



CENTRAL WISCONSIN CHRISTIAN SCHOOL

POLICY HANDBOOK

MISSION STATEMENT

Teaching children to glorify God and serve His world

CORE VALUES

E*quipping hearts and discerning minds through Reformed, Biblically-based education
(II Timothy 3:16-17)*

D*eveloping excellence in academics, the arts, athletics, and technology (Philippians 4:8-9)*

U*nifying partnerships with the Christian home, church, and community (Ephesians 4:3-6)*

C*ultivating Christ-like character as a family of faith (Colossians 3:12-14)*

A*pplying integrated faith and learning across curricular and co-curricular areas (John 6:45)*

T*raining students academically, emotionally, physically, socially, and spiritually
(Deuteronomy 6:4-9)*

E*ngaging Spirit-led hearts through daily corporate prayer, devotions, and worship
(Ephesians 5:18b-20)*

CENTRAL WISCONSIN CHRISTIAN SCHOOLS

SCHOOL PHILOSOPHY AND PURPOSE

Central Wisconsin Christian Schools is operated by parents and fellow Christians who desire to provide a God-centered education based on the Bible as God's inspired revelation, and to teach according to the principles of the Reformed heritage. These principles include the following beliefs:

- **God:** We believe in the existence of God as a personal spiritual being who exists in three equal but distinct persons: Father, Son and Holy Spirit.
- **The Bible:** We believe that God, by His Holy Inspired and Infallible Word, reveals Himself; renews human beings' understanding of God, of themselves, of others, and of the world; directs human beings in all their relationships and activities; and therefore guides His people also in the education of their children.
- **Creation/Kingdom:** We believe that **God created this vast universe by the power of His Word, and that consequently all things are of God, through God, and unto God.** We believe that in their education, children must come to learn that the world and human beings' calling in it can rightly be understood only in relation to the Triune God who, by His creation, restoration and governance, directs all things to the coming of His Kingdom and the glorification of His name.
- **Sovereignty:** We believe that God is sovereign over all his creation, including humankind. The Bible reveals God as the Creator, and His will as the cause of all things. He upholds all creatures with His almighty power, and determines the ends which they are destined to serve. All creatures are subservient to Him and dependent on Him.
- **Sin:** We believe that **man has fallen into sin, and is in need of the salvation which God in grace has provided in Jesus Christ.** We believe that because human sin brought upon all people the curse of God-alienating them from their Creator, their neighbors, and the world, distorting their view of the true meaning and purpose of life, and misdirecting human culture-human sin also corrupts the education of children.
- **Jesus Christ:** We believe that **the Kingship of Christ applies to all areas of life, consequently, man is called to serve Him all that he undertakes.** We believe that through our Savior Jesus Christ there is renewal of our educational enterprise because He is the Redeemer of, and the Light and the Way for, our human life in all its range and variety. Only through Him and the work of His Spirit are we guided in the truth and recommitted to our original calling.
- **Schools:** We believe that the purpose of the Christian school is to educate children for a life of obedience to their calling in this world as image bearers of God; that this calling is to know Jesus as one's personal Savior, and to know God's Word and His creation, to consecrate the whole of human life to God, to love all people and to be stewards of their God-given cultural tasks.
- **Parents:** We believe that the primary responsibility for education rests upon parents to whom children are entrusted to by God, and that Christian parents should accept this obligation in view of the covenantal relationship which God established with believers and their children. If parents seek to utilize school associations they should seek out schools that engage the services of Christian teachers in Christian schools.

- **Teachers:** We believe that Christian teachers in obedience to God, in accordance with Reformed principles and in cooperation with parents, have a unique responsibility while educating children in school.
- **Pupils:** We believe that Christian schools must take into account the variety of abilities, needs, and responsibilities of young persons; that the endowments and calling of young persons as God's image bearers, and their defects and inadequacies as sinners, require that such learning goals and such curriculum will be selected as will best prepare them to live as obedient Christians; and that only with constant attention to such concerns will education be truly Christian.
- **Community:** We believe that because God's covenant embraces not only parents and their children but also the entire Christian community to which they belong, and because Christian education contributes directly to the advancement of God's Kingdom, it is the obligation not only of parents but of the entire Christian community to establish and maintain Christian schools, to pray for them, work for them, and give generously to their support.

The educational program at CWC is designed to help give students a Christian worldview and to prepare them to serve God. It aims to interpret all aspects of life through the truth of the Scripture. It not only seeks to lead students into a proper relationship with God, but also aims to equip them academically to serve God and others competently with the talents God has given them. Such goals demand that all courses be taught from God-centered perspective and meet high quality educational standards. This requires that faculty members be Christians, committed to biblically compatible instruction and high quality scholarship in order that the students may develop godly lifestyles and attitudes and adequate skills with which they can fulfill their Christian calling.

CWC welcomes students from all Christian traditions. Their input in student activities will serve to broaden the student body's understanding of Christ's church and the diversity within it.



SCHOOL POLICIES

ACCEPTABLE USE OF TECHNOLOGY

PURPOSE

At Central Wisconsin Christian School we believe that all our education comes under the guidelines of redeeming the world. We also agree that technology can help facilitate learning by students and staff. The purpose of this policy is to ensure that those who use technology, will do so in accordance with the mission statement established for this school.

Use of technology at Central Wisconsin Christian is a privilege extended to students, faculty and staff for educational purposes. Each user of technology, and the parents of CWC students shall read the following code of ethics and sign the Acceptable Use Policy form that follows to access and use the technology provided by CWC.

PRIVILEGES OF USERS

Technology at CWC is available for use by students, faculty, and staff. Users have the privilege to use all authorized hardware and software to enhance educational learning and to access outside information that also enhances their educational knowledge. Students who use personal communication devices and computers are also subject to the following privileges and responsibilities.

RESPONSIBILITIES

Users are responsible for using the equipment and services for the purpose of enhancing their education (improve learning or teaching) at CWC. The uses of such equipment and services should be consistent with the mission and goals of CWC.

Users are responsible for properly using technology for which they have been trained to use and refrain from using equipment and technology for which they have not received any training.

Users are responsible for all material received via the Internet and accept responsibility for keeping out all pornographic material, drug or alcohol related materials, sites of groups not adhering to a Christian philosophy, inappropriate text files, files dangerous to the schools network, equipment or software (students are to prevent the intentional installation of computer viruses on school equipment), or any material that does not conform to the mission statement and goals of CWC.

Users are responsible to transmit only information that presents and reflects the standards and mission statement of CWC.

Users are responsible for using stewardship when printing out information, keeping in mind the cost of paper, printer toner and wear on printers.

Users are responsible for maintaining the morality any communication via computers/smart phones, reporting to a staff member any violations of privacy. Threatening messages/inappropriate language will not be tolerated and may result in disciplinary action to be mentioned.

Users are responsible for using the computers for personal email only when the computers are not being used for educational purposes

Users are responsible to download information onto their own storage devices only, and not to any CWC computer hard drive or network system. Users are to be aware of copyrighted material and follow copyright laws when downloading information, or copying information from the Internet or other sources. Users are prohibited from any actions that prove academic dishonesty such as cheating or plagiarism.

Users are responsible for respecting the privacy of others by not trying to learn other people's passwords, accessing, reading or changing files belonging to another user without written permission.

Users are prohibited from using the technology of the school for personal or private business, for advertisement or making financial commitments on the Internet.

Users are prohibited from the malicious use of technology to disrupt the use of technology by others, to harass or discriminate against others, and to enter unauthorized computer systems.

Users are prohibited from using chat rooms for any reasons.

Users are prohibited from bringing/installing software from home onto CWC computers' hard drives, to prevent the spread of a computer virus in the system.

DISCIPLINARY ACTIONS

Users violating any of the Responsibilities stated above will face disciplinary actions.

Users will be required to make full financial restitution for any unauthorized expenses incurred or any damages caused. (This refers to all unauthorized expenditures and violation of copyright laws etc.)

The consequences of misuse of technology resources at CWC include but are not limited to:

- Restricted use of technological resources
 - 1st incident: 1 week warning (including parental notification)
 - 2nd incident: rest of school year (including parental notification)
- Suspension from school
- Appropriate legal action

Users violating any of these privileges and responsibilities may face additional appropriate disciplinary action following the guidelines of the Educational Committee. Misuse by the student of technology resources at CWC will be reported to the student's parents. The consequences of the misuse will be determined by the technology coordinator and the administrator, subject to review by the Educational Committee.

A signed policy by each student (grades 6-12) and a parent/guardian must be put on file each year prior to the student's use of technology.

ADMISSIONS

CWC accepts the Biblical statement that "God does not show favoritism but accepts men from every nation who fear him and do what is right." (Acts 10:34-35) Accordingly, no student shall, on the basis of race, color, nationality, ethnic origin, sex, marital status, age or disability be discriminated against in our admission policy, in educational policies, and in financial aid programs. Therefore, all Christian parents and guardians are heartily invited to enroll their children. Our enrollment process steps are as follows:

1. Inquiry - All new family inquiries are directed to the Director of Advancement.
2. Campus Tour – This tour is required to receive an application for enrollment/admission to CWC.
3. Application – Completed application form and Pastor's Reference are returned to the Advancement Office, along with a copy of student transcripts/grading reports, behavioral reports, and testing data.
 - a. At least one parent/guardian must be actively involved in a Bible-believing, Christ-confessing church and personally committed to Christ.
 - b. Enrollment contract includes a statement of agreement with the Mission Statement and School Philosophy and Purpose.
4. Testing – Students may be tested for suitable grade placement.
5. Review of Application – The Administrative Team will review the application materials and, if necessary, schedule an interview. Students who are transferring due to academic, social, or behavioral difficulty in another school may have probationary guidelines prescribed for conditional enrollment for a quarter or semester.
6. Acceptance – If accepted, a letter or phone call will be directed to the inquiring family, welcoming them into the Central Wisconsin Christian family!

Students may enroll on a part-time per class basis. Enrollment for part-time students is based on the available slots in the classes requested. The tuition per class on a part-time basis will be established by the Finance Committee. Part-time students are not eligible to participate in co-curricular activities. Part-time students are allowed on campus during school hours only for the times(s) of the class(es) for which they are enrolled. Ordinarily part-time students are not eligible to receive a diploma or participate in graduation ceremonies; exceptions to this policy are determined by the administrator.

In case enrollment has to be limited on account of class size, first priority is given to presently enrolled students and students of supporting churches. (Supporting churches are those that promote Christian school education and hold regularly scheduled offerings for Christian schools. Those who are denied admission due to class size will have their names placed in a waiting pool. Unlike a waiting list, a waiting pool does not imply a "first listed, first served" commitment on the part of the school. When vacancies occur, students in the waiting pool will be selected on the basis of church membership (are they member of a supporting church?), prior family enrollment (was a sibling or parent previously enrolled?), and the recommendation of the administrator.

(4/2012)

REGISTRATION AND TRANSFER STUDENTS

Registration: Registration takes place in July electronically. At that time parents of prospective families must:

1. fill out the registration form & pay 10% toward tuition
2. sign a "Statement of Belief" if enrolling a child in CWC for the first time.

Transfer students: Students who transfer in from another school need to have their records transferred as soon as possible. The CWC Office and Administration will contact the previous school to request transfer of cumulative files and records. No transfer student may be admitted until these records have been received and reviewed by the interview committee.

Home schooled students: Students who have been home schooled will be tested by CWC staff to determine placement for the recommended grade level.

ATTENDANCE

Attendance is a vital part of successful education. Parents and teachers invest deeply in the process of Christian education. Because so many resources are invested attendance is both a privilege and a stewardship issue. Though CWC certainly supports family activities, we encourage the scheduling of appointments and vacations outside of the scheduled school calendar days whenever possible, because we recognize the distinct disadvantage an absence places on a student.,

Occasionally, when an absence must occur please use the following:

1. **UNPLANNED ABSENCE:** When it is not apparent beforehand that a student will need to be absent the parent(s) should call the school office the morning of the absence before 7:45 AM .
2. **PLANNED ABSENCE:** When a student knows ahead of time that they will be absent, they should bring a note from their parents explaining the absence, pick up a planned absence sheet in the office at least three days prior to the absence, fill in their schedule, and have each teacher sign the sheet and indicate any homework that will be due prior to the absence. If a student is not current in one or more of their classes, the planned absence can be denied.
3. **UNEXCUSED ABSENCE:** The key difference between a planned absence and an unexcused absence is prior parental approval and prior school notification. A student will be given an unexcused absence and will be required to make up all unexcused time within one week of the unexcused absence without regard to personal, work, or after-school schedule for:
 - a. being absent without parental permission
 - b. taking a denied planned absence
 - c. being dismissed from class for behavioral reasons

Failure to make up the time of an unexcused absence within a week will result in the time being doubled each successive week

All students who arrive after school has begun or who must leave before school is dismissed must sign the attendance sheet in the office and either receive an admit slip or submit parental approval to leave.

Students must be in attendance at school for one-half day to participate in any co-curricular activities and practices except in cases of a scheduled appointment with administrative approval.

High school students missing any class more than nine times in a semester will result in no credit being given for that class for the semester. All absences apply to the nine days per semester that a student may be absent. An exception may be made for long-term illness (3 days or more with evidence of a doctor's care) that results in missing more than nine days. In this case, an effort by the family to collect and deliver homework should be made when possible. Any appeals must be made to the administrator in consultation with the Education Committee.

TARDIES

A student is considered tardy when they arrive at class within 15 minutes of the scheduled beginning of the class, or must leave a class or study hall because they arrived unprepared. A student will be considered absent if they are not present 16 minutes into the class period.

Students are allowed five tardies during a nine-week marking period. Successive tardies will result in the following:

HIGH SCHOOL:

6th Tardy: 45 minute AM Work-Service Hour served the following Wednesday from 7:00-7:45 AM

7th Tardy: 45 minute AM Work-Service Hour served the following Wednesday from 7:00-7:45 AM

8th Tardy: 2-hour Saturday morning work-service for the school

9th Tardy: 4-hour Saturday morning work-service for the school

10th Tardy: Referral to the Education Committee for disciplinary action.

ELEMENTARY/MIDDLE SCHOOL:

6th-9th Tardy: Detention served on Wednesday at 2:45 PM.

10th Tardy: Referral to the Education Committee for disciplinary action.

These detentions are mandatory, regardless of personal, work, or after-school schedule. **Failure to keep a scheduled tardy detention will result in the assessment of another tardy, with the consequences for both to be served.**

HOMEWORK

A student who is absent will receive the same number of days to make up work as they were absent, up to one week. A student who is absent part of a day is expected to be ready for the remainder of the classes that day and all classes the next day. Elementary and middle school teachers will gather missing work for students. **High School Students are responsible for acquiring what they missed in case of absence.** Teachers will make every effort to help the student with missed work when the student comes to the teacher for help.

ATHLETICS—MIDDLE SCHOOL

(For High School Athletics see Co-Curricular Section)

Co-curricular activities are an integral part of the total educational program at CWC and are designed to help students:

1. Mature physically, intellectually, emotionally, and spiritually;
2. Rejoice in the unique perspectives of life dedicated to Christ-like service;
3. Become part of a community where individual abilities are needed, developed and blended to reach a unified goal;
4. Recognize the importance of individual commitment and dedication as part of personal and community achievement.

Students in grades 5-8 have the privilege of participation in athletics. These privileges can and will be suspended when the student fails to behave or perform acceptably in academics. The following programs are made available to these students on an annual basis.

Fall:	soccer (boys & girls), volleyball (girls)
Winter:	basketball (boys & girls)
Spring:	track & field (boys & girls)

Coaches play a key role in the development of our children. Without them the program could not run. We often need parents and others to fill these roles for our kids. Mark Vander Werff is our middle school athletic director, and he supervises the coaches and the programs.

Fees: Each year CWC will assess athletic fees for uniforms, transportation and/or participation. These fees cover expenses the school incurs in operating these sports. They will be reviewed annually and published in the Crusader Weekly, the school's weekly publication. At present, this fee is \$50.00 for the year and covers all sports. Students whose parents coach are exempt from the athletic fee.

Physicals: Physicals are required for participation in sport activities upon entering 7th grade using the WIAA physical form as accessed on the Athletics web page.

Uniforms: All uniforms are property of the school.

BAND

Students in grades 5-12 have the opportunity to belong to an eight-year band program in CWC. Fifth graders are invited with their parents to a band night where they can select instruments they would like to play.

There are two band programs in grades 5-8; 5th grade has beginner band, and 6-8 has advanced band. Each group meets at least twice a week; individual or small ensemble sectionals for one-on-one training is provided every week. High school band rehearsals are held on alternating days as part of the academic program. Co-curricular options are available. Band members perform at several concerts during the year and also participate in solo-ensemble activities in the spring. Students who miss concerts will receive a failing grade for the quarter. Written permission for an absence will be accepted only in the case of family emergencies.

BIKES/SKATEBOARDS/ROLLER BLADES/SCOOTERS

Students who ride these to school must park them when they arrive. Riders must enter the school campus from either Visser Avenue (MS/HS) or Pleasant Street (Elementary), and walk their bike/skateboard/scooter upon entering the property to the bike racks. Bikes may not be used or tampered with during the school day.

CANCELLATION AND SNOW DAYS

Decisions regarding the weather-related delay, cancellation, or early dismissal of classes are made by Johnson Bus Service, the official transportation provider of the Waupun School District. Information will immediately be distributed on the CWC website and to the media. Morning decisions are typically made by 6:15 AM. All CWC transportation vehicles will follow the School District of Waupun schedule for late starts/early dismissals. If school is canceled during the day all athletic events are also typically canceled. Exceptions may be made when conditions clear up enough to avoid rescheduling a game. When there is a two-hour delay, the morning Kingdom Kids class will be cancelled.

CELLULAR PHONES/COMMUNICATION DEVICES

The use of cellular telephones and other communication devices by students of CWC is not allowed at school during school hours. Failure to comply will result in the confiscation of the device. A warning is issued for the first offense, and a \$25 fee is imposed for following offenses. Devices will be stored in the Administrator's Office until reclaimed.

CENSORSHIP

All library and classroom books are screened by the library staff. Student textbooks are reviewed by the faculty and approved by the administration board for purchase. If you have concerns about any books, films, etc. used by the school please visit with the CWC Administrator.

CHAPELS AND ASSEMBLIES

Chapel services are held approximately twice each week at the high school level, once per week at the middle school, and monthly at the elementary level, and are conducted by faculty members, guest speakers, and student groups or individuals. This is a time of worship and spiritual refreshment. The first Wednesday of the month the entire CWC student body gathers for WOW (We Offer Worship). Entering into the presence of God should be the goal of each student in each part of the chapel service. Offerings may be taken at chapels and directed to special causes. Special assemblies are also provided when speakers and presenters are in the area.

CHILD ABUSE AND NEGLECT REPORTING

Wisconsin State Statute Section 48.981, states that all school personnel have a legal responsibility to report suspected child abuse or neglect to the

administration, who will then notify appropriate county social services or law enforcement agency. School personnel shall not contact the child's family or any other person to determine the cause of any suspected abuse or neglect upon initial suspicion of same. The involved agency may contact, observe or interview a child at school without permission from the child's parent, guardian, or legal custodian as necessary to determine if a child is in need of protection or services.

CHOIR

Vocal music is taught to all students in grades K-8, and is available as an elective to high school students. The students perform at various concerts during the year. Concert attendance is mandatory. Students who miss concerts will receive a failing grade for the quarter. Written permission for an absence will be accepted only in the case of family emergencies.

CHRISTIAN SERVICE PROGRAM

MISSION: "The educational program at Central Wisconsin Christian Schools is designed to help give its students a well-rounded Christian view of life and prepare them for a life in God's Service."

RATIONALE: Not only is it important to teach our students to serve God with their career choice, but equally important to serve with their time. God looks for a grateful heart when we give of our time, talents, and resources. Giving with a grateful heart must be learned and practiced and is an essential component of a Christ-centered lifestyle. To be truly prepared as servants of God all graduates of Central Wisconsin Christian School must have experience at putting their faith into action.

REQUIREMENT: Each student enrolled at CWC will perform hours of Christian Service each year to qualify for graduation. Christian Service Honors will be recognized at graduation to students who reach **(DEFINE THRESHOLD)**. These hours are to be performed at the initiative of the student without financial benefit or tangible reward. Service should be something that benefits another and is outside a student's normal routine. Prior approval should be obtained from the Christian Service Committee if there is any doubt as to its application. All services should be outside the regular school programs. Students who complete this requirement by graduation will be designated Christian Service Honors.

GUIDELINES:

Hours Requirements	1 st Semester	2 nd Semester
Freshmen	5 hours/3 categories	3 hours/2 categories
Sophomores	5 hours/3 categories	3 hours/2 categories
Juniors	6 hours/3 categories	3 hours/2 categories
Seniors	6 hours/3 categories	0 hours

- Three different types of service must be completed first semester/ two types during second semester
- No payment may be received for service given
- Services must be provided to people outside of your immediate family.
- Services must be outside of regular school programs
- Services performed during the summer may be turned in during the first semester of the school year.
- Services must be completed and reported to class advisor by the end of the semester

PROCEDURE: All service should be recorded on an official Christian Service Report Form. These sheets will be placed in the Student's permanent file when completed. These must be completed at the end of each semester.

TYPES OF SERVICE/EXAMPLES:

1. Youth—camp counselor, church nursery, Vacation Bible School, Sunday School Teacher/aide, middle school youth group, coach/referee
2. Environment/Creation—habitat restoration, community recreation trail clean-up, animal shelter, cleaning parks, green space creation/maintenance
3. Elderly/Disability—nursing home, assisted living facility, visiting shut-ins, property maintenance
4. Civic—candy striper at hospital, city clean-up efforts, cleaning up ditches
5. Poor/Disadvantaged—soup kitchen, community food pantry, delivering Christmas presents
6. Missions/Outreach/Cause—Bargains Galore, organizing community projects, Right to Life, Habitat for Humanity, Salvation Army, letters to soldiers

DAILY SCHEDULE

The first bell of the school day rings at 7:50 with the tardy bell at 7:53. Students who do not ride the bus should not arrive at school 7:30. Elementary bus riders who arrive at school prior to 7:30 may come into school, but should go outside at 7:30. Dismissal is at 2:35, and students should clear the building immediately unless they have a valid reason and teacher permission to stay. Students who do remain must stay in the Commons area until pick-up. 4K classes run from 7:50-10:40 for the AM sessions, from 11:45-2:35 PM for the PM sessions.

K-5 Schedule

7:50	Enter School
7:55	School begins
9:50	K-5 AM Recess
11:30	Lunch Begins
12:10	Classes Resume
1:35	K-5 PM Recess
2:30	Dismissal

Middle School

7:53	1 st Hour
8:41	2 nd Hour
9:24	Break
9:36	3 rd Hour
10:22	4 th Hour
11:05	Lunch
11:37	5 th Hour
12:22	6 th Hour
1:07	7 th Hour
1:52	8 th Hour
2:34	Dismissal

High School

7:53	1 st Hour
8:41	2 nd Hour
9:27	3 rd Hour
10:10	Break
10:22	4 th Hour
11:08	5 th Hour
11:50	Lunch
12:22	6 th Hour
1:07	7 th Hour
1:52	8 th Hour
2:34	Dismissal

DISCIPLINE

The root word for discipline is disciple. All of us and our children are constantly growing in reflecting the love of Jesus Christ as His disciples. The Bible calls us to model Christ-like behavior for our children and nurture them gently in the faith. When their behavior and performance in school needs correction, teachers use the gentlest method first to correct them. If the child's behavior does not improve progressive discipline procedures are used. Corporal punishment, however, is not used at CWC.

While it is impossible and unnecessary to completely catalog violations of the code of Christian conduct required of a student at CWC and to affix penalties for such violations, the following general policy is stated.

A student guilty of irreverence, profanity, lying, cheating, stealing, destruction of property, use of tobacco products, use of alcoholic beverages or other drugs, disrespect for teachers and school authority, disregard for school policies, and other practices which undermine the school's purposes and aims, will have privileges restricted and may be suspended from school, either in school or out of school. The severity of the offense will determine the severity of the consequence. Parental contact will occur when necessary, and conferences may occur when a pattern of discipline is apparent.

Whenever conflicts arise between students or between a teacher and student every effort is made to establish all of the facts and reach a clear understanding of the situation. The administrator may become involved in the conflict if the need arises. Confession, forgiveness, restitution, and restoration of relationships is always the ultimate goal.

Most discipline is carried out by the classroom teacher. Occasionally a teacher will refer a problem to the administrator for assistance. In more complicated or serious matters the Education Committee becomes involved. If a parent is concerned about a matter related to the discipline of a child he/she should refer to the school Grievance Policy.

DRESS CODE

Central Wisconsin Christian School endeavors to promote excellence in all areas of education, including dress. How students dress reveals much about their attitude toward life, respect for themselves, for their peers and for God. What we wear is one of the first things others notice about us and will definitely contribute to the first impression we make. Our dress is reflective of our cultural perception and how we desire to be perceived by others. Our dress can suggest that we are aligned with a Christian worldview or a secular worldview. If we desire to represent a Christian worldview, we will dress in a way that appropriately reflects Jesus Christ's presence in our lives. Wherever we are, we represent Central Wisconsin Christian Schools. More importantly, we represent Jesus Christ. Our appearance is an important part of this in each and every school activity in which we are involved. Let us represent Christ and our school well by carefully selecting appropriate clothing to wear to all school related activities.

We rely primarily on the good taste of parents to see that their children appear at school looking neat, clean, and modest. The intent of the dress code is to encourage in students the idea that the appearance of a person may affect the personal judgment others make of them. The students and faculty of Central Wisconsin Christian School believe that personal responsibilities and good citizenship should be encouraged as a necessary part of a student's education.

Student dress should reflect Christian values of modesty and good taste. Clothing should be clean, neat, and appropriate for the classroom. To avoid being indecent, clothing should not be extreme in shortness or tightness of fit. Therefore, the following dress code is instituted with the realization that good taste in dress and grooming is a privilege as well as a responsibility. Students who repeatedly violate dress code provisions will be disciplined.

1. Students must wear shoes or sandals at all times. They do not have to wear socks, but feet must be kept clean.
2. Hair length will be left to the discretion of parents, but at no time should the front be of such a length that hair obscures vision. Hair should be clean and neatly combed at all times.
3. Hats are not allowed in school during the school day.
4. Worn or sloppy T-shirts, sweaters, sweatshirts, slacks, etc. will not be accepted.
5. Clothing which advertises particular messages, pictures, or promote musical or other groups which are offensive and whose lives are inconsistent with Christian values may not be worn to school or during school functions or events.
6. Clothing which is too tight, short, or revealing (visible bare midriffs) will not be accepted, and students will be directed to change clothes. No undergarments may be visible.
7. No beards or mustaches are permitted.

8. Shirts with spaghetti straps and muscle shirts are not allowed for students in grades 6-12.
9. Earrings are not permitted for male students.
10. Tattoos shall not be visible.
11. Elementary school students must come equipped with two pair of shoes, one for inside wear and one for outside wear. Boots also should be worn on the playground on rainy or snowy days.

DRUG EDUCATION

An extensive and/or intensive drug education program is not part of the prescribed curriculum. CounterACT is a community-financed, annual program provided to the fifth grade class through the Waupun Police Dept. This program is focused largely on decision-making. The middle school and high school health program also have a unit which focuses on drug or alcohol use.

EARLY RELEASE

At times during the year students will be released from school at 11:30 to allow staff to work on curriculum development. Parents should make special transportation arrangements for their children on these days, although Johnson Bus Service and CWC transportation will run an adjusted "Special Bussing" route system. There will be no lunch served on Early Release Days.

EVALUATION AND PROGRESS REPORTING

Report cards are distributed on a nine week/quarterly basis. The final report card of the year for elementary students can be picked up at school. All school bills should be paid prior to the end of the school year (K-8) or final exams (9-12).

Grading Scale (Grades 3-8)

A	100-98	B+	93-90	C+	81-78	D+	69-66	F	59-0
A-	97-94	B	89-86	C	77-74	D	65-63		
		B-	85-82	C-	73-70	D-	62-60		

High School staff establish a grading scale that meets the standards and requirements of each individual class.

Midterms are distributed during the first quarter to all students grades 6-12. Progress reports are sent for all students at the midterm of the remaining quarters.

Presidential Academic Awards are given to eighth graders at graduation who have maintained a B+ average over a three-year period, grades 6, 7, and 8. For High School Academic Awards, see the high school section of this booklet.

EVALUATION AND GRADING—MIDDLE/HIGH SCHOOL

The following system of grading is presently used in the middle and high schools:

ACADEMIC GRADES - Letters

- A: Work of outstanding quality, superior
- B: Good work, above average
- C: Average work
- D: Below average
- F: Failing work, no credit
- I: course requirements not completed

An "I" (incomplete) in a course must be made up within two (2) weeks following the end of a grading period or the grade for the incomplete work becomes an "F". A grade of "D-" is the lowest passing grade. Final examinations or major projects may count up to one-fourth of the final grade.

EFFORT GRADES - Numbers

- 5: Excellent: Always prepared, always completes assignments, participates constantly beyond expectations.
- 4: Good: Rarely unprepared, rarely misses an assignment, participates regularly, up to expectations.
- 3: Adequate: Usually prepared, regularly completes assignments, participates often, near expectations.
- 2: Deficient: Sometimes unprepared, regularly misses assignments, participates seldom, below expectations.
- 1: Unsatisfactory: Often unprepared, seldom completes assignments, participates rarely, far below expectations.

Effort grades reflect the teacher's evaluation of a student's daily preparation, completion of assignments, participation in class, and achievement compared to ability.

CITIZENSHIP EVALUATION - Letters

- O: Outstanding
- S+: Above Average
- S: Satisfactory
- S-: Needs improvement
- U: Unsatisfactory

Citizenship evaluation reflects the faculty's evaluation of a student's conduct and attitude weighed in terms of the citizenship qualification listed below.

Good Citizens of CENTRAL WISCONSIN CHRISTIAN

- are honest, dependable, and cooperative
- are careful in the use of their own and school property

- are reverent, never profane
- respect the authority of God, their parents, their teachers, and others in positions of authority.
- conduct themselves in school and out of school, both with and without supervision, in such a way that they bring honor to their God, their school, their family, and themselves.

FEES

Lab fees for certain courses, such as Tech Ed, Music, Physical Education, Computer, and Science will be fixed at the beginning of each school year and will be charged on the semester fee sheet. These are usually completed within the first six weeks of each semester and are payable upon receipt. There is also a \$50 per activity fee in the high school to help defray transportation, entry fees, and equipment costs, and a \$50 per year athletic fee for students in grades 6-8. Selling of Crusader Cards at the beginning of the year can waive fees for co-curriculars.

FIRE AND TORNADO DRILLS

In accordance with Wisconsin state statutes, fire drills are held monthly, and tornado drills take place during tornado season. Safe areas have been designated in school. In the case of a tornado watch children will not be allowed outside to play; in a warning they will go to the shelter areas in school.

FOUNDATION FOR CHRISTIAN EDUCATION IN CENTRAL WISCONSIN (F.C.E.C.W.)

FCECW has been established by the Board of Directors of Central Wisconsin Christian and Randolph Christian School to help meet the long range financial needs of our schools. It has been established jointly for administrative purposes. Within the Foundation each school maintains its own funds, with the earnings going only to the school. The Board of Trustees has representation from each member school board.

Gifts to the Foundation are permanent and held in trust with only the invested income used to aid the school. In other words, it is a gift that keeps giving year after year. The Barnabas Foundation is a volunteer organization that works with our school to advise individuals/couples on how to set up their estates.

Gregg Zonnefeld is the Foundation representative. Individuals who are interested in investing in the FCECW through estate planning, wills, etc. should contact Mr. Zonnefeld in the Advancement Office.

GENERAL K-5 STUDENT GUIDELINES

In all behavior around the school the primary factors are safety and courtesy for everyone. It is expected that everyone will behave in a manner that is consistent with those principles. The following rules must be observed by all elementary students:

1. Students are to stay on the school grounds unless they have permission to leave by a signed note or phone call.
2. Students may not run or loiter in the hallways.
3. Noise in the halls must be kept to a minimum.
4. No snowball throwing, King of the Hill, or tackle football is allowed.
5. The teacher's workroom, supply cabinets, and office equipment are off limits to students unless they have special permission.
6. Students must...
 - store books and papers in their desks.
 - line up boots and shoes neatly against the wall.
 - must have and wear second pair of shoes for recess breaks.
 - throw trash in the proper places and recycle paper
 - keep band instruments in their proper places
 - clear floors, hooks and shelves on Friday afternoons
7. During bad weather students will have indoor recess.
8. Students may not go into the gym without a teacher present.
9. Playground equipment should be returned to their proper place, and students must line up before dismissal.
10. Only tennis shoes or non-marking soles may be worn for play activities in the gym.
11. Students waiting for a ride must wait in the Commons and may not roam in the hallways or classrooms.
12. Gum is not allowed.
13. All students are expected to behave in a manner consistent with Christian principles and Biblical values.

GRIEVANCE POLICY

All complaints/concerns are encouraged to be resolved following the principles of Matthew 18 where we are encouraged to go privately to the other person in humility and love seeking a solution. If that fails to resolve the issue the next step is to approach the next level of supervision to again seek resolution. In our school setting the chain of supervision begins with the teacher/activity advisor, then the supervising administrator, the head administrator, the education committee, and finally the full school board. Success is greatly enhanced when a solution is sought closest to the problem with as few people involved as possible.

GUIDANCE PROGRAM

In our Counseling program we wish to be of service to you in your personal needs, your social relationships, your academic needs, your post-high vocation, your career, and your educational planning. The Counselor meets individually every year with every junior and senior. Freshmen and Sophomores are met with as a class to go over test results and future class schedules

Through counseling, you can learn to know yourself better. We at school also learn to know you and your needs through conferences, questionnaires, testing, etc. Your guidance counselor, teachers, and principal are most willing to listen and help. Students and parents may feel free, at any time, to contact the counselor for a conference or the counselor may wish to schedule a conference with you. The school may also refer students or their families to other professional services if the need arises.

FACILITY RENTAL POLICY

All rentals for use of CWC school facilities must be made through the school office. Rates for rentals are as prescribed on the rental agreement. All parties must sign and turn in a rental agreement before the dates will be reserved. Multi-date use groups may reserve up to one year in advance, but are subject to being bumped by a major event at the discretion of school personnel. A deposit will be required at time of key pickup, and returned after inspection.

FIELD TRIPS/OUTINGS

Field trips are recommended and approved by faculty, administration, Education Committee and School Board. They are developed in light of the curricular objectives of CWC and the school's Mission Statement. Concerns about the approval of certain field trips should be brought to the administrator.

In the spring each grade (K-8) has a special day where the entire class or classes go on a special outing for the day. Chaperones may be needed to assist the teacher in whatever capacity needed. Teachers will utilize a Field Trip Release form with parental signature for liability reasons.

HIGH SCHOOL GRADUATION REQUIREMENTS

Each student in attendance at Central Wisconsin Christian Schools must meet the following requirements which when adequately fulfilled, will culminate in participation in high school commencement exercises.

- I. Each student shall be required to take a minimum of 3.0 credits each semester and a minimum of 6.0 credits per year. Twenty-four (24) credits are necessary for graduation.
- II. Departmental minimum requirements are as follows:

A. Fine Arts	1.0 credit
B. English	4.0 credits
C. Mathematics	2.0 credits
D. Natural Science	3.0 credits
E. Physical Education/Health	2.0 credits
F. Religion and Theology	2.0 credits
G. Social Science	3.0 credits
H. Electives	7.0 credits

By adequately acquiring 3.0 credits per semester a student is able to meet the requirements listed above. (Which results in an excess of twenty-four (24) credits.)

- III. A student who has NOT satisfactorily met the requirements for a diploma as named above, but who has been a student in high school for four years, MAY be allowed to participate in the graduation ceremony with approval of Education Committee.
- IV. A student must be present for commencement rehearsal in order to participate in the commencement ceremony unless excused for an emergency.

HOMEWORK

Homework increases with the grade levels and will be necessary at times, especially for tests or projects. Staff members avoid piling on homework by scheduling tests on different days. A general rule for grades 6-12 is that there will be no more than two major tests on a given day, except at the end of a marking period. We acknowledge that students have different levels of ability which also may lead to different times required to complete homework. Generally in the upper grades one to two hours of homework may be an average for many students. Please communicate with staff members when homework seems to be becoming a problem. **Remember that your child's "full-time job" during these years is to be a student first, and priority should be directed toward their studies.**

HONOR ROLL

In order to give recognition to scholarship and effort, three honor rolls will be published for each grading period for middle and high school students. There will be an "A" honor roll, a "B" honor roll, and an effort honor roll. The following point system is used.

A = 4.00	B+ = 3.33	C+ = 2.33	D+ = 1.33	F = 0.00
A- = 3.67	B = 3.00	C = 2.00	D = 1.00	
	B- = 2.67	C- = 1.67	D- = 0.67	

"A" Honor Roll - A student must have a grade point average (GPA) of 3.67. No grade may be below a C+.

"B" Honor Roll - A student must have a grade point average (GPA) of 3.00. No grade may be below a C-.

Effort Honor Roll - A student must have an average of 4 effort points with no evaluations below 3.

HOT LUNCH

CWC offers a five-day hot lunch program for all students and staff, or students may bring their own lunch. Microwaves are provided for student use, but no refrigerator/freezer space will be available. The menu will be published on the school website. A lunch count will be taken during first hour each day. Cost for Hot Lunch will be \$2.75 (6-12) or \$2.25 (K-5) and 30 cents per day for milk. Our hot lunch system is automated and managed by Mrs. Homan in the 6-12 office. Reduced price hot lunches are available. See the office for an application form.

HUMAN DIGNITY POLICY / GUIDELINES FOR STUDENT-STAFF INTERACTION

Central Wisconsin Christian intends to provide its staff members and students with a safe Spirit-filled environment, one that is free from offensive kinds of behavior. Conduct – whether intentional or unintentional – that subjects another person to unwanted attention, comments, or actions because of race, national origin, age, sex, physical characteristics, or disability is not permitted. Instead, we expect all persons to treat each other with respect because they are created to reflect God himself.

- A. We do not condone or allow harassment of others by teachers, administrators, support staff, students, or other persons both at school or school events.
- B. Any person who believes he or she has been subjected to harassment should report it immediately to an appropriate superior. Students may report to a teacher, administrator, or counselor. Teachers should report an offense to their administrator, or if it is the administrator he or she is reporting, to the chairperson of the board of trustees. Each report will be given serious consideration and investigated appropriately.
- C. Reports of harassment and subsequent investigations will be handled discreetly to avoid embarrassment of the person making the report or a person who may be unjustly accused.
- D. Any person who is determined to have violated this policy will be subject to disciplinary action including the possibility of employment termination (for staff members) or expulsion (for students).
- E. Sexual harassment includes
 - making un-welcomed sexual advances,
 - engaging in improper physical contact,
 - making improper sexual comments,
 - writing a note to someone else, either electronically or by hand, with content that may be construed as sexual,
 - using words (written or spoken), pictures, objects, gestures, or actions relating to sexual activity to create a sexually intimidating, hostile, or offensive learning or working environment.
- F. Any other form of ridicule of others based on race, physical characteristics, ability, family background, or similar feature is harassment. Persons engaging in this misbehavior will be disciplined.

ADDENDUM:

First Offense: Administration will investigate the complaint. If complaint is substantiated and a civil law has not been broken:

- parents will be notified
- reconciliation with the party offended will occur
- punishment
 - High School - possible suspension and/or loss of co-curricular privileges
 - Middle School - possible suspension and/or loss of athletic privileges
 - Elementary School - administrator will decide on appropriate consequences
- student will be warned that if this behavior occurs again the police liaison officer will be contacted. If the principal in consultation with the administrative team suspects the law has been broken the Waupun Police Liaison officer will be contacted. Further investigation and penalties (including but not limited to co-curricular policies) may occur.

Second or Subsequent Offenses: Police Liaison Officer will investigate the matter, also potential loss of enrollment.

Guidelines for staff-student interaction

Central Wisconsin Christian Schools expects its staff members (administrative, teaching and support) to caringly assist students, but always appropriately. In accordance with the "Human Dignity Policy" the following guidelines help define what is appropriate behavior for all staff members coming in contact with students. Although every staff member's contact with students is within a specific context, the following acts are judged by Central Wisconsin Christian Schools as being inappropriate:

- Using vulgar, profane, belittling, snide, or intimidating language to students or in their hearing;
- Making sexual innuendo to students or dressing in ways that might readily be construed as sexually provocative to students;
- Meeting a student at a location in school or outside of school (restaurant, home, in a car, etc.) that is not easily observed by another adults;
- Touching a student's body in a place or in a lingering manner that could readily be interpreted as a sexual advance;
- Grabbing, pushing, slapping, poking, or physically touching a student in a manner that could be readily construed as violent and motivated by anger;
- Any behavior toward a student that does not respect their bearing of God's image.

INFECTIOUS DISEASE CONTROL/COMMUNICABLE DISEASES

Children with head lice, chicken pox, strep throat, impetigo and pink eye must be kept at home. Parents should notify the school when these diseases are identified in their child(ren). After the child has been isolated for the necessary period of time and is free from any symptoms, he/she may return to school without any special permission from the doctor. Whenever these diseases are detected at school the office will contact the parent.

1. Central Wisconsin Christian will work cooperatively with local, county, and state agencies to enforce and adhere to the State Health Codes for prevention, control, and containment of infectious diseases in the school.
2. The administration will exclude a child who is out of compliance with the required immunization schedule. School personnel will complete and coordinate all immunization data, waivers, and exclusions including the necessary Immunization Assessment Program forms to provide for preventable infectious disease control.
3. The administration may exclude students and/or personnel from school who are suspected or diagnosed with an infectious disease, or whose exposure to an infectious disease may threaten the well-being of that individual. All reportable infectious diseases will be referred to the local health unit by the administration.
4. The decision to close schools due to infectious disease outbreaks is at the discretion of the school's administration. If desired, consultation on such decisions may be provided by a committee from the School Board and/or Infectious Disease Review Panel.
5. Infectious disease is a serious concern in the community. The afflicted individual may be asked to submit information to appropriate consultants including the Infectious Disease Review Panel and the local health unit.
6. Infectious Disease Review Panel. The purpose of this panel is to serve as a resource to the school for specific infectious disease instruction and procedures for major concern regarding epidemic control with any disease occurrence. The Infectious Disease Review Panel will be comprised of the following:
 - Administrator or Designee
 - Designated School Nurse/Public Health Nurse
 - Physician with expertise in the related disease

In addition, one or more of the following may be added to the panel:

- Local Health Unit Director or Designee
- Physician(s) treating the individual(s)
- Parent/Guardian of the afflicted individual
- Legal counsel for the afflicted individual
- Legal counsel for affected school

INJURIES

Whenever a student becomes injured first aid is given to the child and all treatment is recorded on an Accident Report Form. In case of more serious injuries, the school office contacts the parents regarding further first aid treatment. When parents are not available, the emergency information provided at registration will be used. In serious emergencies when no one can be contacted, parents need to be assured that hospital staff will stabilize the child until a close relative can be reached. CWC has staff personnel who are trained in first aid and CPR techniques.

INSURANCE

Accident insurance will be made available to all students at the beginning of each school year. While it is recommended that all students be covered by an insurance policy, this insurance is not mandatory. However, such coverage is mandatory for all students enrolling in Industrial Arts classes and/or those who participate in co-curricular activities, unless a signed statement is filed with the school by the parents indicating that they have other primary insurance coverage which will handle accidents which may occur.

KINDERGARTEN / KINGDOM KIDS PRE-SCHOOL

Kingdom Kids 3K/4K (3 / 4-year old Kindergarten)

We offer a pair of pre-school programs for our students. Kingdom Kids 4K meets three half-days per week (Monday/Wednesday/Friday) in morning and afternoon sessions for students who are four prior to September 1st. Kingdom Kids 3K meets two half-days per week (Tuesday/Thursday). Students need to be three years old prior to September 1st to be accepted for enrollment.

Kindergarten

Children who are age five by September 1 can be enrolled in kindergarten. We follow a Progressive Kindergarten program, with kids meeting full days on Monday/Wednesday/Friday during the first semester. Classes meet on Monday/Tuesday/Thursday/Friday in a four-day program during the third quarter, with a full five-day program in place during the final quarter of the year.

LIBRARY

The school libraries are open and available for student use at several times throughout the school day. At such times books and back issues of periodicals may be withdrawn. All books must be accurately checked out by a staff member or other library personnel. Students generally receive two-week loans after which a fine may be levied. Current periodicals and reference materials are not to be taken from the library except by special permission from the librarian.

LOCKERS

Hallway lockers are assigned to students in grades 6-12. Lockers are owned by the school and may not be locked except with school-provided padlocks. Gym lockers will be assigned to high school students involved in PE/athletics and must be locked at all times with a school-issued padlock. Lockers are subject to routine search or to special search at any time when students may be violating school policies. Aside from the above, a student's locker is private property and is off limits to all other students and should be kept reasonably clean. A locker is expected to be completely clean at the end of the year, including adhesives. A damage and/or cleaning charge may be assessed to students who fail to maintain their locker or whose locker is unduly messy or unsanitary. Students are advised not to keep money or other valuables in their lockers.

LOST AND FOUND

Articles that are lost are turned placed into the lost and found receptacle. If the article is labeled, it will be returned to the student. Unmarked items will be placed into Lost and Found. Items will be displayed at the end of each month for claim by rightful owners, with unclaimed items being donated to Bargains Galore Thrift Store. Students should report lost items to the office as soon as possible.

MEDICATIONS

Over-the-counter medication must be accompanied with a note from the parent providing specific instructions to the teacher or administrative assistant regarding administration of the medication. The school will not administer aspirin, only Tylenol or Ibuprofen. Use of these medications will be logged in the office and will be administered only by authorized personnel.

Prescription medicine must by state law be kept in the office and also have an accompanying note giving specific instructions regarding administration of the medication. Prescription medicine must always come in the prescription container with instructions. These medications should never come to school in any other container. School personnel will keep this medication in a safe place out of student reach. All medications administered will be logged in the office and dispersed only by authorized personnel.

MOTOR VEHICLES – STUDENT USE

1. Vehicles are to be parked immediately upon arrival at school in the designated parking area.
2. **The parking lot is off limits at all times during the school day without permission of the administration.**
3. Students are to leave the parking area immediately and are to stay away from motorized vehicles until time of departure in the afternoon.
4. Vehicles may be used during school hours only with the permission of the administration.
5. Reckless driving, squealing tires, etc. or disobeying the regulations governing the use of vehicles may result in the removal of the privilege of driving a vehicle to school.
6. Speed limit in the parking lot is 5 MPH.
7. Exit for students is onto Hwy 68. Visser Avenue is off limits and is left for drop-off and pick-up by parents and others.
8. Parking outside of marked spaces will result in the loss of parking privileges.

MUSIC CONCERTS, FESTIVALS, AND MUSICALS

Annually all CSI Wisconsin schools have a music festival for middle school students in the spring. Many of our upper grade students participate in the festival in choral and instrumental solos and ensembles. Our choirs and bands also attend and receive ribbons for their performances.

All students (K-12) involved in music are required to attend specific concerts. Objections to style or rhythm of music are not sufficient basis for child's absence. Students who do not attend concerts receive an "F" for the quarter unless a valid reason for not attending was excused by the music instructor, principal, and superintendent at least one week prior to the concert. If parents find programs or music objectionable they must submit their reasons to the administrator in writing one month prior to a concert.

NON-CUSTODIAL PARENT POLICY

Divorced and separated families are realities of contemporary life which affect Central Wisconsin Christian School's responsibilities to its students. The following guidelines have been adopted to assist the school in situations where a non-custodial parent wishes to become involved in school-related activities of a child or wishes to have contact with or take custody of the child while the child is at school:

- Ordinarily, the school will not resist or interfere with a non-custodial parent's involvement in school-related affairs or access to the parent's child or the child's records unless the school is presented with a court order or comparable legal document restricting such involvement or access. The school will not otherwise choose sides between parents.
- A non-custodial parent may not take custody of a child or remove the child from school premises unless the parent presents either a written court order or a written authorization signed by the custodial parent permitting such custody.
- If the actions of parents, custodial or non-custodial, become disruptive to the operations of the school, the school has the right to restrict access by such parents and to take other necessary action.
- Concerning student activities that require parent consent, the school will accept consent only from the custodial parent unless authority to grant consent is given to the non-custodial parent by a court order or comparable legal document.

PARENT-TEACHER CONFERENCES

An atmosphere of cooperation and trust must exist between home and school. The chief means for establishing this atmosphere is the parent-teacher conferences. It provides the main opportunity for evaluating the student's development and progress. The total effectiveness of the conference depends

on the active participation of both parties.

Conferences can be held anytime the parents or teacher feels necessary or beneficial. Scheduled conferences are arranged in the fall for all parents.. Teachers are available by appointment before or after the school day, and would welcome the opportunity to get to know you and visit with you about any concerns you may have about the education your child is receiving. Teachers are at school by 7:30 A.M. and remain after school until 3:00 P.M. unless co-curricular events or special appointments call them away earlier.

PHYSICAL EDUCATION

Physical education is provided to all students in grades K-8 at least once a week. Gross and fine motor skills, health and sports fitness, and a positive attitude toward total fitness are the main focus of the curriculum. K-5 students have physical education once a week; middle school students have it daily in three-week modules. Students should not wear school clothes for middle school PE, rather they should have a set of shorts, second pair of white-soled tennis shoes and a T- shirt. High school students receive daily PE in grades 9-10 as a part of fulfilling the state requirements for graduation.

PROSPECTIVE PARENT ATTENDANCE

While we strongly disapprove of sexual activity such as may result in premarital pregnancy, it is the prerogative of the school as part of the Christian Community to be supportive and helpful toward their desire to receive a Christian Education.

Any student (male or female) involved in a pregnancy will have his/her situation reviewed by a committee composed of the School Board President, the Education Committee Chairman, and the School Administrator in consultation with the student and the parents. This committee will then establish a plan to follow for each case. Options include regular attendance, limited attendance, completion of credits by correspondence with CWC staff or other arrangements acceptable to the School, or removal from membership as a student.

Some principles that will form the basis for decisions in each case are:

1. The student must express sorrow for sin and seek reconciliation with God and with His church.
2. The student must display a positive Christian attitude and must strive to be a wholesome influence on fellow students,
3. The student should demonstrate the maturity to handle the physical and emotional pressures of school life under these circumstances,
4. A student in regular attendance is encouraged to be involved in co-curricular activities during the school day. The student will not be permitted to participate in co-curricular activities in which the students represent the school. When the pregnancy has ended, the student may ask permission to resume such activities by letter to the aforementioned committee,
5. While it is not the School's prerogative to exercise disciplinary action in such cases--this is the work of the Church -- the student is subject to the normal penalties for improper behavior will apply,
6. The student who has completed the requirements for graduation may participate in the graduation ceremony on the same basis as any other student, and
7. If the parents and/or student does not agree with the decisions of the committee reviewing the case, they have the option to appeal to the School Board.

PROPERTY LOSS OR DAMAGE

Each student is responsible for school books and materials, as well as school property. Students will be expected to pay for any items he loses, breaks or damages because of misuse, carelessness or negligence. Charges will be made on the basis of replacement cost as determined by the administrator. Any CWC property that is damaged or devalued due to improper conduct of a student(s) will require financial restitution for the damage or devaluation of property by the responsible person or persons. The financial restitution will be the cost to repair or the amount of devaluation as determined by an approved qualified professional.

RECESS

K-5 students have recess at 9:50-10:05, 11:30-12:10, and 1:35-1:47. 6-8 students have a break in the morning and at noon from 12:28 - 12:52. Students will return all balls/equipment to the storage areas under the supervision of the teacher on duty. Students may not loiter in the halls during recess. Elementary students not wearing second pair of shoes will lose recess privileges

RESOURCE ROOM

Students with special needs or who have difficulty in reading or learning are assisted by our resource staff. Any student needing assistance in an academic area is eligible to get help. Special accommodations and modifications in the academic program at CWC may be made in cases of need. Extensive monitoring will take place between resource staff, classroom teachers, and our Guidance Office.

RETENTION

When students in elementary grades do not adequately meet the educational requirements of the school, CWC will recommend retention. In middle school grades students who fail more than two courses will not be promoted to the next grade. High school students must complete all required courses and credits before being eligible for graduation.

SCHOOL CALENDAR

The school calendar is developed by the administration, faculty and the school board. It is prepared in the spring of the year and usually completed by mid to late May. The administration works closely with area public and Christian schools to avoid conflicts or inconveniences.

SCHOOL COMMUNICATIONS

CRUSADER WEEKLY: Every **Friday** we publish the *Crusader Weekly* which can be received electronically via email or the school website or via a hard copy to your youngest enrolled child.. It contains information important to everyone regarding such items as upcoming events, hot lunch menu, policy matters, program information, etc. All submissions for the Crusader Weekly are due to Mrs. Sterk by 1PM on Thursday.

CENTRAL FOCUS: A periodic newsletter of school news, special events, and information which is distributed to all friends and supporters of our school monthly. This publication is produced by the Advancement Office..

Christian Home and School: This magazine is sent home periodically during the year. It is published by Christian Schools International, a service organization for over 400 Christian school throughout North America and the world.

SCHOOL VISITORS

Students may bring visitors from other schools to our classes if permission has been received in advance from the administration and if the school in which the visitor is a student is not in session. All school visitors must sign in at the office upon arrival.

SNACKS AND TREATS

There will be a snack time just before elementary morning recess when students may eat a snack brought from home. Students may also bring a treat for their birthday. Parents are urged to consider snacks and treats that are healthy and nutritious. **Gum is not allowed** on the elementary school premises. Middle and High School students may bring snacks to have during morning breaks. Ala carte items will be offered regularly by the Hot Lunch staff. All students are asked to properly dispose of all garbage in a proper receptacle.

SPECIAL EDUCATIONAL SERVICES

CWC has access to special testing and therapy services via the public school district. When students appear to need special services the teacher and parents can direct the district to test the student for emotional, physical, speech, auditory and visual, and learning disabilities. While services and therapy are available to the school.

CWC has hired its own resource room staff on a part-time basis to provide assessment and remediation in the area of reading and some learning disabilities. The staff will notify parents for consultation on intervention services. CWC also partners with the Christian Learning Center to provide professional consulting services to assist in meeting the needs of all of our students. Students in middle/high school that have special learning problems are reviewed by the staff periodically and special accommodations are made in different classes pending the need of the child. Students may also be required to attend an organizational skills class until significant improvement is noticeable. Parents are encouraged to keep in touch with each teacher especially when problems develop.

SUBSTITUTE TEACHERS AND AIDES

Substitute teachers are approved for service by the administration. The administration attempts to use certified and/or qualified substitutes as often as possible. Substitutes are paid at a rate set by the Finance Committee. Teachers will provide necessary and meaningful information to the substitute teacher on days they are absent. Teacher aides are supplied to classroom teachers whenever the need exists. The administration seeks volunteer aides generally, but in special situations will hire an aide.

TELEPHONE USE

The office phone may not be used by students except for emergency and only with permission of the staff or administration. Other telephones in the building are off limits to students.

TESTING

We have a four-fold purpose for administering standardized tests each year:

1. To help students better understand their own academic strengths and weaknesses.
2. To help counselors and teachers better understand the instructional and guidance needs of individual students.
3. To help school administrators better understand the strengths and weaknesses of the school curriculum.
4. To help your counselor and teachers as they attempt to give you guidance in planning for your future.

Iowa Tests of Basic Skills: These tests are administered in March. CWC uses the full battery of ITBS in grades 1-7.

Otis Lennon: This IQ or ability test is administered to 1st, 4th and 7th graders annually.

EXPLORE: Given each October to 8th Graders and Freshman to aid in academic planning

PLAN: Administered to Sophomores each October for Career Planning and ACT Preparation

PSAT: Preliminary Scholastic Aptitude Test administered to juniors each October

ACT/SAT: American College Test/Scholastic Aptitude Test—college entrance exam taken by juniors/seniors at their convenience

Vision-hearing screening - Annually the CWC provides basic screening of eyes and ears of elementary students. Students who struggle in school or have reading difficulties have the opportunity to have advanced testing done to identify more refined discrimination problems for a small fee.

Speech Therapy: Younger students who need speech therapy may have access to this service via the School District of Waupun. Screening for speech is done through the District Office.

TRANSCRIPTS

The school office will send, upon request, a transcript of the high school record to colleges, other institutions of learning, and prospective employers. These are provided as a service to our students and alumni at no cost.

TRANSPORTATION

Central Wisconsin Christian is committed to assist parents in educating their children in a Christ-like manner. A portion of that commitment is dedicated to providing quality, and safe transportation to and from CWC for the school day and special events.

Routes

CWC provides the following transportation options as funded by the General Fund and at no assessed cost to participating families:

- Families who are residents of the Waupun Area School District residents receive daily transportation to and from school via Johnson Bus Service.
- CWC operates buses for out of district families with the following routes.
 - “Randolph” area route has pick up and drop off service in the Fox Lake, Randolph, and East Friesland.
 - “Beaver Dam” route has pick up and drop off service at the YMCA in Beaver Dam, and at other sites along the route as determined annually by the Transportation Committee.
- Families living outside the Waupun School District who do not have access to other regular routes will receive an “Out of District Transportation Credit” at a rate set annually by the Board. CWC uses its buses and/or passenger vans to provide co-curricular and field trip transportation for CWC students and staff.
- All CWC transportation vehicles will follow the School District of Waupun schedule for late starts/early dismissals.

Drivers

All CWC bus drivers are properly licensed through the state of Wisconsin, undergo a personal background check, and are routinely tested for chemical use per state regulations.

Student Behavior

Transportation on CWC provided vehicles is a privilege afforded to families by the Board of Central Wisconsin Christian. All students are expected to treat peers, drivers, and property with respect and in accordance with general Christian behavior. Improper behavior will be reported to CWC administration with riding privileges put in jeopardy. If your elementary age child has a change in their typical daily transportation plan, please notify the school with a note.

Car Pick-Up/Drop Off

Kingdom Kids parents are to use the designated parking area for drop-off and pick-up. Elementary students should be dropped off along Pleasant Avenue or at the east end of the elementary side-walk. All elementary pick-up will be on the north side of Pleasant Avenue. Pick-up and drop off for middle/high school students will be at the east doors.

TUITION POLICY—UNDER REVISION—FALL OF 2012

TUITION ASSISTANCE

The budget annually provides funds for assisting families who qualify for tuition assistance. Application is made through our FACTS program on a strictly confidential basis. The Finance Committee will review information processed by FACTS to distribute the funds budgeted for tuition assistance. If you have questions, please contact the Administrator or Finance Committee Chair.

HIGH SCHOOL CURRICULAR OFFERINGS

FRESHMEN

Required Courses

1 Year

Algebra I or General Math
English 9
Physical Education/Health

1 Semester

Bible 9
World History

Elective Courses

1 Year

Band
Junior Choir
Spanish I

SOPHOMORES

Required Courses

1 Year

Biology
English 10
Geometry or General Math
Physical Education/Health

1 Semester

Art I
Bible 10
World History

Elective Courses

1 Year

Band
Senior Choir
Spanish I
Spanish II

JUNIORS

Required Courses

1 Year

American/World Literature
U.S. History

1 Semester

Church History

Elective Courses

1 Year

Accounting
Algebra II
Band
Chemistry/Physics
Environmental Science
Senior Choir
Spanish I, II, III

1 Semester

Advanced Art
Independent Study
Metals
Microsoft Access
Microsoft Excel
Teacher's Aide
Woods

SENIORS

Required Courses

1 Year

American/World Literature

1 Semester

Biblical Perspectives
Economics
Government

Elective Courses

1 Year

Accounting
Advanced PE
Algebra II
Band
Chemistry/Physics
Environmental Sci
Math IV
Physiology
Psychology
Senior Choir
Spanish II, III, IV

1 Semester

Advanced Accounting
Advanced Art
Adv Composition
Christian Issues
Independent Study
Internship
Metals
Microsoft Access
Microsoft Excel
Speech/Media
Teacher's Aide
Woods

HIGH SCHOOL COURSE GUIDE

RELIGION AND THEOLOGY (BIBLE)

Two (2) credits are required

The Bible is the divinely inspired and infallible Word of God, written so that His people might know God and themselves, accept His gift of salvation, and live lives of joyful service, obedience, and commitment to Christ as Savior and Lord of their lives.

The Bible, being God's inspired Word, is "useful for teaching, rebuking, correcting, and training in righteousness, so that the man of God may be thoroughly equipped to do every good work." (II Timothy 3:16, 17) Since God has created us to do good works for the praise of His glorious grace (Ephesians 1:6), it is the role of the Christian school to teach the Bible to every child and to teach that Christ must rule over every part of our lives.

BIBLE I/Old Testament Survey

This course, basically a survey of the Old Testament, will focus on reading the Bible, studying God's relationship with humanity through His covenants and examining the Christian's past in the Old Testament. It is a semester course required of all freshmen.

BIBLE II/New Testament Survey

This study of the New Testament will spend extensive time examining the life and times of Christ in the gospels. It will also cover the codification of Christianity under Paul. This will be a look at the Pauline epistles. It is a semester course required of all sophomores.

CHURCH HISTORY

Church History is a study of the history of God's redemptive work as found in the Church of Christ from Pentecost to the present. We will note that the church of today is a product of its past. We shall delve into the past to find our own roots. Current religious trends will also be discussed. It is a semester course required of all Juniors.

BIBLICAL PERSPECTIVES

Biblical Perspectives is a one semester required course for seniors. The approach is a practical, everyday-living application of Biblical truths in the areas of Decision Making, Christian Marriage and Family, New Age Movement, Authority and the Bible, and the Christian in the World. Living a Christ-centered life in the 21st Century and providing foundation for a life of service to Christ is the primary focus of the course.

CHRISTIAN ISSUES

Christian Issues is an elective course offered to second-semester seniors. It is a discussion-based course that delves into various issues in the world today, with most topics selected by the students. Past subjects studied have included Cloning, End of Life Issues, Racism, Spirituality of Clothing, Future of the Church, Worship, On-line/Instant Communication, and Just War Theory. The backbone of the course focuses on implementing a Christ-centered worldview, with the final unit tying together the students' full experience in Christian education.

BUSINESS EDUCATION

Christians involved in business must center their learning and teaching around the belief that Christ is to be honored in everything they do. Honoring and committing their entire lives to Christ involves where, how and the way in which they conduct business. They must learn, teach and practice honesty, fairness, respect and responsibility when it comes to business theory and practices. This duty would include how they keep financial records, make financial and managerial decisions, use resources (not only money, but also time and other resources), day to day interactions with vendors, customers, employees, and employers. These standards should govern not only business interactions in the office, but also their personal lives in the business world. As God has gifted to them everything they own, they are responsible and accountable.

MICROSOFT EXCEL

Microsoft Excel is a one semester course that introduces the student to a spreadsheet program. The program currently used is Microsoft Excel. Integration between Word and Excel is also introduced. This course hopes to teach the students basic and advanced use of Excel that students can use in any career or future plans.

MICROSOFT ACCESS

Microsoft Access is a one semester course that introduces the student to a database program. The program currently used is Microsoft Access. Integration between Word, Excel and Access are also introduced. This course hopes to teach the students basic and advanced use of Access that students can use in any career or future plans.

ACCOUNTING

This course gives the student a basic understanding of fundamental accounting procedures. Through the use of a workbook each student learns the purpose of how to record and evaluate business transactions and to transfer the information received to the proper account forms or reports. Practice simulation sets are used to give the student an insight into the operations and problems of a real business.

ADVANCED ACCOUNTING

This course (class or individual study) presents the students with advanced accounting procedures that deal with departmentalized accounting as well as advanced depreciation records. Students will again receive hands on experience in accounting procedures through the use of a workbook as well as practice simulation sets. This course is primarily for those students who desire to pursue further education or a job in the accounting or bookkeeping fields. Prerequisite is a full year of Accounting I.

ENGLISH

Four (4) credits required for graduation

Communication by means of language is a powerful gift given specifically to human beings so we are able to praise our Creator. As Christians, it is our responsibility to use that gift properly and in a way that is pleasing to God. But language, like all of creation, has been horribly tainted by sin and is often misused and abused. That is why it is so important, as teachers of language arts, to educate in the light of God's Word and teach students to read, write, and speak in a way that honors God. Our prayer should be, as quoted in Psalm 19:14, "May the words of my mouth and the meditation of my heart be pleasing in your sight, O Lord, my Rock and my Redeemer."

ENGLISH 9:

English 9 is a one-year required course for freshmen. The focus is preparing students with a solid foundation of grammar, writing, and literature. One semester is spent on grammar, sentence and paragraph structure, essay structure, and developing a research paper. A second semester is spent reading, discussing, and interpreting a wide variety of literature—poems, short stories, a novel, and a drama.

ENGLISH 10:

English 10 is a one-year required course for sophomores. The focus is on building on the foundation laid in English 9. One semester will include further grammar study and a wide variety of essay writing. A second semester will be spent with more in-depth literature study that will prepare students for American Literature and World Literature as juniors and seniors.

AMERICAN LITERATURE:

American Literature is a one-year course in which the student will read works written by American authors. Students will complete a chronological study of American literature noting the relation between historical events and literature of the period. Students will also read and study several American novels and at least one drama. Writing assignments will be primarily response-based, but still with an emphasis on proper grammar and structure.

WORLD LITERATURE:

World Literature is a one-year required course similar in format to American Literature, except that it is a chronological study of literature of the United Kingdom and the British empire, again noting the relationship between historical events and the writings produced. Several novels, short stories, and poetry will be studied. Students will also continue to gain experience in writing and grammar review.

ADVANCED COMPOSITION:

Advanced Composition is an elective course designed for seniors wishing additional challenge and experience in the areas of grammar and writing. The goal of the class is to prepare students for college-level writing. The format will vary depending on students' strengths and weaknesses. Time is spent in in-depth grammar study, writing a variety of pieces, and critiquing peer and professional writing.

SPEECH:

Speech is a one-semester elective for seniors. Students will learn the importance and process of communication, skills to speak effectively, and the steps to writing a variety of speeches.

MEDIA AND MASS COMMUNICATION:

It is impossible to live in this world without being exposed to media and the powerful influence it has on our culture and its values. Students will study various forms of media from a technical standpoint, and also examine how we as Christians can attempt to help restore some semblance of values to the media and better make media choices in accordance with our calling to glorify God in all aspects of life.

FINE ARTS

1 credit is required for graduation

MUSIC

Psalm 98 says, "Sing to the Lord a new song for He has done marvelous things...Shout for joy to the Lord all the earth; burst into jubilant song with music, make music to the Lord with the harp, with the harp and the sound of singing, with trumpets and the blast of the ram's horn. Shout for joy before the Lord, the King."

The creator God desires that we praise Him and show our gratitude to Him with the gifts of voice and instrument. The music department at CWC instills in the students a desire to and a means by which they are able to worship the Lord using the gifts and talents He has blessed us with.

A student in the CWC music department has the opportunity to develop their God-given talents by striving for excellence in their study of music. They are also exposed to a variety of music styles in which they see the diversity of music in God's creation. Finally, they are challenged to discriminate the quality and God-honoring aspects of music.

God has created all of us with a need to worship and praise Him. Through the education of music, the students are given a life-long ability to offer that worship and praise to their Lord.

BAND:

Band is an elective and is an opportunity to play a part for the benefit of the whole. All members are crucial to the outcome. This is an excellent way to understand the function of the Christian community, Band members practice as a group on alternating days with choir, and in small groups weekly. Performances are scheduled in October, December, and May. Students also participate in Solo and Ensemble contests in March. Pep Band performs at many basketball games throughout the season.

CHOIR:

Choir is an elective and exposes members to a variety of styles and techniques. Choir members meet for rehearsal on alternating days with band. Together they prepare a repertoire of music to be presented in October, December, and May. Students also participate in Solo and Ensemble contests in March. The Junior Choir is designed for the Freshmen and the Senior Choir is for Sophomore through Senior students by audition.

ART

It is our goal in our CWC art program to help each student to creatively express themselves as a joyful outflow of their relationship with their God. We strive to do this by helping each student come to have a deeper understanding of the Master Creator through careful observation of His amazing divine design and by helping each student realize his or her full creative potential using their God given talents.

ART I:

This class is designed to give students exposure to many different areas of art. It begins with a brief history of art as it relates to the Bible, Christianity, and us in the present. The class explores design principles, drawing skills, and several art media, including pastel, watercolor, and acrylic painting. This is a one semester course required of all sophomores.

ART II:

Students will have the opportunity to explore Photography and Graphic Design, to sharpen their drawing skills, as well as to choose from projects and mediums of their choice.

ART INDEPENDENT STUDY

Offered to Juniors and Seniors who have taken Art I and II. Students define and set goals for achievement with the help of the Art instructor. Students then work independently to achieve those goals to improve their abilities and explore mediums of their choice, conferencing with the instructor once a week.

FOREIGN LANGUAGE

“We hear them declaring the wonders of God in our own tongues!” (Acts 2:11) When Christ commanded us to be witnesses and to go make disciples of all nations, He knew that would involve communicating in languages other than our own. Indeed, through the medium of language the door is opened not only for declaring the Good News but understanding ourselves and others more fully; forming new relationships; discovering the richness of our own and other languages; and gaining insight into the worldview and culture of those who speak them.

SPANISH I

Spanish I starts with the basics of mastering the alphabet, numbers, greetings and introductions. Emphasis is placed on speaking Spanish in the classroom. Students learn how to communicate ideas in the present tense in the following areas: their age, what they like, their everyday activities/hobbies, school schedule, their family, their house, food, their daily routine, shopping, and body parts. Students begin to communicate in the past tense. Eight geographic locations are studied including: Spain, Puerto Rico, Texas, Costa Rica, Chile, Mexico, Argentina and Florida.

SPANISH II

Spanish II is a continuation of Spanish I. The first part of the year is dedicated to reviewing all of the vocabulary and grammar learned in Spanish I. Students continue to work in the past tense and learn a second past tense form. Communication is stressed and students are expected to more easily express their thoughts and ideas in Spanish. The culture of eight cities are studied in depth: Mexico City, Santo Domingo, Miami, San Jose, Segovia, San Juan, Santiago.

SPANISH III

Spanish III is an upper level class for the student that really wishes to further their fluency in the language. Students review all tenses learned in Spanish I and II. Students study subjunctive, future and conditional tenses. Students do more reading and writing activities in Spanish. Projects once a month aid in the learning of the language, including the development of a Piñata.

SPANISH IV

Spanish IV is also an honors course made for the student that wishes to continue their intense study of the Spanish language. Students will finish learning the rest of the Spanish grammar tenses. Conversations and speeches in Spanish are normal every day activities. Students will also pick an area of interest (country/culture/grammar) and study and present this to their classmates as a final project.

MATHEMATICS

Two (2) credits are required for graduation

God's creation has an inherent orderliness to it and some of that orderliness can be expressed using mathematics. Building skyscrapers, flying airplanes, doing medical research, digging ditches and farming are also part of God's creation and all require a knowledge of mathematics. Such human endeavors as government, economics and even military defense are also part of it and making wise Christian decisions in all of these areas requires a knowledge and use of mathematics.

In addition, mathematical structure carries within it an intrinsic beauty that deserves to be studied for its own sake.

ALGEBRA 1

This beginning algebra course uses statistics and geometry as settings for work with linear expressions and sentences. Probability provides a context for algebraic fractions, functions and set ideas. There is much work with graphing. Applications motivate most topics, and include exponential growth and compound interest. This course is required of all Freshmen not taking General Math.

GENERAL/BUSINESS MATH

General/Business Math is a two-year course open to all Freshmen and Sophomores by invitation. Students will be able to take one or both years of the courses. Both courses will include a comprehensive review of basic arithmetic. On alternate years, subjects covered are numerical geometry, energy calculations, ratio and proportion, savings and checking accounts, and an introduction to probability.

GEOMETRY

Coordinate geometry, transformations, measurement formulas, and two- and three-dimensional figures are presented first in this course followed by some concentration in writing proofs. Congruence and similarity are covered in depth. Trigonometry is also introduced in the second semester.

Prerequisite: Algebra 1

ALGEBRA 2

This course emphasizes facility with algebraic expressions and forms, especially linear and quadratic equations, powers and roots, and functions based on these concepts. Students study logarithmic, trigonometric and polynomial functions both for their abstract properties and as tools for modeling. Students are required to purchase a graphing calculator for this course.

Prerequisite: Geometry

PRE-CALCULUS:

Pre-Calculus integrates statistical and algebraic concepts and previews calculus in work with functions and intuitive notions of limits. Trigonometry is also an integral part of this course. Students are required to purchase a graphing calculator for this course.

Prerequisite: Algebra 2

NATURAL SCIENCE

Three (3) credits are required

Christians who teach (or study) science must begin with the unshakable belief that in the beginning God created the universe. Without Him nothing was made. (Genesis 1:1; John 1:3). It is also important to know that God continues to intimately and immediately support His creation as stated in various verses in Psalm 104:

“He waters the mountains...the earth is satisfied...”

“He makes grass grow for the cattle...”

“The lions...seek their food from God.”

“These all look to you to give them their food.”

Therefore, natural law does not govern the workings of the universe, but instead are statements that describe what the Lord is doing every moment.

Christians have a responsibility to learn about the creation so that they have an increasing appreciation for the greatness of God. Christians also have been given dominion over creation, so a knowledge of creation is an important first step in making informative and wise decisions about how to take care of it.

GENERAL SCIENCE:

General Science is a class in which many different aspects of science will be studied. The first part of the year is focused on chemistry, the middle part of the year is focused on earth science, and the last part of the year will be focused on physics. Through this course, students should gain a better understanding and appreciation of the world God has created. Students will also be prepared academically for future tasks of service to Christ. This course is required of all Freshmen.

BIOLOGY:

Biology is the science that deals with the structure and function of living things. In this course, students will study microbiology the first semester (cell structure including: organelles, DNA and RNA; cell function including: meiosis, mitosis, protein synthesis, and genetics). The second semester is spent studying macrobiology (plant structure and function; and animal structure and function). The goals of the course for the student include: gaining a better understanding and appreciation of the created order as well as preparing them for future academic or vocational tasks in natural science. This course is required of all Sophomores.

CHEMISTRY

Some of the wonder of God's Creation is revealed through the study of the relationship of matter and energy. Topics include atomic structure, chemical formulas and bonding, stoichiometry, acids and bases, and the chemistry of gases. Prerequisite: Geometry, Algebra 2 recommended

PHYSICS

Students become acquainted with some of the practical laws governing God's world through the study of motion, energy, light, sound and electricity. Extensive lab work is done in this course with an emphasis on the use of technology. Problem solving is also an integral part of this course. A student owned graphing calculator is recommended.

Prerequisite: Geometry, Algebra 2 recommended.

HUMAN ANATOMY AND PHYSIOLOGY:

This is a course in which the human body is studied to gain an understanding of its structure and function. The course studies cells, tissues, organs, and organ systems located in the body. The purpose of this course is threefold: first, to gain a better understanding of how the body works; second, to recognize that we are part of God's creation and fearfully and wonderfully made; third, to prepare students for future work in the scientific or medical community.

ENVIRONMENTAL SCIENCE:

Environmental Science is a course in which God's creation is studied to understand the relationships of things in it. It includes the study of ecosystems with their components and interactions. This course also deals with environmental problems and current environmental issues. The class aims to give the student a better understanding of creation so they can marvel at the Lord's handiwork and so that they can become informed decision makers and stewards of His creation.

PHYSICAL EDUCATION/HEALTH

Two (2) credits are required

“So God created man in His own image...male and female He created them.” (Genesis 1:27)

As the only creatures to be created in God’s image, man has a special and unique relationship to God, to each other, and to the rest of creation. Physical education at Central Wisconsin Christian seeks to educate students physically, spiritually, emotionally, intellectually, and socially to serve and glorify God.

The body and the entire person is a “temple of the Holy Spirit.” The Christian knows the importance of the body and desires it to be a “living sacrifice” to the Lord. Though the care and use of the body should not be an end to itself, the Christian has a stewardship responsibility in care for oneself. Care for oneself is a part of our service to the Lord. Physical education ought to offer students the opportunity to develop physical gifts, create health fitness goals and decisions, and form a Christian perspective on recreation and work. All of life is service unto our Lord.

PHYSICAL EDUCATION 9 & 10:

Physical Education involves the study and development of one's body and one's mind by participation in and study of physical activity. This is accomplished by the development of skills, by the participation in both individual and group games activities, and by the study of how the body is able to function in these activities.

An emphasis is placed on the concept "Fitness for Life". Maintaining a healthy body and mind by maintaining a healthy lifestyle is one of the basic tenants of Christian living. These concepts are integrated throughout the course.

The theme of the program is to study and to develop basic functions and to progress toward recreational activities that can be used in one's adult life.

ADVANCED PHYSICAL EDUCATION:

Physical Education for seniors focuses on activities that are individual and lifetime activities. The course emphasizes individual fitness and the health concepts that correspond with fitness, along with our Christian responsibility to maintain a healthy lifestyle.

SOCIAL SCIENCE

Three and one half (3.5) credits are required

Social studies are the study of human interactions. Whether it is history, psychology, sociology, or government, these interactions fall under the rule of our Sovereign God (Psalm 71:16, Daniel 4:25). Because of the Fall, human actions are tainted by sin (Proverbs 5:22, Isaiah 53:6). God, through His redeeming work seeks to turn humanity’s conscience back to Him (Acts 17:27, John 6:44, 45).

One can see His hand in the forces that move our societies. We, as believers, are called to reclaim these societies, transforming them for God’s glory. Learning social studies is one way to discover His intentions of us as individuals and to gain skills necessary for transforming society.

WORLD HISTORY:

World History is the study of God's redemptive plan through-out the ages. It is a study of civilization and how it has been influenced by science, people, art, and religion. World History allows students to consider man's problems and his attempts at achieving solutions. The first semester course covers creation through the Renaissance and Reformation. The second semester covers the Age of Exploration through the Cold War and Modern World History. It is required of all second semester freshmen and first semester sophomores..

U.S. HISTORY:

Students investigate the value of history as God’s plan for mankind as well as examine the concept of Christian views of history. The first semester surveys American life from colonial times to World War I. Second semester is a detailed study of twentieth century America. U.S. History is required of all Juniors.

GOVERNMENT

Government is a study of the democratic institutions on the national, the state, and the local level and of the Christian responsibilities that accompany citizenship in this democratic land. It is required of all Seniors.

CONSUMER ECONOMICS:

Christians recognize that all things are a gift from God and we are to be stewards of those gifts. Economics play a large role in society and in family life. Students will focus on how faith affects consumer choices. Areas of study include: banking, investment, money management, advertising, and consumer purchasing. It is required of all Seniors.

PSYCHOLOGY

Psychology is the study of ones self, of ones fellowman, and of their interactions. It looks at psychology through the Christian perspective of being images of God and responsible members of the society we live in. The first semester focuses on individual development, behavior, and learning. The second semester focuses on how we live with others as a society.

TECHNOLOGY EDUCATION

Technology is a gift from God, a tool that we utilize in our calling and work in His kingdom and for His glory. We recognize that the use of computers has been tainted with sin. Grateful for the advances in science and technology, we should make careful use of their products and be on guard against evil and harmful research; while using them in ways that answer God’s demands to love our neighbor and to care for the earth and its creatures.

Computers should be viewed and used as one of the many educational tools given by our Creator. Computers are an aide to learning in all subjects and areas of God's kingdom. Because computers are tools that our Lord has given us, they should not only be approached as an academic discipline, but also integrated appropriately within each subject area. Therefore, technology at Central Wisconsin Christian will be used to enhance the education of our students so that they will be prepared to serve joyfully as independent, life-long learners in a rapidly changing technological society.

WOODWORKING:

God gave man the ability to reason. One of the ways we use that reason is by using the principles of structure and design to build. We must understand that by combining our minds with our hands we bring productivity to God's Kingdom. This course will focus on teaching skills that students will be able to use later in life. Initially, students will learn the safety rules for the various machines. After students are able to show adequate competency in using these machines, they will design and build various furniture items. This course provides students the opportunity to work together with their peers to complete a variety of projects.

METALS

Further curriculum development in the technology education curriculum will be ongoing during the coming years. Independent study modules, advanced technology courses, and other integrated studies will likely be a part of this new program's future, while maintaining a distinctly Christian perspective on technology.

CREDIT: All of the daily courses listed and described shall receive .5 credit per semester, except in special situations.

WORK RELEASE, TEACHERS' ASSISTANCE, INTERNSHIPS

Learning is not exclusive to the classroom. Juniors and Seniors have the opportunity to participate in three alternative programs.

WORK RELEASE: Exchange of time and labor for remuneration.

- a. Limited to seniors.
- b. Initiated by a written request from parents.
- c. Letter from employer stating the availability of work at the set time.
- d. Travel liability release on file.
- e. Student is passing all courses and is on track to meet all graduation requirements.
- f. Student is registered for and in school for 6 classes.
- g. Students may not return for practice in co-curricular activities.
- h. Approval is received from the Education Committee

TEACHER ASSISTANCE: Volunteer time at a local school.

- a. Open to Juniors or Seniors
- b. Initiated by written application form turned in to principal.
- c. Travel liability release on file.
- d. Assigned based on weighted requests and availability.
- e. Students are responsible for communicating with co-operating teacher regarding tardies, absences, clarifications, etc.
- f. Students are subject to a 3 week probationary period dependent on success in their other classes, and desire to continue on the part of either the student or the teacher.
- g. Students will receive an evaluation each grading period from their teacher.
- h. Students are expected to be enthusiastic, cheerful, and have a positive influence on the students they work with.
- i. Students are responsible for arranging their own transportation and are expected to show concern for traffic, pedestrians, and their own safety. Travel via the most direct route. Any hint of reckless or careless driving will result in loss of T.A. privileges.
- j. Approval is received from the Education Committee.

INTERNSHIP: Volunteer time at a local business, non-profit organization, or industry.

- a. Initiated by a written application turned in to the Internship Director.
- b. Letter from direct supervisor indicating time and duties available.
- c. Travel liability release on file.
- d. Requires student to be passing all courses and on track for graduation.
- e. Student is registered for and in class for 6 classes and has completed 15 credits.
- f. Student is responsible for transportation.
- g. Approval received by Education Committee

CURRICULAR AWARDS

BAND:

A student who demonstrates exceptional musical ability and shows commitment to the instrumental program will receive a medal.

BIBLE:

A medal will be awarded to a senior who has achieved a high academic average in Bible courses and demonstrates an ability to apply the Biblical principles in daily living.

BUSINESS:

A student who demonstrates excellence (grade point) in business and efficiency in advanced courses (Computer Applications II & III, Office Practice, and Accounting) will receive a medal.

CHOIR:

A student who demonstrates exceptional musical ability and shows commitment to the vocal program will receive a medal. The accompanist(s) will receive a certificate.

ENGLISH:

The senior who has achieved excellence as determined by grade point, participation, and leadership in English classes will receive a medal.

MARK BUTEYN SOCIAL STUDIES AWARD:

A junior or senior student with a high academic standing in U.S. History and World History and displays an interest in the area of social studies will receive a medal.

PHYSICAL EDUCATION:

A medal may be awarded to a student who has completed three years of physical education and who has shown outstanding knowledge, ability, attitude, and effort in physical education courses at CWC. The award encompasses all areas of physical activity and classroom study.

ROGER KARSTEN MATHEMATICS AWARDS:

An award is given by the Wisconsin Math Council to the student with the highest score on the State Math Contest.

The junior or senior student who has achieved excellence as determined by grade point, participation, leadership in class, and demonstrates the ability to understand mathematical concepts will receive a medal.

SPANISH:

The senior student who demonstrates academic excellence, leadership, and participation in the Spanish program will receive a medal.

SCIENCE:

A medal may be given to a student who has a high grade point in science, who shows an aptitude in and interest in science, who has taken most or all the science courses at CWC, and who shows an interest in continuing in science at the college level.

SCHOLARSHIP AWARDS

HONOR STUDENTS:

The first year a student is on an academic honor roll for all the grading periods a certificate will be awarded, a medal will be awarded for each of the second and third years, and a special plaque will be presented for the fourth year on an academic honor roll.

VALEDICTORIAN:

The senior student who has the highest scholastic grade point average during the first seven semesters of high school will be valedictorian and receive a plaque.

CITIZENSHIP:

Students who have received Outstanding ratings for all three marking periods or two Outstandings and one S+ for the first three marking periods will receive a medal.

NATIONAL HONOR SOCIETY SELECTION:

1. Selection shall be based upon scholarship, character, leadership, and service.
2. The NHS is open to juniors and seniors on an equal basis according to qualifying standards and selection procedures.
3. Selection of members shall be made during the early part of the school year. Hence, the selection of juniors shall be based upon four semesters of high school work and that of seniors upon six semesters of high school work.
4. A five member Faculty Council appointed by the principal will be responsible for the selection of students based on scholarship of a 3.0 grade point average for consideration and a point total of 105 points in the areas of leadership, service, and citizenship. The students will each be rated on a scale of one (1) to ten (10), with ten representing the highest evaluation.
5. Students who wish to be considered will be required to complete lists of co-curricular activities, leadership positions, community activities, and work experience or recognition they have received via awards.
6. Students must have been in attendance at CWC for a semester.
7. Transfer students who submit a letter of membership in the NHS are automatically accepted as members at CWC and must meet our standards within one semester to retain membership.
8. NHS members receive a NHS pin and membership card.

Dismissal:

Dismissal from membership may be immediate upon flagrant violation of school policy or of civil laws. Failure to maintain the standards of scholarship, leadership, service, and/or citizenship may result in dismissal from the NHS for one semester or one-half of the remaining high school career (whichever is shorter) after a written warning is given. A student who received a warning for dismissal should be allowed to appear to explain the situation.

1. There is no appeal of the Faculty Council's decision unless a procedural error, such as a computation, was inadvertently committed. The Faculty Council will then reconvene to consider the matter.
2. If a member is dismissed, written notice of the decision should be sent to both the member and his or her parents. The member must then surrender the NHS pin and membership card to the chapter adviser. If the member is unwilling to do this, the matter should be treated as a school disciplinary matter.

CO-CURRICULAR POLICY

PHILOSOPHY AND PURPOSE OF CO-CURRICULAR ACTIVITIES

Co-curricular activities are an integral part of the total educational program at CWC and are designed to help students:

1. Mature physically, intellectually, emotionally, and spiritually;
2. Rejoice in the unique perspectives of life dedicated to Christ-like service;
3. Become part of a community where individual abilities are needed, developed and blended to reach a unified goal;
4. Recognize the importance of individual commitment and dedication as part of personal and community achievement.

ELIGIBILITY RULES

Central Wisconsin Christian School eligibility consists of three parts:

First: any student who receives more than one failing grade during the most recent nine-week marking period will be ineligible for the next 20 school days, provided that student is doing passing work after the ineligibility period.

The second part is based on citizenship:

1. If a student receives a "S-" in two (2) consecutive 4 1/2 week periods, he/she is ineligible.
2. If a student receives a "U" in any 4 1/2 week period, he/she is ineligible for the next grading period in that school year.

All students are eligible based on citizenship at the beginning of the year. However, if a student's most recent citizenship grade from the previous school year was an "S-" or "U" and that student receives another in the first 4 1/2 week period of the next year, he/she is ineligible.

The third part is determined by effort. Effort points are totaled from all subjects taken, including teachers' aides, and will be totaled every 4 1/2 weeks. Students are ineligible if they have:

1. Five subjects and less than 13 points.
2. Six subjects and less than 15 points.
3. Seven subjects and less than 18 points.

Eligibility for participation in the following co-curricular activities will be determined on the basis of general eligibility rules: interscholastic sports, drill team, school plays, annual staff, music ensemble groups, Pep Club, marshals for graduation, and waiters and waitresses for the Junior-Senior Banquet. (The Student Council constitution contains their requirements.) Eligibility rules will also be applied to all honorary and co-curricular public performances. Participants in these and in all other school activities must be conscious of the fact that they represent our school in a special way. Conduct in every way must be modest, upright, and fitting for a Christian.

TRANSPORTATION POLICY

Central Wisconsin Christian will provide transportation for all players, personnel, and coaches of athletic/activity teams in authorized school vehicles or other approved forms of transportation. All participants in co-curricular activities must ride the school-approved vehicles to and from all games/contests. **Exceptions are very limited** and must be accompanied by the Transportation Release Form provided. This must be forwarded to the coach/advisor prior to 3:15 PM the day of the contest. The bus will travel home from events via Randolph at events hosted in Cambria, Fall River, Montello, Pardeeville, Princeton, Randolph, and Rio.

CO-CURRICULAR OPPORTUNITIES

STUDENT ACTIVITIES

The Senior class may take an annual class retreat with school personnel, and retreat leaders serving as chaperons. Two school days may be used for this trip. Normally one night is spent away from home. The purpose of this retreat is to set a spiritual foundation for the coming year and provide training in small group leadership.

The Junior class is responsible for planning the annual Junior-Senior Banquet whose guests of honor are the Seniors. Juniors and Seniors may invite guests to attend the banquet. The Junior class establishes a nominal fee each year for guests.

SCHOOL PLAY:

An opportunity will be given to participate in the school play annually. All students are encouraged to try out for the play and to volunteer to serve on committees responsible for its production. Cast members are selected by the director on the basis of individual tryouts.

PEP CLUB:

The club promotes sportsmanship and enthusiasm for athletic events, and provides concessions for home games.

IMPROV

FORENSICS

ATHLETICS:

All students are encouraged to participate in the school's athletic program. Participants in interscholastic athletics are chosen by their respective coaches on the basis of tryouts. Interscholastic activities are:

- For girls: Cross Country, Volleyball, Basketball, Track, and Soccer
For boys: Cross Country, Soccer, Basketball, Track, and Golf

STUDENT GOVERNMENT

STUDENT COUNCIL:

Each class elects two representatives to serve on the Student Council. In May, officers are elected for the coming year by means of school-wide elections.

CLASS ORGANIZATION:

Each class has its own faculty advisor, student officers, Student Council representatives, and special activities.

CLASS PROJECTS:

In order to raise money for their class treasuries, classes may carry on fund-raising projects with the approval of the advisor, of the student Council, and of the Administration.

CO-CURRICULAR AWARDS AND CRITERIA

Eligibility to participate in and to receive awards for the following activities, including other honorary activities, will be determined on the basis of general eligibility rules. Participants must be conscious that they represent our school in a special way. Conduct must be modest, upright, and fitting for a Christian.

A letter or award may be given under unusual circumstances at the discretion of an advisor or coach in consultation with the Principal or Athletic Director.

Any participant removed from an activity for disciplinary reasons may forfeit the privilege of being considered for an award.

ATHLETICS:

Letters are given in the following varsity sports. Boys and Girls Soccer, Girls Volleyball, Boys and Girls Basketball, Boys and Girls Track, Boys' Golf, and Drill Team. A pin will be awarded for subsequent letters earned.

- Soccer—A letter can be earned by playing in as many halves as there are matches.
- Volleyball—A letter can be earned by playing in one third of the games that are scheduled during that year.
- Basketball—A letter can be earned by participating in as many quarters of basketball as scheduled games for that year.
- Track—A letter can be earned by gaining as many points as scheduled meets or by placing in a quadrangular meet or larger.
- Managers or Statisticians A letter can be earned by at least two years of service.
- Golf—A letter is earned by playing in one-half of scheduled varsity matches/tournaments.

- A Sportsmanship Award will be presented to an athlete for each of the teams listed above. The recipient will be selected by the coach based on his/her evaluation of overall attitude and cooperation. Other awards are given with the approval of the Athletic Director.

DRAMA:

Awards will be given on an accumulative basis, with two years minimum participation. Point schedules may be obtained from the director. Students achieving 40 points will receive a letter.

MUSIC:

A letter can be earned after two years involvement in music ensembles; a pin will be awarded each year thereafter.

STUDENT COUNCIL:

A medal is given to all members of Student Council, who faithfully fulfill their term.

YEARBOOK:

The editor-in-chief, assistant editor, and business manager shall be eligible to receive a letter or a pin.

ART CLUB:

A medal is awarded to each student who is an active participant for one year and has completed at least one approved project under the guidance of the director.



CENTRAL WISCONSIN CHRISTIAN CO-CURRICULAR PARTICIPATION RULES (2012.13)



It is the consistent aim of Central Wisconsin Christian to provide students with the opportunity to participate in a variety of activities so they can select those that meet their interests and capabilities. Participation in these activities is a privilege, provided these students are able to assume basic Christian commitments relating to fundamental civic responsibilities. With these thoughts in mind, the CWC Staff and Board publish the following Co-curricular Participation Code.

A. PARTICIPATION RULES

Rule 1: A student shall not drink or possess any beverage containing alcohol, nor use or possess any unauthorized drug, tobacco, non-prescription steroids, or other performance-enhancing product regardless of quantity during the time they are students at Central Wisconsin Christian School (year round policy). Students will serve these penalties in all areas of involvement. Any penalty assigned and not completed will be extended into participation in the next area of activity the student is involved in or the next calendar year. Violations of the rules will be cumulative for two years beginning with the date of the first infraction.

Activity	First Violation	Second Violation	Third Violation
Athletics	Suspension for 25% of scheduled contests or events, extending into the next activity if necessary	Suspension for 50% of scheduled contests or events, extending into the next activity if necessary	Suspension from all activities for 365 days.
Athletics—attendance at a drug/alcohol party	Suspension for 10% of scheduled contests or events, extending into the next activity if necessary	Suspension for 50% of scheduled contests or events, extending into the next activity if necessary	Suspension from all activities for 365 days.
Drama/Music/Pep Club/Class Officer/Appointments Student Council/Overnight Trip Participants	As determined by Administration	As determined by Administration	As determined by Administration

A student found to be lying in the course of an investigation will have their penalty doubled.

***The Board reserves the right to review all co-curricular violations*

Scheduled Events	10%	25%	50%
1	1	1	1
2	1	1	1
3	1	1	2
4	1	1	2
5	1	1	2
6	1	2	3
7	1	2	3
8	1	2	4
9	1	2	5

Scheduled Events	10%	25%	50%
10	1	3	5
11	2	3	6
12	2	3	6
13	2	3	7
14	2	4	7
15	2	4	8
16	2	4	8
17	2	4	9
18	2	5	9

Scheduled Events	10%	25%	50%
19	2	5	10
20	2	5	10
21	3	5	11
22	3	6	11
23	3	6	12
24	3	6	12
25	3	6	13

Students involved in co-curricular activities who are processed under the above will be required to meet with the Student Assistance Program counselor/coordinator and follow his/her recommendations.

Rule 2: A student must attain academic, effort and citizenship criteria eligibility as listed in the Student Handbook.

First: any student who receives more than one failing grade during the most recent nine-week marking period will be ineligible for the next 4 1/2 weeks, provided that student is doing passing work after the ineligibility period.

The second part is based on citizenship:

1. If a student receives an "S-" in two (2) consecutive 4 1/2 week periods, he/she is ineligible.
2. If a student receives a "U" in any 4 1/2 week period, he/she is ineligible for the next grading period in that school year.

All students are eligible at the beginning of the year. However, if a student's most recent citizenship grade from the previous school year was an "S-" or "U" and that student receives another in the first 4 1/2 week period of the next year, he/she is ineligible.

The third part is determined by effort. Effort points are totaled from all subjects taken, including teachers' aides, and will be totaled every 4 1/2 weeks. Students are ineligible if they have:

1. Five subjects and less than 13 points.
2. Six subjects and less than 15 points.
3. Seven subjects and less than 18 points.

B. VIOLATION PROCEDURES AND DUE PROCESS

1. All violations of the Participation Code of Central Wisconsin Christian Schools must be recorded on the Activities Violation Form. This form will include all circumstances, all persons involved, and will be presented to or filled out by the principal. Any person suspecting or knowing a violation has occurred or is about to occur should contact the superintendent, principal, coach, advisor, or athletic director, who will then file a report if the information warrants. All reports made within *a reasonable length of time* will be investigated and, if substantiated, penalties will immediately be administered.
2. Parents will be notified that a violation report is on record and that an investigation is being made. After investigating a violation report, the principal will send the parents a letter indicating the result of the investigation.
3. After notification has been given, a student and/or his/her parents may formally appeal the decision in writing to the principal. Appeals must be postmarked within three days (excluding Sundays) from the first day of notice to the parents. The principal will notify the Appeal Board that an appeal is in his hands, will set up a hearing day, and will send appropriate notices.
4. Appeal Board
 - a. The purpose of the Appeal Board is to hear and to consider all appeals by students
 - b. The members of the Appeal Board shall be:
 1. Principal, chairperson (votes as tie breaker)
 2. One of two School Board members previously appointed by the School Board.
 3. Coach or advisor of the activity the student is involved in
 4. School Board President or Education Committee chairperson
 5. President of the Student Council
 6. Administrator or designee

*** The principal may appoint alternates to board members unable to attend.
 - c. The Appeal Board will invite the student involved, the parents and others involved in filing the report to the meeting. Each participant will be given the opportunity to make a presentation. The Board shall make its decision after listening to the presentations. Discussion will be moderated by the principal. Informal questioning and/or cross examination will be allowed. At the end of the discussion a ballot will be taken and the chairperson will announce the results of the ballot.
 - d. The Appeal Board may proceed in the absence of the appellant or his/her representatives, who after due notice, fail to be present or fail to request a postponement. Postponement requests are to be directed to the principal two school days prior to the date of appeal.

NOTE: If an athlete is suspended for a violation of the training code, coaches have the option to insist that the athlete attend practice during suspension.

C. APPEALS

1. If a student or parent feels he/she has not been given a fair hearing, the parent has the right to make a second appeal -- this time to the School Board in writing, submitted to the principal and postmarked within three days.
2. The student may participate in activities during an appeal; if the appeal is not sustained, the original penalty will immediately begin and all statistics for those activities relating to an award accumulated during the appeal process will be treated as if they did not occur.

WISCONSIN INTERSCHOLASTIC ATHLETIC ASSOCIATION HIGH SCHOOL ATHLETIC ELIGIBILITY INFORMATION



To: Student-Athletes and Their Parents
From: Wisconsin Interscholastic Athletic Association and Central Wisconsin Christian

Your high school is a member of the Wisconsin Interscholastic Athletic Association. The following rules and regulations are developed by the member schools of the WIAA and govern the participation by boys and girls in school athletics and in some instances, impact upon sports activities outside the school. This information bulletin is a **summary** of the WIAA OFFICIAL HANDBOOK as it pertains to those rules and regulations. Both student-athletes and their parents should have an understanding of these requirements. Equally important is that student-athletes and/or parents talk to their principal or athletic director if they have any question about these regulations. For additional information on Rules of Eligibility see the WIAA Handbook, or visit the WIAA website at www.wiaawi.org.

This bulletin does not discuss specific penalties for all violations. The reason is that penalties vary depending upon the nature of the violation. In addition, schools often have established penalties or periods of ineligibility which are greater than the minimum prescribed by WIAA rules. There also are exceptions and other permissive provisions in some rules. Student-athletes and their parents should discuss all athletic eligibility related situations with the school principal or athletic director who, if necessary, will get a decision, interpretation, or opinion from the WIAA office. **Student-athletes, as well as parents are asked to read this bulletin, then sign it and have their signature statement (attached) on file at their school prior to practicing and competing.**

These are WIAA eligibility rules:

AGE

A student shall be ineligible for interscholastic competition if he/she reaches his/her 19th birthday before August 1 of any given school year.

ACADEMICS

A student-athlete must meet school and DPI requirements defining a full-time student and have received no more than one failing grade (including incompletes) in the most recent school issued grade reporting period. Note: Some member schools adopt code and academic policies and other participation requirements which are more stringent than WIAA minimum requirements. In those instances the schools requirements prevail and must be applied as written.

ATTENDANCE

A student-athlete is eligible for interscholastic competition at a member school if he/she is carried on the attendance rolls as a duly enrolled full-time Grade 9, 10, 11 or 12 student in that member school. (Subject to satisfying all other eligibility requirements.)

Note: A full-time student is further defined as one where the member school is responsible for programming 100% of the student's school day. The student is eligible for like or similar awards, privileges and services as all the other students and meets all obligations and responsibilities as other students, without exception.

- A. A student must complete eligibility in the four consecutive years starting with Grade 9 and the three consecutive years starting with Grade 10, unless there are documented extenuating circumstances and a waiver has been provided.
- B. A student is ineligible if he/she has graduated from a school offering studies through Grade 12 or its equivalent.
- C. A student who graduated in May or June retains eligibility for (a) any portion of a spring athletic schedule not completed by the end of the academic year and (b) the school's summer athletic schedule.
- D. A student is ineligible if he/she has not been enrolled in some school by the 17th day of a semester or trimester, except upon request of a school in special cases involving sickness, accident, military service, social services assignment, e.g.
- E. A student-athlete may not participate in school sports in more than four different years, and a student-athlete may not participate in the same sport more than one season each school year.

DETERMINING RESIDENCE FOR NONPUBLIC SCHOOL STUDENTS

A full-time student, whether an adult or not, is eligible for varsity interscholastic competition only if the student is residing full time with parents in their primary residence with these additional provisions:

- A. In the event of a divorce or legal separation, whether pending or final, a student's residence at the beginning of the school year shall determine eligibility except in situations involving transfer after a student's fourth consecutive semester. For the purpose of this rule, attendance at one day of school and/or attendance at one athletic practice shall determine 'beginning of school year'. Under this rule, a student who transfers after the beginning of the school year shall be ineligible at the new school unless approval is granted by the Board of Control in accordance with the waiver provisions as described in the WIAA HS Handbook under Waivers. Transfer restrictions may also apply.
- B. Residing full time with guardians shall determine eligibility in cases where both parents of a student are deceased. The execution of guardianship papers in situations where one or both parents are living does not by itself make a student eligible.
- C. A student may continue being eligible in the same school even though parent(s) and/or student move from within that school's traditional attendance area, provided enrollment is continuous (unbroken in that school).
- D. Except in situations involving mid-year transfer and/or transfer after the fourth consecutive semester students attending member residential schools shall be eligible at the member school provided they reside at the school or reside full time with parents in their primary residence.
- E. Except in situations involving transfer after a student's fourth consecutive semester, a full-time student attending a nonpublic school but not residing in accordance with any of the provisions outlined above shall be eligible for nonvarsity competition only, for one calendar year, unless a waiver is provided as outlined in the WIAA HS Handbook under Waivers.

TRANSFERS

A full-time student may be afforded up to eight consecutive semesters of interscholastic eligibility upon entry into Grade 9. **Transferring schools at any time may result in restrictions being imposed on eligibility, or in some cases a denial of eligibility.** For the purpose of this rule, attendance at one day of school and/or attendance at one athletic practice shall determine 'beginning of school year.' These additional provisions relate to transfer cases:

- A. A student who transfers from any school into a member school after the fourth consecutive semester following entry into Grade 9 shall be ineligible for practice and competition for one calendar year, unless the transfer is made necessary by a total change in residence by parent(s). The calendar year (365 days) will be determined from a student's first day of attendance at the new school.
- B. Open enrolled and/or tuition paying students entering 9th and/or 10th grade at the beginning of the school year and who are within the first four consecutive semesters of high school will be afforded unrestricted eligibility provided all other rules governing student eligibility are met.
- C. Open enrolled and/or tuition paying students entering 11th and/or 12th grade as transfer students are ineligible to compete for one calendar year.
- D. 9th grade students who transfer after the beginning of the school year and with written consent from both schools directly involved may be provided nonvarsity opportunities for the remainder of the school year. Restrictions are removed upon entering 10th grade.
- E. 10th grade students who transfer after the beginning of the school year and with written consent from both schools directly involved may be provided nonvarsity opportunities for one calendar year (365 days beginning with first day of attendance at the new school).
- F. In the event of divorce or legal separation, whether pending or final, residence at the beginning of the school year shall determine eligibility for students entering 9th and/or 10th grade. In situations involving transfer after the fourth consecutive semester following entry into grade 9 the student is ineligible to practice and compete for one calendar year.
- G. District policies with respect to intra-district transfer do not supersede WIAA transfer rules in situations involving post-4th semester transfers. Intradistrict transfers occurring after the fourth consecutive semester following entry into grade 9 result in the student being ineligible for practice and competition for one calendar year (365 days beginning with first day of attendance at the new school).
- H. Unless transfer, including an accompanying change of parents residence, is effective at the outset of a semester, a student cannot establish eligibility at his/her new school until the fifth calendar day of such transfer.
- I. If within the first four consecutive semesters following entry into grade 9, a student who transfers more than once in any given school year shall be ineligible for all interscholastic competition for the remainder of that current school year and will be eligible for nonvarsity opportunities only for the balance of the calendar year. In situations involving transfer after the fourth consecutive semester following entry into grade 9 the student is ineligible to compete for one calendar year.
- J. A student may not have eligibility in more than one member school at the same time. A parent or parents who move from a primary residence within one school's attendance boundaries, to a secondary residence within another school's attendance boundaries, may be required by the Board of Control to provide evidence of a total move.
- K. A student who transfers from any school, whether or not a member school, with a status of ineligibility for disciplinary reasons, academic reasons and/or as a result of another State Association's regulation or sanction, retains such status at his/her new school for the same period as decreed by the former school.
- L. No eligibility will be granted for a student whose residence within a school's attendance boundaries, with or without parents, or whose attendance at a school has been the result of undue influence (special consideration due to athletic ability or potential) on the part of any person, whether or not connected with the school.

PHYSICAL EXAMINATION and PARENT'S PERMISSION

A student-athlete whether an adult or not, must have written permission of parents to participate in school athletics and he/she must have a physical examination (signed by a licensed physician or advanced practice nurse prescriber) every other school year.

A physical examination taken April 1 and thereafter is valid for the following two school years. Physical examination taken before April 1 is valid only for remainder of that school year and the following school year.

TRAINING and CONDUCT

A student-athlete must follow his/her school's code of conduct (training rules) on a year-round basis.

- A. A student-athlete who violates his/her school's code of conduct during the season of a sport (start of practice to final game) must be suspended from competition for a period of time specified in the code (minimum of one meet) if the violation involves (a) possession and/or use of alcohol, (b) possession and/or use of tobacco, including chewing tobacco and (c) use, possession, buying or selling of controlled substances, street drugs and performance enhancing substances (PES).
- B. The member school will determine minimum penalties for violation of any other provisions of its code of conduct, including out of season offenses and for any other unacceptable conduct contrary to the ideals, principals and standards of the school and this Association including but not limited to criminal behavior.
- C. A student-athlete who violates his/her school's code of conduct at times other than during the actual season of a sport must be disciplined by the school, the nature of such discipline to be determined by the school as indicated in its code of conduct.
- D. A student-athlete who violates any part of the school or WIAA's code of conduct resulting in suspension for any portion of WIAA-sponsored tournament competition must be immediately declared ineligible for the remainder of tournament series in that sport. During the WIAA Tournament, an ineligible athlete may not suit up.
- E. A student-athlete, disqualified from a contest for flagrant or unsportsmanlike conduct, is also suspended from the next competitive event.
- F. Any player who spits on, strikes, slaps, kicks, pushes or intentionally and aggressively physically contacts an official at any time shall be immediately ineligible for competition a minimum of 90 calendar days from the date of the confrontation. In addition, the player is ineligible to compete for the first 25% of the next season in that same sport.
- G. A school must provide an opportunity for the student to be heard prior to a penalty being enforced. If a student appeals a suspension, according to the schools appeal procedure, the student is ineligible during the appeal process.

AMATEUR STATUS

A student-athlete must be an amateur in all recognized sports of this association in order to compete in any WIAA sport.

- A. A student-athlete may not accept, receive or direct to another, reimbursement in any form of cash or merchandise such as shirts, jackets, sweaters, sweatshirts, jerseys, warm-ups, equipment, balls, duffle bags, backpacks, watches, rings, billfolds, coupons, gift certificates, regardless of their value for athletic accomplishments, such as being on a winning team, being selected for the school varsity team, or being a place winner in an individual tournament, e.g.
- B. A student-athlete may receive awards for school achievement which are symbolic (non utilitarian) in nature – badges, certificates, trophies, medals, banners, ribbons, pictures, plaques, event T-shirts, event hats, game balls, unattached emblems, letters, season highlight DVD or video, e.g.
- C. A student-athlete may not receive compensation or benefit, directly or indirectly, for the use of name, picture, and/or personal appearance, as an athlete. This includes receiving free and/or reduced rates on equipment, apparel, camps/clinics/instruction and competitive opportunities that are not identical for all other participants.
- D. A student-athlete may not be identified as an athlete, provide endorsement as an athlete or appear as an athlete in the promotion of a commercial/advertisement and/or profit-making event, item, plan, or service.
- E. A student-athlete may not participate in school athletics or in sports activities outside the school under a name other than his/her own name.

SPORTS ACTIVITIES OUTSIDE OF SCHOOL

A student-athlete in a given sport may not compete in that same sport outside of school either as a team member or an individual or independent entry during the same time he/she is participating with the school team. Violation of this rule results in loss of eligibility for the remainder of the season (including the WIAA tournament series).

- A. WIAA rules do not prevent athletes from practicing with nonschool teams or from receiving private skills instruction during the school season. However, they may not participate officially or unofficially (including "banditing") in any nonschool competitions or races, including scrimmages against other teams.
 - (1) This restriction applies to normal nonschool games as well as "gimmicks," such as reduced numbers competition (3-on-3 basketball, 6 player soccer, e.g.), specific skill contests (punt, pass, and kick, shooting contests, free throws, 3 point, e.g.), fun runs, etc.
 - (2) A student who was a member of a school team during the previous year may not delay reporting for the school team beyond the school's official opening day of practice in order to continue nonschool training and/or competition.
- B. During the school year before and/or after the school season of a sport, a student-athlete may participate in sport activities outside of school with these restrictions:
 - (1) A student-athlete must not participate in nonschool programs, activities, camps, clinics and/or competition that is limited to individuals who are likely to be candidates for the school team in that sport in the following season.
 - (2) Nonschool activities in which students are engaged may not resemble in any way a school team practicing or competing out-of-season.
- C. In the summer nonschool roster restrictions are not in effect and members of a schools team may voluntarily assemble with their teammates (without school and/or school coach involvement) at their own discretion.
- D. A student-athlete or his/her parents must pay the fee for specialized training or instruction such as camps, clinics, and similar programs.
- E. A student-athlete may not be instructed except during the school season of a sport and approved summer contact days by the person who will be his/her coach in that sport in the following school season. The sports of baseball, cross country, golf, gymnastics, softball, swimming, tennis, track & field, and wrestling are exempt from this rule, BUT only (a) during the summer months and (b) if the program involved is not limited to individuals who are likely to be candidates for the school team in that sport in the following season.
- F. A student-athlete must not participate in an all-star game or similar contest except for summertime activities (a) within the same league or program (e.g., softball game between divisions of same league) or (b) in which a team is selected to represent a league in post-season play (e.g., Babe Ruth league team). Some post-season all-star opportunities may be permitted for 12th graders who have completed high school eligibility in a particular sport. Check with your Athletic Director to be certain.

USE OF STUDENT IMAGE

The participation of student-athletes in school and WIAA tournaments may result in the use of student-athlete images in promotion of school and WIAA events.

In order to facilitate good communication, all questions regarding athletic participation at your school should be addressed to your athletic administrator.





STUDENT/PARENT COMMITMENT PLEDGE

We have read the participation rules, understand them, agree to abide by these rules, and support the enforcement of the CWC Co-Curricular Code and rules of eligibility of the WIAA. I further certify that if I have not understood any of the information contained in this document and the WIAA Rules of Eligibility, I have sought and received an explanation of the information prior to signing this statement.

We do so in clear recognition of the Christian calling to honor God with our whole lives and to care for and seek the welfare of the student body and the community of faith.

Date

Student's Signature

Parent's Signature

(A copy of the above will be dated, signed, and maintained on file in the school office prior to participation/practice.)

ACCIDENT INSURANCE WAIVER

All students attending Central Wisconsin Christian that are involved in athletics, physical education, industrial arts, or any co-curricular activities are required to have their child(ren) covered by accident insurance. This insurance can be the family's normal insurance coverage, or they can purchase accident insurance coverage through an agent provided by the school. Signing this waiver signifies that the undersigned will have their primary insurer be responsible for any accidental injuries, thus absolving Central Wisconsin Christian of liability and medical claims costs.

Student Name(s): _____

Parent's Name(s): _____

_____ We will use our primary insurance

Insurance Company _____

Policy Number _____

_____ We will be purchasing accident insurance from the First Agency



Parent Signature: _____ **Date:** _____

****If you are participating in athletics, you must complete the Concussion Agreement on the back side of this form before each sport season in accordance with Wisconsin Statute 118.293, the guidelines of the WIAA, and the Central Wisconsin Christian Athletic Handbook.**

PARENT & ATHLETE CONCUSSION AGREEMENT

As a Parent and as an Athlete it is important to recognize the signs, symptoms, and behaviors of concussions. By signing this form you are stating that you understand the importance of recognizing and responding to the signs, symptoms, and behaviors of a concussion or head injury.

PARENT AGREEMENT

I _____ have read the have **read** the Parent Concussion and Head Injury Information and **understand** what a concussion is and how it may be caused. I also understand the common signs, symptoms, and behaviors. I agree that my child must be removed from practice/play if a concussion is suspected.

I understand that it is my responsibility to seek medical treatment if a suspected concussion is reported to me.

I understand that my child cannot return to practice/play until providing written clearance from an appropriate health care provider to his/her coach.

I understand the possible consequences of my child returning to practice/play too soon.

Parent/Guardian Signature

Date

ATHLETE AGREEMENT

I _____ have **read** the Athlete Concussion and Head Injury Information and **understand** what a concussion is and how it may be caused.

I understand the importance of reporting a suspected concussion to my coaches and my parents/guardian.

I understand that I must be removed from practice/play if a concussion is suspected. I understand that I must provide written clearance from an appropriate health care provider to my coach before returning to practice/play.

I understand the possible consequence of returning to practice/play too soon and that my brain needs time to heal.

Athlete Signature

Date



QUESTIONS/CONTACT INFORMATION



Name _____ Date _____

Address _____

City _____ Zip _____ County _____

Phone _____ Email _____

Age _____ School *Central Wisconsin Christian* School District _____

Check all that apply—I participate in:

- | | | | |
|--|--|-------------------------------------|---------------------------------------|
| <input type="checkbox"/> Basketball | <input type="checkbox"/> Cross Country | <input type="checkbox"/> Golf | <input type="checkbox"/> Soccer |
| <input type="checkbox"/> Track & Field | <input type="checkbox"/> Trap Shooting | <input type="checkbox"/> Volleyball | <input type="checkbox"/> Other: _____ |

Name of Current Team _____

1. Have you ever had a concussion? Yes No. If yes, how many? _____

2. Have you ever experienced concussion symptoms? Yes No Did you report them? Yes No

(A copy of the above will be dated and signed at the beginning of each sport season, and maintained on file in the school office prior to participation/practice.)



STUDENT ASSISTANCE PROGRAM

CWC believes that Christians have a special responsibility for the care of their bodies, as Paul states in I Corinthians 3:16 and 17: "Don't you know that you yourselves are God's temple and that God's Spirit lives in you? If anyone destroys God's temple, God will destroy him; for God's temple is sacred, and you are that temple."

CWC recognizes that the use of alcohol and other drugs, and the problems associated with that use, can lead to abuse of these substances. This abuse can lead to alcoholism or to other dependencies which inhibit the spiritual, the educational, and the personal development of these temples of the Holy Spirit. The use of these deterrents to growth can be treated most effectively if they are identified early, if they are dealt with firmly and in love, and if proper Christian support is continued into the future.

CWC regards alcohol and other drug abuse, addiction, or dependency as it does any other behavioral or medical problem. Our primary purpose is to express a Christian spirit of love and correction in overcoming these sinful tendencies rather than in taking a judgmental stance.

CWC wishes to demonstrate that along with the home and the Church, the School has a calling to help students make responsible choices before God regarding alcohol and other drug use. To accomplish this requires assistance, love and correction to those students who develop alcohol and other drug related disabilities; it requires assistance and support for those students who are dealing with these problems in a parent or friend.

POLICY ON STUDENT ALCOHOL AND OTHER DRUG ABUSE

CWC recognizes that students often need education and assistance because a person significant to them is affected with chemical dependency, or because they require support in their own decisions not to use or abuse alcohol and/or other drugs. Since chemical dependency is frequently preceded by the abuse of alcohol and other drugs, the School wishes to provide education and assistance to any student displaying the signs of such harmful involvement. CWC recognizes that chemical use may evolve into chemical dependency, a serious illness, which can be successfully treated if identified early, if appropriate referral to community agencies is made, and if adequate support is afforded those who are in the process of recovery.

Thus, CWC establishes a program to provide education assistance, and support for students affected by chemical dependency or other alcohol and drug abuse-related problems, along the following guidelines:

1. It should be understood by parents, students, and staff that all violations of school rules and regulations or state and federal laws will be vigorously enforced by school officials. The student and parent/guardian will each receive a letter stating the reason for invoking the disciplinary action under this policy. The parent has the right to appeal the administrative decision first to the Education Committee, then to the School Board. This appeal must be submitted to the principal within three days (excluding Sundays); he/she will forward it to the proper official. Disciplinary action will be delayed until an appeal is heard.
2. Use or having possession of alcoholic beverages or a material covered by the Controlled Substance Act or appearing to be under the influence of alcoholic beverages or of materials covered by the Controlled Substances Act on school property or at a school sponsored activity is expressly forbidden. This policy is inclusive and cumulative during the secondary school years, grades 9 - 12.
 - a. FIRST OFFENSE: The student's parents or guardian will be contacted immediately by the principal or his designee. The police will be notified. The student will face an immediate suspension of three days or agree to a one-day suspension if the student sees the Student Assistance Program counselor and follows his/her recommendations. A parent/student reinstatement conference is required.
 - b. SECOND OFFENSE: The student's parent or guardian will be contacted immediately by the principal or his designee. The police will be notified. The student will face an immediate suspension of three days. A parent/student reinstatement conference with the principal or his designee and the Student Assistance Program counselor/coordinator is required.
 - c. THIRD OFFENSE: The student's parent or guardian will be immediately contacted. The police will be notified. The student will face an immediate seven-day suspension and recommendation to the Board of Education for expulsion. Expulsion may be withheld to be replaced by a three-day suspension if the student agrees to have a chemical assessment conducted by a state certified AODA outpatient facility. The cost of the chemical assessment will be the responsibility of the student and his/her parents.
 - d. FOURTH OFFENSE: The student's parents or guardian will be immediately contacted. The police will be notified. The student will face an immediate seven-day suspension and recommendation to the Board of Education for expulsion. Request for re-enrollment will be considered only after the student has had a chemical assessment completed by a state certified AODA outpatient facility.
3. The sale, delivery, or manufacture of a controlled substance or alcoholic beverage while at school or while under supervision of a school authority is expressly forbidden. This policy is inclusive and cumulative during the secondary school years, grades 9 - 12.
 - A. FIRST OFFENSE: The student's parent or guardian will be contacted immediately by the principal or his designee. The police will be notified. The student will face an immediate three-day suspension. A parent/student reinstatement conference with the principal or his designee and the Student Assistance Program counselor/coordinator is required.
 - B. SECOND OFFENSE: The student's parent or guardian will be immediately contacted. The police will be notified. The student will face an immediate seven-day suspension and recommendation to the Board of Education for expulsion. Expulsion may be withheld to be replaced by a three-day suspension if the student agrees to have a chemical assessment conducted by a state certified AODA outpatient facility. The cost of the chemical assessment will be the responsibility of the student and his/her parents.
 - C. THIRD OFFENSE: The student's parent or guardian will be immediately contacted. The police will be notified. The student will face an immediate seven-day suspension and recommendation to the Board of Education for expulsion. Request for re-enrollment will be considered only after the student has had a chemical assessment completed by a state certified AODA outpatient facility.

4. Involvement by any student not covered by co-curricular rules in the distribution or consumption of a controlled substance or alcoholic beverage is expressly forbidden. This policy is inclusive and cumulative during the secondary school years, grades 9 - 12. A work detail may be added to each of the following offenses.
 - A. FIRST OFFENSE: The student's parents or guardian will be contacted immediately by the principal or his designee. The student will face an immediate suspension of three days or agree to a one-day suspension if the student sees the Student Assistance Program counselor and follows his/her recommendations. A parent/student reinstatement conference is required.
 - B. SECOND OFFENSE: The student's parent or guardian will be contacted immediately by the principal or his designee. The student will face an immediate suspension of three days. A parent/student reinstatement conference with the principal or his designee and the Student Assistance Program counselor/coordinator is required.
 - C. THIRD OFFENSE: The student's parent or guardian will be immediately contacted. The student will face an immediate seven-day suspension and recommendation to the Board of Education for expulsion. Expulsion may be withheld to be replaced by a three-day suspension if the student agrees to have a chemical assessment conducted by a state certified AODA outpatient facility. The cost of the chemical assessment will be the responsibility of the student and his/her parents.
 - D. FOURTH OFFENSE: The student's parents or guardian will be immediately contacted. The student will face an immediate seven-day suspension and recommendation to the Board of Education for expulsion. Request for re-enrollment will be considered only after the student has had a chemical assessment completed by a state certified AODA outpatient facility.
5. The main responsibility for operating the program will be in the hands of the principal (or his/her designee) who will interpret the school's policy to students, staff, parents, and the community, and a Student Assistance Program counselor/coordinator, who will assess the nature and scope of alcohol and drug problems in students referred, and make recommendations for the appropriate form of assistance.
6. Students involved in co-curricular activities are required to adhere to CWC activity rules. Students involved in co-curricular activities who violate the rules will be required to meet with the Student Assistance Program counselor/coordinator and follow his/her recommendations as a condition to returning to that program.
7. In general, students who refer themselves to the Student Assistance Program counselor/coordinator or to the core group person prior to and documented event which would lead to suspension from school and/or co-curricular activities and who are making satisfactory progress in following his/her recommendations are not liable to formal suspension from school or co-curricular activities for violations in # 2 or # 3 prior to self-referral.
8. An essential feature of the program is that students, along with their families, are encouraged to contact staff persons, the principal, or the SAP counselor/coordinator regarding problems with alcohol and other drugs, with the assurance that such contacts will be handled confidentially.
9. Students may be referred to the SAP counselor/coordinator by school staff, other students, parents, or community agencies (i.e., clergy, law enforcement, etc.). Staff members are expected to refer any student who:
 - a) exhibits a definite and repeated pattern of decline in their school performance, which may be alcohol or drug-related, and/or
 - b) manifests any signs, symptoms, or indications of a chemical problem.
10. When a referral is made, the SAP counselor/coordinator may consult with the student and contact other staff members in an attempt to assess the nature and scope of the student's problem.
11. On the basis of his/her assessment, the resource person may recommend one or more of the following courses of action:
 - a. No reason for immediate concern, no chemical problem;
 - b. Referral to other resources;
 - c. Continued one-to-one involvement with the SAP counselor/coordinator or other pupil service staff;
 - d. Continued involvement with SAP counselor/coordinator and group experiences;
 - e. Referral for outside evaluation;
 - f. Inpatient treatment;
 - g. Outpatient treatment;
 - h. Involvement in AA, Alanon, Alateen, etc.
12. Any student who, because of the severity of the event, is judged to be a possible danger to himself or to others may be excluded from school until a professional evaluation is obtained. In cases of extended absences, assignments will be provided or homebound instruction initiated.
13. At all times it is the prerogative of the student and families to accept referral to the SAP counselor/coordinator or to outside assistance, or to reject it. Regardless of whether a student accepts or rejects assistance, it still remains his/her responsibility to maintain satisfactory or acceptable levels of performance and conduct, or face such legitimate disciplinary action as may be corrective and warranted.
14. If a student accepts referral and/or treatment, that fact will be regarded as it would be for any illness, with respect to benefits and privileges. So long as a student is making satisfactory progress within the program, or has successfully completed the program, there is no reason why he/she may not remain in school.
15. No records of a student's participation in the program will become a part of the permanent record. The fact of a student's participation in the program, including conversations he/she may have with staff members will be held strictly confidential, as required by federal confidentiality regulations and Wisconsin statute (e.g., 118.25, 118.126).
16. The awareness and support of parents for a student affected by alcohol and other drug abuse and chemical dependency is extremely important. However, where either students or parents do not wish to cooperate in making needed assistance available, the student's status in school may have to

be re-evaluated, taking into account the best interests of the student, the nature of the problem, and the health, safety, welfare, education opportunity, and rights of other students and staff.

17. It is against school policy for anyone - students or on duty staff - in school, on grounds, or during school-sponsored activities, to be under the influence of alcohol or other mood-altering drugs, except as outlined by # 18.
18. Prescription medications are to be construed as exceptions to this policy when used by the individual for whom they were prescribed, and in the manner and amount prescribed.
19. It shall be the responsibility of the administrator and/or his/her designee to develop procedures consistent with this policy, and to provide the necessary orientation and training and staff persons. The building administrator/designee and the SAP counselor/coordinator each building will periodically evaluate the progress of the program and its effectiveness, and make annual reports and recommendations to the administrator.
20. Any student transferring to CWC who has a documented violation of the offenses listed on the CWC Policy on Student Alcohol and Other Drug Abuse will be accepted on probation without prejudice. Any subsequent violation(s) will involve penalties one step beyond previous disciplinary action.

CENTRAL WISCONSIN CHRISTIAN HIGH SCHOOL STUDENT COUNCIL CONSTITUTION

Article I - Name

The name of the organization shall be the "Student Council of Central Wisconsin Christian School".

Article II - Purpose

The purpose of this organization is to consider and act upon suggestions from the school administration, faculty, and members of the student body; to suggest the approval or disapproval of the activities of students in school and activities relating to the school; to be of service to the student body and to offer means of fuller cooperation between the students and the faculty.

Article III - Membership

The officers of the Student Council shall be: President, Vice-President, and Secretary-Treasurer. In addition, each class shall elect and be represented on the Student Council by two people.

Article IV - Eligibility

To be eligible for the offices of President, Vice-President, and Secretary-Treasurer, a candidate must have been eligible according to the Eligibility Rules in the Student Handbook for the previous four nine-weeks marking periods. Representatives must meet eligibility requirements for the previous two marking periods.

Article V - Elections

Section 1

Officers will be elected in May for the following school year.

Section 2

Candidates for office must have fifteen (15) signatures on a candidate application form to make him/her eligible. No student may sign more than one application form for any given office.

Section 3

Officers shall be elected by the student body. A majority of voters present must exist for an officer to be elected. If a majority does not exist, then a re-election shall occur between the top two candidates.

Section 4

In case of a tie in the re-election, the Student Council will vote by secret ballot to break the tie.

Section 5

In May, representatives will be chosen from each class, (senior, junior, and sophomore) for the forthcoming school year.

Section 6

Freshman representatives will be chosen in September of that school year.

Section 7

If a vacancy occurs in the Student Council during the school year, it will be filled immediately under normal election procedures.

Article VI - Attendance

A member of Student Council who has three unexcused absences from the regularly scheduled meetings of the Student Council may be removed by a majority vote of the Student Council. The secretary shall take roll during each meeting and investigate any absences.

Article VII - Reporting Activities

Representatives to the Student Council shall report to their respective classes the decisions and activities of the Student Council.

Article VIII - Voting Procedure

A quorum shall consist of seven members with each class represented.

Article IX - Approval of Activities by the Administration

Any decision made by the Student Council concerning planned activities will be brought to the administration by the Student Council President for approval.

Article X - Student Affairs

In order to prevent scheduling conflicts and to insure that student activity interests are best served, all non-regularly scheduled activities of student organizations and classes must have approval of the Student Council. Regularly scheduled activities need only be scheduled with the office.

Article XI - Finances

Student Council will be responsible for all its finances.

Article XII - Amendments

Section 1

Any Student Council member may propose an amendment in writing.

Section 2

To vote on an amendment all Student Council members must be present. An amendment must be passed by 80% of the Student Council.

Section 3

An amendment must be passed by a two-thirds majority of the Student Body.

Section 4

An amendment must be approved by the administration.