

PARENT/STUDENT HANDBOOK



www.concordiaschoolsla.org

CONCORDIA **Jr. /Sr. High School**

We Teach and Disciple Students in
Christian Faith, Wisdom,
and Knowledge.

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GENERAL INFORMATION



Mission Statement

We teach and disciple students in Christian faith, wisdom and knowledge.

Purpose Statement

*“Train up a child in the way he should go; and when he is old, he will not depart from it.”
Proverbs 22:6 (KJV)*

The purpose of Concordia Jr./Sr. High School is to provide a nurturing environment for its students and to facilitate the development of their spiritual, mental, physical, social, and emotional gifts. The goal is to mentor students, in partnership with parents, toward becoming well-rounded citizens equipped for a life of Christian service. The students will

1. Be educated in a comprehensive academic program designed to develop their individual talents and skills.
2. Be nurtured through Scripture, Lutheran doctrine, and Christian ethics.
3. Learn to recognize themselves as persons of worth, redeemed by God.
4. Be encouraged to respond to the Great Commission by spreading the love of Jesus Christ throughout their communities.

Philosophy

We believe that Concordia Jr./Sr. High School is an integral part of the congregational educational ministry. We place high value on education that is grounded in Christian teachings and values. Concordia Jr./Sr. High School is committed to instruction and activities that place ultimate values on the Lord Jesus Christ and service to Him.

Specifically, we believe the following:

1. Concordia Jr./Sr. High School, as a response to the Great Commission, is our Church's finest program of ministry to its youth, founded on the gospel of Jesus Christ.
2. Parents are primarily responsible for the instruction of their children; therefore, the school will work closely with parents to educate and nurture them.
3. Education is the main process by which the Church transmits her culture and God's truth. The school is an ideal setting where young men and women, with one another and Christian teachers, can discover and understand God's truth and be strengthened in their Christian faith.
4. The school is a superior educational institution, equipping young saints for ministry through holistic growth: intellectual, spiritual, physical, social, moral, and cultural.

5. The school exists primarily to serve the Lutheran community, secondarily to serve all Christians and their organizations in God-pleasing ways, and finally the community at large.
6. Concordia Jr./Sr. High School provides an important foundation for coordination among local parish programs, and fellowship among Christians.

Non-Discriminatory Policy

Concordia Jr./Sr. High School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate based on race, color, national or ethnic origin in administration of its educational policies, admission policies, athletic and other school-administered programs.

Child Protection Responsibility

For the protection, welfare and growth of all children, California law mandates that childcare providers report suspected child abuse to a child protective agency. Child abuse includes physical abuse, physical neglect, sexual abuse, and emotional maltreatment.

By law, the identity of the mandated reporter is to remain confidential. If it is suspected that a minor is being abused, the child will be released from the school to the custody of a peace officer or county social worker, and it is the responsibility of the peace officer or county social worker to notify the minor's parent or guardian.



Earthquake Preparedness

For your student's safety and comfort following a major earthquake, an earthquake preparedness kit is **REQUIRED** using the following guidelines.

1. TWO or more of any of the following:
 - Canned tuna (packed in water, not oil)
 - Canned chicken or other canned meat
 - Vienna sausages
 - Meat spread
 - Small package of processed cheese (such as Velveeta)
2. TWO or more of any of the following:
 - Small can of **UNSALTED** nuts
 - Graham crackers
 - Granola bars
 - Other **UNSALTED** crackers
 - Canned pudding
3. THREE or more small CANS of juice.
4. Plastic ware if needed.
5. Solar or space blanket (available in most sports stores).
6. Any medication that your child would need over a 36-hour period.
7. A 3x5 card with your student's name, address, and phone number. Also, include those persons to whom your student may be released.



ALL OF THE ABOVE IS TO BE PUT INTO A SINGLE ONE-GALLON ZIP LOCK BAG.

Due to the lack of space, please do not send more than one bag.

Avoid the following items:

- Any foods needing to be heated.
- Any foods needing water added to them.
- Salty foods.
- Any foods in jars.
- Foods your child won't eat.

Basic Course Descriptions

Concordia Jr./Sr. High School

2011-2012

The number in parentheses following the course title indicates the number of credits granted for successful completion of that course. The numbers 7-8-9-10-11-12 following the course description indicates the grades in which these courses are generally taken. Final placement in English, foreign language, science, and mathematics courses will be determined by the school on the basis of scores on admission tests and/or grades in previously taken courses in that subject area. Students who do not earn at least a "C" in a mathematics, science or foreign language class, will not be allowed to take a subsequent course until the grade has been improved.

Students cannot change a class after the first two weeks of a semester. Any class dropped after the first two weeks will be included on the student's transcript with the mark of "W."

Courses may not be offered with less than 10 student requests.

INDEPENDENT COURSES of study will be charged a fee of \$100.00.

Business and Practical Arts

Keyboarding (5 cr.) Fundamentals of keyboarding and skill development. Course content will include basic applications to further develop students' keyboarding skills. Prereq. – None (7-12)

Personal Finance (5 cr.) Students will learn to develop a spending plan to manage their income in a way that is responsible and God pleasing. They will learn about giving, saving and how to make wise spending decisions. Use of checking accounts will be covered. Students will be taught about different types of debt, about loans and borrowing, and about responsible use of credit. Prereq. – Pre-Algebra or equivalent (10-12)

Business Applications I (5 cr.) Course content will include basic applications as well as fundamentals of word processing and publishing tools. The course will also include advanced applications, arranging and using a word processor (Microsoft Word) and presentation software (Microsoft Power Point and Publisher) Prereq. – Computer Keyboarding (9-12)

Business Applications II (5 cr.). Students will become proficient in Microsoft Excel, PowerPoint, Access and Movie Maker. Course content will include video editing and producing short video clips using advanced software and green screen technology. Prereq. – Computer Keyboarding (9-12)

Career Education and College Planning (5 cr.) This is a one-semester high school class designed to help students discover their interest areas and aptitudes. We will explore various "after high school" paths for consideration. College majors will be discussed and the endless career options for which each may prepare students. We will work to identify career goals, potential college majors, tech schools, training, or military options; all to help clarify and enhance students' future dreams and aspirations. Prereq. – None (10)

English

Students will need a Modern Language Association (MLA) stylebook to be used in preparing formal papers.

English 7 (10 cr.) This course is a study of language arts including writing, reading, speaking, and listening skills. The students will learn a variety of vocabulary words that frequently appear on the SAT and PSAT test. A number of literary themes will be examined for content, genre and personal reflection. Finally, students will learn about poetry that reflects life in a positive and Godly way. Prereq. – None

English 8 (10 cr.) In this course, students will learn to apply a variety of reading strategies appropriate for different genres and literary themes that will aid in the comprehension, analysis, and overall impact of the selection. They will also learn to analyze elements of figurative language and will be able to articulate this in writing. Students will explore challenging vocabulary that will be reinforced through a variety of contexts. Finally, students will continue to develop as an independent reader and critical thinker. Prereq. – None

Jr. High Composition (5 cr.) Students will learn the strategies and tools that will improve their writing skills. This will be done by using the *Write for Power* writing program by J.E. Sparks. Students will practice their skills through sentence diagramming, various types of writing exercises, and peer editing. Prereq. – None (7-8)

English Enrichment (10 cr.) This course assists the student in increasing his/her reading comprehension and writing skills through the use of the Accelerated Reading Program, SRA reading program, spelling, vocabulary, grammar, poetry, and literature. The progress in the course will be dependent on the individual strengths and weaknesses of each student. There will be a thorough review of basic skills and strategies. Prereq. – Teacher recommendation

English 9 (10 cr.) This is a basic course in communication skills, including grammar, composition, study skills, and literature appreciation. This course also serves as a study of various genres of literature including poetry, fiction, non-fiction, drama, and myths. Prereq. – None

Honors English 9 (5 cr.) This section is an in-depth addition of learning for English 9. Students will be expected to meet outside of class for focus groups and will be expected to analyze literature to a higher degree. Prereq. – Consent of instructor

Composition (10 cr.) This is a study of writing and rhetorical skills including both expository and creative composition and basics of library research. Prereq. – English 9 (9-10)

Honors Composition (5 cr.) The course offers in-depth and challenging assignments in writing skills and literary analysis. Prereq - Consent of instructor

American Literature (10 cr.) This is a course studying the development of American literature from the discovery of America to present. The students will explore novels, non-fiction, poems, short stories, and more from the Americas. Prereq. – Composition (10-11)

Honors American Literature (5 cr.) Students commit to a more detailed study of American Literature and an expanded scope of literary materials. Prereq. – Consent of instructor

English Literature (10 cr.) This is an historical and philosophical survey of the literature of England from *Beowulf* through the 20th Century, including a study of the development of the English language. Prereq. – Composition and American Lit. (11-12)

Honors English Literature (5 cr.) Students commit to a more detailed study of English Literature and an expanded scope of literary materials. Prereq. – Consent of instructor

Speech (5 cr.) This course is a study of effective formal oral communications, including narrative, informative, persuasive, how-to speeches, and concluding with debate. Students will be looking at what makes a good public speaker as well as how to be a good public speaker. Prereq. – None (9)

Advanced Placement (AP) English Literature and Composition (10 cr.) Students are involved in the study and practice of speaking, listening, reading, and writing skills with special emphasis on refining their literary discernment, advanced writing, and critical thinking skills. Students will also be involved in preparations for both the National Advanced Placement Exam and future college courses. Prereq. – Department recommendation and Application process; student must have English 9, Composition/English 10, American Literature, and English Literature. With approval from the instructor a student may take two English classes in one year to fulfill the requirement for AP English. (11-12)

Advanced Placement (AP) English Language and Composition (10 cr.) Students are involved in the study and practice of speaking, listening, reading, and writing skills with special emphasis on the English language from its origin to the present, advanced writing and critical thinking skills. Students will also be involved in preparations for both the National Advanced Placement Exam and future college courses. Prereq. – Department recommendation and Application process; student must have English 9, Composition/English 10, American Literature, and English Literature. With approval from the instructor a student may take two English classes in one year to fulfill the requirement for AP English. (11-12)

Foreign Language

Students need a grade of “C” or better each semester to advance to the next foreign language class.

Spanish I (10 cr.) This course covers elementary grammar with an introduction to verb conjugations. Emphasis on vocabulary building, comprehension, translation and conversation, includes an introduction to Hispanic history and insights into present Hispanic societies. Prereq. – None for grades 9-12; Consent of registrar needed for grades 7-8 (7-12)

Spanish II (10 cr.) This is a continuation of Spanish I, with extensive work in complex verb tenses and language structure. Added emphasis will be on vocabulary buildings, oral comprehension, translation and conversation. Included is a view of all aspects of Hispanic cultures with specific attention to the history and culture of Spain. Prereq. – “C” or better in Spanish I (8-12)

Spanish III (10 cr.) This is a continuation of Spanish II including comprehensive review of grammatical concepts. Added emphasis given to vocabulary expansion through cultural or historic narratives, literary selections, and conversations dealing with practical tourist or career-oriented situations. Prereq. – “C” or better in Spanish II or consent of instructor (9-12)

American Sign Language I (10 cr.) This course is an introductory course. Topics revolve around sharing information about our environment and ourselves. Grammar is introduced in context, with an emphasis on developing question and answering skills. Students will learn conversational strategies to help them maintain a conversation. Interaction activities help the students rehearse what they have learned. (9-12)

American Sign Language II (10 cr.) This course is a continuation of American Sign Language I, with extensive conversational exercise. Prereq. – American Sign Language I (10-12)

Mathematics

Students need a grade of “C” or better each semester to advance to the next math class.

Math Enrichment (10 cr.) This course assists the student in mastering basic mathematical and algebraic thinking and skills using the Accelerated Math Program and a variety of other resources. Prereq. – Department recommendation

General Math (10 cr.) Using Saxon Math, the emphasis for this course is on basic skills, working with fractions and decimals, etc. Measurement systems will be covered, as will basic concepts in algebra and geometry. Prereq. – None (7)

Pre-Algebra (10 cr.) Using Saxon Math, this course makes the transition from basic mathematics to algebra. It emphasizes pre-algebra skills and concepts such as equations and problem solving. This course will not satisfy university entrance requirements, but does meet Concordia graduation requirements. Prereq. – Placement Test (7-9)

Algebra I (10 cr.) This course will explore algebraic foundations such as function and relations, linear equations and functions, systems of equations and inequalities, and probabilities and data analysis. Prereq. – Placement Test or Department recommendation (7-12)

Geometry (10 cr.) This course is a study of two and three-dimensional figures. Emphasis will be made on logic, deductive reasoning and writing of formal two column proofs. Topics include points, lines, planes, and angles; two-dimensional shapes and their properties; construction and proof; and volume and surface area of pyramids, prisms, and spheres. Prereq. – Alg. I or by Placement Test or Department recommendation (8-12)

Algebra II/Trigonometry (10 cr.) This is a course in the study of advanced algebra. Topics include number sense and foundations of algebra; linear equations, systems of equations, and functions; systems of equations and inequalities; probability and statistics; beginning trigonometry; and conic sections. Prereq. – Algebra I or by Placement Test or Department recommendation (9-12)

Math Analysis (10 cr.) A comprehensive coverage of topics in advanced math is explored to help prepare the student for the study of Calculus. Topics include linear equations, quadratic equations and trigonometric equation; construction and proof; trigonometric identities and triangle solving; conic sections; and abstract equations. There is a balance of theory and its application in the topics considered. Prereq. – Algebra, Geometry, and Advanced Algebra/Trig. (11-12)

Calculus (10 cr.) Advanced topics include vectors, analytical geometry, derivatives, symbolic logic, complex numbers, limits, functions, integration, differentials and applications. The students will also prepare to take the AP exam in May. Prereq. – Grade of “B” or better in Advanced Algebra/Trig. and Math Analysis or by permission of instructor (11-12)

Performing Arts

Jr. High Choir (10 cr.) This course is open to any junior high student. The students will develop such skills as techniques, terminologies, rhythms, theory, and history. Students will also develop an understanding and appreciation of various musical styles. Prereq. – None (7-8)

Concert Choir (10 cr.) The repertoire ranges from the Renaissance Period to the Modern Period, both accompanied and a cappella singing. This vocal group is open to all high school students by audition. Students who participate will perform in a variety of venues and can expect to travel to festivals and other events. Prereq. – Audition (9-12)

Bops (No school credit) This award winning vocal group sings in the jazz genre only. The music ranges from swing to rock, from Latino to ballad styles. Membership is by audition. Performers will participate in a variety of public venues. This is an advanced performance group. Prereq. – Audition (7-12)

Pride Concert Band (5 cr. each semester.) This performance band plays at a variety of venues including pep rallies, chapels, festivals, and concerts. It is open to any student by audition and performs concert style music including symphonies, concertos, marches, tone poems, musicals, and overture. Any Pride student who studied and was enrolled in Concordia’s beginning and intermediate bands are accepted into the Pride Band without audition. All other students must audition. Prereq. – Intermediate band or by audition. (7-12)

Beginning Band (5 cr. each semester) Beginning Band is a feeder band for Concordia’s advanced bands. Students who wish to learn how to play a band instrument or wish to brush up on instrumental skills prior to enrolling in an advanced band will learn the needed skills in this group. After one semester, the student advances into the Intermediate Band. Prereq. – None (7-12)

Jazzman Band (5 cr. each semester) This award-winning band performs music of the jazz genre. Students need to audition for the band and will perform widely at festivals, concerts, social events, and shows. Music ranges from Latin, rock, swing, and ballads. This is an advanced performance group. Prereq. – Audition for grades 7-12, Consent of instructor and administration for 7-8 (7-12)

Praise Band (10 cr.) This course seeks to teach students how to lead others in worship through music. Through instrument and voice, students will gain leadership skills and artistic skills. Students will be expected to participate in chapels regularly and will be expected to perform at other venues. Prereq. – None (9-12)

Honors Music Theory (1 cr.) This class is designed to lead the student to discover the elements of music and learn the practical principles of how music is written. Students learn practical analysis and how to apply the theory of music. Lessons are rooted in the Common Harmonic Practice Period and develop into modern times. Computer skills are needed to use the music lab. Prereq. – Consent of instructor (9-12)

String Ensemble (10 cr.) This group is comprised of violins, violas, cellos and double basses. Even though some experienced players are enrolled in this group, beginning students are welcome if they are willing to dedicate themselves by learning the music and practicing it at home. There are some instruments that are available for use, or the student may obtain or rent one privately. See Mr. Bauer for enrollment in class and/or availability of a school instrument.

Handbells (10 cr.) This class is a performance-based class that functions using teamwork. Students will learn the basics of music theory, history, and terminologies. Students will be performing in chapels, church services, school assemblies, festivals, and concerts. Prereq. – None (7-12)

Theater Arts (5 cr. each semester) This course seeks to discover, explore and develop creative talent in all participants. Through improvisation, script reading and writing, expressional exercises, scene recreations and production evaluations students will grow in their confidence and ability to communicate effectively. Students will better understand the world they are in and they will develop effective ways to navigate successfully through it via the art of dramatic communication with increased confidence.

Theater Techniques (No School credit) The use of theatrical lights, sound board, staging flats for chapels, dramas, musicals, and other “Den” (auditorium) events can be used by theater technicians. Prereq. – Training as provided by the Fine Arts chair and tech. manager. (7-12)

Physical Education

Physical Education 7 & 8 (10 cr.) Developing skills in team sports and physical conditioning with emphasis on football, basketball, and softball. Health is taught one day per week throughout the year. Prereq. – None (7-8)

Physical Education I (10 cr.) Lower division Physical Education emphasis is on developing skills in team sports and physical conditioning. Prereq. – None (9-10)

Physical Education II (10 cr.) In upper division Physical Education, the emphasis is on developing skills in recreational and lifetime sports, as well as continuing work in physical conditioning. Prereq. – None (11-12)

Athletic Conditioning (10 cr.) This course will offer a program for students to use the rest of their lives. Students will gain an awareness of their unique physical abilities. They will be taught skills and drills that are sport specific. Finally, they will develop and work towards achieving short and long-term fitness goals. Prereq. – Participation in at least one Varsity sport at Concordia during the course of the class. (9-12)

Health (5 cr.) This course is designed to help students develop the skills to live life as healthy, productive, and fulfilled individuals. This course will increase students’ “health literacy” in the physical, mental, social, and spiritual aspects of a healthy individual from this *whole-person* point of view. Emphasis is placed on keeping a healthy balance between these four aspects and on developing the tools that will promote healthy lifestyle choices. Prereq. – None (10)

Medical Excuse (0 cr.) Prereq. – Approved excuse submitted by a medical doctor (7-12).

P.E. Alternative

- Credit will be given for participation in athletics at the rate of 1/3 credit per season of participation.
- Participants must notify the office in advance in writing of the intent to receive credit. They must have the approval of the Athletic Director and Principal.
- Participants must complete a 3-5 page MLA paper on the sport with at least three references (Guidelines to be approved by the P.E. department).
- Participants must attend at least 90% of the practices.
- Participants must complete the season.
- Participants will only receive credit if they complete four years of math and at least three years of science.
- Participants must complete a first aid course of at least 6 hours.

Theology

Old Testament (10 cr.) This is a study of the unfolding of God's plan for salvation; emphasizing God's unending faithfulness toward His people, and focusing on the power of the Holy Spirit working through God's Word to fortify His people for the challenges of living and sharing their faith in an adversarial world. Prereq. – None (7-8)

Survey of the New Testament (10 cr.) This is a study of the unfolding plan of God's salvation; emphasizing God's unending faithfulness toward his people, and focusing on the power of the Holy Spirit working through God's Word to fortify His people for the challenges of living and sharing their faith in an adversarial world. The course will also provide the student with opportunities and activities to assist them in applying God's Word to their lives and suggestions for extending the lesson theme into the student's home. Prereq. – None (7-8)

Christianity 101 (5 cr.) This is a foundational presentation of historical Christian doctrine from a Lutheran perspective through the examination of God's Word. The purpose of the studies is to help create a solid Biblical base on which to construct a firm frame of reference for one's life. Prereq. – None (9)

Christianity Then and Now (5 cr.) This is an in-depth look at the early Christian church and how "The Way," as the Christians first called themselves, was spread through the Roman Empire and beyond. It is an examination of growth in the face of persecution and why so many people were attracted to the message of Christ despite the risks. It is also a look at contemporary Christianity and how the church is perceived in a world that does not seem to think it still needs Christ. This class is a mixture of the historical and the modern. It looks at the state of Christianity today and suggests that in order to find our future, we should re-discover our past. Prereq. - None (9)

Defending the Faith (5 cr.) This is an introductory study of the five major areas of apologetics: General, Historical, Philosophical, Scientific, and Existential. Through these five areas, the student will explore how there is evidence and hope for what we believe. Prereq. – None (9-12)

Christian Fiction and Literature (5 cr.) Christian Fiction and Literature is an in-depth look at the Christian faith through the lens of Christian authors. Using books, we will be able to take the application aspect of the Christian faith, in conjunction with the Law and Gospel, and discuss how to make the experience of the characters in the story real to us. We will discuss how their story can be applied to our story and how the lessons learned in literature can become things we apply to our own lives and our developing walk with God. Prereq. – None (9-12)

Contemporary Issues (10 cr.) Using Scripture, articles, videos, activities and discussions, the student will examine the Christ-centered life as it pertains to our interaction with others. Topics will range from abortion and euthanasia, gambling, evolution, drug/alcohol abuse, sexuality, cheating, capitalism, war and the death penalty; as well as investigating the foundational beliefs of Islam, Wicca, Scientology and other non-Christian belief systems. Prereq. – None (12)

Family Life, Marriage, and Human Sexuality (10r.) The course starts with an examination of Ephesians 4-6 to see what kind of example God has set for us. We will examine ourselves to see what kind of people we really are, with special attention given to the emotion of anger and the concept of forgiveness. We will also look at the institution of marriage as designed for us in Scripture. Finally, we will look at the family, and how to rear children with topics including pregnancy, infants, toddlers, adolescence, teenagers and adults. Prereq. – None (11-12)

Science

Life Science This introductory course details the basic principles and concepts of biology, heredity, diversity, and anatomy. Topics include living things, cells, heredity, evolution, classification, earth and life, plants and animals, and the human body systems. Prereq. – None (7)

Physical Science (10 cr.) This course builds upon the Life Science class from seventh grade. It is an introduction to the principles in chemistry and physics at the Jr. High level. The class will study the many laws in nature that govern our universe and build upon our appreciation for the amazing and awesome world God has created for us to enjoy. Prereq. – None (8)

Biology (10 cr.) This is a laboratory science studying in detail the basic principles and concepts of biology. Topics covered include cells and cell structure, genetics, evolution and creation, ecology, diversity and classification, plants, and animals. Prereq. – None (9-12)

Introduction to Chemistry (10 cr.) This is a laboratory science exploring chemistry as it applies to everyday living. Through group work, projects, labs, activities, lectures, and discussions the major concepts of chemistry are covered. It includes understanding water and its uses, materials, their structures and uses, petroleum production and refinement, chemistry and the atmosphere, chemistry in industry, nuclear chemistry, and matter and the energy of life. Prereq. – None (10-12)

Chemistry (10 cr.) This is a laboratory science studying in detail the basic principles and concepts of chemistry, atomic structure, periodic relationships, chemical bonding and structure, dynamics and analysis of chemical reactions, and the mathematics of chemistry. Through labs, PowerPoint presentations, group and individual activities projects, and worksheets, students will be exposed to the major concepts of chemistry and be able to apply them to their everyday life. Prereq. – Completion of Algebra I with a “C” or better (10-12)

Physics (10 cr.) This lab science is a practical study of physics, including classical mechanics, waves and sound, light, optics, electricity, magnetism, properties of matter, relativity theory, atomic and nuclear physics, and selected other topics. Prereq. – Completion of Chemistry with a minimum grade of “C” (11-12)

Geology (10 cr.) Geology is a lab course in earth science. Through questions and research, students will explore and develop their knowledge and understanding of the geology of the earth such as earthquakes, volcanoes, plate tectonics, rocks and minerals, and geomorphology. The students will explore how geology relates to our natural resources. Students will participate in labs, discussions, projects, and field trips. Prereq. – None (9-12)

Astronomy (10 cr.) Astronomy is a lab course in which the student will develop a deeper understanding of the universe through lecture, questions, exploration, research, observation, and hands on experience. The students will travel in time from the ancients and their beliefs through modern science and theories. In this lab course they will become explorers of the universe, and they will study planets, our solar system, stars, galaxies, and beyond. Students will learn how to use a telescope to view and study different aspects of the wonders that God created for us in the heavens. Prereq. – None (9-12)

Advanced Placement (AP) Biology (10 cr.) AP Biology is designed for students who have completed general Biology and Chemistry. AP Biology provides students with an opportunity to develop a framework for the understanding of modern biology, emphasizing applications of biological knowledge and critical thinking to environmental and social concerns. Because this is a college-level course, the class is rigorous and conducted at a high level. Prereq. – Recommendation by department; Student must have completed Biology with a “B” or higher grade and have completed Algebra II/Trig. (12)

Social Studies

Jr. High World History (10 cr.) World History is a survey of human civilization in Africa, Asia, Europe and the Americas from prehistory to 1850. Students will use primary sources, films, music, art, literature and, of course, their textbooks to better understand the ways that characters and events in the time changed both the historical and modern worlds. Prereq. – None (7)

Jr. High American History (10 cr.) This course will cover the history of the U.S. from the beginnings to the Progressive Era. Prereq. – None (8)

World History (10 cr.) This course will cover the history of the world from the French Revolution to Modern. Prereq. – None (9)

Honors World History (10 cr.) This course is an advanced study of world history with emphasis in research. Prereq. – Consent of instructor.

United States History (10 cr.) This course is an interpretive study of the U.S. from the Progressive Era to the present with an emphasis on cultural and political history. Prereq. – None (11)

Honors United States History (10 cr.) This course is an advanced study in U.S. history with emphasis on research skills Prereq. – Consent of instructor (11)

Government (5 cr.) This course is a study of the political theory, U.S. government processes, and law and constitutional rights. Students will discover how our American government works, its foundations, and its application in everyday life. Prereq. – None (12)

Honors Government (5 cr.) This course offers an in-depth study of governmental processes, law and constitutional rights. Prereq. – Consent of instructor.

Economics (5 cr.) This course explores basic economic concepts and terms. Topics include how markets work; business and labor; money, banking, and finance; measuring economic performance and the government; reflections on the American economy; and the global economy. Prereq. – None (12)

Advanced Placement (AP) US History (10 cr.) The AP U.S. History course is designed to provide students with the analytic skills and factual knowledge necessary to deal critically with the problems and materials in U.S. history. The program prepares students for intermediate and advanced college courses by making demands up on them equivalent to those made by full-year introductory college courses. Students should learn to assess historical materials—their relevance to a given interpretive problem, reliability, and importance—and to weigh the evidence and interpretations presented in historical scholarship. An AP U.S. History course should thus develop the skills necessary to arrive at conclusions based on an informed judgment and to present reasons and evidence clearly and persuasively in essay format. Prereq. – Recommendation by department. (11-12)

Psychology (5 cr.) This course is a survey course that covers the following areas of psychology in a precursory way: psychology as the study of human behavior, consciousness, the brain and behavior, child growth and development, adolescent's search for identity, personality theory, theories of troubled personality, learning theories, individual and society, and strategies for coping. Prereq. – None (11-12)

Honors Psychology (5 cr.) This course is an advanced study of human behavior as described in Psychology with emphasis in writing and analytical skills. Prereq. – Consent of Instructor

Electives

Film, Youth, and Ethics (5 cr.) This course is a study of the media and its impact on social mores, ethical choices, and personal values. Film basics and the language of films are key concepts in this course. Students will look at films and youth culture from a theological perspective. Prereq. – None (9-12)

Photography (5 cr.) Photography is a visual arts course in which students will combine creativity with technology. They will then learn to connect and apply what they have learned with their own creativity. Students will gain creative expression through composition and design, develop their artistic eye through their own images as well as their classmates' and professional photographers' images, and learn the unique vocabulary of art by participating in critiques. They will become proficient at the intricate operations of a digital camera, capturing outstanding images, and learn traditional as well as creative photo processing. They will have developed a good portfolio of their work by the end of the course. Prereq. – None (9-12)

Teacher's Assistant (TA) (1cr.) Student serves as a teacher aid during a scheduled study hall. Prereq. – Consent of office and instructor.

University Preparation (5 cr.) This course is developed for seniors planning to attend a four-year college or university. The class assists students in college application and scholarship preparation including writing essays and interviewing skills. The course prepares students for college success by introducing study groups, and advanced placement testing strategies. Prereq. – None (12)

Visual Arts

High School Art classes are progressive. Students must take Drawing before Painting, and Painting before 3-D Art.

Jr. High Drawing (5 cr.) Jr. High Drawing is a studio course in the visual fine arts field. The emphasis in the class is the fundamental principles of design and art. Students will have to “solve numerous problems” by creatively expressing themselves while pushing the guidelines of the project using a variety of mediums such as pencil, charcoal, pastels, and paint. They will be equipped to excel in the high school visual art program. Prereq. – None (7-8)

Jr. High Sculpture (5 cr.) Jr. High Sculpture is a studio course in the visual fine arts field. Students will create projects using a variety of mediums such as wire, foil, plaster, and clay. Through the projects, they will learn the principles and vocabulary of design as it relates to three-dimensional art. Their creative expression will be enhanced through artistic perception, historical and cultural contexts, and aesthetic valuing. Prereq. – None (7-8)

Drawing (10 cr.) Art history and art appreciation from Paleolithic to the present will be covered. The student will have experiences in pencil, charcoal, ink and other media serving as a basis for future art classes. The student may or may not display artistic skills; however, the student must be willing to develop his/her skills to the best of his/her ability. The primary purpose of the class is to focus on acquiring the techniques and the skills needed to draw objects in the classical (realistic) style and handle the tools used in drawing correctly. Prereq. – None (9-12)

Painting (10 cr.) Using the fundamental principles and skills learned in Drawing, the student will be introduced to acrylic, tempera, and watercolor medias and techniques. Art history and appreciation from Paleolithic era to the present will be reviewed and reinforced. Prereq. – Drawing (10-12)

3-D Art (10 cr.) A study of 3-dimensional art and its history. Students will work in ceramics forming artwork by hand and by wheel. Additive and subtractive experiences will be provided in paper, cardboard, plaster, wire and other media. Students should know the fundamental principles and skills of art. Prereq. – Drawing or Painting preferred (10-12)



ACADEMIC INFORMATION

A student will earn five credits for each course that meets for one semester, ten credits for a full year course. Failures and repeated classes will receive no credit.

Senior High School Graduation Requirements

Failures in a class receive no credit. A class repeated to improve a grade other than F's will not receive additional credit. Summer School courses may be used only with prior approval from Concordia Administration. Variance from these requirements will be allowed only in extreme cases.

In order to receive a diploma from Concordia, a student must complete a minimum of 60 credits at Concordia. Seniors who have not fulfilled academic requirements for graduation will not be allowed to participate in commencement exercises. A student must fulfill all graduation requirements prior to departure for early graduation. Early graduates will be allowed to participate in the baccalaureate service and commencement. Seniors who have finished the senior year, yet have not fulfilled all graduation requirements and have less than 30 credits to complete, must complete his/her requirements within 12 months in order to receive a diploma. A student, who completes the necessary courses, in the twelve-month period, may participate in the commencement ceremony the following year. Seniors who have finished the senior year and who have more than 30 credits to complete will not receive a Concordia diploma. Concordia will not issue a diploma to a student who has received a diploma from another school. Graduates are required to participate in the baccalaureate service to participate in the commencement program. To be eligible for the honor of valedictorian or salutatorian a student must have completed three semesters at Concordia by end of the first semester of the senior year.

Four-year College/University Preparation

Credit Requirements

40 Credits	Religion	*8 semester courses
45 Credits	English	*English 9, *Composition, *Speech, *Amer. Lit, *Eng. Lit., AP English Lit. & Comp., AP Lang. & Comp.
20 Cr. /30 rec.	Foreign Language	Spanish I, II, III, American Sign Language I, II
30 Credits	Social Studies	*World Hist., *U.S. Hist., *Government, *Economics,
30 Cr. /40 rec.	Mathematics	*Alg. I, *Geometry, *Adv. Alg. /Trig., Math Analysis, Calculus
20 Cr. / 30 rec.	Science	*Biology, Intro to Chemistry, Chemistry, Physics Anatomy, AP Biology
25 Credits	Physical Education	*Health, *4 semesters of P.E.
10 Credits	Visual/Performing Arts	Band, Choir, Drawing, Painting, 3-D Art, Theatrical Arts
15 Credits	Applied Technology	*Career Education and College Planning, Fin. Math, Yearbook, Business Applications I, II
10 Credits	Electives	
240 Credits	Minimum needed to graduate.	

*Required course for graduation.

High school credits earned in junior high will count as credits above the 240. They will fulfill subject area requirements but will not count toward the 240-credit requirement.

Junior College Preparation

Credit Requirements

40 Credits	Religion	*8 semester courses
40 Credits	English	*Eng. 9, *Composition, * Speech, *Amer. Lit., *Eng. Lit., AP Eng. Lit & Comp., AP Eng. Lang & Comp. Spanish I or American Sign Language I
10 Credits	Foreign Language	
30 Credits	Social Studies	*World Hist., *U.S. Hist., *Government, *Economics,
20 Credits	Mathematics	Pre- Alg., Alg. ½, *Alg. I, or Geometry,
20 Credits	Science	*Biology, General Chemistry, Chemistry
25 Credits	Physical Education	*Health, *4 semesters of P.E.
10 Credits	Visual Arts	Band, Choir, Drawing, Painting, 3 D Art, Theatrical Arts
20 Credits	Applied Technology	Fin. Math, *Career Education and College Planning, Yearbook, Business Applications I, II
25 Credits	Electives	
<hr/> 240 Credits	Minimum needed to graduate.	

*Required course for graduation.

Valedictorian/Salutatorian

The Senior(s) who has attained the highest cumulative grade point average (GPA) by the end of the 7th semester will receive the honor of Valedictorian at graduation. If the Senior(s) who has attained the second highest cumulative GPA by the end of the 7th semester has at least a 3.75 cumulative GPA, he/she will receive the honor of Salutatorian. To be eligible for both the valedictorian and salutatorian awards, a student must have completed three semesters at Concordia by the end of the first semester of his/her senior year. Co-Valedictorian and Co-Salutatorian will be awarded if two students meet the criteria.

Concurrent Courses

Students are encouraged to attend courses concurrently for enrichment or when necessary for remediation purposes. Some courses may be offered on campus. In order to maintain high academic standards students will need, prior to enrollment, approval from the administration (principal or registrar) to attend summer school or take concurrent courses for transferable credit to Concordia. Course content must be similar in nature to the course descriptions found in this handbook. Courses need to be taken through an accredited institution.

Jr. High Graduation Requirements

Students in Junior High are expected to complete the following course of study during the 7th and 8th grade years.

Religion	20 credits
English	25 credits
Math	20 credits
Science	20 credits
Social Science	20 credits
Physical Education	20 credits
Health	5 credits
Electives	<u>15 credits</u>
Total	140 credits

Any courses with a semester fail must be made up before a diploma will be issued. When a student fails a semester course, he/she along with the parents or guardians will meet with an Academic Committee to determine a course of action for making up the course.

Promotion from junior high school to high school is based on the student's grade point average. A student with a GPA less than 1.0 will not be accepted into the 9th grade. A student with a GPA higher than 1.0 but less than 2.0 may be accepted contingent upon faculty evaluation.

Valedictorian and Salutatorian are based on cumulative GPA from grades 7-8. If there is a tie for highest GPA, then all students who meet the criteria will be co-valedictorian.

Guidelines for Teacher Assistants

Student TA's are a valued part of the teaching program. Many of the duties and responsibilities that are performed by TA's allow a teacher more time to work with students and attend to classroom obligations.

1. The student must remain in the room of the supervising teacher to carry out the assigned tasks. Lunch tables, halls, library, lawn, etc. are off limits unless designated as a teaching area by the supervising teacher. The only exception is that seniors may go to the Senior Square at the teacher's discretion when duties are completed if the student is not on AGP.
2. The teacher will provide a work area in the classroom for their TA's.
3. Any faculty or staff member noticing a TA involved in an infraction of these guidelines must report it to the supervising teacher.
4. TA's must display professional conduct. This is especially important when the TA is in the front office. The TA must remember to keep anything confidential that he/she may hear or see regarding other students.
5. Any TA put into the cycle of discipline for cheating in any course may forfeit his or her TA status for the remainder of the year. This will result in the TA receiving no credit and a U. The student will also be scheduled in a study hall for that period.

Honors Level Courses

Cal State, University of California and other private college and university systems encourage students to take demanding academic courses in all subjects. It is important to read the admission information for the individual college/university of your student's choice to see how the college/university accepts honors classes. Honors classes dropped after the second week will be shown on the student's transcript with a mark of "W."

Honors classes at Concordia follow these guidelines:

1. Students who meet the prerequisites and elect to take an honors level course will be enrolled in the regular course and satisfy the extended content of honors curriculum requirements in addition to the regular course requirements.
2. Students must maintain a "C" in the honors course to continue each semester.
3. Students enrolled in the honors program will meet in special seminars with the honors teacher at appointed times each week.
4. A student who enrolls in honors courses may opt out at the end of the first two weeks.
5. Prerequisites: A student must maintain a minimum GPA of 2.5 in the previous academic year. Students must have maintained a minimum GPA of 3.0 in the subject area in previous courses or have the recommendation of an instructor in that department. A student will not receive honors credit for any grade below a "C".
6. A minimum of 5 students is necessary to offer an honor class.

Advanced Placement (AP) Courses

Students may also elect to take the Advanced Placement subject area tests such as AP Biology, or Calculus. It is important to read the admission information for the individual college/university of your student's choice to see how the college/university accepts AP classes. All prospective AP students must apply to the AP program. The following are the guidelines for acceptance.

1. The student must have a previous teacher written recommendation.
2. The student must have demonstrated high quality written work, timeliness in turning in assignments, willingness to be an active participant in discussions, and a positive attitude.
3. Students must take the AP exam for the course.

If a student is accepted into the program, and does not meet these expectations, then he/she will be dismissed from the program.

On-line Courses are available in most disciplinary subjects. A student may take an on-line course if he/she is not able to schedule a required course, or if the student desires extra enrichment. All on-line courses must be approved by the registrar. Students who take on-line courses must be self-motivated.

Honor Roll

Those students with a GPA of 3.0 - 3.49 will receive honors. Those with 3.50 – 3.99 will receive high honors. Those with a 4.0 and above will receive highest honors. Regardless of the GPA, if a student has a "D" or an "F", he/she will not be included on the Honor Roll.



California Scholarship Federation (CSF)

CSF is a statewide organization with standards met by the state governing board. Membership is neither mandatory nor automatic, but only students earning the appropriate amount of points (as designated by the state board) will become members. Each student must apply in person at the appointed time during the first three weeks of each semester by filing the appropriate form. Students who maintain membership for four semesters during grades 10-12 (one semester of which must be in the senior year) become Seal bearers, receive special recognition on their diplomas, and become eligible for scholarships. Ninth graders are invited to apply as associate members of CSF the second semester after completing a full semester of high school course work.

Junior High students are eligible for California Junior Scholarship Federation. Membership is neither mandatory nor automatic, but only students earning the appropriate amount of points (as designated by the state board) will become members. Emphasis is placed on academics and service. Each student must apply in person at the appointed time during the first three weeks of each semester by filing the appropriate form.

National Honor Society

NHS is a nation-wide organization sponsored by the National Association of Secondary School Principals. Eligible students are invited to apply for lifetime membership in their sophomore, junior or senior year if they have attained a cumulative GPA of at least 3.0. Freshmen are invited on a provisional basis the second semester. The faculty of the school elects members based on the student's performance in four areas: Scholarship, Character, Leadership and Service. To maintain membership beyond election, the student must continue to demonstrate high standards in all of these areas.

Junior High Students are eligible for National Junior Honor Society. The guidelines for entry are the same as the high school guidelines.

Grading System

Student work will be evaluated in all courses according to the following system:

90% - 100%	A	Superior work
80% - 89%	B	Above Average
70% - 79%	C	Average
60% - 69%	D	Below Average
50% - 59%	F	Unsatisfactory
	I	*Incomplete

A 5 point grade scale will be used for honors courses and advanced placement credits where a grade of C or above is earned. See section under Honors Level Courses.

*All incomplete work must be completed within two weeks of posting of the report cards unless other arrangements have been made with the administrator. If the work is not completed within two weeks, the grade will change to an "F."

Academic Integrity Policy

At Concordia, we want to establish a Christian atmosphere that is loving, honorable, and trusting. Psalm 34: 12-14 says, *"Whoever of you loves life and desires to see many good days, keep your tongue from evil and your lips from speaking lies. Turn from evil and do good; seek peace and pursue it."* Concordia considers cheating of any kind a serious offense against God as well as fellow students, parents, teachers, and the person himself. Therefore, the following policy will be enforced in all classes.

This policy applies to any student found cheating. Cheating is considered, but is not limited to, the following activities: caught with a cheat sheet, caught copying another student's homework, giving homework to another person to copy, wandering eyes on an exam, and plagiarism. Plagiarism is submitting someone else's work, whether all or part of it, as your own without giving proper credit. The policy is for the length of one school year.

1st Offense:

- Zero on the assignment
- Saturday Detention
- Mandatory Parent/Student/Administrator Conference

2nd Offense:

- Zero on the assignment
- Mandatory Parent/Student/Administrator Conference
- Two day suspension or possible expulsion

3rd Offense:

- Expulsion

Academic Guidance Program

A student is placed on the Academic Guidance Program when his/her current GPA is below a 2.00 or when there is a significant drop in current GPA. Students have two (2) terms to show the required improvement specified on the individual terms of probation. Those who do not satisfy the minimum or specified requirements as noted on the terms of their AGP agreement may be asked to discontinue enrollment at Concordia and must then transfer to another school.

As with all disciplinary matters, Concordia views AGP as a chance to counsel with the student and to help him/her improve academically. Students on AGP will need to meet with the Spiritual Life Director or another administrator before entering the program. Students on AGP will be assigned a faculty mentor who will oversee that student's progress. Students will turn in a weekly progress report (signed by a parent) on the designated day to monitor progress and to plan a course of action. The student is, however, required to make the efforts necessary to improve his/her academic marks. Support from the home is requested and expected. Students on AGP must attend tutoring during B period.

Seniors on AGP or have a "D" or "F" in any class will lose their senior square privileges for that term. Seniors who have not fulfilled academic requirements for graduation will not be allowed to participate in commencement exercises.

Textbook Policy and Rotation

Textbooks will be purchased by the student through **ESCO**.
The following rotation will be used for new textbooks:

2011-2012	English
2012-2013	Social Studies
2013-2014	Math
2014-2015	Science, Art, Music
2015-2016	Foreign Language, Religion, Physical Education, Business and Technology



STUDENT LIFE

Attendance Policies

Absences

If a student is absent from school, the school is to be notified.

1. On the day of absence, the parents must notify the school office.
2. **BEFORE SCHOOL**, on the day of return, the student must turn in to the office a note from the parent or guardian that contains the following information:
 - * Student's name
 - * Date(s) and day(s) of absence
 - * Reason for absence
 - * Signature of parent or guardian
4. Excused Absences are
 - * Illness
 - * Bereavement
 - * Legal Obligation
 - * Medical or dental appointments
5. **NOTE:** Parents choosing to hold students out of school for any reason other than the above are advised that their students may not receive credit for any work missed on those days, unless the school is notified one week in advance of the absence. If a one week notice is given, all schoolwork must be arranged with teachers prior to the days of absence.
6. **NOTE: Students must attend four (4) or more classes (a block class equals two classes) in a school day to participate in or attend any extra-curricular activities (such as drama, music, or athletic practices or events) for that day.** If absent on a Friday, Students may not attend events that are held on a Friday. A student may attend, but not participate in a Saturday activity unless prior approval is granted by the administration.

Truancy

Absence from school without parental consent is truancy and may result in a suspension.

NOTE: Unexcused absence from any class or chapel service is considered truancy. A Saturday workday or possible two-day suspension may be issued.

Tardies

Studies and experience have shown that excessive tardiness to class results in disruption of classes, loss of academic time, and then finally, reduction of student success. To that end, it is extremely important that all students be in their classes on time. Students are to be in the classroom and in their seats when the bell rings to begin class. If arriving late to first period, the student **MUST** report to the front office before going to first period class. If the student arrives 15 minutes or more late, he/she **MUST** be signed in by a parent in the front office. If the student is driving, then a phone call will be made to the parent before the student can attend class. For regular length periods, the student will be considered absent for the class after 15 minutes. For block periods, the student will be considered absent after 30 minutes. Tardiness will be tracked for all class periods of the day. Consequences for excessive tardies are as follows:

1. Students who accumulate three (3) unexcused tardies will receive a conduct referral.

2. If a student receives six (6) unexcused tardies in any one semester, he/she will be placed on zero tolerance, or the parents have the option of shadowing their child for one day.
 - a. A student on zero tolerance will not be admitted to any class to which he/she is tardy.
 - b. The student will remain in the office until that period is over.
 - c. No credit is given for work in that class.
 - d. The student will remain on zero tolerance for one month.
 - e. If, during that time, the student does not receive a tardy, then he/she will be taken off of zero tolerance.
 - f. If he/she is tardy to class during the month, then the month is recalculated to begin from the time of the tardy.

Three (3) tardies to a student's first period class will be excused per semester by parents/guardians. After that, all tardies will be counted as unexcused. Tardies/absences will be excused for the following reasons:

1. Illness (parent/guardian note)
2. Bereavement (parent/guardian note)
3. Medical/dental appointments with confirmation of note from doctor.
4. Unexpected delays on freeway (parent/guardian note)

All other tardies, even with a parent/guardian note will be considered unexcused.

Prolonged Absence

Students missing the equivalent of fifteen (15) times in any one particular class, during one semester, will lose credit for that semester's class, and/or may be asked to leave Concordia. Block classes are considered two classes and count as two absences. Missing 15 minutes of a class will count as an absence.

Students missing four (4) days in a row for illness must present a doctor's care paper to return to school.

Late Arrival/Early Dismissal

Juniors and Seniors who are not scheduled for a class the first period of the day or the last period of the day do not have to be at school during those class periods. The student must have a letter from his/her parent or guardian giving permission to come to school late or leave school early. This letter will be placed in the student's file. Students who are on an athletic team will not be allowed early dismissal. Instead, the student must be registered for a class.

Leaving Campus During School Hours

School hours are 7:00 a.m. through 2:40 p.m. Jazzman and Yearbook students start at 7:00 a.m. All other classes begin at 8:10 a.m. Release from school before the close of the school day will be granted only when:

- a. A phone call has been received in the office from parent or guardian.
- b. A parental note has been brought to the front office.
- c. A parent signs the student out in the front office.

Visitors

Because we maintain a closed campus, **students are not allowed to have visitors.** Those wishing to visit during school hours to view the school need to contact the school office and speak to the Admissions Counselor. Only prospective students and alumni are generally allowed to visit. All visitors to Concordia will need to check in at the front office and receive a visitor's pass.

Closed Campus

Concordia runs a closed campus. Entrance to and exit from the campus is controlled. This policy assures parents that their children's whereabouts are known, safety is assured, and the school takes its "parenting" responsibility seriously. The following rules apply:

1. Students may not leave campus from the time they arrive until school is dismissed for the day without being signed out by a parent or guardian. Students who leave campus at the end of the day are not allowed to return to campus. If a student must return, he/she must call the school and receive permission from the administration.
2. Violation of the closed campus rule will be handled as truancy. If a student must be on campus past 3 p.m. on a daily basis and is not in a supervised activity, he/she must attend an after school study.
3. Once a student arrives on campus, he/she must remain on campus.
4. The campus is open at 7 a.m. After school study ends at 5 p.m. Students should arrange for rides by that time.

After School Study Hall

Students on campus after 3:15 p.m. and who are not involved in an organized school sponsored activity must report to the study hall. Students must be signed out by parent/guardian or a note from parent/guardian if student is allowed to sign him or herself out. Students not following after school guidelines will have disciplinary actions taken. Students on campus after 5:30 will be assessed a charge of **\$1.00 per minute**.

Extra-curricular Activities

To provide for a well-rounded education, several different extra-curricular activities are provided for our students. From sports to drama, music to cheerleading, each student has a wide variety of options available to him or her. Participation in these activities is a privilege and an honor; therefore, it is dependent upon academic achievement and responsible conduct. In order to participate in an extra-curricular activity, practice, event, game, etc; students must have attended half of their classes that day.

The following guidelines apply to all extra-curricular activities:

1. A student will not be eligible if he/she has an "F" in any class.
2. All students in grades 9-12 must **maintain a GPA at or above 2.00** in the previous grading period. There is an athletic probation option that may be used one quarter during one's high school years. Needed information can be obtained from the athletic director.
3. All extra-curricular events must have a coach or advisor present at all their activities and school approval for each specified event.

Harassment

Students should be free from harassment, bullying and other forms of intimidation. Forms of harassment include but are not limited to the following: oral harassment such as derogatory comments, jokes or slurs; physical harassment such as unnecessary, unwelcome or offensive touching, or impeding or blocking movement; visual harassment such as derogatory or offensive posters, cards, cartoon, graffiti, drawings, or gestures; unwelcome advances, requests, or demands for favors; and other oral or physical misconduct. Harassment that occurs between students at home, over the telephone or over the Internet, will be dealt with as a school incident when such occurrences affect the school environment.

Any student desiring to make a complaint of harassment should immediately report it to the principal or one of the vice-principals. However, there is absolutely no requirement that the student must make the complaint to the alleged harasser. If the principal or vice-principal is the harasser, the student is to make the complaint to the Executive Director. A student making a complaint of harassment shall not suffer any repercussion for doing so. The school will promptly and thoroughly investigate all complaints of harassment. The school will take immediate and appropriate action to resolve such complaints. A report of the results of the investigation will be made to the complainant, the alleged harasser, and the supervisor of the alleged harasser.

Sexual Harassment

Concordia recognizes that harassment on the basis of sex is unlawful. Employees and students will not engage in conduct constituting sexual harassment. School Board Policy prohibits any act of sexual harassment as defined by the Board Policy where such act is related to any school activity or school attendance as allowed by state law. The school will not condone or tolerate sexual harassment. The school will take appropriate disciplinary action against all employees or students found to have engaged in sexual harassment.

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. It includes but is not limited to the following circumstances:

1. submission to such conduct is made a term or condition of a student's academic status
2. such conduct has the effect of unreasonably interfering with student's academic performance or creating an intimidating, hostile, or offensive educational environment.

Student Pregnancy

At Concordia, we believe in the sanctity of life. This includes the need to nurture a deep reverence and gratitude for God's gracious gift of human life. When the administration becomes aware of a student pregnancy, a consultation program will immediately be designed by the school to involve the student(s) parents, and selected resources such as the student's pastor and other counselors.

Arrangements for the student's continued enrollment at Concordia will be based on the circumstances and response of those involved in each case. Repentance, forgiveness, and restoration are important to the individual as well as the school community; therefore, each case will be evaluated on an individual basis by the administrative review committee.

Public Display of Affection

Physical contact between students on campus is limited to holding hands and brief hugs. Infractions of the PDA policy will result in counseling with the administration and a conduct referral.

Student Marriage

Concordia operates as a school for preteens and teenagers, and as such, holds the opinion that its social setting is not designed to include married students in daily attendance. This opinion also applies to non-married (live-in) student situations. Because individual cases vary greatly, all situations involving student marriage/live-in will be dealt with individually.

Canine Detection

In order to assure a safe drug-free environment in which our students can learn, Concordia contracts with Interquest for the use of detection canines. The canines and their handlers search the school on random days for weapons, drugs, or alcohol. They will search classrooms, lockers, and cars parked on or near our grounds. A positive identification for any of the listed substances will result in a request for expulsion.



Lunch

As Concordia is a closed campus, students will not be permitted to leave campus to eat or purchase lunch. Deliveries, except by parents, are not allowed. All deliveries of lunch must be brought to the office before lunch. There are vending machines for the convenience of students. **Concordia is not responsible for losses incurred because of using these machines.** A hot lunch item from local businesses is usually available for purchase. **(Students must have change, the office and student sponsored groups will not give change.)**



Food and Beverages

Food and drinks are not allowed in the classrooms. Water is allowed but only in a clear plastic bottle. No thermo mugs, coffee cups, coffee products, drinks in paper cups, flavored water, etc. are allowed. Gum is not allowed on campus. Violation of this policy will be handled with having the item thrown away and disciplinary actions taken.



Cell Phones/Electronic Devices

Concordia is not responsible for any stolen or damaged electronic devices. Such items should be locked away in the student's locker during the day. Cell phone use is not permissible during class time for any reason. Checking the time, text messaging, and talking on the cell phone are all considered cell phone use. The consequence for cell phone use during class times is confiscation of the cell phone for parental pick-up. If the problem persists, other disciplinary action will be taken.



Electronic devices such as pagers, CD players, cameras, electronic games, MP3 players, etc, are allowed only before, after school, or by teacher's discretion. If these items or earphones, speakers, etc are visible at inappropriate times, they will be confiscated for parental pick-up.

Telephone

Parents having **urgent messages** for students may call the school office and leave the message with the office. ***It will be delivered as soon as possible. Parents are asked not to call their child or text them during the school day.***

Lap-top Computers/iPads/Kindles

Students wishing to bring a lap top computer, an iPad, or a Kindle to school may do so after signing a Lap-top/iPad/Kindle Contract. Students are responsible for the security of their electronic devices and must have permission of each of their teachers as to the allowance of its use in their respective class.



Internet Safety and Texting

In order for students to use the internet at Concordia, they must first read and sign the Network Use Agreement. This form details many topics relating to the use of the internet. These topics include, but are not limited to, internet etiquette, safety using the internet, gaming, legal issues, harassment, and plagiarism. We ask for the parents' help in instructing students about what is appropriate and inappropriate as well. MySpace, Facebook, and other related social networking sites are prohibited on campus. We also encourage parents to monitor their child's use of the internet and texting on their phones. Information sent out or received from these sources is often abused, intercepted by predators, or a means of relaying information not deemed acceptable for students at Concordia. Internet on campus may only be used for academic use and research. A teacher will be present at any time the internet is in use.

Lost and Found

Lost articles may be retrieved in the Lost and Found. Maintained by the Student Council, a \$1.00 fee will be charged for each returned item. This includes clothing, jewelry, books, or any other loose items. All monies will be used to fund Student Council projects.

Backpacks, purses, duffel bags, and messenger bags should not be left unattended in hallways, under benches, or on Senior Square. These items will be taken to the office and a \$2.00 fee will be assessed for returning the item.

For safety reasons, the hallway floor must be kept clear of all materials, including athletic bags. Materials left in the hallways will be removed and may be reclaimed at the end of the school day, in the school office and the applicable fees will be charged. Consult your teachers if you will have special temporary storage problems.

Lockers and Locks

Lockers will be furnished to all students. Lockers are the property of the school and may be checked by appropriate school authorities without the student's permission. Lockers may be personalized on the inside but stickers and permanent markings may not be used. All decorations should show good Christian taste. Locks will be issued to students once in their Concordia career. Additional locks can be purchased in the office. Only locks issued by the school may be used on lockers. Students are responsible for their locks, lockers and the contents in the locker. Do not switch lockers unless approved by the office. Do not share locker combinations, do not share lockers, and make sure your locker is locked before you leave.



Student Drivers

Driving a car to school is a privilege and a responsibility granted by both the home and the school. In a cosmopolitan area such as ours, driving is often necessary. However, cars can also be misused. Therefore, Concordia has established the following guidelines for student drivers:

1. Motor vehicles may be driven on campus by licensed drivers only. Student drivers must register in the office and show proof of valid California Driver's License and insurance.
2. Maximum speed is 10 mph on campus.
3. All cars parked on campus must be registered with the school.
4. Student cars may be parked only in designated parking spaces.
5. Students are not allowed access to vehicles during the school day without direct faculty supervision.
6. Cars are not to be used as a locker.
7. Stickers, license plates, displaying offensive images or words are prohibited.
8. When on campus, music played must not be heard outside of vehicle.

Infringement of these rules may result in loss of campus driving privileges or other disciplinary actions.

Senior Square

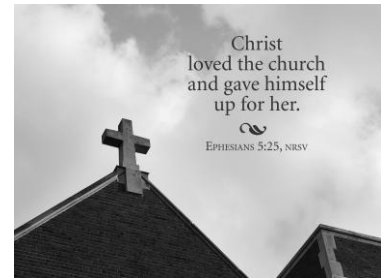
Senior Square is a privilege not a right. There are guidelines that must be followed or seniors will lose privilege for a period of time determined by the administration.

1. When seniors are at Senior Square, they must remain at the square until the bell rings for the next period. Students are not to stand, sit, or lay down on the grass area or on top of tables. Seniors who need to go to the restroom or to their lockers must have their pass signed by an office staff person. Seniors are not allowed to go to their cars or wander the hallways during this time.
2. Seniors are to use this time wisely. Playing cards, games, use of cell phones, iPods, etc... is prohibited. Sleeping is not allowed on Senior Square.
3. Seniors must report to their study hall supervisor and be dismissed before going to Senior Square.
4. No underclassmen are allowed on Senior Square during the day.
5. Seniors with a grade of "D" or "F" or are on AGP will lose their pass for that term.
6. Seniors are not allowed to leave early if their study hall occurs at the end of the day.
7. Disrespect for any school personnel or failure to follow directive from any school personnel will result in losing their Senior Square pass for minimum of two weeks.
8. Senior passes must be shown to the instructor before being dismissed to Senior Square.
9. Seniors are not allowed to order food for delivery or delivered by friends without prior consent of the office. Special lunches need to be cleared by the administration two weeks in advance.
10. Care and maintenance of the square is the responsibility of the senior class. Report any students who leave the Square in disarray. Trash, food, etc... left on Senior Square may result in the closure of the Square for a determined period of time.
11. Hanging on the canopy will result in a fine of \$20 to be collected for future repairs.
12. Seniors are advised not to leave backpacks, sports bags, books, purses etc. on Senior Square unattended. They will be taken to the office or lost and found, and appropriate fees will be assessed for return.
13. Seniors must be in dress code at all times while on Senior Square.

Spiritual Growth Opportunities

Chapel

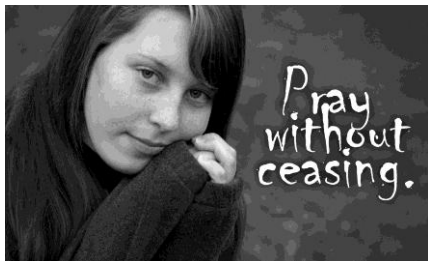
Because of the importance of Chapel services for the spiritual development of all at Concordia, certain guidelines are to be followed. Students are to move directly from class to Chapel. Books and materials are to be left in the classroom. As you enter, please BE QUIET! Use the pre-Chapel time as worship preparation time, not as chatting time. Please have respect for the Lord's presence in our Chapel.



Parents are welcome to attend the chapels after getting a visitor pass in the Office. Chapel absences and tardies will be dealt with in the same manner as classroom absences and tardies. At the completion of chapel, students are asked to leave quietly.

Prayer Groups

Prayer groups provide safe settings for students to grow both in their faith and in understanding of God's miraculous power through the power of prayer. Students meet weekly, exchange prayer requests, and pray for each other. Concordia currently sponsors four prayer groups: coed junior high group, coed senior high group, girl's only senior high group, and men's prayer group. All are welcome to attend.



Chapel Worship Team

Chapel Worship Team is an opportunity for students to become involved in leading and developing chapel services. Students can lead worship, participate in chapel drama productions, and/or prepare chapel artwork. Students interested in being involved in the Chapel Worship Team should contact the Spiritual Life Director.

Uniform Dress Code

While it is true that there is no such thing as "Christian" dress, a standard of dress is always appropriate for a given place or occasion. The uniform dress code is intended to help the Concordia student body think about its witness to others. It must be remembered that Concordia is a place of learning. Styles perfectly acceptable for lounging and special occasions may be completely inappropriate for school wear. **The administration of Concordia reserves the right to determine inappropriate clothing not specifically covered in the handbook.** However, in order to facilitate and implement the best possible teaching and learning atmosphere, there are two words that exemplify our standards for dress: **modesty and safety.**

Modesty: clothing must fit appropriately (not too tight or baggy) or be too revealing. Clothing should promote a learning environment and not distract from it. Clothing that is faded, torn, ripped, and holey or that are in general disrepair are not allowed.

Safety: If clothing is worn that jeopardizes the safety of any student, it is unacceptable.

While this dress code may not fit your personal taste and wardrobe, it is designed to give you comfort and some flexibility, yet maintain set standards.

Girls Uniform	Boys Uniform
<p><u>Shirts</u></p> <p>Polo style: solid white, black, or (grey and maroon purchased through Concordia only), buttoned in a modest way. Approved Concordia Polos are available for purchase from the office.</p> <p>T-shirts and tank tops worn under the polo must be solid white, grey, and maroon and may not extend below the hem of the polo or beyond the sleeves.</p> <p><u>Bottoms - Shorts, skirts, skorts, pants and capris:</u></p> <p>Solid light or dark khaki, black, light, or dark grey. Dickies or Docker style. The length of shorts, skirts must cover mid thigh muscle. The top of any slit must be to middle of thigh muscle when standing. No cargo pants or jeans may be worn.</p> <p><u>Hair:</u></p> <p>Must always be neatly groomed and cut with hair not interfering with face. No extreme styles, cuts, or coloring (Mohawks, etc...).</p> <p>No shaved images or designs.</p> <p><u>Piercing /tattoos</u></p> <p>Girls may wear earrings in ear (no gauges or spikes). No other body piercing, or visible tattoos are allowed.</p>	<p><u>Shirts</u></p> <p>Polo style: solid white, black, or (grey and maroon purchased through Concordia only), buttoned in a modest way. Approved Concordia Polos are available for purchase from the office.</p> <p>T-shirts and tank tops worn under the polo must be solid white, grey or maroon and may not extend below the hem of the polo or beyond the sleeves.</p> <p><u>Bottoms - Shorts and pants:</u></p> <p>Solid light or dark khaki, black, light or dark grey. Dickies or Docker style. Pants/shorts must be worn around the waist with a belt if necessary. No cargo pants or jeans may be worn</p> <p><u>Hair</u></p> <p>Must always be neatly groomed and cut with hair not interfering with face. Hair may extend to top of shoulder. No extreme styles, cuts, or coloring (Mohawks, etc...).</p> <p>No shaved images, designs or ponytails.</p> <p>Boys may wear well-trimmed moustaches and Junior and Senior boys may wear well-groomed beards.</p> <p><u>Piercing / tattoos</u></p> <p>Boys may wear two stud earrings in their ears (no gauges or spikes). No other body piercing or visible tattoos are allowed.</p>

Girls and Boys Uniform

Shoes: must have a heel support, back strap, and soles. No house slippers. (State educational code)

Sweatshirts, Sweaters, Jackets and Coats may be worn over shirts: must be solid white, black, light or dark grey, or maroon. Concordia sweatshirts are acceptable, but sweatpants are not allowed.

Sunglasses, Hats and Hoods: Concordia issued hats may be worn when outside. Sunglasses, hats and hoods of any kind are not to be worn inside the buildings.

1. Concordia school-spirit clothing (issued by Concordia), such as music or sports T-shirts, may be worn on Thursdays and Fridays.
2. Dress attire for extra-curricular activities, sports, performances, etc. **must be submitted in written form and approved by the Administration at least one (1) week before the day or days the sponsor intends to implement said dress.**

UNIFORM DISCIPLINE

All uniform disputes will be directed to the Administration.

Students who are determined to be out of dress regulation will not be allowed to attend class until they are in compliance. Concordia recognizes that the student's individual appearance is mainly the responsibility of the student and parents.

A parent/guardian will be notified by the student and a change of clothing must be brought to school for the student before the student will be allowed to return to class. Rental uniforms may be available.

Hair out of uniform must be corrected by the next day or the student will not be allowed to attend classes.

Failure to follow the Uniform dress will result in the following:

- 1st – 4th offense - Dress Code Violation slip and change of clothing
- 5th offense - Change of clothing and a Conduct Referral
- 6th offense - Parent meeting, and implementation of a contract or expulsion

Discipline Policies and Procedures

Since Concordia is a Christian Day School, our aim is to seek and maintain discipline according to the principles of Scripture.

Objective

Structure our lives and those of our students in a pattern established in God's Word. This reveals itself in three ways:

1. Establishing attitudes, words, and actions that give glory to God.
2. Displaying Christ-like love toward one another.
3. Fostering responsibility for one's own behavior.

The acceptance and execution of all disciplinary policies are the responsibility of every faculty member, student, administrator, and staff person at Concordia Jr. /Sr. High School.

Penalties for Violation

The following information relates the disciplinary procedures to be followed for various levels of infraction listed in order of increasing seriousness of offense, of severity, and of correction. May they serve as a curb to sinful human nature, which is inclined to disturb our peace and progress.

Demerit

A Demerit is given for minor offenses. The student will receive the Demerit and must return it back to school signed by a parent/guardian the next day. Any school official for any of the following offenses may issue a Demerit.

- Excessive talking
- Disruptive behavior
- Inappropriate behavior
- Inappropriate language

Regulations for Classroom conduct will be established by each teacher as deemed necessary and *proper*.

Detention

When a student is continually misbehaving, a teacher may elect to give the student a detention.

Procedure:

1. The offense is named by the teacher.
2. The teacher takes the student's name.
3. A detention form is completed by the teacher and sent to the office.
4. The teacher contacts the parent to confirm that the parent is aware of the detention.
5. The first and second detention will be served on the established detention day after school.
6. The third detention will be a Saturday School.
7. The fourth detention will result in an administrative conference.

Conduct Referral

A Conduct Referral is given for a serious offense. When a student receives a Conduct Referral, the office will notify the parents by phone. If needed, a conference will be arranged.

Offenses:

- Accumulation of five (5) demerits in a semester
- Accumulation of five (5) dress code violations slips in a semester
- Ditching class
- Damage to property – This includes school property, teacher's, and other student's property. The parents of students causing said damage will be obligated to pay for any repair or loss.
- Deliberate misuse of property
- Disrespect/intimidation/harassment of other students
- Disrespect to teacher or other school staff member
- Forgery – 1st offense (This generally involves forging parent's signature on school communication)
- Improper disposition of Parental Notices
- Insubordination
- Irreverence in Chapel
- Lying
- Profanity
- Public display of affection
- Three unexcused tardies in any quarter.

Saturday School

Saturday School is a three hour workday from 9:00 a.m. – noon. Students will be charged a fee of \$20 for the first one and \$40 for any further Saturday detentions. The student will be assigned various jobs around campus.

Offenses:

- Truancy – 1st offense
- Receiving a second Conduct Referral
- Cheating– 1st offense (refer to Academic Integrity Policy)
- 3rd Detention

Suspension

Immediate suspension may be imposed when there is reasonable belief of the student's involvement in the following offenses. The school administration will schedule a meeting at which parental attendance will be mandatory. No credit will be given for any academic work during the suspension. Suspension from school will also result in being removed from a team for the remainder of the season.

1st Suspension will impose a mandatory two-day minimum exclusion from classes and class work. Parents must meet with the school administration before the student may return to classes.

2nd Suspension will impose a mandatory two-day minimum exclusion from classes and class work. A Discipline Contract will be developed to determine under what conditions the student may remain enrolled at Concordia. Parents must meet with the school administration before the student may return to classes.

Offenses:

- Cheating – 2nd offense
- Forgery – 2nd offense
- Fighting
- Graffiti
- Smoking or possession of tobacco products
- Repeated display of negative attitude
- Tampering with lockers
- Teacher assault
- Profanity
- Three (3) Conduct Referrals in a semester
- Theft – this includes intentional relocation of school property to render it useless and theft of teacher's or student's property
- Noncompliance with policies in the handbook

Discipline Contract

Good behavior is expected of students attending Concordia. Unfortunately, a few students are unable to demonstrate appropriate self-control and need to be placed on a contract. A discipline contract outlines expected behavior for a student who has consistently shown they are unable to take responsibility for their actions. A contract will stipulate the expected behaviors of a student. The contract may be a requirement for re-enrollment and will last for at least the period of one semester. Failure to meet the expectations specified in the contract may result in expulsion.

Expulsion

The school administration may impose interim expulsion upon reasonable cause to believe that the student was involved in the offense listed below. If upon confirmation that the student did indeed violate said policy, a permanent expulsion may be issued. Application for re-enrollment must be made by parental initiative to the administration of Concordia.

Offenses:

- Drugs or Alcohol – This includes possession, display, solicitation, receiving, use, and offering of any illegal drugs, marijuana or alcohol, on or off campus. Any student **suspected** of using or under the influence of alcohol or illegal drug, will be **required** to submit to a drug test at a drug-testing center approved by Concordia, and paid for by the parent/guardian. A student will not be allowed to return to school until said drug test results are reviewed by the administration of Concordia. (See Drug and Alcohol Policy)
- Weapons – This includes the possession on the person, in a locker, or on personal property of the offender. This includes guns, any type of knife, or any other item classified as a weapon.
- Gang related incidents – This includes tagging gang symbols, claiming gang affiliation,

etc...

- Cheating – 3rd offense
- Forgery – 3rd offense
- Theft – 2nd offense
- Tagging of any kind (gang related or not)

ANY OFFENSE THAT IS ALSO A VIOLATION OF THE LAW WILL RESULT IN NOTIFICATION OF THE PROPER AUTHORITIES AS REQUIRED BY LAW.

Concordia Jr. /Sr. High School reserve the right to suspend or expel a student at any point, regardless of the number of offenses, if that student's presence is detrimental to the atmosphere of the school.

POLICY REGARDING ALCOHOL, TOBACCO AND OTHER DRUGS FOR CONCORDIA JR. /SR. HIGH SCHOOL

Concordia Jr. /Sr. High School, as an educational institution (and in keeping with the laws of the State of California), promotes the belief that tobacco, alcohol and other drugs are detrimental to the healthy development of adolescents. In keeping with this principle, we maintain a policy, which prohibits student use of these substances, and provides an educational atmosphere that allows them to develop productive Christian lifestyles free of chemical substances.

We teach our Christian youth that their bodies are temples of the Holy Spirit, that they are bought with a price (the shed blood of Christ Jesus upon the cross) and that they are to honor God with their bodies (*1 Corinthians 6:19-20*). We also teach them to obey our government and honor their parents. The use of drugs, alcohol and tobacco disregards those teachings and drastically alters their relationship with God, parents and fellow students.

It is our intent, therefore, to help students make God-pleasing decisions, gain personal responsibility, remain free from the harmful effects of alcohol, tobacco and other controlled substances and maintain the credibility and integrity of Concordia Jr. /Sr. High School and its students. We therefore enact the following policy concerning the illegal use of drugs, alcohol and tobacco.

Tobacco: Possession of, use of, or consumption of any tobacco product on campus or at any school function (on or off campus) is strictly prohibited.

Alcohol and Other Illegal Drugs: Possession of, use of, consumption of, or being under the influence of alcohol or illegal drugs on campus or at any school function (on or off campus) is strictly prohibited. Any possession of, consumption of, or being under the influence of alcohol or illegal drugs off campus, at non-school related activities which impacts our students and negatively affects the educational process at Concordia may be subject to the full impact of this policy. Considered even more serious is the student's involvement in the giving or selling of alcohol, prescription drugs, illegal drugs, drug paraphernalia, or look-a-like drugs of any kind to anyone.

DISCIPLINARY ACTION

Tobacco: Upon reasonable cause to believe that, a student is involved in this offense:

1. The student will be suspended for a minimum of three (3) school days.
2. A conference (s) will be scheduled with the student, parents and administration to deal with the infraction and to provide Scriptural guidance.
3. If proper attitudes are displayed by the student, a positive working relationship with parents is obtained and a plan to help the student quit is pursued, the student may return to classes.
4. A second offense at any time during the years of attendance at Concordia may result in expulsion.

Alcohol: Upon reasonable cause to believe that, a student is involved in this offense:

1. The student will be suspended for a minimum of five (5) school days.
2. If necessary, parents will be asked to cooperate in the scheduling of a test for alcohol (a urine test or a breath test). They will need to be present and will pay for the test(s).
3. A conference (s) will be scheduled with the student, parents, pastor/priest and administration to deal with the infraction and to provide Scriptural guidance.
4. If proper attitudes are displayed by the student, a positive working relationship with the parents is obtained and a plan to help the student quit is pursued, the student may return to classes.
5. A second offense at anytime during the years of attendance at Concordia will result in expulsion.
6. Those students involved in selling, supplying or distributing alcohol will be expelled for the first offense.

Illegal Drugs: Upon reasonable cause to believe that, a student is involved in this offense:

1. The student will be suspended for a minimum of five (5) school days.
2. A conference (s) will be scheduled with the student, parents, pastor/priest and administration to deal with the infraction and to provide Scriptural guidance.
3. A drug test (a hair analysis) will be scheduled with parent's consent and presence. The cost will be paid by the parents and the test will be arranged by the principal.
4. A student will be allowed to return to class on probation, if the following conditions are met:
 - Proper attitudes are displayed by the student concerning the spiritual, legal and social effect of drugs in his/her life.
 - Parents are working positively and effectively with the school.
 - A plan is underway that will help the student to quit using drugs. This plan will include:
 - A. Pastoral counsel
 - B. Substance abuse counseling
 - C. Parental supervision
 - D. Periodic drug testing at a drug-testing center approved by Concordia at parent's expense every three months for one year.
 - E. Other conditions determined by the severity of the situation
5. A second offense at any time during attendance at Concordia will result in expulsion.
6. Those students involved in selling, supplying, or distributing of illegal drugs or drug paraphernalia will be expelled for the first offense.

PROTECTIVE PROCEDURES

In an effort to establish a more protected environment for our students and in an effort to discourage and apprehend those who would desire to bring drugs, alcohol or tobacco to campus or school activities, the following practices will be a part of Concordia's method of operation:

1. Students will be expected to maintain clean and well-organized desks and lockers.
2. Writings or pictures that in any way promote or glorify the use of drugs, alcohol or tobacco will be removed from campus.
3. Students who drive will not be allowed access to vehicles during the school day.
4. Concordia will contract for the random use of detection canines. These dogs and

- their handlers will periodically search classrooms, lockers, desks and cars on campus or near campus for drugs, weapons or alcohol.
5. Any offense that is also a violation of the law will result in notification of the proper authorities as required by law.
 6. Parents are encouraged to get involved in the battle against tobacco, drugs and alcohol.
 - A. Pray continually for the young people of today.
 - B. Be brave enough to confront your children, and have them tested if necessary, and pursue help for them before their conduct surfaces at school.
 - C. Monitor parties.
 - D. Worship regularly with your youth so that they may learn a proper respect for God, themselves and others.
 7. A copy of The Policy Regarding Alcohol, Tobacco, and other Drugs will be included in our handbook and an additional copy with a signature page will be signed, each year, by parents and students and returned to the school office as a condition of attendance.

This policy allows in many cases for testing, counseling, parental involvement and cooperation between parents, students and school. It does not in any way condone illegal use of drugs, tobacco and alcohol. Expulsion may indeed be the immediate or, at least, the end result in many cases.

There is a tendency among us to support rules until they are applied to “our child”. Make no mistake about it; all of our children have the opportunity to get involved with drugs, alcohol and tobacco. We can’t “bury our heads in the sand.” Rationalizations like “kids will be kids, I experimented with these substances, and I’m okay are not good enough. We are all responsible to the God of the Bible. The sooner we take seriously the illegal use of drugs, alcohol and tobacco, the sooner we can take steps together to help our youth.

There is also a tendency among us to request that the discipline code be applied less firmly to seniors “because their graduation is at stake.” Our seniors are expected to act in ways that are consistent with their many years of training in Christian education. Their examples can have a powerful influence on their fellow students. We understand their desire to be “free” and get on with their lives. Freedom in Christ, however, means obedience to His will. We request that parents get involved in their seniors lives so that they “finish strong”.

This policy will work best when home, school and church work together in obedience to God’s Word. The goal of this Christian high school is to graduate well-educated, godly young men and women who walk with Jesus. That same Jesus came not to be served but to serve and to give his life as a ransom for many. It is our sincere desire that all of our students learn to serve God and their fellow man with lives that are unscarred by the misuse of chemicals - lives that pursue what is true, noble, right, pure, lovely, admirable, excellent and praiseworthy (Philippians 4:8).

Concordia offers an outstanding, comprehensive educational program in a healthy, safe environment. This handbook details the policies, standards and rules guiding the students' lives at school. We request you read the handbook with your student/students to clearly understand all policies and rules and the consequences of all actions. After reading through the handbook, please sign below and remove the page from the handbook, acknowledging you have received and read the handbook. ***Return the form to the school office on the first day of school. (Each student in the family must bring in a separate form.)***

Student's Printed Name

Grade

Student's Signature

Date

Parent/Guardian Signature

Date

Parent/Guardian Signature

Date