



2018-2019
Junior/Senior High
Student/Parent
Handbook

Lincoln Christian School
5801 South 84th Street
Lincoln, NE 68516
402-488-8888

Welcome to Lincoln Christian School!

As the 2018 -19 school year approaches, we want to welcome you to Lincoln Christian! The administration, faculty, and staff are glad to pursue what God has in store for us as we walk through this year together. Our prayer is that we will each experience spiritual growth as we engage in learning opportunities. Having prepared for a great school year, please know that we are glad that you are here.

We are here to help. We want Lincoln Christian to be a place where you feel free to ask questions. That's where learning begins. And we want to build your trust so that we can demonstrate love, respect, and an atmosphere of growth.

At Lincoln Christian, we believe our most important source for wisdom is God's Word, and we attempt to establish a framework for expectations and procedures that reflects His truth. With that intention, this Lincoln Christian Handbook is meant as a guide to help you understand policies that help Lincoln Christian function in a smooth God-honoring way. Our desire is that you will thrive in this learning atmosphere – academically, spiritually, physically, emotionally, and socially. With the Holy Spirit leading both us and you, we believe this will be a great school year.

Mr. Matt Farup, Principal

Mrs. Anita Ford, Guidance Counselor

MISSION

To teach the Truth, through learning about God's world in the light of God's Word.

VISION

Every student will experience a life-changing Christian education which intentionally integrates the truth of the Gospel of Jesus Christ into every aspect of intellectual, physical, social, and spiritual life.

CORE VALUES

The Lincoln Christian School family believes in:

A God-Centered Focus

God must be first in everything we do. All of the school's operations must be conducted in a manner that brings glory to God—guided and empowered by the Holy Spirit through prayer and steadfast obedience to God's Word.

A Biblical Emphasis

All instruction and activities must be centered on God's Word, challenging each student to develop a thorough understanding of the Word and encouraging a deep, personal relationship with the Creator.

A Family Orientation

The school complements the educational responsibilities of the home and the church and encourages all school families to be actively involved.

Academic Excellence

A Christian education requires rigorous academic standards as well as continuous evaluation and improvement.

Responsible Stewardship

The school must use the resources God provides effectively and efficiently.

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PHILOSOPHY OF EDUCATION

The purpose of Lincoln Christian School is to honor God in every class and in every activity.

- We believe that children are a heritage from the Lord. Therefore, we believe that those who bring forth children should bring up children. The instruction given in the home must conform to the Word of God.
- We believe that the school is supplementary to the home. Its education proceeds from and is sponsored by the home. We believe its teachers function in the place of parents, with their permission.
- We believe that those taught are created in the image of God and must therefore be subject to His sovereign will in and through Christ.
- We believe that creation and providence (the subject matter of instruction) are revelatory of God and must be presented as such.
- Holding these principles to be true, we therefore believe the purpose of the school is to provide instruction of high academic quality in conformity with the faith and principles of the by-laws of the Lincoln Christian School Association, in order that the pupils may be prepared to take their proper place in the home, the church, and the state.

STATEMENT OF FAITH

- We believe the Bible to be the inspired, the only infallible, authoritative Word of God.
- We believe that there is one God, eternally existent in three persons: Father, Son and Holy Spirit.
- We believe in the deity of our Lord Jesus Christ, in His virgin birth and His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.
- We believe that for the salvation of lost and sinful man, regeneration by the Holy Spirit is absolutely essential.
- We believe in the present ministry of the Holy Spirit by whose indwelling, the Christian is enabled to live a godly life.
- We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life and they that are lost unto the resurrection of damnation.
- We believe in the spiritual unity of believers in our Lord Jesus Christ.
- We believe that the term marriage only has one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. We believe that 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 sexual activity be engaged in outside of marriage between a man and a woman.
- We believe in the sanctity of human life.

SCHOOL PROFILE

School Board

The Lincoln Christian School Board is comprised of ten individuals elected by the members of the Lincoln Christian School Association. They make all the policies of the school and have final authority in all matters. Members of the Board must clearly demonstrate spiritual leadership in their homes and work place and have a working knowledge of good educational practices.

Faculty and Staff

The faculty and staff of Lincoln Christian are Christians who have exemplified Christian living and have a concern for the growth of young people. Each teacher is certified by the State of Nebraska to teach and is competent in his or her area.

Accreditation

Lincoln Christian School is accredited by the Nebraska State Department of Education and the AdvancEd/North Central Association Commission on Accreditation and School Improvement. Credits earned at Lincoln Christian are transferable to any other school. Lincoln Christian School is also a member of the Association of Christian Schools International.

ENROLLMENT

New Enrollment

A student who wishes to enroll must complete the online application process and pay the enrollment fee. The principal will conduct an interview with the student and parents. The principal makes the final decision on all applications. No applicant who has demonstrated serious academic or discipline problems at his previous school will be considered as a prospective student.

Lincoln Christian School provides an education in a distinct Christian environment and believes that it is our biblical role to work in conjunction with the home to mold students to be Christ-like. On those occasions in which the atmosphere or conduct within a particular home is counter to or in opposition to the biblical lifestyle the school teaches, the school reserves the right, within its own discretion, to refuse admission of an applicant or to discontinue enrollment of a student. This includes, but is not necessarily limited to, living in, condoning, or supporting sexual immorality; homosexual acts; promoting such practices; or otherwise the inability to support the moral principles of the school. (Matthew 19:4-6; Romans 1:26-27)

Lincoln Christian School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students of Lincoln Christian School. The School does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, financial aid programs, and athletic and other school-administered programs.

Medical/Health Records and Requirements

The Lincoln Christian School Health Services Office makes the students' health a priority. The State of Nebraska provides Guidelines and has state laws and regulations governing medical record-keeping. Provided services include, but are not limited to: health screening and immunization monitoring, controlling the spread of communicable disease, nursing consultations, a system for dealing with medical crisis situations, medication administration, and evaluation of the health program.

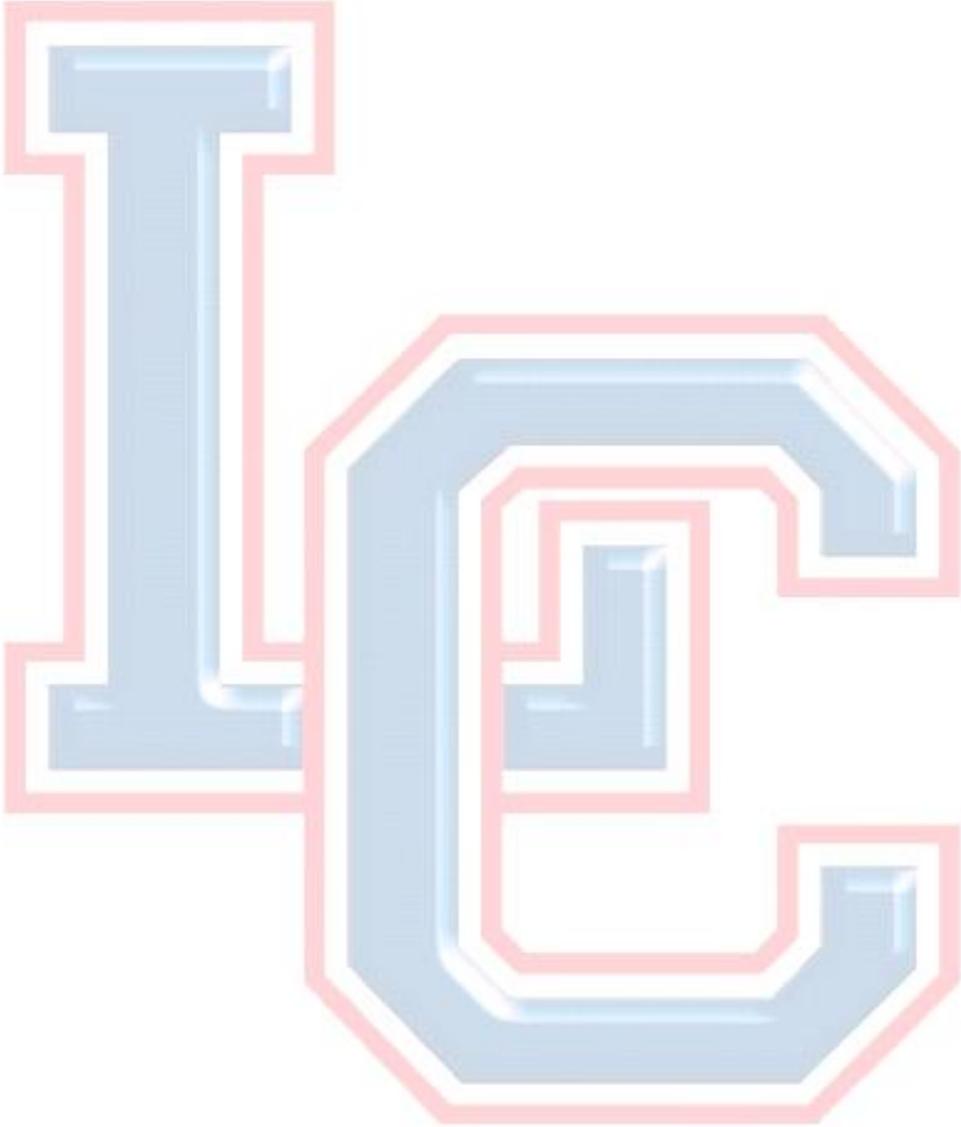
The State of Nebraska requires certain health records to be on file for the enrolled student:

- **Immunizations:** All students will have a current immunization record updated as needed. 7th graders are required to have 3 DTP; 3 Polio; 2 MMR; 3 HBV; 2 VZV, and 1 TDap. Exceptions are provided for through a notarized affidavit, or physician's signature.
- **Physical exams:** All incoming 7th graders are required to have a physical exam, dated on or after April 1st of the current year, by a physician, PA-C, or Nurse Practitioner. Any 8th-12th grade students who will be participating in sports during the year will have a physical, dated after May 1st of the current year, completed and turned in to the school prior to being able to participate in practice or games.
- **Health Screenings:** The School Health Services will conduct a health screening for selected grades for Hearing and Vision. All students 7-12 will be screened for height, weight/BMI, Blood Pressure and dental unless exempted.
- **International students and transfer students must also have:**
 - Up-to-date immunization record
 - Copy of a physical dated on or after April 1st of the current year
 - Dental and Vision exams

Students with Disabilities

Learning Disabilities: Lincoln Christian School will make decisions regarding admission of students with learning disabilities on a case-by-case basis. We wish to serve all students, but balance that with the realization that we are not equipped to serve every student. There are several options open to students with learning disabilities including academic support and other recommended services. Student assessment and services are available through both Lincoln Public Schools and other privately recommended services at an additional cost to parents.

Physical Disabilities: Lincoln Christian makes every attempt to accommodate students with physical disabilities. The campus is wheelchair accessible. For specific questions regarding accommodations available, please contact the school office.



ACADEMICS

All subjects are taught from the viewpoint of God's Word and are Christ-centered. Lincoln Christian requires 240 credit hours to graduate, including 35 credit hours of elective courses.

Requirements/Recommended Sequence of Courses

Required Courses for Junior High

GRADE 7

Bible, Social Studies, English, Reading, Life Science, Mathematics, Music-Choir, Band or Strings elected by quarter, Physical Education, Health, Art, Language Expo, and Computer

GRADE 8

Bible, American History, English, Reading, Earth Science, Mathematics, Music-Choir, Band or Strings elected by quarter, Physical Education, Journalism, Art, Leadership, and Computer

Recommended Sequence of Courses for High School

GRADE 9

Bible, English, Science, Algebra or Geometry, Spanish I, Information Technology, PE, Speech

GRADE 10

Bible, English, Geometry or Algebra 2, Biology, World History, Spanish 2, elective

GRADE 11

Bible, English, Algebra 2 or Advanced Math, Science, American History, Fine Arts, electives

GRADE 12

Bible, English, Mathematics, Science, Government, electives

Courses

Art

Art is an opportunity to express beauty, orderliness and symmetry in design. All are taught from a basic body of knowledge, a series of skills, and their relationship to God's principles. God is creative, interested in beauty, and has given man the capability to express these concepts in art.

Elective: Can count towards 10 required Fine Arts credits; Beginning Art, Art

Bible & Worldview Studies

Bible classes seek to equip students to become reflections of Christ in their spheres of influence even beyond high school. Courses are designed to equip them with the skills to study, interpret, and apply the Word of God to their personal relationship with Christ. The curriculum is designed to root and establish students in their faith while equipping them to grow in spiritual wisdom and understanding. Students will also be equipped to identify and apply a Christ-centered theistic worldview and able to personalize, articulate, apply and reproduce their faith in all areas of life. Placement of transfer and international students will be based on their current level of spiritual development.

Required: 40 credits; Foundations in Faith 1, Foundations in Faith 2, Spiritual Formation, Leadership, Discipleship & Evangelism, Philosophy & Theology, Life of Christ, Systematic Theology

Business/Technology

The Business/Technology Department at Lincoln Christian School prepares students to successfully participate in an increasingly technological, economically interdependent world. Students are given opportunities to explore careers, develop occupational competence, build a foundation in business administration, develop and

expand keyboarding skills, prepare for organizing and managing a business, become intelligent consumers of goods and services, develop a basic knowledge of economics, and manage personal finances. The mission is to educate people for and about today's business world and to show how business affects the lives of everyone.

Required: 5 credits; Information Technology

* Starting with the Class of 2022: Required: 10 credits; Information Technology, Careers & Consumerism

Elective: Can count towards 10 required Practical Arts credits; Careers, Accounting 1, Accounting 2, Business Leadership, Media Technology, Web Design, Personal Finance, *Careers & Consumerism*

Foreign Language

Taking foreign language classes is not a Lincoln Christian graduation requirement. However, we recommend college-bound students take two-four years. Every college has different requirements; feel free to research schools of interest so you can make this decision wisely.

Elective: Spanish 1, Spanish 2, Spanish 3, Spanish 4

Language Arts

Language is the fundamental building block of all relationships. It is by language that God chose to reflect His nature to us through the Word and the Word made flesh in Christ. Our English curriculum teaches effective language skills to our students so, whether by speaking, reading, or writing, they have the capability to "preach the gospel to every creature."

Required: 45 credits; Speech, English 9, English 10, English 11, English 12

Elective: Honors English, Classic Literature, Christian Literature, Journalism, Yearbook, Creative Writing, Dramatic Arts

Mathematics

God created the wisdom by which all the natural and moral world operates. Galileo said mathematics is the language of the universe. Teaching mathematics allows students to understand the physical laws in the mathematical language in which it is described.

Required: 30 credits; Algebra 1, Geometry, Algebra 2

Elective: Pre- Calculus, Calculus, Statistics

Music

God created man in His image, part of which is evident in man's ability to create music. Lincoln Christian School students are encouraged to participate in musical groups, giving them the opportunity to reflect their Creator's glory and sing "psalms, hymns, and spiritual songs" (Ephesians 5:19 and Colossians 3:16). The discipline of group rehearsal and performance benefits a student's social adjustment, mental growth, emotional maturity and spiritual expression. It is our goal to give Christian students the music skills needed for worship and ministry.

Elective: Can count towards 10 required Fine Arts credits; Band, Choir, Strings

Physical Education and Health

Physical education provides a program of activities that develop the student spiritually, physically, mentally, socially, and emotionally (Acts 17:28). Physical Education and Health classes include knowledge and skills to help students make constructive use of their leisure time and maintain that discipline throughout life, improving their overall health by increasing muscular strength and endurance, flexibility, cardiovascular fitness, body composition, speed, agility, power, balance, coordination, and reaction time.

Required: 10 credits

Elective: Can count towards 10 required Physical Education and Health credits; Physical Preparedness, Lifetime Wellness

Practical Arts

Because Lincoln Christian wants to graduate well-rounded students, the practical arts requirement encourages exploration beyond the basics through varied life-skill courses.

Required: 10 credits

Elective: Can count towards 10 required Practical Arts credits; Careers, Accounting 1, Accounting 2, Business Leadership, Media Technology, Web Design, Personal Finance, *Careers & Consumerism*, Medical Terminology, Yearbook, Journalism, Foods

Science

The science curriculum at Lincoln Christian studies the physical aspects of God's creation. At the core of our science teaching is the creation by God of the universe and all the laws of physics by which it is sustained: the curse on the earth, brought on by man's sin in the Garden of Eden, and the catastrophic destruction of the earth by the universal flood at the time of Noah. All science teaching is consistent with Biblical truth.

Required: 30 credits; Physical Science, Biology

Elective: Can count towards 10 additional required Science credits; Biology 2, Chemistry 1, Chemistry 2, Physics, Medical Terminology

Social Studies

The study of history and the social studies is the study of "His-story." When history is looked at from the Christian viewpoint, we see the need for the redemption of man from his sinful nature, the providence of God in the affairs of man, and the fulfillment of God's Word over the ages. Social studies show us the implications of man's philosophies, the destructive effects of sin in a social structure, the role and importance of the church, and how to be responsible Christian citizens.

Required: 30 credits; World History, American History, American Government

Elective: Can count towards 35 required general elective credits; Sociology, Ancient History, 20th Century History, Economics, World Geography

Academic Details

Academic Probation

Students in grades 7-12 will be placed on academic probation for the following semester if they receive one or more "F" for a semester grade. In the semester of the probation, the student must receive no more than one "F" in order to return to school the following semester at the principal's discretion.

Books and Supplies

Textbooks are loaned to each student. Students are expected to take good care of the books. If a book is damaged or lost, the student will be required to pay for it. Students supply their own paper, pencils, rulers, binders, etc. Certain classes, such as Foods, or Art, may charge a fee for additional supplies necessary (see Supply List). Some classes may require students to read specific paperback books that students are encouraged (but not required) to purchase to enrich their personal library.

Class Rank, Valedictorian, Salutatorian

Ranking of students in their class will be computed beginning with their junior year. It is based on the cumulative work of the students beginning with the ninth grade year. Class rank is updated at the end of the semester, not each quarter. Students will be considered for valedictorian or salutatorian only if they have completed at least two full-time years at Lincoln Christian High School in grades 9-12, including the senior year and a minimum of 120 credit hours taught by Lincoln Christian staff. The maximum grade accepted for transfer students is 100% or a 4.0.

Course Repeats

A student may repeat a class with the permission of his parent. Upon completion of the class the second time, the new grade will replace the old one and credit for the class will only be given once.

Course Withdrawal

A student may choose to withdraw from a course within one week after Q1 or Q3 report cards are delivered. Dropping a class requires written approval of the student's parent, and the signature of the counselor or principal. Dropping a course after the designated date will result in a withdrawn course denoted on the transcript by a "W".

Credits

Credits are given based upon the number of periods per week the class is in session. A class that meets every day of the week earns 5 credits per semester. Credits are accumulated in grades 9-12 for graduation requirements.

Grades

A summary of grades will be issued to parents at the end of the first and third nine weeks. Semester grades are recorded on a student's permanent record and consist of the quarter grades and semester test (if applicable). The following grading system will be used:

Letter Grade	Percentage	Standard Grade Point	Weighted Grade Point
A+	98.5-100	4.0	5.0
A	93.5-98.4	4.0	5.0
A-	91.5-93.4	3.7	4.7
B+	89.5-91.4	3.3	4.3
B	84.5-89.4	3.0	4.0
B-	82.5-84.4	2.7	3.7
C+	80.5-82.4	2.3	3.3
C	75.5-80.4	2.0	3.0
C-	73.5-75.4	1.7	2.7
D+	71.5-73.4	1.3	2.3
D	66.5-71.4	1.0	2.0
D-	64.5-66.4	0.7	1.7
F	below 64.5	0.0	0.0

Grades on report cards marked with an asterisk ("*") indicate a grade resulting from a modified curriculum not meeting standard course requirements. This student is not considered for class ranking.

Weighted Grades

Grades earned in "weighted" classes earn extra grade points and 10 extra percentage points because of their difficulty level. Weighted classes currently include Calculus, Physics, Chemistry 2, and Honors English.

When transferred from other schools, grades earned in "weighted" classes receive 5 extra percentage points.

Off Campus/Online Classes

Students may request permission to take classes not offered at LCS through another institution. Lincoln Christian classes must take priority if schedule conflicts arise: tardiness is not allowed from off-campus classes. Online classes must be approved in advance by the principal/guidance counselor as course descriptions and qualified instructors must meet requirements for the State of Nebraska. Transcript requests are the responsibility of the student/family. Completion grades for credit hours that are required for graduation must be submitted by Seniors to the Guidance Office no later than May 1st. Diplomas will be withheld until grades for required courses are received.

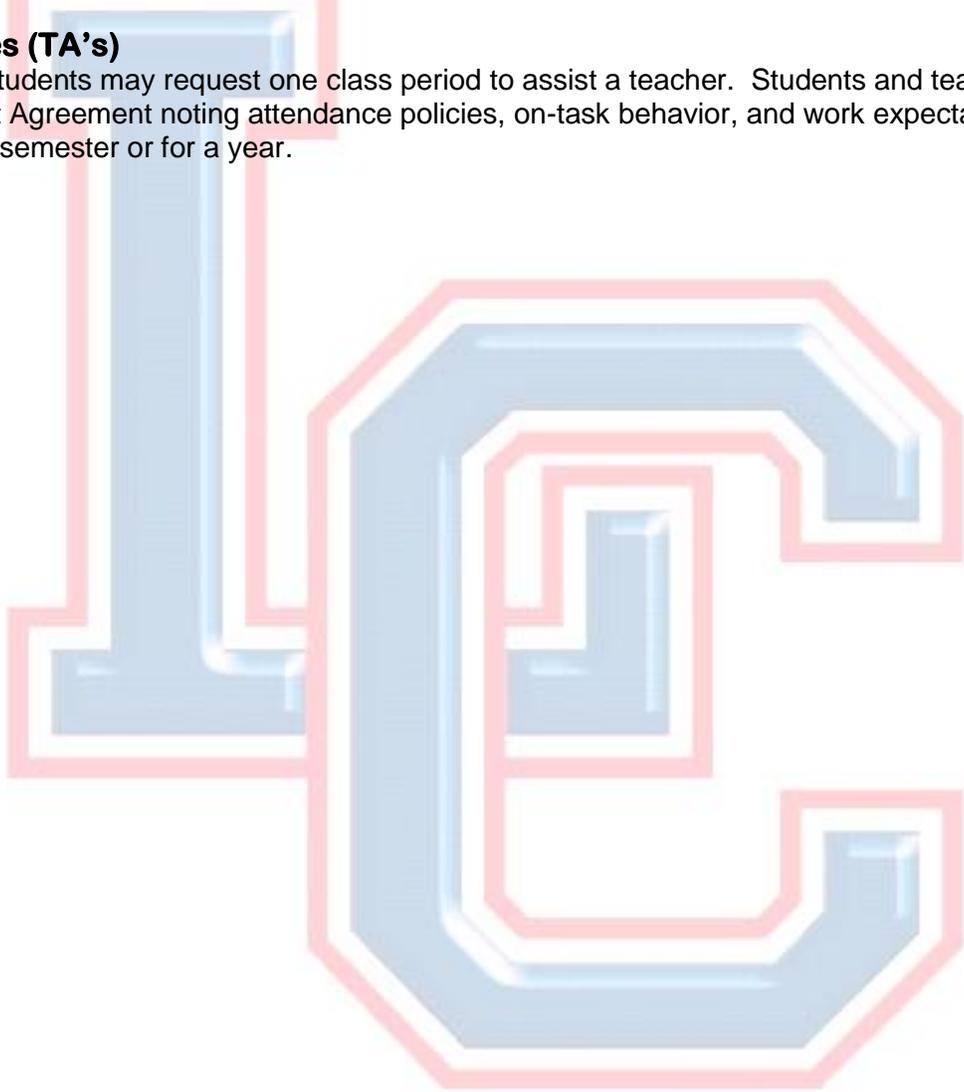
Study Halls

Study halls are designed for a time of study for the students. Students will be allowed to take one study hall per semester. Additional study halls must be approved by the principal and guidance counselor, and only for special circumstances. General rules are:

- Students are required to bring something to study. Students are responsible for bringing a book, Bible, or other work to do if they are done with homework.
- Students will maintain a quiet study atmosphere.
- Students may not leave study hall without a pass from a teacher.
- Study hall supervisors will take attendance and report absences to the office. An unexcused absence from any class period, including Study Hall, will result in a detention.

Teachers' Aides (TA's)

Junior or Senior students may request one class period to assist a teacher. Students and teachers fill out a Teacher Assistant Agreement noting attendance policies, on-task behavior, and work expectations. Students may commit for a semester or for a year.



GUIDANCE AND GROWTH

Career Portfolio Requirements for High School Graduation

Lincoln Christian School seeks to provide students with a Biblical education and purposeful direction in their life's calling. Career guidance and planning assist students as they seek to fulfill God's purpose. The goal of this requirement is to facilitate insight and understanding through various portfolio components. Components include:

- Personal Learning Plan
- Scripture Study
- Aspirations Inventory
- Personality ID
- Interest Survey
- Skills Assessment
- Work Values Inventory
- Spiritual Gifts Analysis
- Career Inquiries
- Job Shadowing Experiences
- College Inquiries
- College Visits
- Student's List of High School Activities
- Student's Resume

The guidance department assists students with portfolio completion. All students must submit their portfolio to the secondary guidance counselor for approval to meet this requirement.

Chapel

Weekly chapels are provided as opportunities for students to participate in worship and spiritual challenges. Speakers include Lincoln Christian staff and administrators as well as others from the community. Most chapels are on Fridays from 8:45-9:45am.

Mentor Groups

Mentoring groups (Grades 7-8) match a small group of mixed grade girls/boys with a teacher who leads discussion focusing on character qualities and relevant social issues. Our desire is that God's truth will be upheld through relationship building.

Prayer

Prayer is the backbone of Lincoln Christian School. Teachers are encouraged to begin their classes with prayer. Students are encouraged to bring prayer requests to staff and to other students for prayer support. Parents are asked to pray often for the school, their own children, and other parents and students.

Spiritual Environment

We daily strive to learn and grow in God's Word, Christian Worldview, and Christian behavior.

Student Leadership Groups

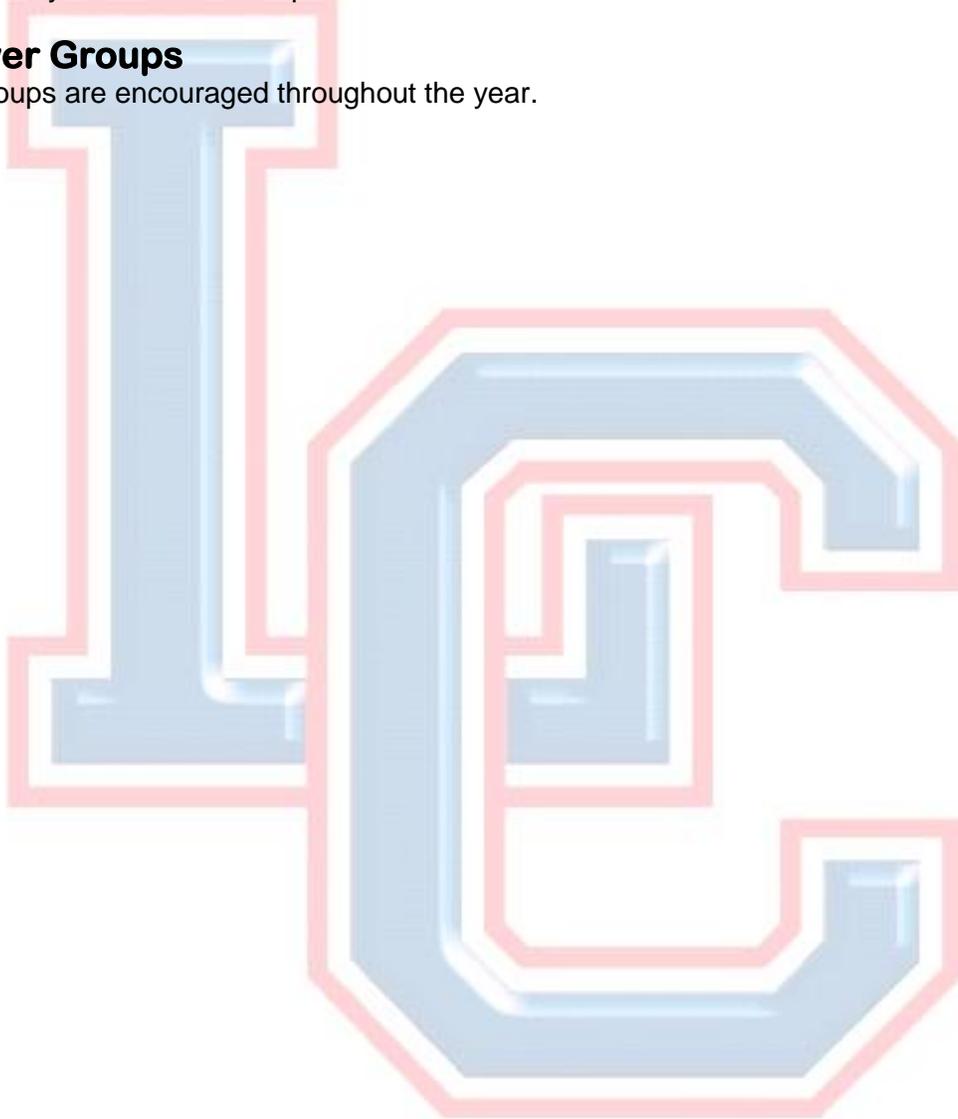
Students are encouraged to pursue leadership skills through participation in a variety of Leadership Groups that allow students to explore and develop the gifts God has granted them.

- **Student Council** – Student elected leadership that will assist Administration establish/amend policies and procedures including disciplinary procedures and will assist in developing school culture.
- **Worship Team** – Staff selected group that helps lead all aspects of worship during Chapel.
- **Social/Event Committee** - will plan and organize "Unite" nights as well as other formal events and will also work with Crusader Crazies, Cheerleaders and the Pep Band to build school spirit
- **Tech Crew** – Students choosing tech will run sound and lights for various events and assist with video production and broadcasting on the Crusader Sports Network on Striv.

- **Chapel Committee** – Students will work in conjunction with the Worship Team. They will help set up/tear down for Chapel, identify potential Chapel speakers, plan and organize Chapel including Senior Moment, skits, etc.
- **School Spiritual Life Program Committee** – Students will work to create ideas to promote spiritual growth of students including, but not limited to FaceTime, Mentorship Groups and Spiritual Emphasis Week.
- **Local Community Outreach Committee** – Students will seek opportunities where the Lincoln Christian family could have an impact in our community partnering with organizations like the People’s City Mission, City Impact and Matt Talbot’s Kitchen.
- **Global Community Outreach Committee** – Students will seek opportunities where the Lincoln Christian family could have an impact in the world.

Student Prayer Groups

Student prayer groups are encouraged throughout the year.



ACTIVITIES

All activities are designed to produce productive Christian citizens. Participation in extra-curricular activities is encouraged. Research has shown that students who participate are more likely to show success in post-secondary education. Extra-curricular participation provides opportunities of Christian growth that cannot be duplicated elsewhere in the school environment. The challenge to all sponsors, participants, and fans is to produce authentic Christian character while striving for excellence.

Lincoln Christian is a part of the Nebraska School Activities Association (NSAA) and a member of the Centennial Conference for athletics, music, speech, and one-act productions.

Athletics Offered

Boys:

- Cross Country – Varsity, JV, JH
- Football – Varsity, JV, JH
- Tennis – Varsity, JV
- Basketball – Varsity, JV, Reserve
- Wrestling – Varsity, JV, JH
- Track – Varsity, JH
- Golf- Varsity, JV

Girls:

- Cheerleading – Varsity
- Cross Country – Varsity, JV, JH
- Volleyball – Varsity, JV, Reserve, JH
- Golf – Varsity, JV
- Basketball – Varsity, JV, Reserve, JH
- Track – Varsity, JH
- Tennis – Varsity, JV

Activities Offered

Extra-curricular activities at Lincoln Christian School include:

- Drama
- Jazz Band
- Math Club
- National Honor Society
- Pep Band
- Speech
- Thespian Society

Activities Fee/Student Activities Pass

Each junior and senior high student in an athletic or competitive activity (excluding music) will be assessed a \$225 fee per school year. This fee will be used to offset general operating costs of the Activities Budget. These students will receive a Student Activity Pass for free admission to all home Lincoln Christian School-sponsored athletic events.

****Students must be enrolled in at least 20 credit hours per semester at Lincoln Christian to participate in sports or activities.***

Academic Eligibility

Academic success is a priority at Lincoln Christian. Therefore, our Academic Eligibility process is three-fold:

- creates a system for tracking of all students who might be struggling with academics/learning
- provides checkpoints for prioritization of academics/learning for students involved in activities
- insures that students meet the domicile requirements of the NSAA their initial semester of attending Lincoln Christian for all varsity activities involving inter-scholastic varsity competition (The Activities Director will determine the status of each new student.)

DETAILS:

- Determined by season: Fall, Winter, Spring
- “INELIGIBLE” = earning a grade below 65% (F) in any class
- One WARNING WEEK per student for each activity season
- Athletics and activities are held to same basic standards; some differences may arise with drama.

Teachers notify students of “ACADEMIC ALERT” status on Thursdays; students have until Friday morning at 8:00 to turn in any completed work to their teachers. Teachers then report INELIGIBLE students to the

guidance counselor who notifies students and parents of WARNING or INELIGIBLE status to begin on Monday of the following week.

A student that has been deemed INELIGIBLE may not compete or participate in their activity. These students will not be excused from classes to travel with a team or activity group. A parent may submit their approval for an ineligible student to miss class and attend an activity event, but they will not be transported by the school. Parents, coaches, or sponsors may hold ineligible students out of practice at their discretion.

Physicals/Immunizations Information Required

In order to participate in activities, all student medical records must be up to date. Please refer to the Medical/Health Records and Requirements section in the Enrollment section of this handbook.

All students in grades 7-12 who wish to compete in sports during the year must submit the following to the office prior to their first practice of the year:

- Completed Physical Examination Report including complete Health History.
- NSAA Student and Parent Consent Form signed by both the student and parent/guardian.

NCAA ELIGIBILITY

NCAA Freshmen Eligibility Requirements for College Athletes

Lincoln Christian School is registered with the NCAA Academic Eligibility Center.

To learn more about registering and eligibility rules go to:

https://web1.ncaa.org/eligibilitycenter/student/index_student.html

To learn more about the National Collegiate Athletic Association go to:

<http://www.ncaa.org/wps/portal>

What Do I Need to Do to be Eligible for NCAA Sports?

Grade 9

- Verify with your high school guidance counselor and the online core-course listing to make sure you are on track.

Grade 10

- Verify with your high school guidance counselor and the online core-course listing to make sure you are on track.

Grade 11

- Register with the eligibility center.
- Make sure you are still on course to meet core-course requirements (verify you have the correct number of core courses and that the core courses are on your high school's 48-H with the eligibility center).
- After your junior year, have your high school guidance counselor send a copy of your transcript. If you have attended any other high schools, make sure a transcript is sent to the eligibility center from each high school.
- When taking the ACT or SAT, request test scores to be sent to the eligibility center (the code is "9999").
- Begin your amateurism questionnaire.

Grade 12

- When taking the ACT or SAT, request test scores to be sent to the eligibility center (the code is "9999").
- Complete amateurism questionnaire and sign the final authorization signature online on or after April 1 if you are expecting to enroll in college in the fall semester. (If you are expecting to enroll for spring semester, sign the final authorization signature on or after October 1 of the year prior to enrollment.)
- Have your high school guidance counselor send a final transcript with proof of graduation to the eligibility center.

ATTENDANCE

Notifying the School

All absences require a call, note, or email from the parent or guardian. Notification from the student, or siblings, is not acceptable. Calls should be made prior to 8:00am and may be made through the voicemail system at any time of night or weekends, (402)488-8888 prompt 7. Students absent without a call, note or email from a parent or guardian will be counted as unexcused.

Excused Absences

Students may be excused from school for the following reasons:

- Illness
- Critical illness or death in the family
- Medical appointment
- Parent or church sponsored trips
- Other situations may be allowed at the principal's discretion.

Parents **MUST** notify the school in order for the absence to be counted as excused. See section on "Make-up Work" concerning assignments, tests, and quizzes after absence.

Planned Absence Procedure

When a student has a planned absence (including for a school sponsored activity):

1. (S)he should take a **Planned Absence Form** to all classes they will be missing to collect class assignments and teacher signatures. The **Planned Absence Form** is available outside the Secondary Office or on the Documents page of our website, www.LincolnChristian.org). The form must be filled out and turned into the office at least one day prior to the planned absence. If the planned absence is for more than two days the **Planned Absence Form** should be presented to teachers at least a week before the planned absence.
2. Assignments must be completed upon returning from the absence unless arrangements have been made with individual teacher as to when assignments must be completed. Tests and quizzes given during the absence will be taken when the student returns to class unless arrangements have made with the teacher as well. It is at the teacher's discretion to allow.
3. Parents should sign the **Planned Absence Form** indicating they give permission for the student to miss school. A call or email to the office will also be accepted. **Student Athletes whose parents have signed off at the beginning of the season do not need to sign for each individual absence due to that sport.*

Make-Up Work After an Unplanned Excused Absence

When a student has an unplanned excused absence, (s)he is allowed one day for each day absent to make-up any work missed. For some assignments, individualized plans for makeup work can be arranged with the teacher. If a student is absent one day they have the next day to complete the assignments and the assignments will be due the following day.

For example, John is sick on Monday. John has Tuesday to work on his assignments. His assignments are then due on Wednesday.

For example, John is sick on Monday and Tuesday. John has Wednesday & Thursday to work on his assignments. His assignments are then due on Friday.

Tests or Quizzes After Absence

If a student is absent on a known test day, and has been absent that day only, (s)he will be expected to take that test on the day (s)he returns to school. If (s)he was absent only the day before the exam and no new material has been given, (s)he will be expected to take the exam at the regularly scheduled time. Teachers are to set exam make-up dates for those who have two or more days absent.

Unexcused Absences-missing more than 20 minutes of a class

Absences that are “unexcused” will result in disciplinary action. A detention will be assigned for each unexcused absence per period. For example, Susie went to the media center to work on a paper, but Susie failed to tell her study hall teacher she would be in the media center. The teacher would count her as “Unexcused Absent” for the period since Susie never showed up to class.

Skipping a class, part, or all of a day will result in a detention or In School Suspension (either half day or full day, depending on the circumstances). Multiple unexcused absences may either earn additional In School Suspension time or Out of School Suspension, depending on the circumstances and at the discretion of the principal. Examples of unexcused absences include (but are not limited to):

- Skipping classes or study hall
- Sleeping in
- Staying home to work on homework or study for a test

All homework that is due during the class period the student misses still needs to be completed and turned in the same day or the grade may result in a zero.

Unexcused Tardy-missing less than 20 minutes of a class

Students are to be in the room according to a teacher’s requirements by the tardy bell, or they will be marked tardy.

Possible **excused** tardy reasons include (but are not limited to):

- Medical emergency
- Medical appointment
- Vehicle accident
- Off campus ministries

Possible **unexcused** tardy reasons include (but are not limited to):

- Oversleeping
- Coming in late to class with no pass
- Taking extra time to talk with lunch visitors

Excessive Absences

Excessive absences are harmful to a student’s educational success. Any student who accumulates ten (10) absences in a semester shall be deemed to have “excessive absences.” Absences shall be determined on a per-class basis. When a student has excessive absences, the following procedures shall be implemented:

1. Parents/guardians of a student who reaches the 10th absence of the semester in a class will be notified by email. This email will serve as an official warning.
2. Parents/guardians of a student who reaches the 15th absence of the semester in a class will be contacted directly by phone by school administration (Principal, Asst. Principal, Counselor, etc.) to discuss a plan for improved attendance of the student.
3. A student who reaches the 20th absence of the semester in a class will not receive credit for the class.

This policy may be appealed under special circumstances to an administrative review board.

Students missing school will be expected to complete all make up work and assessments.

Attendance Requirements for Participation in Practices or Activities

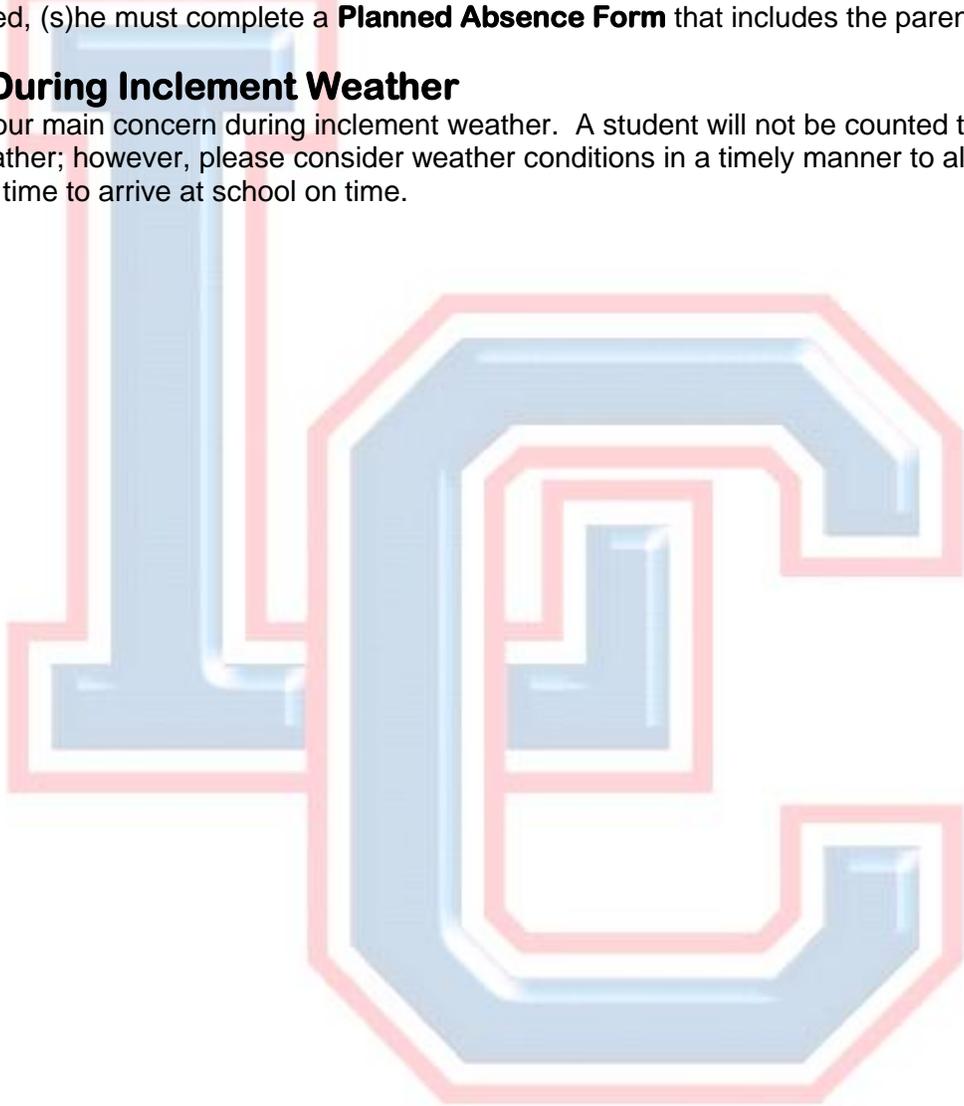
Students who miss more than 20 minutes of one class due to illness may not participate or practice in any school activity that day. If a student reports to the nurse during the day and misses more than one class for treatment, (s)he will be considered ineligible that day. This does not apply to previously scheduled appointments outside of school such as doctor/dentist. Students who miss class(es) due to an unexcused reason (such as sleeping in) will be considered ineligible for activities for that day.

Attending School Events as Non-Participants

Students will be considered “absent-unexcused” when they miss classes for any activity in which they are not directly involved unless excused by parents. If a student wishes to attend an activity (s)he in which they are not directly involved, (s)he must complete a **Planned Absence Form** that includes the parent signature.

Attendance During Inclement Weather

Student safety is our main concern during inclement weather. A student will not be counted tardy to school during severe weather; however, please consider weather conditions in a timely manner to allow the appropriate travel time to arrive at school on time.



BEHAVIOR REQUIREMENTS AND CONSEQUENCES

Students attending Lincoln Christian are expected to conduct themselves in a manner honoring to the Lord and abide by the expectations to follow. They must show respect to those in authority over them, as well as to each other and to school property. The goal of any discipline should be growth. With that heart, the desire is not for this to be merely a list of “rights and wrongs”, but an inspiration to pursue maturity through making wise, spirit-led decisions.

Choice Cards – 7th/8th Grades

The “Choice Card” is a tool to help monitor choices made by students. Teachers warn, then sign the card for minor behavioral infractions. This does not include disrespect for teachers. Any blatant disrespect or egregious behavior will result in immediate referral to the office.

Choice Card Procedure during each class period:

- 1st offense: Warning - teacher asks student to get out their choice card
- 2nd offense: Choice Card is signed
- 3rd offense: Detention that day
- 4th offense: Referred to the Principal’s office

If, during any given week, a student’s choice card has been signed, they may not participate in Friday fun time.

If a signature is the fifth and final on the card, the teacher should send the student (with the full Choice Card) to the office to meet with the principal and receive a new card. If a Choice Card is lost, a student must request a new one from the office. The student will receive a replacement Choice Card after visiting with the Principal.

Classroom Discipline - 9th through 12th Grades

A similar process occurs in the High School with detention slips. Teachers reserve the right to skip any step and refer student to the office as seen fit.

- 1st offense: Warning - detention slip is placed on student’s desk
- 2nd offense: Detention is assigned
- 3rd offense: Referred to the Principal’s office

Behavior Categories and Consequences

Category I

This includes activities that create minor disturbances, prevent classroom order and instruction. These are some examples of Category I behavior violations, including but not limited to:

- Talking out of order
- Disturbing the work of another student
- Making disruptive noises
- Moving about the classroom without permission
- Disturbing another class from the hallway
- First and second dress code violations
- Hallway misbehavior (i.e. pushing, shoving)

Category I Consequences

Behaviors in this category may result in detention, call from principal, student-principal conference, or category II consequences for recurring offenses.

Category II

This includes activities and attitudes that show lack of respect for authority or property or frequent and repeated violations of Category I rules. These are some examples of Category II rule violations, including but not limited to:

- Lack of respect for authority, including disrespect towards teachers, coaches, or staff
- (requiring repeated requests for correcting behavior, eye rolling, talking back, not following instructions)
- Gambling
- Negative attitude toward other students or about Lincoln Christian School
- Swearing, cursing, or filthy language
- Third violation of dress code

Category II Consequences

Behaviors in this category may result in student-principal conference, parent-principal conference, behavior contract, detention, in-school suspension, or Category III consequences for recurring offenses.

Category III

Category III includes the most serious infractions and consequences. It would include activities that threaten the safety of a student or other students, activities that show a consistent lack of respect for authority or property, or activities that violate biblical moral codes of conduct. Category III also includes frequent and repeated violation of Category II rules. These are some examples of category III rule violations, including, but not limited to:

- Bullying
- Consumption or possession of alcohol, tobacco, e-cigarette/vape products, or illegal drugs.
- Bringing a weapon to school. **SCHOOL POLICY DEMANDS AUTOMATIC EXPULSION FOR A MINIMUM OF ONE YEAR FOR ANY STUDENT WHO KNOWINGLY POSSESSES AND OR USES A FIREARM ON SCHOOL GROUNDS, IN A SCHOOL VEHICLE, OR AT A SCHOOL-SPONSORED ACTIVITY.**
- Conviction of a civil crime
- Assaulting another student or staff member. Physical assaults may include flashing a weapon, hitting, shoving with intent to injure, kicking, spitting.
- Sexual harassment. This includes unwanted sexual advances, making gestures, displaying sexually suggestive objects or pictures, making or using derogatory comments, derogatory slurs or jokes, sexually degrading words used to describe an individual, propositions, suggestive or obscene notes or letters or physical contact.
- Verbally threatening another student. This includes intimidation, extortion, or stalking.
- Vandalism of school property, including graffiti
- Vandalism of another student's property (each case evaluated individually)
- Pornography
- Theft
- Repeated lack of respect for authority or property
- Spreading rumors or gossip with intent to ruin the reputation of a student or staff representative of Lincoln Christian, or the reputation of the school itself.
- A breach of conduct on or off school grounds that has an adverse effect upon the image of the school

Category III Consequences

Behavior in this category will result in suspension (in-school or out of school) or expulsion/withdrawal.

Academic Integrity Consequences

Please refer to the Academic Integrity section under Moral Conduct for explanations and consequences.

Explanation of Consequences

- **Additional work:** Work assignments done before or after school. Assignments may be in academics or the student may be assigned a labor task.
- **Call from Principal:** A call to report and discuss the misconduct with a parent.
- **Detention:** Student spends 30 minutes under supervision of a teacher or administrator. Detentions are served that day after school from 3:45-4:15.
 - Failure to show for detention will result in detention for 2 consecutive days
 - Receiving 2 detentions in one day will result in serving detention on 2 consecutive days
 - Failure to show for a second detention will result in serving 1 day of In School Suspension
- **Activity Suspension:** Students involved in extracurricular activities may be suspended for the remainder of the season and/or a specific time period established by the Activities Director.
- **In-School Suspension:** Removal of the student from the classroom to an isolated work area. Student works on tests and assignments which are done and due on time. Additional work **may be required**.
- **Out-of-School Suspension:** A student may be suspended from school only after a parent-principal disciplinary conference has been held. Very specific changes in attitude and actions will be required for re-admission. A re-admission parent-principal conference will be necessary for the student to return to school. Disciplinary probation begins when a student is suspended from school.
- **Expulsion:** Expulsion will be recommended if it becomes apparent the school will not be able to meet the needs of the student, or that the student's behavior is preventing classroom instruction. Expulsion may also be recommended for violation of Category III rules, unresolved academic or disciplinary probation, or failure to correct the deficiencies specified in probation. When expulsion is recommended, a date of withdrawal from school will be set and the withdrawal procedure followed. The expulsion date may be immediate. Recommendation for expulsion will require the approval of the superintendent. Conditions of an expulsion at Lincoln Christian School require that the student who is expelled is not allowed to return to the campus of Lincoln Christian School for any reason. This includes, but is not limited to, before and after school and during classes, lunches, and activities. A request for an appeal may be made in writing to the Superintendent within 10 days of the notice of expulsion.
- **Probation:** Probation is instituted when a student has a serious problem in the area of academic performance, discipline, or attitude. The purpose of probation is to give the student an opportunity to correct the problem. If the problem is not corrected, the student will be dismissed from the school. The following are reasons for probation:
 1. **Academic:** A student who fails one class at the semester. In the student probation, the students must receive no more than one "F" in order to return to school the following semester.
 2. **Attitude:** A student who demonstrates a rebellious spirit after attempts have been made to change his or her attitude. The negative attitude persists and is influencing other students
 3. **Disciplinary:** A student who displays continued deliberate disobedience or commits a serious breach of conduct inside or outside of school that has an adverse effect upon the testimony of the school.

Categories I, II, and III are not all inclusive. The final interpretation of "Behavior Requirements and Consequences" remains the responsibility of the Administration.

DRESS CODE

God cares about how we choose to dress because He cares that the outside reflects the inside (I Peter 3:3-4). It would be legitimate for the school to establish a very strict dress code; it would also be legitimate for the school to establish a very lenient dress code. Instead, the administration has asked that we filter through two standards for attire: RESPECTFULLY MODEST and EDUCATIONALLY APPROPRIATE.

“Respectfully Modest” refers to demonstrating respect for God, authority, others (same gender and opposite gender), and—most importantly—yourself. “Educationally Appropriate” addresses professionalism and neatness to allow for personal confidence as well as limited distractions for learning.

The guidelines are to help parents and students understand the expectations. As always, the Administration reserves the right to make discretionary judgement regarding the appropriateness of student dress, hair and fashion not explicitly covered in the guidelines. Final interpretation of this code remains the responsibility of the Administration.

Guidelines are to be met during classroom hours, as well as when the students participate in school activities, exempting athletic uniforms and costumes approved by the Activity Director and Activity Sponsor.

General Standards for All Students

Shirts

- All shirts must be long enough to ensure that no skin or underwear is visible at any time. The shirt should cover the waistband of pants when standing.
- Shirts that are NOT permitted:
 - Shirts with secular messages regarding alcohol, tobacco, drugs or immorality
 - Shirts with messages that oppose accepted Biblical values and attitudes
 - Shirts worn inside out
 - Shirts with holes or rips

Pants

- No sagging pants
- No excessively tight, or excessively loose, fitting pants
- No pants with holes higher than the length of a credit card (3 3/8 inches) above the knee cap.
 - Definition of hole: it is a hole if skin can be seen.
- All pants must have a clean hem

Coats

- Coats are not to be worn to class unless the teacher gives permission due to cold weather conditions
 - Hooded sweatshirts are ok (see also “Hats”)

Sweats

- Sweats that are Lincoln Christian branded (sold by the activities department, Booster Club or any individual school sponsored team/activity) will be allowed.
- No pajama pants
- No athletic warmup-type pants

Joggers

- As a rule, joggers are permitted. However, joggers that are excessively tight will not be permitted.

Hair

- No unnatural hair colors or highlights of unnatural colors
- No extremes in hairstyle, or designs which are cut into the hair

Hats

- Hats, bandanas or hoods cannot be worn during school hours.

Jewelry

- No jewelry with secular messages that correspond to music groups, alcohol, tobacco, drugs, immorality, or philosophy contrary to a Christian message.
- Modest earrings are acceptable for girls and boys.
- Modest nose stud is acceptable for girls.
- Gauges are not allowed.

Tattoos

- Students are discouraged from having tattoos. However, if they have a tattoo anywhere on their body, it is to be covered at all times by clothing in the school, or to any school-related activity/event.

Shorts

- As a general rule, shorts are permissible.
- Athletic shorts that are Lincoln Christian branded (sold by the activities department, Booster Club or any individual school sponsored team/activity) will be allowed.
- Shorts are to be no higher than above the length of a credit card (3 3/8 inches) above the knee cap.
- Shorts must be hemmed.
- No cut-off shorts allowed.

Specific Standards for GIRLS Only (I Timothy 2:9)

Pants

- No yoga pants, leggings or tights. Pants must be of a thicker material and have seams on the inside and outside of the leg.

Skirts/Dresses

- Skirts, dresses and shorts must be no higher than the length of a credit card (3 3/8 inches) above the knee cap all the way around .
- When wearing thick tights, leggings or yoga pants: skirts, shirts and dresses must be below the fingertips all the way around when standing with arms relaxed at your sides.

Shirts

- No strapless shirts or tank tops.
- No crop tops.
- No shirts that are off the shoulder or strapless.
- No part of the bra may be visible.
- Sleeveless shirts are permitted if they extend to the edge of the shoulder and are cut close to the underarm.
- Layering of two tanks so that the straps add up to the width of the shoulder is not permitted.
- If you are wearing a sheer or other shirt over a tank, the tank underneath can be a one inch (NOT spaghetti straps) as long as no bra straps are showing.
- Use modest discretion in cut of shirts, low necklines are unacceptable—*if in doubt, DON'T wear it!*

Specific Standards for BOYS Only (Romans 12:1, 2 and Titus 2:7)

Shirts

- No sleeveless shirts.
- Short-sleeved shirts should reach at least the top of the bicep.

Pants

- Shorts should have a button and a zipper.
- No sagging of pants or shorts

Hair/Facial Hair

- Hair, beard and/or mustache must have a trimmed appearance.
- No extreme hair styles will be allowed.
- Coaches may reserve the right to enforce rules stricter than the school code, with agreement by the Activities Director and Principal.

Consequences of Dress Code Violations

- One warning will be issued for the first violation and the student will be asked to change clothes to meet the code ***before returning to class.***
- The second violation will warrant a detention and the student must change clothes to meet the code before returning to class.
- Any additional violations will result in a parent conference. The parents and administrator will work out an agreement with the student that will include assurances by the student to abide by the dress code and a written agreement citing consequences for violations.

MORAL CONDUCT

God tells us in His Word, “Let no one look down on your youthfulness, but rather in speech, conduct, love, faith and purity, show yourself an example of those who believe.” (1 Timothy 4:12)

It is the goal of Lincoln Christian School to maintain high standards of behavior. It is important that all students show respect toward spiritual matters as well as to peers, teachers, staff, and anyone in authority.

Academic Integrity

Academic integrity is essential to a strong education. Students who do not commit to the learning process cannot fully receive the educational benefits they had available to them. Essentially, academic dishonesty occurs when a student acts to create an unfair academic advantage for himself/herself or for another person. In Proverbs 12:22 we learn that “God delights in those who are trustworthy,” and Proverbs 20 tells us twice that God “detests” the use of false weights. God’s people were not to place themselves at advantage over others by using different weights when conducting business. Academic dishonesty always places someone at an advantage over others. It robs **all** students of an effective education, and it manifests in a variety of ways.

Cheating:

- Using your own or someone else’s notes/materials to use to complete a test or some other assignment without instructor permission OR providing notes or materials for another student to use without teacher permission. This includes using a previous version of the test or assignment OR providing a previous test or assignment for another student.
- Using unauthorized materials or devices to complete a test, quiz, or any other assignment. This includes online answer keys or other materials that may be available online that are intended for teacher use.
- Working on a test or other assignment outside of the time allowed without permission from the teacher.
- Allowing another student to see your test or work without teacher permission or not taking care to prevent another student from seeing your test or work.
- Communicating answers to a test or another independent activity to another student through notes, texts, or any other verbal or nonverbal means of communication.

Plagiarism:

- Passing off someone else’s words or ideas as your own, **intentionally OR unintentionally**, by failing to follow citation guidelines (this includes actual citation of the source and the proper use of quotation marks to distinguish between original source ideas and original source “words.”)
- Submitting material that you did not write. This includes online essays, papers, projects, or any chunks or individual words taken from other sources. This also includes submission of work that was completed by another student as if it were yours.
- Submitting work that you submitted for a grade in another class without the permission of both teachers.

Unacceptable collaboration:

- Submitting work to be graded as your own when you received unauthorized assistance from another person (student or any other person).
- Talking about assignments the teacher has described as independent work for any purpose other than clarification of directions that were available to all students.
- Claiming credit for parts of group work that were completed by others.

Interference:

- Causing classroom disturbance that prevents others from receiving information necessary for academic success.
- Taking or destroying another student’s notes or materials.
- Taking, hiding, or destroying a teacher’s materials to prevent or delay instruction or assigned activities.

Lying:

- Providing false information to be excused from an assignment or a due date.
- Avoiding a known due date by claiming a false reason for absence.
- Intentionally underperforming or failing to follow assignment instructions.
- Knowingly withholding pertinent information from school staff.

Consequences:

Teachers will inform the principal when a student has demonstrated academic dishonesty, and will provide the principal with the reasoning for their determination. Expectations of knowledge will be considered when making this determination. For example, it is reasonable to assume that ALL students, regardless of grade level, know that directly cutting and pasting or copying material directly from another source is not honest. However, until students have been taught proper documentation methods, they might not understand that putting the words of a source into their own words is still plagiarizing. Individual teachers should know what the students have been taught and will make their determinations according to the instructional level of the students.

- **1st reported offense:** Meet with the principal - Detention and any additional consequences set by the teacher (lowered grade on revised assignment, complete new assignment, etc.)
- **2nd reported offense:** Meet with the principal - In-School Suspension and any additional consequences set by the teacher (lowered grade on revised assignment, complete new assignment, etc.)
- **3rd reported offense:** Meet with the principal - Out-of-School Suspension and no credit for the assignment in question.
- **4th reported offense:** Expulsion

Alcohol, Tobacco and Illegal Drugs

The Bible speaks of our body as the temple of the Holy Spirit (1 Corinthians 6:19-20). The use of tobacco, alcoholic beverages, or illegal drugs is prohibited.

Students are at all times expected to refrain from possession or use of alcohol, tobacco products (including e-cigarettes/vape products) and drugs. Students violating this policy are subject to going before administration for discipline. If the student is a member of any athletic team or extra-curricular activity, the student will be suspended from that activity for the remainder of the season. Further disciplinary action may be made at the discretion of the Activities Director. The AD's decision may be appealed to the Superintendent.

Student possession of drugs/alcohol/tobacco is illegal and the appropriate city authorities will be notified.

Bullying

It is the desire of Lincoln Christian School to maintain a safe learning and work environment that is free from bullying. Students, parents, and staff are expected to conduct themselves in a manner that is glorifying to God, to demonstrate respect and love for each other. Bullying and any form of intimidation is unacceptable at Lincoln Christian School.

Bullying occurs when a person or group is intimidated, frightened, excluded, hurt, or suffers mental distress as a result of a pattern of behaviors directed at them by others. The following is a list of behaviors that may fall within the boundaries of what constitutes bullying:

- Physical aggression – including hitting, punching, shoving, biting, hair pulling, scratching, spitting, touching or kicking.
- Teasing or verbal abuse – including putdowns, insults, names, racial and sexual remarks.
- Exclusion from activities, groups, conversations and shunning.
- Gossip or slander.
- Setting up humiliating circumstances and experience.
- Damaging a person's property/possessions or taking them without permission.
- Threatening gestures, actions, or words.

- Retaliation for reporting bullying behaviors to adults.
- Written or electronic (cyber) messages that contain threats, insults, teasing, or put downs.

While one would hope that a Christian school would not need to take a stance regarding a behavior that is an obvious refusal to obey God's command about how we should treat each other. Unfortunately, we live in a sinful world and in a culture that is filled with examples that are contrary to the will of God. Lincoln Christian is uniquely equipped to teach children what Christ commands us all to do to glorify Him and build each other up. Jesus is the perfect example of how we should live and treat one another, bullying can never be justified or tolerated. (1 Thessalonians 5:11, John 13:34-35)

Couples

Students involved in boyfriend-girlfriend relationships should be discreet in their conduct. They must refrain from physical contact such as holding hands, arms around each other, and so forth during school, at school-related activities or school-sponsored activities regardless of location.

Damaging School Property

Students will be responsible to pay for any damage they may cause to school property due to carelessness, horseplay, vandalism, etc. All students are expected to respect school property by not littering in the building or on school grounds.

Dancing

Because of our tradition and the extreme difficulty of supervising appropriateness of today's dancing among youth, Lincoln Christian School will only sponsor recreational dancing/dances that are approved in advance and attended by the superintendent and/or building principal.

Disputes and Complaints

There are many interpersonal relationships important to the purpose and functions of Lincoln Christian School, and with these relationships are opportunities for misunderstandings, suspicions, and hurt feelings. When not immediately addressed these may lead to gossip and slander that counter the work of the school and diminish its testimony for Jesus Christ.

The aggrieved should first go to the source of the grievance in an effort to resolve the grievance. Many times grievances can be resolved at this level; students/parents should speak with a teacher/coach/sponsor about classroom/activity issues; teachers/coaches/sponsors should speak with the building principal/AD, building principal/AD should speak with the superintendent about a policy problem.

Other than situations involving exceptional or extenuating circumstances, the aggrieved will be directed to the appropriate point of contact, in compliance to Matthew 18:15-17 when a concern is presented.

When dealing with a grievance, the aggrieved and the source should adhere to the following guidelines:

- **Prayer:** Pray for God's wisdom—James 1:5
- **Discussion of the Complaint:** Discuss the grievance only with those that are part of the problem or part of the solution (Matthew 18:15)
- **Openness:** Be open, friendly, willing to listen, and seeking peace.
- **Understand the Complaint:** Make certain the complaint is understood and all circumstances surrounding the grievance are clarified. Both parties should have the facts.
- **Resolution:** Come to some type of resolution of the problem even if the agreed resolution is to proceed to the next higher authority.

- **Implement the Solution:** If there has been a solution, allow adequate and reasonable time for the solution to be implemented before proceeding to the next higher authority. Notify all parties involved of an appeal to the next higher authority.

Gambling

Gambling of any sort or nature involving any exchange of money or goods on school grounds, or during school-sponsored activities, is prohibited.

Internet Usage

Lincoln Christian School recognizes that it is important for students to have access to electronic based research tools and master skills for their application to learning, problem solving, production of work, and presentation of information.

Lincoln Christian School also recognizes that while these resources represent extraordinary learning opportunities and enriching educational materials, they also offer persons with illegal, immoral or inappropriate motives avenues for reaching students, teachers, staff, parents/guardians and members of the community.

Users should not explore areas that are:

- Confidential
- Have restricted access
- Inappropriate
- Disruptive to the classroom or workplace

It is the purpose of the School policy and regulations to outline acceptable student and employee behavior with respect to use of school technology and electronic resources.

Sexual Activity

Lincoln Christian School has the responsibility to maintain biblical standards and discipline in accordance with those standards. It is our goal to develop students into mature, Christ-like individuals who will exhibit a biblical style of life and purity. Even though parents may personally hold to different beliefs, all students enrolled, or who hope to be enrolled, at Lincoln Christian School are expected to refrain from certain activities and behaviors:

- Premarital sex
- Homosexual/transgender activity
- Profession of homosexuality/bisexuality

A decision to not enroll, or to expel, any student will only be done after a discussion with a student's parents, local church (if appropriate), and the Lincoln Christian School Superintendent. (Romans 1:26-27; 1 Corinthians 6:18)

POLICIES

After School

Students should be picked up as soon as possible after school is dismissed. Students are to wait for their rides outside in the front of the school. In cases of inclement weather, students must wait in the multi-purpose room. After 3:50 students must be outside, in the multipurpose room, at an activity/sport practice, or in a classroom with a teacher.

Closed Campus

Students may not leave campus without parent/guardian permission. Teachers are not to send students on any errands outside the school facilities. Permission to leave campus may be granted at parents' request, with administrative approval. Parent/guardian permission must also be given to the school for any student that needs to drive independently from school transportation to a school activity (such as a track meet, music contest, etc.)

Copyright

LCS makes every effort to comply with federal copyright laws. The most important limitation to an author's exclusive rights is the public's right to exercise a "fair use privilege". Fair use refers to an individual's right to use copyrighted material in a reasonable manner without the consent of the copyright owner. The Copyright Act lists particular activities generally considered fair, including criticism, comment, parody, news reporting, teaching, scholarship, research, or personal use such as time or format shifting. Factors considered to determine fair are:

- The purpose and character of the use.
- The nature of the copyrighted work.
- The amount and substantiality of the portion used in relation to the copyrighted work as a whole.
- The effect of the use upon the potential market for, or value of, the copyrighted work.

Contact the administration if you have questions or comments regarding the use of copyrighted material.

Dating Violence Prevention

Lincoln Christian School provides physically safe and emotionally secure environments for all students and staff. Positive behaviors are encouraged in the educational program and are required of all students and staff. Inappropriate behaviors, including but not limited to, dating violence, will not be tolerated and must be avoided by all students and staff.

Pursuant to Section 79-2,140, the Legislature has defined (a) "dating violence" to mean a pattern of behavior where one person uses threats of, or actually uses, physical, sexual, verbal, or emotional abuse to control his or her dating partner; and (b) "dating partner" to mean any person, regardless of gender, involved in an intimate relationship with another person primarily characterized by the expectation of affectionate involvement whether casual, serious, or long term.

Strategies and practices are implemented to reinforce positive behaviors and to discourage and protect others from inappropriate behaviors. Dating violence training, as defined by Section 79-2,141(4), shall be provided to staff deemed appropriate by the administration.

Foreign Language

In order to encourage maximum fluency and English language acquisition, all must speak English in school, except in a foreign language class.

Fundraisers

All fundraisers must be approved by the Activities Director AND the Director of Stewardship and Advancement. No staff member or student is to make any solicitation of funds or funding from individual, business, or organization for anything affiliated with Lincoln Christian without the approval of the principal.

Gym and Weight Room Use

No student is to be in the gym or the weight room without faculty or athletic staff supervision AT ANY TIME. This includes weekends and evenings.

Gym Bags/Backpacks

All gym bags and backpacks must fit inside the student's locker. Students are not allowed to store bags in the hallway.

Holiday Observances

Lincoln Christian School observes the celebration of Christian holidays such as Christmas, Easter, and Thanksgiving; and national patriotic holidays such as Veteran's Day. However, we refrain from observing holidays that are counter to biblical worldview (i.e. Halloween) or are a distraction to the learning environment.

Internet Usage

Lincoln Christian School recognizes that it is important for students to have access to electronic based research tools and master skills for their application to learning, problem solving, production of work, and presentation of information.

Lincoln Christian School also recognizes that while these resources represent extraordinary learning opportunities and enriching educational materials, they also offer persons with illegal, immoral or inappropriate motives avenues for reaching students, teachers, staff, parents/guardians and members of the community. Additionally, these resources present tempting opportunities for users to explore areas that are confidential, have restricted access, are inappropriate, and are disruptive to the classroom or workplace. It is the purpose of the School policy and regulations to outline acceptable student and employee behavior with respect to use of school technology and electronic resources.

Personal Responsibility. Access to electronic research requires students and employees to maintain consistently high levels of personal responsibility.

One fundamental need for acceptable student and employee use of school electronic resources is respect for, and protection of, password/account code security, as well as restricted databases, files, and information banks. Personal passwords/account codes may be created to protect students and employees utilizing electronic resources to conduct research or complete work. These passwords/account codes shall not be shared with others; nor shall students or employees use another party's password except in the authorized maintenance and monitoring of the network. The maintenance of strict control of passwords/account codes protects employees and students from wrongful accusation of misuse of electronic resources or violation of school policy, state or federal law. Students or employees who misuse electronic resources or who violate laws will be disciplined at a level appropriate to the seriousness of the misuse.

Acceptable Use: The use of school technology and electronic resources is a privilege, which may be revoked at any time. Staff and students are only allowed to conduct electronic network-based activities that are classroom or workplace related. They are not allowed to play games during school time except by a teacher's permission for his/her own class. Students are not allowed to have food or drink at any computer or in the computer lab. Behaviors which shall result in revocation of access shall include, but will not be limited to: damage to or theft of system hardware or software; alteration of system hardware or software; placement of unlawful information, computer viruses or harmful programs on or through the computer system; entry into restricted information on systems or network files in violation of password/account code restrictions; violation of other users' rights to privacy; unauthorized disclosure, use or dissemination of personal information regarding

minors; using another person's name/password/account to send or receive messages on the network; and use of the network for personal gain, or commercial purposes.

Students and employees may not claim personal copyright privileges over files, data or materials developed in the scope of their employment, nor may students or employees use copyrighted materials without the permission of the copyright holder. The Internet allows users access to a wide variety of media. Even though it is possible to download most of these materials, students and staff shall not create or maintain archival copies of these materials unless the source indicates that the materials are in the public domain.

Access to electronic mail (email) is a privilege and designed to assist students and employees in the acquisition of knowledge and in efficiently communicating with others. School email system is designed solely for educational and work related purposes. Students are allowed to use school issued email addresses for educational purposes.

E-mail files are subject to review by District and school personnel.

Students or employees who engage in "hacking" are subject to loss of privileges and school discipline, as well as the enforcement of any school policy, state and/or federal laws that may have been violated. Hacking may be described as the unauthorized access to data in a system. This is not limited to school data, but also other students' electronic devices, or outside entities.

To the maximum extent permitted by law, students and employees are not permitted to obtain download, view or otherwise gain access to "inappropriate matter," which includes materials that may be deemed inappropriate to minors, unlawful, abusive, obscene, pornographic, descriptive of destructive devices, or otherwise objectionable under current school policy or legal definitions

Lincoln Christian School and school administration reserve the right to remove files, limit or deny access, and refer staff or students violating the Board policy to appropriate authorities or for other disciplinary action.

Privileges: The use of school technology and electronic resources is a privilege, not a right, and inappropriate use will result in the cancellation of those privileges. The password/account code may be suspended or closed upon the finding of user misuse of the technology system or its resources. Loss of privileges will not excuse you from assignments due during classes such as collaboration with other students, research, or online assignments and therefore could result in a 0.0% score for those assignments missed.

Network Etiquette and Privacy: Students and employees are expected to abide by the generally accepted rules of electronic network etiquette. These include, but are not limited to, the following:

- System users are expected to be polite. They may not send abusive, insulting, harassing or threatening messages to others.
- System users are expected to use appropriate language; language that uses vulgarities or obscenities, libels others, or uses other inappropriate references is prohibited.
- System users may not reveal their personal addresses, their telephone numbers or the addresses or telephone numbers of students, employees, or other individuals during Email transmissions or over the Internet.
- System users may not use School's electronic network in such a manner that would damage, disrupt, or prohibit the use of the network by other users.
- System users should assume that all communications and information is public when transmitted via the network and may be viewed by other users. The system administrators may access and read E-mail on a random basis.
- Use of School's electronic network for unlawful purposes will not be tolerated and is prohibited.

Services: While Lincoln Christian School is providing access to electronic resources, it makes no warranties, whether expressed or implied, for these services. Students are not allowed to print except for an assignment. School may not be held responsible for any damages including loss of data as a result of delays, non-delivery or service interruptions caused by the information system or the user's errors or omissions. The use or distribution of any information that is obtained through the information system is at the user's own risk. School specifically denies any responsibility for the accuracy of information obtained through Internet services.

Security: The Board recognizes that security on Lincoln Christian School's electronic network is an extremely high priority. Security poses challenges for collective and individual users. Any intrusion into secure areas by those not permitted such privilege creates a risk for all users of the information system.

The account codes/passwords provided to each user are intended for the exclusive use of that person. Any problems, which arise from the user sharing his/her account code/password, are the responsibility of the account holder. Any misuse may result in the suspension or revocation of account privileges. The use of an account by someone other than the registered holder will be grounds for loss of access privileges to the information system. Users are required to report immediately any abnormality in the system as soon as they observe it. Abnormalities should be reported to the classroom teacher or system administrator. School shall use filtering, blocking or other technology to protect students and staff from accessing Internet sites that contain visual depictions that are obscene, child pornography or harmful to minors. Any attempt by students to bypass the school's Internet filtering software or the computer security system will be subject to disciplinary action. This includes the use of VPN and cellular Hotspots to access the internet. School shall comply with the applicable provisions of the Children's Internet Protection Act (CIPA) and the Neighborhood Internet Protection Act (NCIPA).

Vandalism of the Electronic Network or Technology System: Vandalism is defined as any malicious attempt to alter, harm, or destroy equipment or data of another user, School information service, or the other networks that are connected to the Internet. This includes, but is not limited to the uploading or the creation of computer viruses, the alteration of data, or the theft of restricted information. Any vandalism of School electronic network or technology system will result in the immediate loss of computer service, disciplinary action and, if appropriate, referral to law enforcement officials.

Consequences: The consequences for violating School's Acceptable Use Policy include, but are not limited to, one or more of the following:

Suspension of School Network privileges;
Revocation of Network privileges;
Suspension of Internet access;
Revocation of Internet access;
Suspension of computer access;
Revocation of computer access;
School suspension;
Expulsion; or
Employee disciplinary action up to and including dismissal.

Late Homework Room

Teachers can assign Late Homework Room for students who fail to turn in homework that day.

- Students receive notice during class and office staff notify parents via e-mail that student has Late Homework Room from 3:45-4:15 that day.
- 11th/12th grade students may turn in work to the office prior to the end of 7th period and not report to Late Homework Room. (It is the student's responsibility to communicate this information to their parents; school will not re-notify.)
- 7th-10th grade students must report to Late Homework Room where students will be dismissed as finished work is collected.
- All remaining students will be dismissed at 4:15pm.
- For all grades, failure to attend Late Homework Room results in an additional detention the following day. Skipping two days will result in serving 1 day of In School Suspension.
- Emergencies that prevent attendance will be handled individually by the principal.
- Assignment-specific questions should be directed to teachers, not to office staff.

Lockers and Locks

Each student will be assigned a locker for the storage of books and coats. Items placed on locker doors are to be consistent with positive Christian values. Signs may be placed on the outside of doors to provide notes of encouragement. Lockers are to be locked at all times. Lockers are the property of the school and administration or staff may look in a student's locker at any time for any reason.

Medication

Students must have prior written permission for the administration of medicine that includes prescription, over-the-counter, as-needed, or homeopathic supplements. If a student is to have a medication at school, the parent will fill out the appropriate paperwork and return it to the office. The Admission information identifies if a parent authorizes Tylenol (acetaminophen) or Advil (ibuprofen). ANY other medication must have a written authorization indicating the time, dosage, frequency, route, and any other special instructions. A physician's signature is required for all prescription medications. Personal MDI inhalers are allowed to be taken as needed by the student upon filling out and submitting an "Inhaler Contract" and on file with the school nurse. Coaches and PE teachers will authorize inhaler usage.

NO medication or supplement is allowed into the school without the identification of the school nurse.

The school nurse is on duty school days from 7:45am to 3:45pm for the assessment, assistance, and intervention of school health needs.

Music

All music played at Lincoln Christian School, at school-sponsored activities, or used for performance purposes, will reflect our Christian worldview.

Parking

Students who drive vehicles to school must comply with rules and regulations as outlined by the administration. Abuse of the facilities or driving recklessly may lead to a loss of privileges to drive or park on school property. The following rules apply at all times:

- Students are to park only in the designated student parking areas. Vehicles must be parked between the lines so that each vehicle takes only one space.
- No parking in the fire lane at any time. Handicap parking is by permit only.
- The speed limit for the parking lot is 10 mph at all times.

School Permit Clarification: Students may drive only to credit earning classes and not to extracurricular activities (games, practices, etc.) on Saturdays or evenings. They may drive directly to school in the morning and directly home at the end of their day. If they stay at school for a ballgame or other event, they may drive home afterward, but they should not drive between school-time and the game. The only passengers that they may carry are immediate family members.

Passes

No student should be out of a classroom without a pass during class time. Teachers and students are asked to limit passes to legitimate requests and teachers need to keep students accountable.

Phone Use (including all devices used for texting/calling)

Students are not to be released from class to make or receive phone calls. Occasionally a student may be called from class to receive an important call at the discretion of the office staff. 9th – 12th grade students will be allowed to use cell phones before and after school, during passing periods, and at lunchtime. 7th/8th grade students will be allowed to use cell phones before and after school and at lunchtime only. Cell phones (including text messaging) being used in class without permission will result in an automatic detention that day. Cell phones are not to be seen or heard during class time. A second offense will result in an additional assigned detention as well as the possibility of further disciplinary actions determined by the principal.

Privacy

Each student's personal file can be accessed only by that student or his/her parent(s) or guardian(s) or school staff. No personal information is given to any person or organization without parental permission, except for the LCS family directory.

Search/Seizure

The administration reserves the right to search a student's locker, book bag, or other personal possessions, including a vehicle parked on school property, under suspicion of theft, drugs, or other prohibited activities or articles. Parents will be notified as soon as possible following searches.

Student Health and Illness

Students who become ill or injured during regular school hours **will be evaluated by the school nurse or designated official** who will give permission prior to a decision to be sent home. **Students are NOT to call or text parents until evaluated.**

A student missing more than twenty minutes of a class due to a health-related visit to the office will be counted absent (excused) for that period.

Any student missing five consecutive days due to illness must have a doctor's written order for their plan of care either at home or as they return to school. All students must have their plan of care updated for any pre-existing special need, medical diagnosis, or new medical condition per physician's orders (ie. asthma plan, diabetic plan, or activity orders following surgery, etc.)

Any student missing 8 days or more during any quarter will need to follow up with the nurse for a care plan.

The following guidelines regarding student exclusion from school are set by the Nebraska Department of Health. These guidelines are to be met to protect ALL STUDENTS from contracting diseases. Students will be excluded from school for the following communicable diseases for the prescribed periods of time:

- **Measles (Rubella):** A student may return to school the fifth day after the onset of a rash.
- **Three Day Measles (Rubella):** A student may return to school seven days after the onset of the rash.
- **Mumps:** A student may return nine days after the onset of parotid swelling.
- **Chicken Pox:** A student may return after all the lesions are dried.
- **Shingles:** A student may return after all the lesions are dried.
- **Streptococcal Infection:** A student may return to school twenty-four hours after the start of antibiotic therapy and without fever.
- **Vomiting or Diarrhea:** Students will not return to school until the condition subsides and no elevated temperature.
- **Ringworm, impetigo, scabies, lice, and pinkeye (conjunctivitis):** Children with any of these conditions can be sent home with instructions not to return to school until under treatment.
- **Elevated body temperature:** Students with temperatures greater than 100 degrees F. should be sent home. Temperature must be normal for 24 hours without medications to reduce fever before returning to school.

If there are any questions regarding a student's attendance at evening activities in the event (s)he is absent due to an illness, please understand that if the student is home for the school day with a communicable disease, they are not allowed to participate in the afterschool activity due to the risk of exposure of others to potentially contagious or communicable diseases. This includes, but is not limited to, vomiting, diarrhea, $tem > 100$, contagious illness (ie. respiratory, gastro-intestinal, flushed face, headache, body aches, sore throat, nasal discharge, severe cough, unexplained skin eruptions, red/itchy or purulent eye discharge).

Transportation

All Students are expected to use school transportation when provided to the location and back to school. Exceptions may be approved if the following conditions are met:

- A parent may provide transportation of their child to the event and/or after the event when direct communication is provided to the coach, sponsor or teacher. The coach, sponsor, or teacher is required to keep record of a written request of a parent to provide transportation of their child.
- A parent may provide transportation to another student that is not their child to or after the event only if written communication is given to an administrator from both sets of parents prior to the event.
- A student may provide their own transportation to or from an event only with prior approval from an administrator.
 - The administrator can only approve a student driving to or from an event with written permission of the parent prior to the event.
 - No students will be allowed to transport other students at any time.

If school transportation to an event is not provided it is the duty of the coach, sponsor, or teacher to communicate to parents that it is their responsibility to provide transportation and that if their child is riding with another student then it is encouraged that both sets of parents are informed as to who their child is riding with and who is riding with their child.

Visitors

Parents, guardians, and other patrons of Lincoln Christian School are welcome and encouraged to visit our school. All visitors to the Secondary building are expected to report to the Secondary School office to notify staff they are in the building or on school grounds. Visitors to the school must respect the learning environment and maintain proper behavior and decorum. Disruption of the orderly process of the school is prohibited. The principal, or his designee, is authorized to deny access, ban or bar future access, remove or request the removal of any visitor whose behavior is disruptive to the educational/working environment of the school. Any visitor to the school who has been denied access or who has been asked to leave may appeal to the school Superintendent.

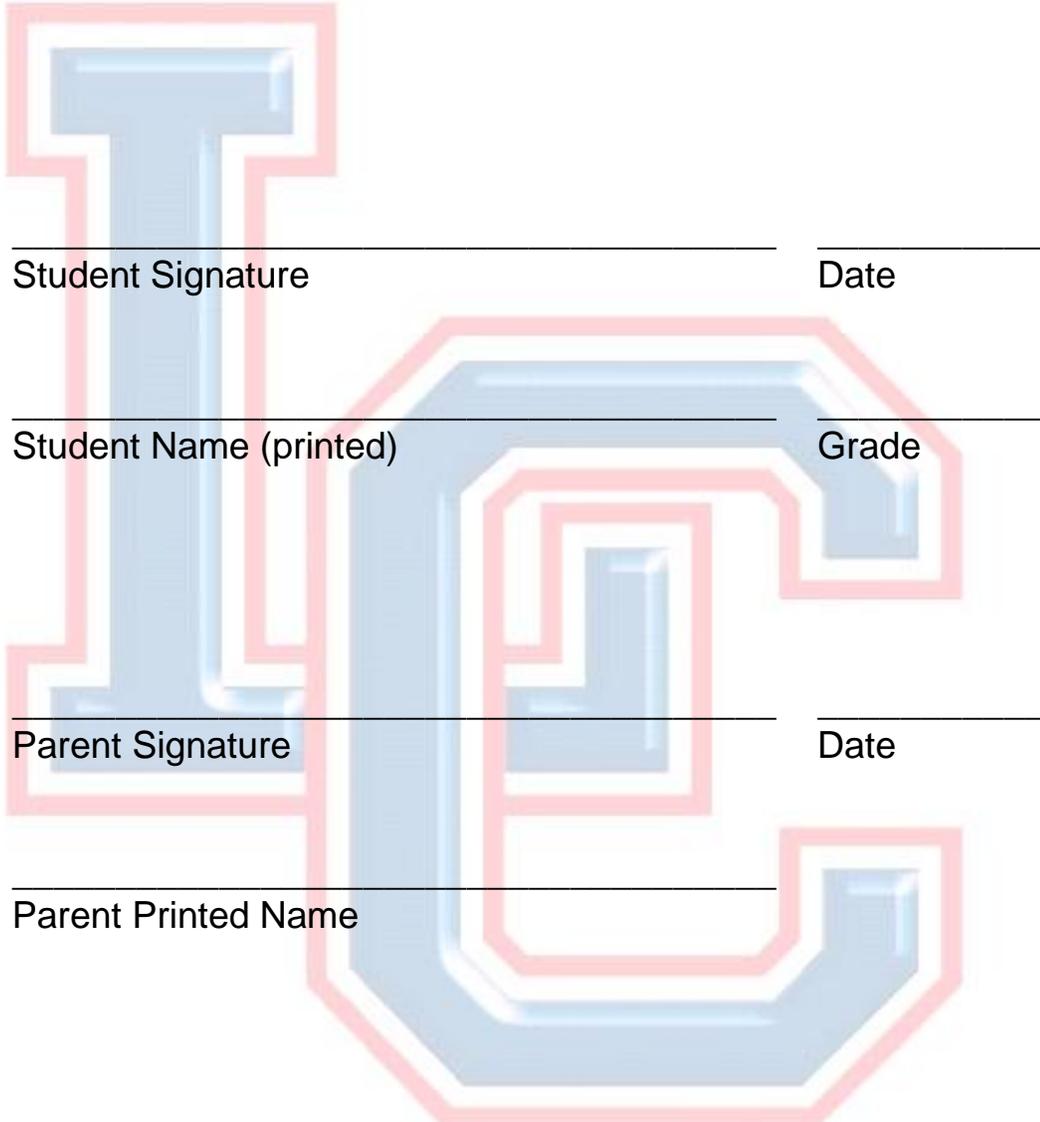
Reserve the Right to Change

The School Board and the administration reserve the right to change any policy or procedure at any time, at their sole discretion, after reasonable notice to Lincoln Christian students and family.

Student/Parent Handbook Acknowledgement

I have received and reviewed the
2018-2019 Lincoln Christian Junior/Senior High
Student/Parent Handbook.

I understand and will abide by all rules & policies stated therein.



Student Signature _____ Date _____

Student Name (printed) _____ Grade _____

Parent Signature _____ Date _____

Parent Printed Name _____