., itching, impetigo, poison oak, etc.
2. Treat pink eye.
3. Diagnose illness.

Policy 6.39 Insurance Responsibility

Should a child become injured at school or at a school function and require medical attention, the parent's health insurance is responsible as the primary insurer for the child.

Policy 6.40 Suicide Threat

1. Any threat of suicide, whether made to a staff member or a student, will be treated as if the threat is serious in nature and be dealt with as a life-threatening emergency.
2. If parents, guardians, or others listed on the student's "Emergency Release" form are unavailable, 911 will be contacted for assistance.
3. Before the student can return to class, he/she must be evaluated by a CCS approved health professional to determine the student's eligibility to return to school.

Forms

The following forms may be helpful to you. You can find these on the CCS website under the 'School' tab

- Medication Form
- Parking Pass Request
- Pre-arranged Absence
- Visitor Request
- Before & After Care
- Transcript Request