

PRENTISS CHRISTIAN



SCHOOL

Parent/Student Handbook
2026-2027

***Developing next generation leaders through a quality
education taught from a Biblical worldview.***

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FOREWORD

We wish to extend a warm welcome to all new and returning students who have joined the student body at Prentiss Christian School this year and want you to feel free to call on the administration and faculty to answer any questions that will make your transition as smooth as possible.

The purpose of this handbook is to acquaint pupils, parents, and teachers with necessary information concerning school regulations and policies affecting them while attending school or any school function. It is the students' and parents' responsibilities to KNOW and FOLLOW all the rules in this handbook.

Parents and students must understand that although an attempt is made to cover all situations, there is always the possibility that some area will be omitted and that additions may be necessary. Students deserve the right to know what is expected of them and will always be informed of any policy changes that concern them.

INTRODUCTION

Prentiss Christian School is a non-profit, 501(c)(3), corporation located on Amanda Street in Prentiss, Mississippi. Prentiss Christian School is governed by a Board of Trustees elected by the membership of the corporation. The Board delegates responsibilities for the day-to-day operations of the school to the Head of School who provides leadership to the total school program.

Prentiss Christian School is accredited by the Mid-South Association of Independent Schools (MSAIS) and COGNIA, and all instructional staff and administration are certified instructors.

Prentiss Christian School serves students in grades PreK– 12. Lower elementary grades are self-contained. Abeka textbooks and teaching materials are used predominantly in the elementary school grade levels PreK-6. The curriculum in grades 7 – 12 is broad and meets all standards established by the Institutions of Higher Learning for students who intend to enter a Mississippi public or private college or university upon graduation from high school. All classes at every level feature a low student-teacher ratio.

Prentiss Christian School is widely respected for its excellent school program and for its commitment to Christian education.

HISTORY

Prentiss Christian School was chartered by the State of Mississippi on January 22, 1970. The land for the school building was acquired on June 17th and cleared on June 25th. The foundation for the building was poured on June 30, 1970.

Parents, teachers, students, and interested friends spent many hours literally mixing mortar and laying blocks. The first “Workday” to paint the building and classrooms and to clean the building for the first day of classes was September 5, 1970. The first day of school at Prentiss Christian was September 14, 1970.

The first Board of Trustees was composed of Dr. French Tripp – President, Mr. Arthur Pigott, Mr. Guy Magee, Mr. Milton Terrell, Mr. Truett Griffith, Mr. James Daniel, Mr. Terry Brinson, Mr. Howard Lane, and Mr. John Allen.

Members of the first faculty were Dr. J. E. Baxter – Administrator, Mrs. Donna Blackburn, Mrs. Elizabeth Brinson, Mrs. Ann Dale, Mrs. Ruby Daniel, Mrs. Carolyn Farr, Mr. Truett Griffith, Mrs. Frances Lane, Mrs. Frances Polk, Mrs. Dannel Rush, Mrs. Ruth Tripp, and Mrs. Alice Polk.

PHILOSOPHY

Prentiss Christian School believes that each student should be offered a superior education based on intellectual, spiritual, social, moral, and physical development.

Prentiss Christian School believes that a safe learning environment, an excellent faculty, a challenging curriculum, and parental support are keys to providing students with a superior education.

MISSION

Developing next generation leaders through a quality education taught from a Biblical worldview.

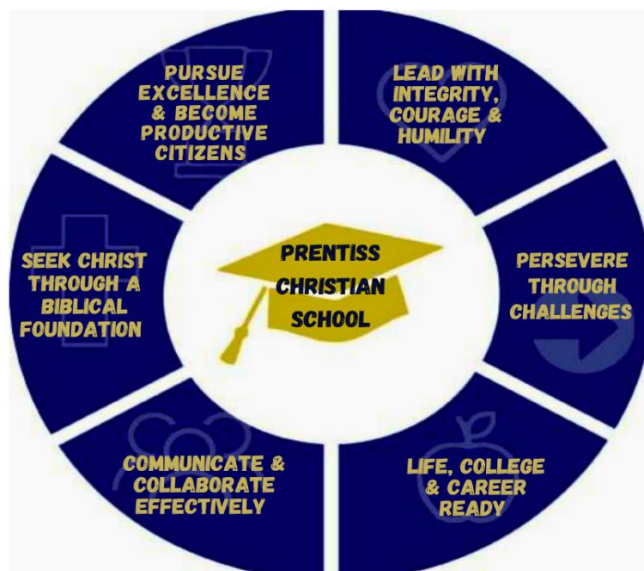
VISION

Inspiring excellence, integrity, and citizenship with a Biblical foundation.

GOALS

1. To provide a well-balanced educational program that will help develop the students mentally, physically, spiritually, emotionally, socially, and prepare them for life, college, and career readiness.
2. To strive to provide a curriculum that is flexible, one that will assist in the development of the students attending the school
3. To provide experiences that will enable students to reason critically, draw logical conclusions objectively and communicate effectively.
4. To provide activities that will enable students to think and act independently and lead with integrity, courage and humility so that they will be better able to become active and productive citizens
5. To instill the meaning and use of the democratic process and encourage effective collaboration when students work together, share ideas, and make decisions as groups
6. To create an atmosphere of learning conducive to developing a sense of belonging and emotional security in our students
7. To provide programs that will help to clarify the students' ethical consciousness and help develop sound standards of values and integrity
8. To provide formal and informal opportunities to enhance the students' spiritual development and understanding of Biblical truths
9. To encourage students to think critically and perceptively to evaluate their actions, their values, and their goals to foster self-understanding and self-improvement and persevere through challenges.
10. To promote cooperation and goodwill among faculty, students, and patrons of the school in order to provide a more stable environment for learning.

PORTRAIT OF A PRENTISS CHRISTIAN SCHOOL GRADUATE



GENERAL SCHOOL POLICIES

SCHOOL OFFICE

The school office is a place where school business and the day-to-day school's operations are conducted. Students are not permitted to be in the school office unless they have a specific reason for being there.

BELL SCHEDULES

Beginning with the 2026-2027 school year, we will use a Flex 4x4 Block Schedule for grades 7-12. The bell schedule will begin on a normal school day for all grades at 7:55 a.m. For grades 7-12, the bell will ring to end the school day at 3:10 p.m. Grades PreK-6 will dismiss at 3:00 p.m.

Regular		Activity	
1 st Block	7:55–9:25	1 st Block	7:55–8:55
Break	9:25–9:40	Break	8:55–9:10
		Activity/ Pep Rally	9:10-9:40
2 nd Block	9:43-11:08	2 nd Block	9:43-11:08
3 rd Block	11:11–12:56	3 rd Block	11:11–12:56
4 th Block	12:59–2:24	4 th Block	12:59–2:24
5 th Flex Block	2:27-3:10	5 th Flex Block	2:27-3:10

WHOLE SCHOOL EARLY DISMISSAL

Poor weather conditions, loss of electrical power, or certain emergency conditions may cause early dismissal of school. In such cases, information concerning early dismissal will be provided by email, social media, and the BAND app. Information regarding the re-opening of the school will also be provided by these means.

ADMISSION POLICY

Prentiss Christian School seeks to serve students who have a sincere interest in receiving a superior elementary and secondary education. The school admissions committee reviews all required documentation including academic records, school attendance, and behavior before approving admission. Students who have poor academic records, poor school attendance, and/or unacceptable behavior in the school environment or community may not be enrolled at Prentiss Christian School.

ENROLLMENT PROCEDURES

The following steps must be taken to enroll a student at Prentiss Christian School:

1. Complete an application for admission and pay registration fee.
2. The student(s) and parent(s) must meet with the Admissions Committee.
3. Applications will be accepted or denied by the Head of School and the Board of Directors.
4. Complete the Patron Agreement form.
5. Review Fee Sheet.

Any student who is married or has been married, is engaged, is pregnant or has a child, or is the biological father of a child will not be permitted to attend Prentiss Christian School.

FIRST-TIME ADMISSION DOCUMENTATION REQUIREMENTS

Students who are enrolling at Prentiss Christian School for the first time must provide the following documents:

1. Completed Admissions Application and Information Form
2. Copy of student's birth certificate
3. Certificate of Immunization
4. Copy of guardianship documents if applicable
5. Copy of Social Security Card
6. Copy of transcript and last report card or progress report from previous school
7. For students who will be driving to campus – driving application and fee, copy of vehicle registration/tag number, copy of driver's license and copy of updated insurance card

All documents listed above must be provided prior to the admissions committee reviewing the application for admission.

RETURNING STUDENTS

1. Registration fee
2. Completed Updated Information Form
3. Signature on current school year fee sheet
4. Signature on the current school year agreement form
5. For students who will be driving to campus – driving application and fee, copy of vehicle registration/tag number, copy of driver's license and copy of updated insurance card

TRANSFER STUDENTS

To ensure academic integrity, MSAIS requires the following for student placement and transfer:

1. Kindergarten – MSAIS requires member schools to abide by applicable state laws regarding appropriate age for kindergarten admission. For example, Mississippi requires a child to have reached the age of 5 on or before September 1 of the school year for which application is being made to be eligible for admission to kindergarten.

2. Elementary – MSAIS requires member schools to abide by applicable state laws regarding appropriate age for admission to first grade. For example, Mississippi requires a child to have reached the age of 6 on or before September 1 of the school year for which application is made to be eligible for admission to first grade. Placement testing may be used to determine grade placement.

3. Member schools are permitted to accept by transfer kindergarten and elementary students who do not meet the member school's state requirement if the student was previously enrolled in a school in a state that allowed entrance at an earlier age.

4. Secondary – MSAIS permits member schools to accept previously earned credits of transfer students who demonstrate competence in the subject area of the credit that is being transferred through proper documentation or placement testing.

A student shall earn at least two (2) of his last four (4) credits in residence at the high school before the school may grant him a diploma. Successful completion of four (4) half (0.5) credit courses in one semester is equivalent to two (2) credits.

A student who transfers into an MSAIS member school from any institution in the 11th or 12th grade year is not eligible to participate in athletic activities if they are receiving financial aid.

5. If there is not a match between the instructional/educational needs of a student applying for transfer into a member school and the school's mission and/or its admission policy, the school may refuse admission to the student or acceptance of a transfer credit.

*****In addition to First Time Enrollment Requirements**

Prentiss Christian School will accept grades and credits earned by students who have been enrolled in any educational system which is accredited by the Mid-South Association of Independent Schools, COGNIA, or any state department of education. Students who receive grades or credits from educational institutions or special programs ("home school") who do not meet the above standard must validate grade placement by taking a universal screener through Prentiss Christian School. Approval for grade placement must be approved by Prentiss Christian School administration. All expenses for testing to validate grade placement or credits shall be the responsibility of the student and/or his or her parents.

SCHOOL ATTENDANCE

Prentiss Christian School stresses regular and punctual school attendance. Good attendance habits that are established today will help equip students for success in the future. Poor attendance and truancy may lead to academic failure.

Regular and punctual attendance on the part of all students is necessary for success in schoolwork. Frequent absences affect scholarship, interest in school activities, and eventually, the whole attitude toward school. It is, therefore, important that students be in school on time every day.

ABSENCES

Students in grades K through 12 who miss more than 5 days in a 9-weeks course, more than 10 days in a semester course, or more than 20 days in a year-long course are in danger of failing the class/may not be granted credit for the course in which the absences occurred. When a student has missed 3 out of 5 days during a 9-weeks class, 6 out of 10 days during a semester class, or 11 out of 20 days during a year-long class, a student-parent conference will be required. Absences accompanied by an excuse from a doctor or medical professional will not count towards the total and will be considered excused. Absences accompanied by a parent excuse, up to three (3) parent excuses each semester, will not count towards the total and will be excused. The excuse should be presented the day immediately following the absence. Absences accompanied by no note **WILL** count towards the total and will be unexcused. Absences due to out-of-school suspension will be unexcused and will count towards the total. The Head of School/Principal has the authority to make the final determination on any absence(s).

In compliance with MSAIS Accreditation Standard 42.013, no student shall be granted credit whose absences exceed 20 days during the school year. The Administration and School Board may waive this standard if it is determined that the absences resulted from unusual circumstances or extended illness. A limit of 5 days shall be placed on all single nine-weeks ½ credit courses and a limit of 10 days on semester-long courses.

Per MSAIS, there is no difference in excused or unexcused absences when counting the number of days missed; however, the MSAIS does allow for extenuating circumstances.

Extenuating Circumstances: (Accident, surgery, illness, etc.)

Absences more than the number described above may be excused at the sole discretion of the Head of School after a conference with the parent or guardian. The conference with the parent or guardian will not automatically result in an excused absence.

TYPES OF ABSENCE

Students who have absences are expected to make up any missed work. It is the student's responsibility to check with the teacher to determine what work has been missed and needs to be made up.

EXCUSED

- Only three (3) parent notes will be accepted each semester. All other absences during that semester will be considered unexcused unless the absence is verified by a medical professional or in the event of a funeral, documentation of the funeral. (i.e. obituary, program, etc.).

- **Notes and doctor's excuses should be presented the day the student returns to school for the absence to be excused.**

UNEXCUSED

Absences will be considered unexcused if a parent excuse, Dr. excuse, or documentation of a funeral is not provided. A grade of zero (0) will be given for any missed work; however, the student will be given the opportunity to make up missed work.

SCHOOL-SPONSORED EVENTS

Students attending school-sponsored events/functions shall not be considered absent. (i.e. Athletic/Band/Choral Music events, Field Trips, Cheer Camps, SkillsUSA competitions through JDCSD Career Tech Center, 4-H Livestock Showing/Judging, Mayor's Youth Council, etc.). The Head of School/Principal has the authority to make the final determination on what is a school sponsored event/function.

TARDIES

Students who arrive after the tardy bell begins to ring at 8:00 a.m. are considered tardy. These students must receive an "Admit to Class" slip from the office. Most tardies will be considered unexcused unless there is a valid, verifiable reason for the tardy. The Head of School/Principal has the authority to make the final determination on excused/unexcused tardies.

EXCUSES

All excuses will be classified as either excused or unexcused. **Excused absences** must meet one of the following conditions:

1. Illness, death, or marriage in the immediate family (Parent Note, Obituary, Funeral Program, etc.)
2. Verified doctor or dental appointment (Doctor's Excuse)
3. Absences necessitated by the student representing PCS in athletics, class trips, school events, etc.
4. Emergencies, as deemed by the Head of School
5. Observance of religious holidays (Parent Note)

Students who are absent from school must have an office admittance slip to re-enter class upon returning to school.

Parent notes should contain a written explanation which includes the date(s) of absence, reason for absence, and parent's/guardian's signature and should be presented to the school office by the student/parent on the day the student returns to school.

Failure to provide proper documentation regarding any absence(s) from school shall result in the absence(s) being recorded as **Unexcused**.

All absences carry a daily grade of "0". If a test is administered during the student's absence, a "0" test grade will be recorded. Daily work and missed tests due to any absence can be made up. Students will be given a day for each day missed to make up missed assignments.

Absences due to Out-of-School Suspension will be recorded as **UNEXCUSED**.

When students return to school after an out-of-school suspension, they must receive an “Admit to Class” slip before school begins. Students who miss classwork due to suspension will be able to make up the missed assignments.

Students are expected to arrive at school by 7:55 A.M. and be seated in their classroom by 8:00 A.M. each day. Failure to be present at the appropriate time for any class period shall constitute tardiness. Students who are tardy to class will be required to report to the office for a tardy slip prior to reporting to class.

All CTE students should be on the vo-tech shuttle bus by 7:55 A.M. daily. The first block vo-tech shuttle bus will leave promptly at 8:00 A.M. and/or when morning announcements are finished. The second block vo-tech shuttle bus will leave promptly at 9:45 A.M. Students who miss the vo-tech shuttle bus due to tardiness will be considered absent for vo-tech. Any student missing the vo-tech shuttle bus is expected to report to the office immediately.

All tardies, unless excused by the Head of School/Principal, are unexcused. For grades 7 – 12, any student accumulating more than three (3) unexcused tardies per nine-week period are subject to disciplinary action as stated under flagrant disregard of directions/commands found in the parent-student handbook student conduct and discipline procedures.

A student being “checked out” is expected to be signed out and leave campus at the change of classes. If a student is checked out and leaves before the end of a class period, the student will be considered tardy for the class period unless he or she brings a formal doctor’s note or a note from a parent is provided on the day of the check out or the day he or she returns to school.

EARLY DISMISSALS

Due to safety precautions, student dismissals are discouraged during the last 30 minutes of the school day. The administration recognizes that students will have appointments that require early dismissal. However, no student shall leave school before dismissal without permission from the Head of School or his/her designee and the parent/guardian. Early dismissal on an emergency basis will be allowed. Early dismissal for any reason other than what constitutes an excused absence shall be considered an unexcused absence. Additionally, students will not be dismissed before classes end when taking 9-week/semester exams.

Procedures for Checking Students Out of Class:

Due to safety concerns, please do not call the school office and ask for students to be released. Student release from campus requires parent authorization. Only a parent/guardian or someone from the emergency contact list will be allowed to sign a student out.

- If your student drives his or her own vehicle and has a medical/dental appointment or other valid reason to leave early, the **student should present a signed note to the office on the day he or she needs to leave campus.** This note must include the parent/guardian phone number for parent verification and must be turned into the office at the beginning of the school day. Without written notification, a student who drives may leave campus only if a parent/guardian authorizes the early release.

- Students who check out early will incur an unexcused absence for the missed classes unless he or she brings a formal doctor's note or a note from a parent is provided on the day he or she checks out or upon returning to school.

***School officials use reasonable caution when dismissing students. However, the school cannot assume responsibility for students or others who misrepresent themselves as parents or guardians to obtain early dismissal. Students found guilty of such misrepresentation shall be considered truant and will be disciplined for skipping school. **STUDENTS WHO CHECK OUT EARLY MUST LEAVE THE SCHOOL CAMPUS IMMEDIATELY. ANY STUDENT WISHING TO RETURN DURING THE DAY MUST HAVE ADVANCE PERMISSION FROM THE HEAD OF SCHOOL/PRINCIPAL.**

MAKEUP WORK

Students with absences shall be expected to complete makeup work. It is the responsibility of the student to approach the teacher regarding makeup work. The student must arrange for makeup work upon returning to school. The amount of time a student has to complete the missed assignments will be equal to the number of days that the student missed.

PERFECT ATTENDANCE

1. To be considered as having perfect attendance during a nine-week period, a student must meet the following criteria:
 - A. Be present for the entirety of all school days
 - B. Not receiving a tardy during any period of a school day
2. The entirety of a school day constitutes the following depending on students' grade levels:
 - A. For elementary students, all day is normally from 8:00 a.m. to 3:00 p.m. There are days where extenuating circumstances cause school to begin late or release early. On these days students must be in attendance the entire day.
 - B. For students in seventh through twelfth grade, all day is normally from 8:00 a.m. to 3:10 p.m. There are days where extenuating circumstances cause school to begin late or release early. On these days students must be in attendance the entire day.
 1. Twelfth graders may leave after the 3rd block each semester if they have met all graduation requirements and do not have a class assigned during the fourth block.
 2. Twelfth grade students who do not have transportation to leave campus fourth block may be assigned as teacher assistants/attend on-line college classes.
 3. Absences due to doctors' appointments, orthodontists' appointments, funerals, etc. disqualify a student from receiving perfect attendance status.
 4. Absences associated with participation in school-related functions, **do not** disqualify a student from receiving perfect attendance.
 5. Absences occurring due to exemptions on semester exam half days **do not** count against perfect attendance. Tardies on these days **DO COUNT** against perfect attendance. **NOTE: Students in grades 7 – 12 must be present for the entirety of all testing sessions in which they have scheduled exams.**

ASSEMBLIES

Student assemblies will be held when needed. From time to time, there will be guest speakers. Students are expected to be courteous to program presenters and to refrain from making loud or rude noises during any presentation. No student will be excused from student assemblies without permission from the Head of School. Misconduct will not be tolerated.

Pep rallies will be held on Fridays during football season at the end of break while on activity schedule or during the fourth block at 2:30 p.m. These may be in the gym or on the football field. Students will assemble by grades in designated areas. All students are expected to attend pep rallies and to show their support for their school.

BUILDING POLICY

School buildings will be open at 7:30 a.m. each morning. When good weather conditions prevail, students are encouraged to remain outside until the first bell rings.

During morning break and lunch, students are expected to vacate the classrooms and remain in the cafeteria or designated outside areas until the bell rings to begin the next period. Students should not return to the classrooms without teacher permission and supervision.

USE OF BUILDINGS AND GROUNDS

Prentiss Christian School facilities are for the use of patrons, faculty, staff, and students. The Head of School must approve the use of the buildings and facilities after normal school hours. Academic and co-curricular activities of the school always have priority for the use of the school buildings and grounds.

CARE OF SCHOOL PROPERTY

It is important that each student realizes his or her responsibility in helping to keep the buildings and campus as clean and attractive as possible. Students can help by disposing of waste materials, refraining from placing pencil marks and fingerprints on walls, keeping tops of desks clean, picking up loose paper and garbage that is found lying around, and cleaning mud from shoes before entering the building.

Restrooms are placed at the students' disposal for their convenience. These are not places to hang out and play. Special attention will be given to these areas by the staff and administration to ensure they remain clean and free of damage for the use of all students.

It is the responsibility of all students to help maintain the cleanliness of the campus; therefore, there should be no littering of the campus grounds, gym, cafeteria, or classrooms. No student shall consume food and/or drinks in undesignated areas of school buildings or on school transportation. Food and drink shall not be consumed in classrooms without permission from the teacher. All school concession items shall be purchased only at designated times. For a host of reasons, gum will NOT BE ALLOWED inside the buildings.

GYM

Students should not be inside the gym except for scheduled classes, athletic practice times, or scheduled events. Neither food, drink, nor gum should be carried into the gym during regular school hours without prior authorization.

CAFETERIA

Students are expected to conduct themselves in a quiet and orderly manner while in the cafeteria. Good manners should be practiced, tables should be left clean and litter-free when students leave the cafeteria, and noise should be kept to a minimum. Students should only enter the cafeteria prior to school during breakfast, at break, and at scheduled lunchtime.

CLASSIFICATION OF STUDENTS

Grade placement and classification of students in grades 9 – 12 shall be based on the accumulation of Carnegie units according to the following guidelines:

- Freshman: Less than 7 units
- Sophomore: Those having 8 units but less than 15 units and must have passed English I
- Junior: Those having 15 units but less than 22 units and must have passed English II
- Senior: Those having 22 or more units. These units must include English I, English II, English III, three (3) science courses (one must be Biology I), three (3) math courses (one must be Algebra I), and three (3) social studies courses.

Prior to the beginning of senior year, senior students and their parents should contact the counselor to receive a list of their child's requirements for graduation. Classification as a senior does not mean the student will graduate.

STUDENT CONDUCT AND DISCIPLINE PROCEDURES

A safe and orderly school is essential for learning. To provide a safe and orderly environment, it is necessary that all students conform to certain standards of conduct and behavior. Student behavior shall always be viewed as the responsibility of the student and the parents or guardian. Students at this school are expected to conduct themselves so that the rights and privileges of others shall not be violated. Each student shall have the right to due process regarding suspension, expulsion, or administrative decisions that the student believes have injured his/her personal rights.

The rules of conduct listed below shall apply while a student is under the supervision or jurisdiction of Prentiss Christian School. A student shall be considered under the jurisdiction of the school while in class, on school grounds, on school transportation, attending school activities on school campuses, traveling to and from school, or when representing the school on school-related trips. Students who do not follow the rules of conduct shall be subject to disciplinary action. Disciplinary consequences may be corporal punishment, After School Detention, In-School Suspension, Out-of-School Suspension, or Expulsion. However, the principal or head of school may evaluate the seriousness of the incident and impose more restrictive consequences.

There are infractions of minor rules and regulations concerning conduct that do not in and of themselves merit corporal punishment, detention, suspension, or expulsion. However, habitual disregard for these rules and regulations will not be tolerated. Students who repeatedly disrupt the educational process by breaking minor rules will be disciplined. Students sent to the office must have a discipline referral from the teacher before any discipline may be administered.

Any student who is referred to the office for the 3rd offense during the school year shall serve In-School Suspension until the student and his or her parents meet with the school disciplinary committee. **The student and parent(s)/guardian(s) shall be required to attend this conference.**

*****The head of school or principal may schedule a parent and administrator conference any time a student is not following the standards of behavior set by Prentiss Christian School Board of Trustees.**

1. FLAGRANT DISREGARD OF DIRECTIONS OR COMMANDS

A student shall not habitually fail to comply with reasonable directions or commands of administrators, teachers, or other school personnel.

DISCIPLINARY CONSEQUENCES

1st Offense – Administrator discretion up to Suspension

2nd Offense – 1 to 3 days Suspension

3rd Offense – Up to 5 days Out-of-School Suspension with required appearance before the school disciplinary committee

4th Offense - Up to 9 days Out-of-School Suspension with Recommendation for Expulsion and required appearance before the Board of Trustees

2. RUDE AND DISRESPECTFUL BEHAVIOR

No student will curse, deceive, or intentionally argue in a demanding or disruptive manner with any teacher, administrator, or other school employee or otherwise show disrespect for school personnel.

DISCIPLINARY CONSEQUENCES

1st Offense - Administrator discretion up to Suspension

2nd Offense - 1 to 3 days Suspension

3rd Offense - Up to 5 days Out-of-School Suspension with required appearance before the school disciplinary committee

4th Offense - Up to 9 days Out-of-School Suspension with Recommendation for Expulsion and required appearance before the Board of Trustees

3. CHEATING

Cheating on tests and examinations will not be tolerated. No students shall cheat on any test, exam, project, or report. This includes using any type of artificial intelligence (AI).

DISCIPLINARY CONSEQUENCES

1st Offense - Zero (0) for work, parent conference with teacher and principal

2nd Offense - Zero (0) for work, Administrator discretion up to Suspension

3rd Offense - Zero (0) for work, Five (5) days Out-of-School Suspension with required appearance before the school disciplinary committee

4th Offense - Zero (0) for work, Out-of-School Suspension with recommendation for expulsion and required appearance before the Board of Trustees

4. PROFANITY

The use of profane, vulgar, or obscene words or gestures will not be accepted.

DISCIPLINARY CONSEQUENCES

- 1st Offense - Administrator discretion up to Suspension
- 2nd Offense - 1 to 3 days Suspension
- 3rd Offense - 5 days Out-of-School Suspension with required appearance before the school disciplinary committee.
- 4th Offense - Up to 9 days Out-of-School Suspension with Recommendation for Expulsion and required appearance before the Board of Trustees.

5. PUBLIC DISPLAY OF AFFECTION (PDA)

The public display of affection between students is not acceptable behavior and appropriate action shall be taken to correct this.

DISCIPLINARY CONSEQUENCES

- 1st Offense - Administrator discretion up to Suspension
- 2nd Offense - 1 to 3 days Suspension
- 3rd Offense - 5 days Out-of-School Suspension with required appearance before the school disciplinary committee.
- 4th Offense - Up to 9 days Out-of-School Suspension with recommendation for expulsion and required appearance before the Board of Trustees.

6. INAPPROPRIATE INTENTIONAL PHYSICAL CONTACT

Students shall refrain from making any type of physical contact with other students. Horseplaying or rough housing is inappropriate behavior, and many times leads to altercations. In addition, students must learn how to regulate their emotions to ensure that they remain in their own space and do not become a threat to other students.

DISCIPLINARY CONSEQUENCES

- 1st Offense - Administrator discretion up to Suspension
- 2nd Offense - 1 to 3 days Suspension
- 3rd Offense - 5 days Out-of-School Suspension with required appearance before the school disciplinary committee.
- 4th Offense - Up to 9 days Out-of-School Suspension with recommendation for expulsion and required appearance before the Board of Trustees.

7. GAMBLING

Gambling will not be tolerated on school grounds, school buses, or on school-sponsored trips. Students should not use gaming cards and/or any other gambling activity for monetary or any other purposes on school campuses/property.

DISCIPLINARY CONSEQUENCES

1st Offense - Administrator discretion up to Three (3) days Suspension

2nd Offense - Three (3) days Out-of-School Suspension

3rd Offense - Five (5) days Out-of-School Suspension with required appearance before the school disciplinary committee.

4th Offense - Up to 9 days Out-of-School Suspension with recommendation for expulsion and required appearance before the Board of Trustees.

8. TOBACCO PRODUCTS, VAPING PRODUCTS, E-CIGARETTES

No student shall have in his or her possession or use any tobacco, vaping, or e-cigarette product while on the school campus, while traveling in a school transportation, or during school-sponsored events/activities on/off campus.

If a student is suspected to potentially have tobacco products in his or her possession, administration reserves the right to search that student and his or her belongings. Males will be searched by a male administrator/male designee with a witness present, and females will be searched by a female administrator/female designee with a witness present.

DISCIPLINARY CONSEQUENCES (FOR POSSESSION OR USE)

1st Offense - Administrator discretion up to Three (3) days Out-of-School Suspension

2nd Offense - Three (3) days Out-of-School Suspension

3rd Offense - Five (5) days Out-of-School Suspension with required appearance before the school disciplinary committee

4th Offense - Up to 9 days Out-of-School Suspension with recommendation for expulsion and required appearance before the Board of Trustees

9. DRUG USE OR POSSESSION

No student shall have in his possession, use, transmit, display to other students, or be under the influence of any illegal or controlled drug, a drug requiring a prescription from a medical doctor, or any unknown substance represented as a “drug” while under the jurisdiction of Prentiss Christian School.

Student athletes and cheerleaders found to be in violation of this policy shall face additional sanctions.

This includes any student possessing, using, transmitting, displaying, selling, or attempting to sell drugs or any drug paraphernalia while under the jurisdiction of Prentiss Christian School.

Students who take prescription medication are required to submit that medication to the school office and take the medication in the office under the supervision of the office personnel. Parents will be required to sign a permission form allowing their child to take medication while at school.

If a student is suspected to potentially have drugs in his or her possession, administration reserves the right to search that student and his or her belongings. Males will be searched by a male administrator/male designee with a witness present and females will be searched by a female administrator/female designee with a witness present.

***See drug policy on the school's website for further information.

DISCIPLINARY CONSEQUENCES

Any Offense - Immediate notification of parents and law enforcement

Up to 9 days Out-of-School Suspension and required appearance of both students and parents/guardians before the Board of Trustees

10. ALCOHOLIC BEVERAGES

No student shall be in possession, consume, or be under the influence of any alcoholic beverage while under the jurisdiction of Prentiss Christian School.

DISCIPLINARY CONSEQUENCES

Any Offense - Immediate notification of parents and law enforcement

Up to 9 days Out-of-School Suspension and required appearance of both students and parents/guardians before the Board of Trustees

11. ASSAULT AND/OR BATTERY ON SCHOOL EMPLOYEE

No student shall cause, attempt to cause, threaten to cause, or behave in such a way as could reasonably cause physical harm to any school employee at any time.

DISCIPLINARY CONSEQUENCES

Any Offense - Immediate notification of parents and law enforcement

Up to 9 days Out-of-School Suspension and required appearance of both students and parents/guardians before the Board of Trustees

12. ASSAULT AND/OR BATTERY ON NON-SCHOOL EMPLOYEE

No student shall cause, attempt to cause, threaten to cause, or behave in such a way as could reasonably cause physical harm to any person while under the jurisdiction/supervision of Prentiss Christian School.

DISCIPLINARY CONSEQUENCES

Any Offense - Immediate notification of parents and law enforcement

Up to 9 days Out-of-School Suspension and required appearance of both students and parents/guardians before the Board of Trustees

13. FIGHTING

All students involved in a fight or attempting to instigate a fight among other students.

DISCIPLINARY CONSEQUENCES

- 1st Offense - Administrator discretion Out-of-School Suspension up to 5 days
- 2nd Offense - Administrator discretion Out-of-School Suspension up to 9 days. Required appearance before the school disciplinary committee
- 3rd Offense - Up to 9 days Out-of-School Suspension with recommendation for expulsion and required appearance of both students and parents/guardians before the Board of Trustees

14. WEAPONS

Federal law prohibits the possession of firearms on school campuses. Possession of a firearm on a school campus is punishable by a fine of up to \$5,000 and/or 5 years in jail.

No student shall possess, handle, or transmit any implement that may be used to cause bodily harm to another person while under the jurisdiction of Prentiss Christian School. This includes, but is not limited to, guns, knives, razors, mace, pepper spray, or other objects that could reasonably be considered as weapons. Students shall not be allowed to have hunting weapons in vehicles that are parked on school property. In all cases, the head of school or principal will confiscate weapons. Weapons will be kept as evidence and not returned. **POSSESSION OF A FIREARM OR OTHER WEAPONS AND/OR THREAT/USE OF WEAPONS MANDATORY SANCTION:**

DISCIPLINARY CONSEQUENCES

- Any Offense - Immediate notification of parents and law enforcement
Up to 9 days Out-of-School Suspension with a recommendation for expulsion and required appearance of both students and parents/guardians before the Board of Trustees.

15. FIREWORKS/FLAMMABLES

No student shall possess, discharge, or otherwise use fireworks, lighters, or flammables of any kind while under the jurisdiction of Prentiss Christian School.

DISCIPLINARY CONSEQUENCES

- 1st Offense – Administrator discretion Suspension up to 5 days
- 2nd Offense – Administrator discretion Suspension up to 9 days. Required appearance before the school disciplinary committee.
- 3rd Offense – Up to 9 days Out-of-School Suspension with recommendation for expulsion and required appearance of both students and parents/guardians before the Board of Trustees

16. VANDALISM, THEFT, OR TRESPASSING OF SCHOOL PROPERTY

No student shall vandalize, damage, destroy, deface, or steal school property including buildings, grounds, and/or equipment and supplies. No student or group of students shall be on school property at

any time after school hours without the express consent of the head of school or his designee. Students on campus must always be supervised by a Prentiss Christian School faculty member.

DISCIPLINARY CONSEQUENCES

1st Offense - Administrator discretion Suspension up to 5 days

2nd Offense - Administrator discretion Out-of-School Suspension up to 9 days. Required appearance before the school disciplinary committee.

3rd Offense - Up to 9 days Out-of-School Suspension with recommendation for expulsion and required appearance of both students and parents/guardians before the Board of Trustees.

*****In all cases of vandalism, damage or theft of school property, the parent or guardian of the offending student shall be liable for all damages.**

17. DAMAGE, DESTRUCTION, OR THEFT OF PRIVATE PROPERTY

No student shall vandalize, damage, destroy, or steal private property while under the jurisdiction of this school.

DISCIPLINARY CONSEQUENCES

1st Offense – Administrator discretion Suspension up to 5 days

2nd Offense – Administrator discretion Out-of-School Suspension up to 9 days. Required appearance before the school disciplinary committee.

3rd Offense – Up to 9 days Out-of-School Suspension with recommendation for expulsion and required appearance of both students and parents/guardians before the Board of Trustees.

*****In all cases of vandalism, damage or theft of private property, the parent or guardian of the offending student shall be liable for all damages.**

18. SCHOOL PRANKS

No student or group of students shall roll the school or yard or use any other types of material to cause disarray at any time on the Prentiss Christian School campus.

DISCIPLINARY CONSEQUENCES

1st Offense – Administrator discretion Suspension up to 5 days

2nd Offense – Administrator discretion Out-of-School Suspension up to 9 days. Required appearance before the school disciplinary committee.

3rd Offense – Up to 9 days Out-of-School Suspension with recommendation for expulsion and required appearance of both students and parents/guardians before the Board of Trustees.

19. DISRUPTION OF THE ORDERLY OPERATION OF SCHOOL

No student shall disrupt the orderly operation of Prentiss Christian School. In cases of continued disruption, students may be placed on suspension.

DISCIPLINARY CONSEQUENCES

1st Offense – Administrator discretion Suspension up to 5 days

2nd Offense – Administrator discretion Out-of-School Suspension up to 9 days. Required appearance before the school disciplinary committee.

3rd Offense – Up to 9 days Out-of-School Suspension with recommendation for expulsion and required appearance of both students and parents/guardians before the Board of Trustees.

20. TRUANCY

Students who are absent from class, or leave school, without the knowledge and consent of the head of school/principal/designee and students who are absent from school without the knowledge of their parents or guardians shall be considered to be skipping school and as a result are truant. Students who sign out WITHOUT the permission of the head of school/principal/designee are considered to be skipping class and as a result are truant. Students must have the head of school/principal/ designee initial the sign-out sheet before they leave school so they will not be considered truant.

DISCIPLINARY CONSEQUENCES

1st Offense – Administrator discretion Suspension up to 5 days

2nd Offense -- Administrator discretion Out-of-School Suspension up to 9 days. Required appearance before the school disciplinary committee.

3rd Offense – Up to 9 days Out-of-School Suspension and required appearance of both student and parents/guardians before the Board of Trustees.

21. PORNOGRAPHY

No student shall possess, sell, display, or be responsible for any material, either written, graphic, or electronic that is deemed by school personnel to be pornographic in nature.

DISCIPLINARY CONSEQUENCES

1st Offense – Administrator discretion Suspension up to 5 days

2nd Offense –Administrator discretion Out-of-School Suspension up to 9 days. Required appearance before the school disciplinary committee.

3rd Offense - Up to 9 days Out-of-School Suspension with recommendation for expulsion and required appearance of both students and parents/guardians before the Board of Trustees.

22. HARASSMENT, INDECENT EXPOSURE, INTIMIDATION, EXTORTION, THREATS, BULLYING, INITIATIONS OR HAZING – EITHER PHYSICAL, VERBAL, OR ELECTRONIC.

No student or students' parents/families shall use racial slurs, sexual innuendo, religious vulgarisms, or demeaning or demoralizing language/gesture. Nor shall any student or students' parents/families make any statement that causes other students or staff members to fear or believe that any harm or damage may come to them. Nor shall any student or students' parents/families, either verbally, electronically, or physically, intimidate, threaten, haze or bully another student, another student's parent, or any staff member.

DISCIPLINARY CONSEQUENCES

1st Offense - Administrator discretion Out-of-School Suspension up to 5 days

2nd Offense - Administrator discretion Out-of-School Suspension up to 9 days. Required appearance before the school disciplinary committee.

3rd Offense - Up to 9 days Out-of-School Suspension with recommendation for expulsion and required appearance of both students and parents/guardians before the Board of Trustees

*****REPORTING HARASSMENT, INTIMIDATION THREATS OR BULLYING*****

In any case of bullying, harassment, threats, or intimidation, it is the responsibility of the offended student to immediately report inappropriate behavior to any school official. Students who have been mistreated have a responsibility to report the inappropriate behavior to school officials. Students and/or their parents may make reports in person, by telephone, or in writing. Once reported, allegations of misconduct shall be investigated. Students who observe any type of harassment, intimidation or bullying are strongly encouraged to report such incidents to any school official. **These types of behaviors will not be tolerated.**

23. SEXUAL HARASSMENT

Sexual harassment, whether verbal, physical, or electronic is forbidden by law. No Prentiss Christian student shall be subjected to any form of sexual harassment from any student or adult.

No person shall speak to, make gestures toward or touch another person in a manner that is sexually offensive. It is the responsibility of the offended student to immediately report inappropriate behavior to any school official. Students who are a witness to sexual harassment should also report the incident immediately to any school official.

If deemed necessary, appropriate authorities will be notified.

DISCIPLINARY CONSEQUENCES

Any Offense – Out-of-school Suspension up to 9 days with a recommendation for expulsion and required appearance of both students and parents/guardians before the Board of Trustees.

24. SEXUAL ACTS OF ANY NATURE

Inappropriate or explicit sexual behavior will not be tolerated.

If deemed necessary, appropriate authorities will be notified.

DISCIPLINARY CONSEQUENCES

Any Offense - Out-of-School Suspension up to 9 days with a recommendation for expulsion and required appearance of both students and parents/guardians before the Board of Trustees

25. CELL PHONES/ELECTRONIC COMMUNICATION DEVICES, RADIOS, CD & MP3 PLAYERS, HEADPHONES, EAR BUDS, VIDEO GAMES OR TOYS

No student shall have in his/her possession a cell phone or any other electronic communication device i.e. smart watches, radios, cd/mp3 players, headphones, toys, video games, or other similar unauthorized items not required for learning during the school day. Any student who fails to abide by this rule will have such items confiscated. **Students in grades 7-12 will be required to place cell phones in a locking cell phone case during the school day. Students will be able to unlock the cell phone case to retrieve their cell phone at the end of their last academic class or if signed out in the office upon signing out. The locking cell phone case is the property of Prentiss Christian School. If the student loses/damages the locking cell phone case, a fine of \$50.00 will be assessed and must be paid in order to receive another locking cell phone case.**

DISCIPLINARY CONSEQUENCES

- 1st Offense – Item confiscated, and parent must pick up after 5 calendar days along with paying a \$25 fee.
- 2nd Offense – Item confiscated, and parent must pick up after 10 calendar days along with paying a \$50 fee.
- 3rd Offense – Item confiscated, and parent must pick up after 15 calendar days along with paying a \$75 fee.
- 4th Offense-- Item confiscated, and student and parents must appear before the Board of Trustees to petition for return of the item along with paying a \$100 fee.

*****If a student is caught with a cell phone, electronic communication device, or any other unauthorized item and causes a disruption and/or uses the cell phone, electronic communication device, or any other unauthorized item inappropriately, other sanctions will apply based upon the severity of the situation.**

Students who bring their cell phones, headphones, ear buds, smart watches and other unauthorized electronic devices to school must turn those items in to their homeroom teacher or 1st block teacher at the beginning of the day. Office staff will collect the items from the homerooms and store them in the office throughout the day. At the end of the day, students will retrieve the phone or other items from the office.

*****PLEASE NOTE:** Students bring their cell phones or other electronic communication devices to school at their own risk. Prentiss Christian School does not accept responsibility for lost or stolen devices, nor will administrative time be used to investigate a misplaced, stolen, or damaged device.

*****Students who become sick at school or need to leave school early for any reason should visit the school office and call their parents in the office. STUDENTS SHOULD NOT USE THEIR CELL PHONES TO TEXT OR CALL THEIR PARENTS TO CHECK OUT OF SCHOOL EARLY.**

26. USE OF TECHNOLOGY

Students shall not use technology inappropriately, i.e. computers, electronic devices, email, or internet, in any manner that violates any rule or regulation in this handbook. This includes smart watches. Technology violations of handbook rules shall be disciplined according to handbook guidelines. i.e. threats, intimidation, bullying, pornography or other action deemed inappropriate by school administration.

All students having access to the Internet shall have an In-School Internet Use Agreement on file in the school office. Students who do not have a Use Agreement on file shall not be allowed to use the Internet. Sanctions for misuse of the Internet are detailed in that form and should be read by both the student and the parents. **If this rule is violated, the student will lose all electronics privileges for the YEAR.**

Administration reserves the right to make judgment calls on electronic devices as necessary.

27. ACTIVITIES RELATED TO GANGS, THE OCCULT, WITCHCRAFT, OR DEVIANT GROUPS

Any behavior (dress, language, symbols, tattoos, etc.) depicting affiliation or association with any gang, the occult, witchcraft, or deviant group will not be tolerated.

DISCIPLINARY CONSEQUENCES

1st Offense - Administrator discretion Out-of-School Suspension up to five (5) days

2nd Offense - Administrator discretion Out-of-School Suspension up to 9 days. Required appearance before the school disciplinary committee.

3rd Offense - Up to 9 days Out-of-School Suspension with recommendation for expulsion and required appearance of both students and parents/guardians before the Board of Trustees

DISCIPLINARY CONSEQUENCES FOR MISCONDUCT

All students and their parents are encouraged to read this handbook so that they will know the rules and guidelines for proper school conduct. The sanctions discussed in the following sections will be imposed when students fail to follow the rules.

AFTER-SCHOOL DETENTION

In as many cases as possible, students who break the prescribed rules of conduct will be subjected to After-School Detention from 3:15 p.m. until 4:00 p.m. Students in After-School Detention will be monitored by a faculty member and must complete disciplinary tasks handed down by administration. Discipline may include, but is not limited to, picking up trash on campus, cleaning classrooms, writing assignments or dictionary entries, etc. Students who are given After-School Detention will be unable to attend athletic practices or other after-school activities on the day they are serving After-School Detention. Parents must pick their child up from After-School Detention at 4:00 p.m.

CORPORAL PUNISHMENT

In cases of minor rule violations, where suspension is not mandated, corporal punishment (paddling up to three (3) licks) may be offered to the student in lieu of other punishment.

In the event a parent wishes his or her student not to receive corporal punishment, he or she must write a letter to the Board of Trustees and Head of School requesting such, and the letter will be filed in the office. This must be done every year.

IN-SCHOOL SUSPENSION

At the principal's discretion, students who violate minor rules may be placed in in-school suspension instead of receiving corporal punishment or out-of-school suspension. If a student is assigned in-school suspension, he or she must sit in the principal's office or other area deemed appropriate for the duration of in-school suspension. Students in in-school suspension will go to lunch with the administrator/designee. Students will be able to complete their classwork and/or tests for the duration of in-school suspension.

SHORT-TERM OUT-OF-SCHOOL SUSPENSION

Out-of-School Suspension (OSS) is the denial of the privilege of attending school for a limited time. Students under OSS shall be considered absent and the absence shall be unexcused. The student may have the privilege of making up any missed classwork. Nine-week exams must be made up.

The suspended student shall not trespass on school grounds except for a prearranged conference with the head of school and/or principal but must be under the supervision of the parent/guardian. Students under Out-of-School Suspension shall not participate in or attend any school activity (day or night) during the time of suspension.

In all cases of Out-of-School Suspension, the parent or guardian shall be notified and given the reason for the suspension. If a student is sent home during normal school hours, the parent or guardian shall be notified before the student is dismissed. Students under Out-of-School Suspension shall not be allowed to return to class or any school-related activities until they have served their appropriate amount of time under suspension.

LONG-TERM OUT-OF-SCHOOL SUSPENSION AND/OR EXPULSION

Long-term Out-of-School Suspension and/or expulsion is the denial of the privilege of attending school for more than nine days during the current school year. Expulsion is the permanent denial of school attendance at Prentiss Christian School.

DUE PROCESS

In all cases of student misconduct requiring Corporal Punishment, After-school detention, In-School Suspension, or Out-of-School Suspension, parents will be contacted, and the student shall be disciplined. However, no student shall be denied his or her due process rights. Prior to the administration of disciplinary consequences, students will be afforded the following rights:

1. Be advised, either orally or in writing, of the charges against him or her
2. Hear an explanation of the evidence against him or her
3. Have the opportunity to present his or her side of the story

After such discussion, and based on the evidence, the Head of School or principal shall determine the student's guilt or innocence and make his or her recommendation for disciplinary action.

Expulsion requires that a due process hearing be held with the Prentiss Christian Board of Trustees after a recommendation has been made by the Head of School. Prior to any recommendation of expulsion, the student will be given notice of all charges against him or her and be advised of the evidence supporting those charges. Parents/Guardians will be notified of the due process hearing and will be given the opportunity to present his or her side of the story to the Head of School and the Board of Trustees. Following the due process hearing, the student and his or her parent/guardian will be notified in writing of the results of the due process hearing.

STUDENTS OUT OF CLASS

Students should be in class during the designated instructional time. Students should only be on the sidewalks at the beginning and close of school, while moving from one class to another, while going to assemblies, and during break. Students out of class during class time must have a pass signed and dated by a teacher or the Head of School/Principal or designee. In passing on the sidewalks to classes or in entering or leaving the building, proper procedure is dictated by always being courteous to others. Always move by the nearest route.

DRESS & APPEARANCE

Prentiss Christian School seeks to have a tradition of students being known for their neat and orderly appearance, not only at school, but on any occasion. Since people outside our school often view us by the way we act and look, we feel that everyone should see that our students' dress conforms to the regulations that have been established.

Because impressions are based on appearance, students at Prentiss Christian School are expected to dress in a neat and orderly fashion daily. The following dress code will be enforced.

*****These dress code policies are effective for students in grades 3 – 12.**

General Guidelines:

- Any clothing that is ripped, outsized, or has holes showing skin above the knee is not permitted.
- Any clothing that displays alcoholic beverages, tobacco products, drugs, suggestive/inappropriate information, vulgar, racial, gang-related, or otherwise offensive or cult-related designs or logos etc. (Marijuana Leaves, Hooters, Hog's Breath, Playboy Bunny, Pentagrams, etc.) or promotes non-Christian principles is not permitted.
- Undergarments must be worn and must not be visible or seen through clothing. **Tops/Shirts – all tops must cover the entire front, back, and shoulder sections. No skin should be shown in the front or back midriff section in the standing or sitting position.**
- Males – short or long sleeve polo, T-shirt, or oxford shirt. **(No sleeveless shirts)**
- Females – blouses, polos, T-shirts, or oxford shirts **(No cleavage or midriff should be visible at any time)**
- Females – no sleeveless shirts, spaghetti straps, or strapless tops

Bottoms/Pants

- Must be worn at natural waistline
- No tight-fitting or oversized bottoms
- Only jeans or khaki-style/dress pants/slacks or shorts of any color may be worn, and if belt loops are present a belt must be worn.
- Females –No leggings, jeggings, joggers, yoga pants – may be worn at any time.
- Shorts, skirts, skorts, jumpers, and dresses must be no shorter than 1 inch below the fingertips in the standing position.
- Boys’ shorts should be no shorter than 1 inch below the fingertips in the standing position.
- No Gym shorts
- No pajamas
- No Joggers

Jackets, Coats, Sweatshirts, Hoodies, and Sweaters

- All jackets and coats must fit appropriately – no oversized items are permitted
- Hoodies are acceptable, but hoods must be removed upon entering the building
- Sweaters and sweatshirts are not designed to be tucked in; however, they must be long enough to cover the midriff in both the standing and sitting positions.

Shoes

- All shoes must fit properly and be appropriately fastened, laced, etc.
- Flip-flops and sandals are acceptable
- No house slippers or house shoes
- No shoe skates

Accessories

- Sunglasses should not be worn over the eyes in the building.
- Hats, caps, bandannas, head scarves, and other headgear are not to be worn at any time on campus during the school day unless pre-authorized by the school administration. i.e. fundraising, baseball games, special events, etc.
- Blankets, Snuggies, pillows, pillow pets etc. are not permitted except for grades K3-K4.
- Any tattoos or other body markings should not display any inappropriate designs or logos or promote non-Christian principles.

Piercings

- Males may not wear earrings or have any piercings.
- Nose rings, tongue rings, eyebrow rings, etc. are not permitted.

Hair

- A student’s hair is expected to always be combed and well-groomed.
- No hairstyle which is disruptive, distracting, or hazardous will be allowed. This includes dying hair in unnatural colors – red, blue, green, purple, etc.
- Facial hair is not permitted. (Students who attend school with facial hair will be required to shave while at school or will be suspended until shaven.)
- Boys’ hairstyles must meet the following specifications: no long hair that covers the neck, ears, or eyebrows.

Hairstyle policies are effective for all students at Prentiss Christian School.

While every attempt has been made to make the above guidelines applicable to all situations, the Head of School and/or administration has the authority to make a judgment as to the appropriateness of the attire/hairstyle of any student.

The Head of School/Principal may waive dress code requirements for special events/days on campus or medical related issues prescribed by a doctor. Violations will be rectified in a manner which is the least intrusive to the school day and to the student's family. The student will have the opportunity to personally correct the violation.

DISCIPLINARY CONSEQUENCES

See Rule 1 Flagrant Disregard of Directions or Commands

EXAMINATIONS

Grades K – 6 Students in grades K – 6 will not have nine-week or end-of-year exams.

Grades 7 – 12 Examinations will be given in each class at the end of each grading period. All exams, final projects, and performance-based assessments will be given as scheduled by the Head of School on the day(s) scheduled for exams.

*****Nine-Week/Semester exams MAY NOT be given early.** They must be given during the designated class period on the scheduled day for exams. The Head of School/Principal has the discretion to approve any exams given early. Additionally, **students will not be dismissed before classes end when taking 9-week or semester exams.**

NINE WEEKS/SEMESTER TESTING SCHEDULE (Tentative)

1 st Day	1 st and 3 rd Block
2 nd Day	2 nd and 4 th Block

EXEMPTIONS

Grades K –6	No exams given
Grades 7 – 12	Students may ONLY be exempt from End-Of-Course exams if they meet the exemption qualifications below.

Students may be exempt if they meet the following qualifications.

1. No discipline referrals to the office
2. No absences, excused or unexcused, and a 90 to 94 end-of-course average
3. No **unexcused** absences and a 95 or higher end-of-course average

Exempt students are exempt from the exam only. Exempt students are not excused for any classes prior to the exam. **PLEASE NOTE: Perfect Attendance means perfect.** Students who have tardies, early dismissals, absences or who have served in In-School Suspension do not have perfect attendance.

The list of exemptions will be provided prior to exams. No changes will be made to the exemption list at this point; therefore, it is imperative that all excuses for absences be submitted no later than the week prior to exam week and all makeup work be completed by the Friday prior to exam week.

Exempt students may choose to attend school and take their exams to improve their grades. Exam grades for exempt students shall not count against the student.

EXTRACURRICULAR ACTIVITIES

Participation in extracurricular activities is a privilege offered to the students. For students to take advantage of these opportunities, the student must meet certain qualifications and abide by the rules and regulations governing conduct and attendance.

1. Students must meet academic requirements set forth by the MAIS and Prentiss Christian School. Students may only use summer school/credit recovery one time to regain eligibility.
2. Students serving Out-of-School Suspension shall not participate in extracurricular activities during the period of suspension.
3. Students must be in school 50% of the school day to participate in extracurricular activities. On a regular school day this would be a minimum of two full blocks of class. The Head of School/Principal may make exceptions for students who have extenuating circumstances.
4. Students failing any class because of excessive absences shall not participate in extracurricular activities.
5. The privilege of participation may be revoked by the administration in cases of continued misconduct.
6. **Any athlete or student who has 5 or more unexcused absences in a semester may not participate in school sanctioned events or games.**

FUNDRAISING

Fundraising requests must be approved by the Board of Trustees. All fundraising activities must have a specific goal and should benefit the school, school organizations/teams, school activities, or school sponsored events/causes. General, non-specific, fundraising activities are prohibited. Fundraiser requests must be submitted to the Head of School. The Head of School will review the request to determine if it meets the criteria. If approved, the fundraising request will be submitted to the Board of Trustees for final approval. The fundraiser sponsor shall turn in all money **DAILY** to the school bookkeeper. All required forms must be completed before and after the fund drive. No one should solicit funds in the name of the school without the permission of the Head of School and Board of Directors.

GRADING AND ASSESSMENT SYSTEMS

The established grading system is to communicate to parents a periodic evaluation summarizing significant factors of student's adjustment in the total education program. The grading system is based upon student achievement and performance, bearing in mind that any system incorporates both subjective and objective assessments.

GRADING POLICY

The board approved formula utilizes a combination of major test grades and daily averages. Semester long class grades will be determined by averaging the two nine-weeks grades. Each nine-weeks grade equally represents fifty percent (50%) of the semester average. Each semester represents fifty percent (50%) of the year's average. Year-long class grades will be determined by averaging the two semester grades. If a class ends after one nine-week period, the final grade will be calculated based solely on the assignments and exam given during that period

GRADE AVERAGES

In general, the following percentages will be assigned to determine the course average prior to taking the Nine-Weeks Exam:

- Major tests and Projects – 50%
- Daily grades (homework, bell work, classwork, participation) – 25%
- Nine-Week/End-of-Course Exams – 25%

*****On all grades, including final grades, decimals of 0.5 or higher will be rounded up to the next highest number.**

GRADING SCALE

All teachers teaching graded classes shall use the following grading scale:

- A = 90 – 100
- B = 80 – 89
- C = 70 – 79
- D = 65 – 69
- F = 64 and below
- I = Incomplete

All courses in grades 7-12 taught at Prentiss Christian School have a course syllabus with a list of course objectives. Students should complete all required class work and tests by Friday prior to exam week to remove a (0) Zero from their record. Any (0) Zero not removed by that date should remain a (0) Zero. When the student turns in the required work to complete the requirements for the course, the (0) Zero will be replaced with the new grade.

Administration may approve an extension of the time for making up work due to extenuating circumstances.

The final grade for the class will be calculated by averaging the two nine-week grading periods together for which that class takes place. If a class ends after one nine-week period, the final grade will be calculated based solely on the assignments and exam given during that period.

WEIGHTING OF GRADES

Students who participate in very challenging and demanding classes such as Spanish II and any dual credit classes shall receive a special grade enhancement (“grade weighting”) as a reward for their pursuit of academic excellence. The value of this grade enhancement shall be 1.03 and will be applied to each semester average.

SPECIAL POLICIES

School Function Attendance Policy

The Board of Trustees of Prentiss Christian School believes that God established marriage between one biological man and one biological woman. All admissions, policies, and activities of Prentiss Christian School will be interpreted and applied in conformity with this belief.

A student attending a function or event that carries the name of Prentiss Christian School, as part of a couple, will attend that event with the couple consisting of one biological man and one biological woman. This includes events such as school dances, prom, homecoming, etc.

Cooperative Spirit/Conflict Resolution/Social Networking

Prentiss Christian School believes that a positive and constructive working relationship between the school, our teachers, our students, and our students’ parents/guardians is essential to the accomplishment of the school’s educational mission. We acknowledge that conflicts and concerns may arise from time to time. Furthermore, issues that are not dealt with directly can become destructive to the school community and are therefore detrimental to the learning process of our students. This policy is hereby adopted for the purpose of facilitating the handling of such conflicts and concerns and provide avenues for their resolution. It should be noted that this policy in no way intends to discourage or limit any individual’s responsibility to report unlawful activities as mandated by law. The following table offers the appropriate steps in the chain of command for communicating conflicts.

Chain of Command for communicating conflicts and concerns:

Elementary Instruction (Grades PreK-6)	Secondary Instruction (Grades 7-12)	Athletics	Other Operations
Classroom Teacher	Classroom Teacher	Coach	School Personnel Involved
Principal	Principal	Athletic Director	Principal
Head of School	Head of School	Head of School	Head of School
Board of Trustees	Board of Trustees	Board of Trustees	Board of Trustees

STEP 1:

The Board of Trustees maintains that school community members can generally resolve their concerns by working to find a solution through an open and respectful discussion between the parties involved. Community members are encouraged to work in a timely, reasonable, and cooperative manner to resolve any conflicts with the party directly involved.

Conflicts or concerns should be addressed at an appropriate time. The appropriate time to address any conflict or concern should be as soon as possible, but not immediately after the circumstances from which the conflict/concern has arisen to avoid creating a confrontation that may result. In addition, any conflict or concern should be addressed not more than ten (10) working days following the date when concerned parties knew, or should have known, of circumstances which created the conflict or concern.

Parents

A parent who has a complaint regarding a school employee should address his or her concern with the involved employee(s) in a respectful way at an appropriate time. A parent who has a concern with another student or an issue regarding discrimination, harassment, or bullying should reach out immediately to their child's teacher. Refer to the chain of command for communicating conflicts and concerns.

Students

Students are encouraged to advocate for themselves in a respectful and cooperative conversation when they have concerns involving peers, faculty, and staff members. Students are always encouraged to share information about their school experience with their parents. In the case where a student needs help resolving a conflict, a student may reach out to a trusted adult who will follow the process outlined in this policy.

STEP 2:

If the parent/guardian or student is unable to resolve a conflict or concerns following step 1, the complainant should email the Direct Supervisor of the party involved to discuss the concern. If the concern persists, the Direct Supervisor will inform the Head of School.

STEP 3:

If a parent has a complaint regarding the results after expressing a conflict or concern to the Direct Supervisor and the Direct Supervisor has had five (5) active/full school days to investigate and address the conflict or concern, and steps one and two are completed, the complainant should reach out to the Head of School. The Head of School is not obligated to hear a conflict or concern if the complainant has not initiated problem-solving efforts first with the individual(s) directly involved. The only exception to this is when the concern is regarding illegal workplace harassment or discrimination, health or safety violations, or any other illegal or

unethical behavior regarding school employees and/or students. In this case, the complainant may contact the Head of School immediately in writing.

STEP 4:

If after meeting with the Head of School, the complainant is still unable to resolve the conflict or concern, the parents/guardians and students are welcome to address the Prentiss Christian School Board of Trustees during the public comments segment of monthly board meetings or in writing to the board at any time. Written concerns should be addressed to the Prentiss Christian Board of Trustees, P.O. Box 1287, Prentiss, MS 39474. It is important to note that issues involving personnel concerns will not be addressed in an open public meeting of the Board of Trustees. It should also be noted that the purpose of the Board of Trustees is to provide the strategic vision of the school; hold the head of school accountable for academic success; provide financial oversight, and create policies for the operation of the school; however, the board does not manage the school on a daily basis. Rather, the Head of School manages the school by implementing the policies adopted by the Board of Trustees and aligns operational procedures with the vision the Board of Trustees has created. As such, the Head of School is the person to help resolve conflicts within the school.

In terms of social media, it is understood that all faculty, students, and students' parents/guardians are ambassadors for the school in all online activities. What is posted or placed on social networking websites such as Facebook, Twitter, Instagram, etc. should never reflect negatively on students, parents, and faculty regarding any matters associated with Prentiss Christian School. Students, parents, and faculty will be held responsible for how they represent themselves and our school on the Internet and in social networking, group texts, or similar communications.

Accordingly, Prentiss Christian School reserves the right to terminate, or not renew, a student's enrollment if the school reasonably concludes that the actions of a student or student's parent/guardian make such a positive and constructive relationship impossible or otherwise seriously interferes with Prentiss Christian School's accomplishment of its mission.

Delinquent Account Policy

All fees must be paid in accordance with the established payment schedule as outlined in the current 2026-2027 fee sheet.

Tuition payments are due on the 1st day of each month. Payments received between the 1st and the 15th days are timely. A late payment charge will be assessed for tuition payments received after the 15th of each month. If the 15th of the month falls on a weekend there will be a grace period to allow payment on the following school day. Patrons will be notified that tuition is past due.

If tuition payments are not received before the last school day of each month, the account will be declared delinquent. Once the account has been declared delinquent, the student(s) in question may be suspended from attending classes or participating in any school-sponsored activity, beginning with the first school day of the succeeding month, until the future status of the account is determined by the Administration and Board of Trustees.

Through Board action, all tuition and fees for 2026-2027 must be paid in full by May 15, 2027. Students of any account not paid in full by that date may be dropped from the rolls and excluded from participating in any Prentiss Christian School activity until the account is brought current and registration for the upcoming year is paid.

A payment agreement must be signed by all patrons; by signing, the patron agrees to the terms of the agreement. This agreement will be kept on file in the school's office.

If a patron has a check returned to the school by his or her financial institution more than once in a school year, the patron's account will be dealt with on a cash-only basis for the remainder of the school year.

FIRST AID

First-aid supplies for topical application are kept in the school office and are available to students who need medical attention that is minor in nature. Medication that is taken orally (Aspirin, Tylenol, antacids, etc.) will not be provided to students by Prentiss Christian School without parental approval.

Any student who takes medication at school must bring a letter of explanation from his or her parents. This letter and medication must be left with the school secretary. Permission will be granted for the student to return to the school office at the appropriate times to take the prescribed doses.

Students who become ill at school or are injured should report to the school office to make school officials aware of their condition. Every effort will be made to contact the parents of the student once the school office has been notified. Prentiss Christian School may be required to take certain measures to insure the health and well-being of the student. Such measures may include taking the student to the hospital.

VISITORS

For the protection and security of the students, strict regulations regarding visitors on school campus must be enforced. No student from any school is permitted to visit the Prentiss Christian School campus without permission from the Administrator. Permission for friends or relatives to visit during the school day should be approved in advance by the Administrator.

ALL VISITORS, INCLUDING PARENTS, ARE REQUIRED TO CHECK IN WITH THE SCHOOL OFFICE. PLEASE DO NOT GO TO CLASSROOMS WITHOUT PERMISSION.

VEHICLES ON CAMPUS

Students must provide a copy of their driver's license, registration/tag number, and updated proof of liability insurance to the office on the first day of the term or on the date of enrollment to purchase a parking decal. The cost of the parking decal will be \$10.00. Parking decals should be placed on the rearview mirror so that they are visible from the outside. No unlicensed drivers will be allowed to park or drive on campus. Student vehicles parked on campus must have the Prentiss Christian parking decal hanging from the rearview mirror. Vehicles without a parking decal are subject to being towed at owner's expense.

Upon arrival at school, a student should park his or her vehicle in the proper area, leave the vehicle and parking lot and not return to the vehicle during the day, except with an Administrator's permission. STUDENTS MAY NOT GO TO THEIR VEHICLES OR TO THE PARKING LOT DURING BREAK OR LUNCH.

Any student who drives recklessly or fails to operate his or her vehicle in a safe manner may lose the privilege of driving on campus. Please remember that the speed limit while driving on campus is 10 MPH.

Any vehicle not licensed for use on public roads is not allowed on campus at any time without administrative approval. This applies to any motorized conveyance including, but not limited to, 3-wheelers, 4-wheelers, tractors, lawn mowers, etc.

Students who drive vehicles with loud exhausts must not cause excessive noise on campus or through the neighborhood. Students who violate this policy may be banned from driving to school.

DELIVERY OF FLOWERS/GIFTS

Prentiss Christian School will allow flowers/gifts to be delivered at school with the understanding that flowers/gifts must be picked up by the student by the close of the school day. Prentiss Christian School personnel are not responsible for the delivery of flowers/gifts to the students.

TEXTBOOKS/EQUIPMENT

Every effort is made to provide the students at Prentiss Christian School with the most modern textbooks and equipment available. In view of the expense involved, we expect each student to be responsible for the materials/equipment issued to him or her and to return them in the same conditions as issued. Damage or destruction of textbooks/equipment will not be permitted. Fines/fees will be assessed based on the value of the damaged or lost textbook/equipment.

Students who destroy, lose, or damage textbooks or equipment will be fined based on the following:

Damaged beyond repair, Destroyed or Lost: Replacement cost
(If equipment can be repaired the fine assessed will be the cost of the repair.)

DISASTER DRILLS

Disaster preparedness drills for fire, tornado, earthquake, lock down, and civil defense will be conducted at the appropriate times during the school year. These drills will not always be announced beforehand.

COMMUNICABLE DISEASE OR ILLNESS

Students who have been ill due to infectious and communicable viruses or bacteria should present a doctor's note authorizing re-admission to school. **No student should return to school until fever free without medication for 24 hours.**

CLOSED LUNCH PERIOD

No student will be permitted to leave the school grounds during lunch period. Students may not order food to be delivered to the campus during school hours. **PARENTS/GUARDIANS MAY NOT BRING FOOD FROM RESTAURANTS TO STUDENTS ON THE CAMPUS. (*Absolutely NO food/drink from restaurants/wrapped in restaurant packaging are allowed in the cafeteria during breakfast/break/lunch.*)**

Prentiss Christian School permits senior students (2) two excused absences for the purpose of visiting various colleges and universities. Parental and Administrative authorization is required for students to use these college days. The college days must be approved by the Counselor/Principal/Head of School. If these days are not approved, they will be considered **unexcused** absences.

ACADEMICS

GRADUATION REQUIREMENTS

Seniors graduating in the classes of 2026 and 2027 are required to earn 26 Carnegie units for graduation.

The following units are required for graduation:

Mathematics	4 units (Pre-algebra, Algebra I, Geometry, Algebra II,)
Science	4 units (Biology I, Advanced Biology, Chemistry, Human A&P or Advanced Science)
English	4 units (English I, English II, English III, English IV)
Social Studies	4 units (Mississippi Studies/World Geography, World History, U.S. History, Government/Economics)
Technology	1 unit (STEM, Intro to computers/Computer Literacy, Computer I, Computer II)
Fine Arts	1 unit (Choral Music I, Music Appreciation)
Foreign Language	1 unit (Spanish I)
Electives	7 units (Advanced Composition, Advanced Science, Athletics, Bible, Choral Music II, Health Science, Senior Math, Spanish II, Speech & Debate, Career-Technical Education, College Dual Enrollment)

***Career-technical classes are offered to those students who wish to take it, beginning in 10th grade. With the block schedule, students who elect to take vo-tech classes will still graduate from Prentiss Christian meeting the requirements for Institutions for Higher Learning.

***Dual enrollment/Dual credit courses are offered for juniors and seniors. Students who elect to take the college Dual Credit/Dual Enrollment courses will be able to use these courses to meet the requirements for IHL.

CHANGE OF SCHEDULE

Students will not be permitted to change their class schedule after the fifth school day.

HONOR ROLL

The Honor Roll will be determined after each nine-weeks grading period. Honor roll awards will be as follows:

Head of School Award – All A's Honor Roll

Principal Award – A's and B's Honor Roll

Honor Roll -- All B's Honor Roll

GRADUATION HONORS

The senior who has the highest academic average for grades 9 – 12 will be named Valedictorian. The senior with the second highest average will be Salutatorian. The senior with the third highest average will be Historian.

Grade averages will be based on semester averages, and recipients of these academic awards must have attended Prentiss Christian School for the entire junior and senior years.

Seniors who have an eight-semester grade point average of 97 or above will be recognized as graduating with High Honors, and seniors with a GPA of 92.5 – 96.999 shall graduate with Honors.

HALL OF FAME

To be considered for Hall of Fame, a student must have attended Prentiss Christian School for his or her entire junior and senior years to be eligible. The student must show significant positive participation in school and community activities and display citizenship and sportsmanship at all times. The student must have a cumulative grade point average of 90 or above. Hall of Fame will be selected by vote of the administration and faculty committee.

PROGRESS REPORTS

Parents can access their children's academic progress daily using Parents Web, the parent's portal to our student management program, FACTS.

Individual Progress Reports are special appraisal reports which enable a parent or guardian to assess the academic standing of students in their respective courses. Progress Reports will be sent home with each child at the midpoint of each nine-week grading period for all students. These will also be delivered by email through FACTS.

Since the final grade earned by a student cannot be completed until all the requirements for the terms have been completed, it is entirely possible for a student to fail during the last half of the term. Parents are, therefore, urged to maintain an awareness of the quality of work being done by a student by checking homework assignments, test papers, or by conferences with the teachers or the counselor.

ACADEMIC REPORTS

At the completion of each nine-week term, a student's Grade Report will be available through FACTS. Each Grade Report will indicate not only the quality of work the student is achieving but also comments directly attributing to that student's grades. If, for any reason, a Grade Report is not made available, the parent or guardian should contact the school office.

FACULTY/PARENT CONFERENCE

If a conference is necessary, as determined by either parents or teachers, the time for the conference will be arranged through the school counselor or principal at a time convenient for all concerned. **PLEASE DO NOT CONTACT THE TEACHERS OUTSIDE REGULAR SCHOOL HOURS.** All conferences concerning students' grades and conduct should be discussed at school during regular school hours when faculty members have access to grade books, test papers, and notes.

CHAIN OF COMMAND

To maximize the ability to solve issues that may arise, please follow the proper chain of command.

- Step 1: Call the school and set up an appointment with the teacher if the issue is academic or behavioral or with the coach if the issue is sports related.
- Step 2: If the problem is not resolved after step 1, call the school and make an appointment with the respective principal and teacher(s) if the issue is academic or discipline or with the athletic director and coach(es) if the issue is sports related.
- Step 3: If the problem has still not been resolved, call the school and set an appointment to meet with the head of school.
- Step 4: If the head of school cannot resolve the problem, call the school and request to meet with the Board of Trustees.

*****At NO point should a patron go directly to a board member or the head of school before following the chain of command listed above.**

STANDARDIZED TESTS

The following tests are available to students in grades K5 – 12:

Iowa Test of Basic Skills	Grades K-6
PreACT	Grades 7-9
ACT	Grades 10 – 12
ASVAB	Grade 11

SUMMER SCHOOL

Students who seek to enroll in any summer school program must secure permission from the Guidance Counselor and Headmaster to do so. No more than two credits can be earned while attending any summer school program.

CORRESPONDENCE/ONLINE COURSES

Permission from the Guidance Counselor and Head of School is required for any student who needs to earn credit(s) through correspondence/online courses.
Students are not permitted to take correspondence/online courses that would replace subjects taught at Prentiss Christian School unless the students have previously taken that subject.
Prentiss Christian School will adhere to all MAIS guidelines regarding correspondence or online courses.

FAILURES

Any student who fails a grade must appear with parents/guardians before the Head of School, Principal, and Guidance Counselor. Any student failing the same grade in two successive years will be denied admission to Prentiss Christian School for the upcoming school year.

STUDENT COUNCIL

The purpose of the Student Council is to provide communication between students, administration, and faculty to provide a well-balanced social program, encourage students to participate in school activities, and uphold the principles of Prentiss Christian School.

The Student Council is composed of officers and representatives elected by the student body. The following election guidelines will be followed:

- President – must be a senior and have an overall “B” average
- Vice President – must be a high school student (grades 10-12) and have an overall “B” average
- Secretary/Treasurer – must be a high school student (grades 10-12) and have an overall “B” average
- Representatives – one representative is elected per grade (7-12) and must have an overall “B” average

Student Council elections shall be held in August of each school year. To be eligible for election to the Student Council, a student must have been a student at Prentiss Christian School for the entire preceding school year and must have no discipline referrals that result in an Out-of-School Suspension for the current school year.

*****Student Council officers are not eligible to run for class office.**

CLASS OFFICERS

Elections for class officers shall be held during September. Each class (7-12) shall elect the following officers:

- President
- Vice President
- Secretary/Treasurer
- Reporter
- Class Representative

To be nominated for election as a class officer, a student must meet the following criteria:

1. Have been enrolled at Prentiss Christian School during the previous school year
2. Have maintained an overall “B” average for the previous school year
3. No discipline referrals resulting in out-of-school suspension for the current school year

WHO’S WHO

Elections for Who’s Who shall be held during September. Students who are nominated for Who’s Who must meet these criteria:

Overall (Seniors only; elected by students in grades 9-12)

1. Must not have failed any subjects from the previous year.
 - A. Mr. & Miss PCS must have a “B” or better average
 - B. Most Likely to Succeed must have a “B” or better average

2. Must have no discipline referrals that result in an out-of-school suspension for the current school year
3. Must have attended Prentiss Christian School for the entire preceding school year

Seniors may receive one overall honor and one class honor. The student receiving the highest number of votes wins.

The following will be elected separately and, in the order, shown:

Mr. & Miss PCS
Most Likely to Succeed (Boy and Girl)
Most Beautiful and Most Handsome
Most Athletic (Boy and Girl)
Campus Favorites (Boy and Girl)

The most athletic boy and girl must participate in one or more sports.

In addition, the members of the Senior class only will elect one boy and one girl for the Christian Character Award.

CLASS WHO'S WHO QUALIFICATIONS

These qualifications are the same as those for overall except for those for Mr. & Miss PCS and Most Likely to Succeed.

Each class (grades 9-12) will elect the following separately and in the order shown:

Beauty and Beau
Friendliest
Most Courteous
Best School Spirit

Students receiving the highest number of votes win.

ATHLETICS

To participate in any athletics, a student must maintain a passing average of 70 or higher per class on all progress reports and the term 1 and term 3 report cards. If a student fails to maintain a 70 or higher average on progress reports and the term 1/term 3 report cards, he or she will lose the ability to play until his or her average meets the minimum 70 threshold. As soon as a student's average reaches the minimum 70 average, he or she will be allowed to play again. All students must also meet all eligibility requirements as set forth by the MAIS.

A student will be ineligible to participate in any co-curricular event (athletic event or practice, school pageant, or other school-sponsored activity) if he or she misses more than fifty percent (50%) of the school day on the date of the activity.

To promote good sportsmanship in all athletic competitions, the MAIS has adopted a policy that fines schools that have more than one player ejected in any competition during the school year. All fines due to ejections that may be levied on Prentiss Christian School by the MAIS will be dealt with according to the following adopted Board policy: All fees assessed due to ejections will be divided on a percentage basis among the ejected players who led to the fine. Patrons involved will have added to their account an amount equal to their share of the fine according to the number of ejections. Prentiss Christian School expects good sportsmanship from their players, coaches, and fans.

HOMECOMING COURT

The Homecoming Court shall consist of biological female representatives who campaign for homecoming maid. The homecoming maids will be elected from grades 7-12. To be selected as a homecoming maid, the student must have been enrolled at Prentiss Christian School the entire preceding school year.

Each class (grades 7 – 11) shall elect one representative. Grade 12 shall elect up to three representatives, and the varsity football team shall elect one representative from the senior class. Grades 7-12 then shall vote for one Senior representative who will be crowned Homecoming Queen.

The homecoming committee shall select the flower girl and the crown bearer from the first grade.

The Homecoming Court will be elected at least one month prior to the Homecoming football game. Immediately after the election of Homecoming Court, students will vote for Homecoming Queen.

CLUBS

All clubs and sponsors must be approved by the Head of School.

MAIS Honor Society Requirements

1. Must be in at least 10th grade
2. Must have a minimum grade average of 89.5 from the previous school year
3. Must maintain at least an 85 average for semesters with no Ds or Fs
4. Must participate in club-sponsored fundraising
5. Must participate in club service projects

Failure to meet these standards shall cause the club to forfeit the privilege of attending Honor Society convention.

JUNIOR HIGH CHEER RULES AND REGULATIONS

Junior High cheer rules will be dispersed to the parents and cheerleaders in a contract governing Junior High Cheerleaders.

VARSITY CHEER RULES AND REGULATIONS

Varsity cheer rules will be dispersed to the parents and cheerleaders in a contract governing Varsity Cheerleaders.

ASBESTOS STATEMENT

Asbestos Hazard Emergency Response Act (AHERA)

1. Prentiss Christian School's Asbestos Management Plan is on File in the school office and available for inspection, without cost or restriction, to representatives of the State, the public, to representatives of the EPA, to parents, to teachers, school personnel, and other interested parties.
2. Prentiss Christian School will charge a reasonable cost to make copies of the plan.
3. As of today, no asbestos has been on the PCS campus.

STUDENT/PARENT/SCHOOL COMPACT

In recognition that schools function best when all involved parties understand their responsibilities, Prentiss Christian School has developed a "Contract for Success". This contract is to be read, agreed and signed by each stakeholder on or prior to the first day of class each academic year. See Addendum 1 for the Contract for Success.

CONCLUSION

This handbook is designed to acquaint all Prentiss Christian School students and their parents with school regulations and policies that will affect students while they are attending school and school-sponsored functions. It must be realized, however, that when an attempt is made to formulize certain policies of this nature, there is always the possibility of inadvertently omitting some regulations and that additions and deletions will be made. **When the need arises, any changes will be left to the discretion of the Board of Trustees and the Administration of Prentiss Christian School.** The constituency will be informed of these changes in a timely manner.

Addendum 1

PRENTISS CHRISTIAN SCHOOL CONTRACT for SUCCESS

Best practices for school success and longevity include established and well communicated expectations as well as non-negotiable behavior and discipline guidelines. Prentiss Christian School has provided these expectations by way of the Student/Parent Handbook. In agreement with the policies, procedures, expectations, and behavior/discipline guidelines shared in this document that pertain specifically to me, I sign this, “Contract for Success”, as an indicator that I agree to abide by the rules that govern Prentiss Christian School in order to best ensure that Prentiss Christian School maintains a culture of academic success, social-emotional safety, personal growth, and prepares all students to lead with faith, citizenship, integrity, and excellence.

Please print your name in the blank provided and sign in the blank below.

Student name (Printed): _____

Student signature: _____ Date: _____

As the parent of the aforementioned student, I too agree with the policies, procedures, expectations, and behavior/discipline guidelines shared in this document that pertain to my child and agree to ensure that my child adheres to the rules that govern Prentiss Christian School in order to best ensure that Prentiss Christian School maintains a culture of academic success, social-emotional safety, personal growth, and prepares all students to lead with faith and excellence.

Please print your name in the blank provided and sign in the blank below.

Parent/Guardian name (Printed): _____

Parent/Guardian signature: _____ Date: _____