

# Ireton Christian School's Mission Statement

The Mission of Ireton Christian School is to develop knowledge and understanding in each of God's children so they can effectively relate to God, to others, and to creation.

# **STUDENT AND PARENT HANDBOOK 2011-2012**

## **Preface**

It is my hope that this handbook will help both students and parents remember and understand the guidelines that we will use in school this year. I ask that you pray for the staff, students, and parents as they work and play in a way that will be pleasing to God.

Mr. Schoonhoven

## **Anti-Bullying and Harassment**

- Ireton Christian School's climate will be one of respect where everyone is treated with dignity.
- Harassment, bullying, and violence are not only against the law, they are also in violation of how we are to act as God's children and are not to be tolerated in school, on school property (including busses), or at school events (including but not limited to sporting events).
- If you feel uncomfortable or fearful because of someone's words or actions, you are to tell a teacher, principal, or school board member. You also need to turn in a written report to a teacher, principal, or school board member.
- Your right to privacy will be respected as much as possible
- All reports of harassment, bullying, and violence will have appropriate actions taken based upon your report.
- A definition of harassment and bullying consistent with the following: Harassment and bullying shall be construed to mean any electronic, written, verbal, or physical act or conduct toward a student which is based on the student's actual or perceived age, color, creed, national origin, race, religion, marital status, sex, sexual orientation, gender identity, physical attributes, physical or mental ability or disability, ancestry, political party preference, political belief, socioeconomic status, or familiar status, and which creates an objectively hostile school environment that meets one or more of the following conditions:
  - (1) Places the student in reasonable fear of harm to the student's person or property.
  - (2) Has a substantially detrimental effect on the student's physical or mental health.
  - (3) Has the effect of substantially interfering with a student's academic performance.
  - (4) Has the effect of substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by the school.

## **Band**

- Band Lessons will be \$100 for the year which will be billed at registration.
- Lessons are scheduled on Monday, Wednesday, and Friday.
- Full band is on Wednesday and Friday.

## **Beacon Deadline**

- The deadline for items to be published in the Beacon will be on the second Friday of each month, by 8:30 a.m. Please feel free to submit information for the Beacon to the school secretary.

## **Bibles**

- Students in grades 2-8 are expected to have a Bible at school. The New International Version is recommended.

## **Boots**

- Students are expected to wear boots with wet or snowy weather. We encourage parents to label the boots so students can find their own.

## **Bus Rules**

- Walk and line-up behind the yellow line at school.
- Wear your backpacks on your back, do not drag them or carry them so that your hands are free to grab the handrail.
- Wait for the bus driver to wave you on or off the road before or after school.
- Wait until the bus is completely stopped before entering or exiting.
- Stay seated at ALL times, no exceptions.
- Talk in a quieter voice so the bus driver can concentrate on driving safely.
- Listen to the bus driver, no talking back.
- NO throwing of any objects on the bus or out of the windows.
- Respect everyone on the bus, be kind to everyone.
- Please throw your trash in the garbage can, help keep the bus clean.
- Their language must be consistent with God's guidelines. Remind your children of the bus rules. Teach them to look both ways if they have to cross the road to get on or off the bus.

## **Clothing**

All clothing should be modest and appropriate for a Christian witness.

- Suggestive words or the advertisement of alcoholic beverages, smoking, drugs, or anti-Christian groups on clothing are not appropriate.
- Shorts may be worn during the months of Aug, Sept, Oct, Apr, and May. Shorts must be mid-thigh length or longer.
- For grades 5-8 shirts must have sleeves. The student's midriff should not be exposed and shirt should not be too tight.
- Skirts should be knee length or longer.

- Footwear is required (athletic shoes only, no sandals or flip-flops).
- Caps, hats, or headbands are not permitted in class.
- Wear appropriate clothing for winter weather such as coats, hats, gloves and boots.
- Parents will be contacted if the child's clothing is inappropriate.
- On P.E. days students need to wear a change of clothing, especially a shirt in Jr. High

### **Computer usage**

- Students are not to use the computers except for educational purposes with a teacher's permission.

### **Copier**

- Students are not allowed to operate the copier.
- Teachers may make personal copies for the student if the **student pays 15 cents per copy.**
- Any copies which are not for school use will cost **10 cents per copy.**

### **Free & Reduced Lunch Forms**

- Free & Reduced Forms will be handed out to EVERYONE at registration. You will be notified through a letter whether your eligible for Free, Reduced, or Denied. But you may apply for Free & Reduced Lunches anytime throughout the year, especially if your income status changes. Free & Reduced Applications may be picked up at the office.

### **General Guidelines**

- There should be no running or loud talking in the halls.
- Students must show respect to all staff members and other fellow students.
- Students are not allowed in the supply room, conference room or kitchen without permission from a teacher or staff member.
- On the playground the students should stay out of the shrubbery and flowerbeds. They should not play in the ditch near the road or cross the line on the south side of school. Students should not go on the road to get a ball without the permission of the supervisor.
- Students should not use cell phones, radios, tape players, or hand held electronic games/devices to school, except by the request of the teacher.

## **Gum and Candy**

- Gum is not allowed in school.
- Candy is allowed as a treat or recess snack. It should not be kept in the student's desk. We encourage students to bring healthy snacks.

## **Hot Lunch**

- The cost of Hot Lunch is \$1.75 child /\$1.90 adult per meal. Free and reduced (.40) priced meals are available for families that qualify. Extra milk will be billed at \$0.30 each.
- Checks for Hot Lunch should be made separately to the ICS Hot Lunch Fund.
- Students are expected to eat some of each of the foods unless there is a medical reason, documented by a doctor, on file at school. Students must eat all the food on their tray before they can return for second helpings.
- **Students must take milk except for health reasons. We must have a doctor's statement stating that the child may not have milk for health reasons. The original must be kept on file in the office and a copy kept in the kitchen.**

## **Illness**

- Please inform school if your child will not be attending for a day. This is to make sure that no child is unaccounted for. It can be done by note or phone call and can be left on the answering machine if we are not available.
- Parents are encouraged to make arrangements to get the make up work from school.
- Students are encouraged to complete make up work as soon as possible. If they are absent 1 day, they have 1 day to make it up; if they are absent 2 days, they have 2 days to make it up, etc.
- A child should not attend school if he has experienced a fever, vomiting, diarrhea, skin rash or other serious symptoms within the last 24 hours.

## **Injuries**

- Our staff will treat all injuries. Minor injuries will be cleaned and covered if necessary. Parents will be notified immediately if a child has a serious injury.

## **Insurance**

- The school's total insurance package includes coverage for accidental injury for every student in the school. This covers any accidents happening during school hours or during a school activity, including sports. This is a secondary coverage meaning you must submit the claim to your own insurance first, and this insurance will pick up what your insurance does not pay for. Because of this, we are no longer offering the student insurance packages.

## **Junior High Discipline Policies**

- The Strike Out Procedure
- Strike one - student's name will be put on the board and given a warning.
- Strike two - student will be separated from the other students and will lose 5 min. of recess.
- Strike three - student may be given special duties or lose privileges, and parents will be called.
- If the student strikes out two times in a week or receives two strikes three times in a week, the student will serve a one-half hour detention after school. Parents will be notified and the student will serve the detention the following day.
- There are two situations in which the student will serve a detention the first time it happens: 1. Disrespect to any staff member. 2. Misbehaving in the restroom.
- Strikes will not carry over from day to day or strike outs from week to week. However, continually getting close to a detention may result in one. Parents will be notified if a student receives four strikes in a week.

## **Leaving School**

- If someone other than a parent or bus is to pick up the student from school, send a note so the teacher/principal is aware of it.

## **Library**

- Library is on Tuesday and Thursday. Students in K-2 may have five books out at one time while students in grades 3-8 have no book limits. All books can be checked out for two weeks with one more week of grace. Students with overdue books will not be allowed to check out other books until the overdue ones are returned or replaced.

## **Medications**

- School personnel will not administer medication unless it is under a Doctor's prescription and the teacher receives a note from the parent giving the teacher authorization and instructions.

## **Newspaper Information**

- All information for the newspaper needs to be in by Monday at noon.
- Email address for local paper is: [independent@longlines.com](mailto:independent@longlines.com) (jpeg format)

## **NICSTO**

- Northwest Iowa Christian Schools Tuition Organization is an organization set up to help defer tuition costs to families that may need assistance. There is an application available at the office.
- If you want to donate to NICSTO there is a link on our web page that you may download, fill out, and send in. (Also a hard copy at the office if needed)

## **PTA Meetings**

- PTA Meetings are for all parents and teachers to build a better understanding between each other. Meet in Fall & Spring.

## **Parent/Teacher Conferences**

- Parent/Teacher Conferences are scheduled at the end of the first and second quarters. Third quarter may be optional if felt needed.

## **Parking**

- Students should be picked up and dropped off on the north side of the street for safety reasons. If you park at school for an extended period of time, please park on the South side of the street or in the small parking lot on the west end of school. When buses are here park ahead or behind them. PLEASE DO NOT park in the YELLOW Bus Zone!

## **Piano Lessons**

- Kate Noteboom teaches piano Lessons. They are scheduled on Mondays and Thursdays.

## **Property Care**

- Purpose - As Christians we have the responsibility to be good stewards of what God has given us. This means that we respect our own property and that of others and use it with proper care.
- Students should not write, mark, or purposely damage textbooks, desks, chairs, or any part of the building.
- In the gym, there will be no kicking, throwing or hitting of balls against the walls, ceiling, doors, or things attached to the walls. There will be no hanging on the baskets or mats.
- Students are not allowed to climb on school or on the basketball poles.
- Students who damage school property will be billed for the repairs or for the cost of the replacement.
- Students who break gym rules lose their privilege of using the gym for one week or longer for repeated violations. Parents will be notified after the second offense.

## **Radio/Television Stations**

- For Weather related announcements listen to KDCR (88.5 FM), KSOU (93.9 FM), WNAX (104.1 FM) or (507 AM), or KLEM (1410AM). Announcements will also be on KTIV channel 4 and Snowcap. You may sign up to receive alerts thru SNOWCAP on your phone or through your internet-go to Snowcap & sign up for Ireton Christian School Alerts (there is a small fee for text messages)

## **Schedule**

- Students who live in Ireton who do not ride the bus should not arrive to school before 8:15. They should also leave school by 3:45, unless they have the teachers and parent's permission to stay.
- On Tuesday mornings, the teachers have devotions from 7:50-8:15.
- Daily Schedule:

8:30	School begins
9:45-10:00	5 <sup>th</sup> -8 <sup>th</sup> Recess
10:00-10:15	K-4 <sup>th</sup> Recess
11:45-12:30	K-4 <sup>th</sup> Lunch/Recess
11:30-12:10	5 <sup>th</sup> -8 <sup>th</sup> Lunch/Recess
2:00-2:15	K-4 <sup>th</sup> Recess
3:30	Dismissal

## **Secretary**

- The secretary is in the office on Monday 8:00-2:00pm and Wednesday 8:00-3:30pm. If you have an announcement for the weekly note, it must be in the office by 8:30 am on Wednesday. You may e-mail it to [ics@mtcnet.net](mailto:ics@mtcnet.net) marked as "attention Secretary" in the memo line.

## **School Improvement Advisory Committee (SIAC)**

- The School Improvement Advisory Committee will meet annually in the spring to give guidance for the upcoming school year. It will be made up of faculty, students, parents, and society members.

## **Society Meetings**

- Society meetings are for those who contribute and/or pay tuition to the school. Its purpose is to elect Board Members, approve budgets, and make major decisions.

## **Tardy at 8:30 bell**

- Three per 9 weeks- letter home to parents
- Five per 9 weeks- ½ hour detention, students/parents serve detention together

## **Sports**

- Any Student in grades 5 - 8 may participate in the interscholastic sports. This privilege may be taken away for unacceptable class work or disciplinary reasons. All sports will practice after school with some exceptions to during PE when facility or weather does not permit.
- **Volleyball** - Sept - Oct  
Equipment: Knee pads  
8-10 games
- **Soccer** – March - April  
Equipment: Cleats and shin guards  
5-8 games
- **Basketball** - Nov – Feb  
12-14 games
- **Track** - April - May,  
Usually 3 meets
- **Softball** - May  
Equipment: Glove  
2-3 games

## **Telephone**

- Students are not to use the telephone except for emergencies.
- Plans for after school activities should be made before coming to school.
- Parents are asked to keep the schedule in mind when making telephone calls to school. We do not have a full-time secretary in school therefore; any calls during school time will interrupt the class. Mr. Schoonhoven is in the office on Tuesdays and Thursdays from 12:00-5:00 and Fridays from 8:00-10:45 and may be called at that time. The secretary is in the office on Mondays 8:00-2:00 & Wednesdays 8:00-4:00.

## **Tuition Policy**

- The first payment must be made on the day of registration to enroll your child(ren).
- Tuition will be no more than two months delinquent or the School Board will take action. (Supporting church will be notified before any dismissal will take place.)
- 40% of the yearly tuition must be paid by the end of the first semester in order to begin the second semester.
- All past year tuition must be paid by August 1 or a late fee of \$25 will be assessed.
- All past year tuition and late payment fees must be paid before the start of the following school year or you will not be able to enroll your child(ren).
- It is acceptable to spread your payments over 12 months with equal payments each month. Arrangements such as this and any others must be made by the parents with the Finance Committee.
- All arrangements subject to Finance Committee approval.
- Unless prior arrangements are made with the Finance Committee, diplomas will be issued but not signed if tuition is not paid in full prior to Graduation Ceremony.

## **Website**

- The school's website has a wealth of information posted which includes ICS Mission Statement, ICS Brochure and School Information, Beacon, School Calendar, TRIP information, Teacher Notes, Staff/Faculty information, Links to CSI or NICSTO that may be downloaded, Photo Gallery, etc
- Ireton Christian School website is:  
iretonchristianschool.com
- Email is: [marlin.schoonhoven@iretonchristianschool.com](mailto:marlin.schoonhoven@iretonchristianschool.com)

## **Wellness Policy**

- The Wellness policy reflects the atmosphere that we want our youth to feel, thus trying to make them aware of good eating habits along with physical activity to maintain a healthy lifestyle. So students can live a lifestyle that is pleasing to God in His Creation, and be able to be a positive influence in society by the choices they make.
- Treats are to reflect healthy snacks as much as possible.
- Being consistent with making good choices about our health.

## **Parent Teacher Association**

President	Scott Miedema, President Cindy Davelaar, Secretary
Vice-All	Randy Sieck, Vice President Angie Zomermaand, Vice Secretary

The PTA meets twice a year (fall and spring) to provide information helpful for raising our children and to build understanding between parents and teachers.

## **SCHOOL BOARD MEMBERS**

Jim Viet, President, 552-1103..... 2012  
Brad Fedders, Building Treasurer, 278-1057... 2012  
Eric Van Wyk, General Treasurer, 567-4468.....2012

Bryan Bonnema, (KOK Treasurer)278-2332..... 2013  
Greg Van Beek, 722-1778.....2013  
David Van Donkelaar, 567-3854.....2013

Darin Noyes, 551-4764..... 2014  
Benjamin Weida, Secretary, 567-3132.....2014  
Jim Dekkers, Vice President, 278-2473.....2014

### **Board Committees**

#### **Education**

Jim Viet  
Jim Dekkers  
Benjy Weida

#### **Finance**

Eric Van Wyk  
Brad Fedders  
Bryan Bonnema

#### **Preschool:**

Bryan Bonnema

#### **Building/Grounds**

Darin Noyes  
Greg Van Beek  
Brad Fedders

#### **Endowment**

Eric Van Wyk, Treas.  
Leroy Punt  
Stan Hoekstra

#### **Bus**

Gerald Postma  
Don Mulder  
Dave Van Donkelaar

#### **Promotion Comm.**

Marlin Schoonhoven

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Ireton Christian School does not discriminate on the basis of sex, race, national origin, creed, age, marital status, or disability in its educational programs, activities or employment policies.

### **School Finances**

Tuition covers about 61% of the cost at the Ireton Christian School. To cover the other 39% of the cost, the school has the following projects:

**RALLY DAY SALE** is held in September. It is an auction of donated goods and services. It is open to the public.

**BUILDING DRIVE** is usually held in November. The funds are used to make payments on the building loan and pay for major building repairs.

**SUPER OFFERING** is in February. The supporting churches are asked to take a special offering for our school.

**BLUE GRASS CONCERT** is usually in April.

**CHURCH SUPPORT** Additional funds come from church offerings and gifts from individuals and the school auxiliary. The obligation from supporting churches is \$1200 per student, non-supporting churches is \$725.

## **Ireton Christian School Auxiliary**

All mothers with children in our school are automatically a member of the Auxiliary. We also extend an invitation to all ladies who have a vested interest in our children to participate as an Associate member. This organization helps and works many of our school's fund raisers and activities.

<b>President</b>	Cindy Davelaar	722-2029
<b>Vice President</b>	Tami Noteboom	552-2456
<b>Secretary</b>	Pam Fedders	278-1057
<b>Vice Secretary</b>	Tina Folkerts	278-2123
<b>Treasurer</b>	Denise Endrulat	278-2865
<b>Vice Treasurer</b>	Jerianne Abbas	552-1885

### **Hostesses**

Meeting #1 (Nov)	Cindy Davelaar
Meeting #2 (Feb)	Pam Fedders, Denise Endrulat
Meeting #3 (April/May)	Tina Folkerts, Jerianne Abbas

### **Auxiliary Committees**

The first person on the list is the calling person. The notebooks for each committee will be kept with the secretary. Please ask the secretary for the book, enter this year's information, and then return the notebook to the secretary. We also ask each chairperson to submit a small article to be put in the 'Beacon' after the project is completed, and let the supporters know how much we made and thank him or her for their support.

**Spud Night/Soup Supper** Margaret Van Donkelaar(Chair)  
Chris Van Beek(Co-C)  
Cheryl Van Wyk

**Bake Sale(with Spud Night/Soup Supper  
and also Ladies Fair/Expo)** Cindy Davelaar  
Crista Mulder

**Ladies Fair/Expo** Deb Mueller-Chair  
Mandy Bonnema-Co-Chair  
Jill Vander Windt

**Jog-A-Thon** Mandy Viet-Chair  
Deanne Dekkers-Co-Chair

**Boxtops** Tina Folkerts

**Concert Committee** Leah Schoonhoven  
Tammy Sieck  
Angie Liston  
Amy Noyes

**Hostess Supper** Angie Dekkers (Chair)  
Jennifer Miedema (Co-Chair)  
Jill Schouten  
Shannon Nohava

**Ink Jets/Pizza Ranch/Recyclables** Angie Zomermaand

**Labels** Tami Noteboom

<b>Pop Cans</b>	Cindy Davelaar
<b>Rally Day Lunch</b>	Lee Ann Bonnema Audrey Broek
<b>School Cleaning</b>	Lori Bonnema
<b>Trip Coordinator</b>	Donna Koopmans/Nicki Weida

**Spud Night or Soup Supper:** This is usually held after the first of the year. The committee decides whether to have a soup supper or spud night.

**Concert:** The Bluegrass concert is usually in April. Local businesses are solicited for ads to be put into a booklet handed out at the concert. Tickets are also sold.

**Hostess Supper:** The committee for this also sets the date and finds the entertainment for the evening. It is held in our school gym and the meal is catered or all are asked to take a food item for their table. A freewill offering is taken for the support of our school.

**School Cleaning:** This is not considered a project, but the School Board seeks the help of each family in cleaning the school.

**Pop Cans:** Anyone can bring their empty pop cans and plastic bottles to school. They can be put into the boxes located in the 2<sup>nd</sup> closet, by the West entrance. They should

be rinsed out before you bring them. We DO NOT ACCEPT GLASS BOTTLES.

**Labels/Boxtops:** We will continue to collect Campbell's soup labels and General Mills box tops for Education. A container will be located in the music room.

**Rally Day Lunch:** Although the Rally Day Sale is not considered a project, the School Board seeks the help of mothers for the lunch served. As each new school year begins, a Rally Day Sale is held to raise money. It is held in the school gym, a variety of items and services donated by area businesses and individuals. Lunch is served and the School Board asks women to organize and serve the lunch. A freewill offering is taken for the lunch. Not every mother has to bring food for this or work.