

MOUNT PISGAH CHRISTIAN ACADEMY

STUDENT/PARENT HANDBOOK*



Established 1976

DEVELOPING HEARTS AND MINDS FOR CHRIST

"Let this mind be in you which was also in Christ Jesus..."

- Philippians 2:5

**updated for 2023-24 school year*

**Mount Pisgah Christian Academy
Student/Parent Handbook**

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Chapter 1: Introduction

“No matter where the student is called to go, whatever line of work he finds himself in, he will be able to impact those around him for the cause of Christ because of the Christian foundation, biblical knowledge, and academic skills he received at MPCA.” Pastor Garvan Walls

History

Mount Pisgah Christian Academy was founded in 1976 to provide children of the church with the opportunity to obtain an education based on Biblical principles. At its establishment, the academy used the Accelerated Christian Education (A.C.E.) homeschool curriculum. In 1987, the change was made from a homeschool curriculum to a traditional classroom format. For the past 20 years, MPCA has provided students with a challenging academic regimen coupled with a strong Biblical foundation. Students graduating from MPCA have successfully transitioned to various post-secondary venues (community colleges, private and public universities, various military branches, technical schools, and the workforce) and received many scholarships, achieved both academic and professional goals, and done so with a great degree of success due to the knowledge received at MPCA.

Statement of Faith

Mount Pisgah Christian Academy, operating as a ministry of Mount Pisgah Baptist Church which is an Independent Baptist Church, believes and teaches the doctrines of the Baptist faith. Outlined below are some of the core beliefs that will be presented to our students through Bible classes, curriculum and chapel services.

- **The Scriptures:**
We believe the Bible to be the verbal, plenary inspired and the only inspired, infallible, inerrant, and authoritative Word of God. Also, that the King James Version of the Bible, because of its attributes of flawlessness, preservation, and correct translation from the inspired Masoretic and *Textus Receptus* texts, is the only version to be used for English-speaking people. (*II Tim. 3:16; II Pet. 1:19-21.*)
- **The Godhead**
We believe in one God eternally existing in three persons: The Father, Son, and Holy Spirit. (*Matt. 28:18-19; II Cor. 13:14; I John 5:7, 11.*) We believe that God created the entire universe in six literal, twenty-four hour days (*Genesis 1:1-27.*)
- **The Person of Jesus Christ**
We believe that Jesus Christ was begotten of the Holy Spirit and was born of the virgin Mary; and that He is the God-man: fully God and fully Man. (*Matt 1:18-22; Luke 1:35.*)

We believe that the Lord Jesus Christ died for the sins of everyone according to the Scripture, as a representative and substitutionary sacrifice, and that all who believe in Him are totally justified on the grounds of his shed blood. (*Eph. 1:7; I Pet. 2:24.*)

We believe in the resurrection of His physical body and His ascension into Heaven; and in His present life there for us, as High Priest and Advocate. (*Rom. 8:34; I John 2:12.*)

- The Holy Spirit

We believe that the Holy Spirit is the third Person of the Trinity, Who convicts the world of sin, and regenerates, indwells, enlightens, and guides the believers. (*John 3:18; 14:16-17.*)

- Man

We believe that man was created in the image and likeness of God, but that in Adam's sin the race fell, inherited a sinful nature, and became separated from God; and that man is totally corrupt, and of himself utterly unable to remedy his lost condition. (*Rom. 3:22-23; 5:12.*)

- The Way of Salvation

We believe that all who receive by faith the Lord Jesus Christ are born again of the Holy Spirit and thereby become children of God. (*Luke 13:3; John 3:3, 18, 36.*) We believe that salvation is "by grace" plus nothing and minus nothing. We believe that men are justified solely by faith in Christ alone and counted righteous before God through the merit of our Lord and Savior Jesus Christ (*Eph. 2:8-10; John 1:12; I Peter 1:18-19.*)

We believe that all the redeemed, once saved are kept God's power and are secure in Christ forever. (*John 10:27-30; Romans 8:38-39; I Cor. 1:4-8.*)

- The Church

We believe that the Church is composed of all true believers and is the body of Christ through regeneration and baptism by the Holy Spirit (*I Cor. 12:12; Eph. 1:22-23; 5:24, 25, 30.*)

We believe in the autonomy of the local church free from external control and that Christ is the only head of the church (*Acts 20:28; I Cor. 3:9,16; Eph. 5:23.*)

- The Return of Christ

We believe in the imminent return of the Lord, which is the Blessed Hope of the Church, is to be followed by the Tribulation, Second Coming of Christ to establish His Kingdom for one thousand years, the eternal state of punishment for the unsaved, and eternal state of blessing for the saved. (*Matt. 25:46; I Thess. 1:10; 4:13-18; 5:4-10; Titus 2:13; Rev. 20:1-6; 11-15.*)

Statement on Marriage, Gender, and Sexuality

- We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. (*Genesis 1:26-27.*) We believe that God creates each individual as one of only two genders (male or female as determined by biology) (*Genesis 1:27, 5:2; Matthew 19:4; John 1:3*). Rejection of one's biological sex is a rejection of the image of God within that person.
- We believe that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. (*Genesis 2:18-25.*) We believe that God intends sexual intimacy to occur only between a man and a woman

who are married to each other. (1 Corinthians 6:18; 7:2–5; Hebrews 13:4.) We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

- We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God. (Matthew 15:18–20; 1 Corinthians 6:9–10.)
- We believe that in order to preserve the function and integrity of Mount Pisgah Christian Academy (MPCA) as an obedient servant to the body of Christ, and to provide a biblical role model to the MPCA members and the community, it is imperative that all persons employed by MPCA in any capacity, or who serve as volunteers, agree to and abide by this Statement on Marriage, Gender, and Sexuality. (Matthew 5:16; Philippians 2:14–16; 1 Thessalonians 5:22.)
- We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. (Acts 3:19–21; Romans 10:9–10; 1 Corinthians 6:9–11.)
- We believe that every person must be afforded compassion, love, kindness, respect, and dignity. (Mark 12:28–31; Luke 6:31.) Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of Mount Pisgah Christian Academy.

Statement of Philosophy of Education

At MPCA, we approach Christian education with one main goal in mind and that is to produce Christlikeness in each student in attendance (*Phil. 2:5.*) We want to prepare students to function biblically in a world that is not accepting of Christians or the Word of God (*Eph. 6:11-20.*) Each subject will be taught from a Biblical point of view and students will be shown how to apply Biblical concepts to their Christian walk. We will strive to recognize the different God given abilities in each student and cultivate them for the furtherance of His kingdom (*I Cor. 12.*) We strive to meet the various needs of each student in all areas of his/her life: academic, spiritual, and social.

- Academics:
 - Qualified teaching staff
 - Challenging curriculum
 - College prep high school diplomas
 - Annual achievement testing
- Spiritual Growth:
 - Curriculum based on a biblical worldview
 - Chapel services
 - Service opportunities
 - Integration of Bible teachings in each subject
 - Bible classes/curriculum taught daily
 - Daily prayer and devotion times

- Social Opportunities:
Sports
Clubs
Drama & Fine Arts
Junior/Senior Trips
Field Trips

Purpose Statement

MPCA operates as a ministry of Mount Pisgah Baptist Church. MPCA's purpose is to partner with parents to teach, guide, and train their children in Biblical principles (*Eph. 6:4; I Tim. 5:8; Prov. 22:6*). In order to do this, MPCA will offer strong academics from a Biblical worldview taught by qualified teaching staff, weekly chapel services that include sound preaching from the Word of God, and extracurricular activities that give glory to the Lord and that cultivate a well-rounded educational experience.

Chapter 2: Admissions

General Admissions Information

Admission of students is based upon a student's academic achievement, standardized testing scores, an interview process, and availability of space within each grade level.

- MPCA admits students of any race,
- color, nationality, and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school.
- The school reserves the right to deny admission to any student where the administration or school board feels that his or her attendance is not in the best interest of the school.
- To enroll in our Kindergarten program students must be 5 years of age on or before August 15th of the school year that they plan to start Kindergarten. (**This is a TN state law.*)
- MPCA strives to provide a safe learning environment for all students and works to avoid discriminating against any child. However, in the best interest of all children, MPCA does not accept students who have been diagnosed with a communicable or potentially lethal disease (i.e., syphilis, gonorrhea, tuberculosis, or acquired immune deficiency syndrome, etc.).

Academic

- Standardized achievement testing results will be used to determine grade level placement for the applicant.
- If current standardized achievement testing results are not available, then new students will be given entrance exams before grade placement is finalized and acceptance determined. Parents will be notified of test results and reasons for acceptance or denial.
- Records for all previous academic institutions must be received.

Conduct

- If a family inquiring about our school has a child who has been expelled from another school, whether public or private, they must go through a process of 3 meetings and before these meetings are set, spiritual progress must be noted by the pastoral staff of the individual's church. These meetings consist of:
 - (1) Principal
 - (2) Associate Pastor/Administrator
 - (3) Pastor and Deacon/School Board.
- If the student is accepted into the school, he will be placed on a 1-month probation. If the student has not gotten into any trouble after 1 month from the first day in attendance, the probation period will be lifted, and the student will be able to continue at MPCA.

Spiritual

Because this is a Christian school, we ask that our students and parents attend church regularly. (Attendance to or membership in Mount Pisgah Baptist Church is not a requirement for admission. However, you are encouraged to consider MPBC or to attend another fundamental, independent Baptist church of your choice.)

Requirements

- Interview with Principal or Vice Principal
- Completion of Admission Paperwork

- Application
- School Guidelines Information Sheet
- Parental Agreement Form
- Medical & Emergency Information Sheet
- Financial Contract
- Record Request Form (Not applicable for students enrolling in Kindergarten)
- Copies of:
 - Birth Certificate
 - Immunization Record
- Payment of Registration Fee
- Receiving of Complete and Accurate Academic Transcripts from all Previous Schools Attended

Procedures

- Parents contact the school to set up a time for the interview with administration and tour the facility.
- Parents are given the admission packet and the information is reviewed by the school administrator.
- When parents are ready to move forward with applying for attendance, they submit the completed paperwork and registration fee.
- Administrative staff will review the paperwork and send for school records.
- Parents will be notified of acceptance by the administrative staff.
- No student is considered registered until the following have all been completed:
 - Paperwork completed and returned.
 - Entrance interview completed (including tour of facility)
 - Registration Fee paid (Please note that this fee is not refundable.)
 - Records are received from previously attended schools.

Reenrollment

In February of each school year, MPCA offers the opportunity for currently enrolled students to re-enroll for the upcoming school year at a discounted registration price. Parents that wish to re-enroll their students should pay this fee, submit an early registration form, and a student record update form. All students are required to have an up-to-date emergency form on file in the school office.

Transfer Students

MPCA accepts student transfers throughout the school year. Each applicant follows the admission procedure, and the administrative staff will make a determination as to whether or not the student can academically and socially assimilate into the classroom at the time of application or if it is in the best interest of the student to be admitted at a later date or not at all. Transfer students are encouraged to apply for admission in the summer or at the end of a grading period. MPCA prefers to avoid admitting students in the final grading period of the school year.

Chapter 3: Finances

General Financial Information

Christian schools are not known for their large cash reserves or financial endowments, and MPCA is no exception. Because MPCA neither solicits nor accepts government funds of any type, it is necessary that fees and tuition be paid when due. MPCA operates as a ministry and therefore depends solely on tuition, fees, church support, contributions, and fundraisers to meet the expenses occurred.

Registration Fees

Registration fees are due before new students are tested or before returning students may begin the first semester. The registration fee is non-refundable unless the student is not accepted or moves out of the area prior to the first day of school.

Tuition

As a convenience to our school families, a monthly tuition plan is available. All accounts are due and payable by the END of the month beginning in August. Monthly reminders will be sent out.

Payment Options

MPCA accepts checks or cash. We can accept credit/debit cards but prefer other methods of payment as we lose a percentage when a credit/debit card is used for payment.

Tuition & Fees

MPCA offers a package that combines academy tuition with childcare fees.

This is our regular Tuition/ Childcare Cost:

Tuition/Childcare Costs:
10 Payments due August 2023 – May 2024

Number of Children	Academy Tuition	10 monthly payments	<i>Early Stay (6 am–7:30 am) and Late Stay (4:30 pm - 6 pm)</i>	<i>Summer Childcare (monthly cost)</i>	<i>*Day Care Use During MPCA Closings</i>
1	\$ 3,800.00	\$ 380.00	<i>\$15.00 per family per day for Early Stay \$20.00 per family per day for Late Stay</i>	\$ 700.00	\$35 per day
2	\$ 7,350.00	\$ 735.00		\$1,400.00	\$70 per day
3	\$10,900.00	\$1,090.00		\$2,100.00	\$105 per day
4	\$14,450.00	\$1,445.00		\$2,800.00	\$140 per day

Our Package Deal below includes ALL of the above services for one low monthly cost. The payments are as follows:

Package Deal- Tuition/Childcare* Costs:
Payments due September 2023 – August 2024

Number of Children	Academy Tuition + Early Stay + Late Stay + ALL Summer Care	12 monthly payments
1	\$ 4,920.00	\$ 410.00
2	\$ 9,600.00	\$ 800.00
3	\$14,400.00	\$1,200.00
4	\$19,200.00	\$1,600.00

Other Fees

Charged per student and no discounts are given:

- Registration: \$100.00 (*Early Registration will be offered at a discounted rate in the Spring each year to presently enrolled students.*)
- Book Fee: \$150.00
- Elementary Fee: \$50.00 (K - 6th)
- Science & Technology Fees: \$250.00 (7th – 12th)
- Miscellaneous Fees

Other fees that may arise during the school year for extracurricular activities, field trips and other miscellaneous events will be made known to participants by the staff member responsible for planning, organizing, overseeing, or coaching each team/activity and are separate from the above fees and are charged per student. (i.e. athletic fees, fine arts competition fees, field trips, etc.).

Financial Policies

Past Due Accounts

In the event an account is unpaid by the 10th of the month:

- A \$30.00 late fee is assessed, and a letter will be sent to that effect.
- If any account becomes more than 30 days overdue, the account will be sent to the Pastor and Deacon Board for review and a decision will be made on whether or not the student will be allowed to continue to attend MPCA until the account is paid in full.
- All records and report cards will be held until tuition and fees are paid.
- Every attempt will be made to work with parents. Please contact the school office if a problem arises.

Returned Check Fee

There is a \$25 fee on all returned checks. After that, you will be required to pay by cash or money order.

Fundraisers

- MPCA requests that all families to participate in fundraisers; this will help cover the cost of things needed for the school.
- MPCA will conduct one schoolwide fundraising campaign each semester.

Chapter 4: Attendance

Tardiness

- An elementary student is considered tardy if he/she is not in his/her seat at 8:15 am or if he/she leaves before 3:15 pm. High School (*7th – 12th grades*) times are 8:15 am and 3:20 pm.
- All students that are tardy or leave early **MUST BE** signed in or out by a parent. Students that drive themselves to school can sign themselves in/out, but the office staff may call parents to verify that they are aware of the tardy. *Please do not send your child in late without coming by the office to sign him/her in.*
- *High School Only:* Students are required to be in their seat when the bell rings to begin each class period. If a student is detained in the office or by a teacher, they must ask for an excuse slip from the teacher, who has detained them before going to the next class.
- Five tardies equal one absence.

Absences

In general, the following reasons for school absence are acceptable:

- Verified illness of the student
- Bereavements in immediate family
- Verified medical appointments.
The child should only be out of school for that allotted time, not for the rest of the day. If school is still in session when the medical appointment has been completed, the student needs to be brought back to school.
- Previously arranged and approved trips
The administrator must be given notice at minimum of 2 weeks ahead of time. Once approval for excused trips has been given by the administrator, then the parent(s) of the student will need to give a written note to the school which says what days the student will be absent. This will then go in the student's file.
- A student who has been absent from school should present a note to the office on the day of his/her return to school that contains the following information:
 - Date(s) of absences
 - Reason for absence
 - Signature of parent
 - Physician's note (if applicable.)
- If a student is absent for 5 days (whether consecutive or not) without adequate excuse, according to Tennessee state law (TCA 49-6-5007), MPCA is required to report the situation to the Roane County truancy officer.
- If a student is absent for more than 20 days of the school year, whether unexcused or excused, MPCA reserves the right to retain the student in the same grade level.
- In order to be counted present at school for ½ day, a student must remain at the school for a minimum of 3 hours.
- Any work that is missed due to excused absences must be made up within the same number of days as the absence(s) (i.e., absent 2 days, 2 school days to make up the test.) If not, a zero will be given, just as if the student was unexcused from being absent.
- The student cannot make up any graded material that is missed because of an unexcused absence.

- It is the student/parent's responsibility to obtain any missed work from the student's teacher(s.)

Arrival

- School will begin at 8:15 am.
- Early Care: The period of time between 6:00 am and 7:30 am
 - Parents may take advantage of Early Care for all grades: 6:00 am to 7:30 am in the Mount Pisgah Preschool building.
 - Fees will be charged by and payable to the preschool unless the tuition/childcare package has been purchased by the family. (*Contact the preschool for pricing information: 435-9756.*)
- Early Stay: The period of time between 7:30 am and 8:15 am
 - Parents may take advantage of Early Stay for all grades in the gym.
 - There is no fee for Early Stay.

Dismissal

- Elementary students are dismissed at 3:15 pm and high school students are dismissed at 3:25 pm.
- Late Stay: The period of time between 3:30 pm and 4:30 pm
 - At 3:30 pm, the elementary students will be taken to the designated room in the elementary school building.
 - High school students attending Late Stay will be in the designated room in the high school building.
 - There is no fee for Late Stay.
- After Care: The period of time between 4:30 pm and 6 pm on Monday, Tuesday, Thursday, and Friday, and until 5:30 pm on Wednesday.
 - At 5:30 pm, all students will be taken to the preschool building and fees will be charged by and payable to the preschool unless the tuition/childcare package has been purchased by the family. (*Contact the preschool for pricing information: 435-9756.*)
 - Students must be picked up at 6:00 pm each day (and 5:30 pm on Wednesday) or an additional fee of \$1.00 per minute will be charged.

Pick up Procedures

- Elementary students are dismissed through the gym door between 3:15 and 3:30 pm. Parents do not need to get out of their vehicles during this time. A teacher will walk outside to help students get out of the vehicle and into the school building.
- High school students are dismissed from the building and walk to the car that is there to pick them up. A staff member stands outside and calls the names of the students as their ride arrives. Another staff member stands in the door and relays those names to the students inside and that student is then released from the building.
- After 3:30 pm, parents will need to come into the building to pick up their child.
- Only those people on the student's emergency form will be allowed to pick up the child. *Please note: anyone picking a student up from the school at any time, should bring a copy of his/her identification (i.e., driver's license) so that MPCA staff can verify who the person is and safely dismiss the student.*

- Students may not go home with another family unless written permission is provided to the school administrative staff and that note put in the student's file. A note is required by both parents, the parent of the child going home with someone and a note from the parent taking the child. *Phone calls are not preferred but will be accepted in case of emergencies.*
- Students leaving prior to 3:15 pm (elementary) and 3:20 (high school) must be signed out at the school office by an approved adult (one that is on the pick-up list.)

Field Trips

- An MPCA student can only attend a field trip in which their grade is involved.
- Any absence other than inclement weather or sickness on a field trip day will be counted as an unexcused absence.

Withdrawals

- Withdraws from school must be made in person by the parent through the principal's office. An official withdraw form will be processed and the necessary signatures obtained.
- Records will not be released until all bills are paid and all textbooks and materials are returned. Tuition for the current month is non-refundable.

Chapter 5: Dress Code

Students are required to follow the outlined dress code for ALL school events including sporting events, open house meetings, school plays, etc.

*“The website” herein refers to the “MPCA” specific store on the French Toast website:

<https://www.frenchtoast.com/schoolbox/schools/mount-pisgah-christian-academy-QS61ZXT>

BOYS

Kindergarten – 12th grade:

- All boys are required to wear the khaki or navy pants indicated on the website.
- All boys are required to wear red, navy, or white polo shirts with the school logo purchased from the website.
- Shirts must be tucked in, and belts must be worn.
- Shoes and socks are up to the individual, but all shoes **MUST** have backs (no slides or flip-flops.) Socks are required for boys.
- Students are required to wear sneakers/tennis shoes in order to play at recess regardless of whether it is in the gym or on the playground.
- PE Dress/Sports Practice Dress: **long**, loose basketball shorts are permitted along with t-shirts and sneakers/tennis shoes. **Shorts should come to the knees.**
- Hair must be combed and neat at all times. Hair must be off the collar, off the ears, and clear of the eyebrows. No extreme hairstyles (such as bowl cuts, mohawks, mullets, etc.) Judgment of a hairstyle or clothing is the administration’s alone. Sideburns must be neatly trimmed and no longer than the middle of the ear. No facial hair will be permitted.
- No jewelry shall be permitted except for watches, items used for medical identification emergencies, & wristbands.
- Jeans, hoodies, and t-shirts may be allowed on certain occasions, and these will be announced prior to that day.
- Jackets without hoods are acceptable. Jackets that have hoods must fully unzip or unbutton and allow for the collar of the uniform polo to be seen. If you want to wear a quarter zip type jacket, it must not have a hood. No hooded sweatshirts/hoodies are allowed (except on special occasions) but crewneck sweatshirts with no hoods are permitted and the uniform polo collar must show out the top of the sweatshirt. We ask that these sweatshirts be either red, navy, white or gray. We will be selling MPCA crewneck sweatshirts very soon. Long-sleeve shirts can be worn under the uniform polo, but we ask that these be either red, navy, white, or gray.
- Boys are permitted to wear the navy quarter-zip fleece jacket from the website.
- Anything written or pictures on clothing must be in harmony with the philosophies and policies of MPCA.
- **K-4 through 6th grade students: MUST WEAR TENNIS SHOES EVERY DAY! We are not requiring special shoes for chapel day; tennis shoes must be worn every day for playing in the gym and on the playground.**

GIRLS

Kindergarten – 4th Grade:

- Girls are required to wear the plaid, navy or khaki skirt indicated on the website.
- All girls are required to wear red, navy, or white polo shirts with the school logo purchased from the website.
- Shirts must be tucked in or cover the waistline. The shirt should be long enough to cover the stomach or back area when reaching in the air.
- Girls are permitted to wear the button up sweaters or the quarter zip fleece jackets from the website over the required polo from the website.
- Girls are allowed to wear sandals or dress shoes, but no flip-flops will be acceptable. In addition, elementary school girls must have a pair of sneakers/tennis shoes to wear during recess for safety reasons.
- Girls must have their hair neat and under control and not down over their faces.
- Girls may have earrings, but no more than one in each ear. All earrings need to be in the earlobe and not on the cartilage part of the ear. Besides the above-mentioned, other piercing will not be acceptable in any part of the body.
- PE Dress/Sports Practice Dress: **long**, loose basketball shorts are permitted along with t-shirts and sneakers/tennis shoes. **Shorts should come to the knees.**
- Jean skirts, hoodies, and t-shirts may be allowed on certain occasions, and these will be announced prior to that day.
- Jackets without hoods are acceptable. Jackets that have hoods must fully unzip or unbutton and allow for the collar of the uniform polo to be seen. If you want to wear a quarter zip type jacket, it must not have a hood. No hooded sweatshirts/hoodies are allowed (except on special occasions) but crewneck sweatshirts with no hoods are permitted and the uniform polo collar must show out the top of the sweatshirt. We ask that these sweatshirts be either red, navy, white or gray. We will be selling MPCA crewneck sweatshirts very soon. Long-sleeve shirts can be worn under the uniform polo, but we ask that these be either red, navy, white, or gray.
- Anything written or pictures on clothing must be in harmony with the philosophies and policies of MPCA.
- **K-4 through 6th grade students: MUST WEAR TENNIS SHOES EVERY DAY! We are not requiring special shoes for chapel day; tennis shoes must be worn every day for playing in the gym and on the playground.**

7th – 12th Grade:

- Girls are required to wear the Navy, Khaki or Plaid skirt indicated on the website.
- All girls are required to wear red, navy, or white polo shirts with the school logo purchased from the website.
- Shirts must be tucked in or cover the waistline. The shirt should be long enough to cover the stomach or back area when reaching in the air.
- Girls are permitted to wear the button up sweaters or the quarter zip fleece jackets from the website over the required polo from the website.

- Girls are allowed to wear sandals or dress shoes, but no flip-flops will be acceptable. In addition, elementary school girls must have a pair of sneakers/tennis shoes to wear during recess for safety reasons.
- Girls must have their hair neat and under control and not down over their faces.
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- **K-4 through 6th grade students: MUST WEAR TENNIS SHOES EVERY DAY! We are not requiring special shoes for chapel day; tennis shoes must be worn every day for playing in the gym and on the playground.**

Chapter 6: Behavior

MPCA's Philosophy Regarding Student Discipline

The purpose of MPCA is to produce Christlikeness in its students while also providing quality academics. While discipline is important in building spirit of submission to the authority of God, it is also necessary for the orderly function of the educational process. Learning, by its very nature, takes hard work and discipline. In order to achieve maximum learning potential, there must be a structured atmosphere.

Attitude is of supreme importance in a person's life; therefore, students are encouraged to have a Christian attitude toward the Bible, prayer, parents, teachers, administrators, fellow students, etc. A conference with parents will be called if a serious attitude problem is detected.

This is not a corrective institution. Therefore, we ask that you not enroll your child with the sole purpose of correcting your child. The administrators of MPCA reserve the rights to make, amend, or prescribe rules and policies for dress, appearance, or any and all other unforeseen problems that may arise at any time during the school year.

Behavior Management

Classroom Techniques

Each classroom teacher employs a method of behavior management to address classroom behavior. This policy should be explained to each student at the beginning of the school year. Common techniques include a system of color changes on a behavior chart, redirection of behavior, loss of recess time, but are not limited to, writing sentences, assigning of extra classwork, etc.

Elementary (Kindergarten – 6th grade)

MPCA reserves the right to paddle any student in Kindergarten through 6th grade. If, after a student has been informed of the rules and policies, he or she ignores the instruction and breaks the rules, that student is subject to a reasonable corporal punishment. This is done if, after investigation, the principal or teacher determines that the infraction is sufficient to require one. ***Please note that the use of corporal punishment is the last resort and not the first approach to behavior management. The administration and staff seek other ways of addressing rule infractions first. Corporal punishment is rarely used, but those enrolling need to be aware that it is an option.*** Each paddling will be witnessed by another adult of the same gender of the child, who is being punished. All parents are required to sign a form giving the MPCA principal and faculty authority to administer corporal punishment.

Middle & High School (7th grade – 12th grade)

MPCA employs the use of a demerit system for students in middle and high school. In general, demerits of 1 (for the first offense), 2 (for the second offense), and 3 (for the third offense until the end of the semester) will be handed out for the following: Chewing gum, excessive talking, not keeping hands or feet to oneself, disrespect to other students, note passing in class, breaking dress code, not prepared for class, inappropriate name-calling, unexcused tardiness to another class during the day. ***Please note that faculty and staff members can choose to assign any number of demerits for any offense as they see fit.***

- Demerits of 5, 10, 15, 25, 50 or expulsion will be handed out for the following: Cheating on anything (15) whether it be homework or a graded paper and will be an automatic zero, using cell phone (or texting) without permission (15), stealing (25), disrespect to a teacher or staff member (up to 25), cursing (25), destruction of school property (up to 25 and money to fix what was destroyed or broken), direct disobedience (15), weapons, drugs, or alcohol will lead to automatic expulsion.
- Cumulative Demerits
 - 10 demerits (*each time*) – Lunch Detention
 - 75 demerits (*cumulative*) – Note sent home to be signed and returned. There will be a meeting with the principal and a three-day, in-school suspension.
 - 90 demerits (*cumulative*) – Note sent home to be signed and returned. Meeting with the principal and a three-day, out-of-school suspension.
 - 100 demerits (*cumulative*) – Expulsion.
- The principal has the right to review each case and can ease or stiffen the penalty, as he deems necessary.
- Demerit records are reset for each student at the beginning of the next semester.

Physical Contact/Immorality

Displays of romantic involvement between students on school property are strictly forbidden, whether between students of opposite genders or students of the same sex. In agreement with the school's statement of faith and based upon Biblical doctrine, immoral conduct will not be tolerated. The following will not be tolerated and will constitute grounds for immediate expulsion: any actions or identifying statements concerning the change of one's gender, fornication, adultery, homosexuality, lesbianism, bisexuality, bestiality, or pornography. (Genesis 2:24; Genesis 19:5; Leviticus 18:1-30; Romans 1:26-29; I Corinthians 6:9; Hebrews 13:4)

Books & Equipment

Students are responsible for treating the facilities, property, and teaching materials with respect and maintain them in the condition in which they received or encountered them. Students and their families are responsible for replacing or fixing anything belonging to the school that the student breaks or otherwise misuses making that item unsuitable for use by others. Books assigned to the students are the property of that student and he or she is responsible for keeping up with those books until the class is over. Replacement books can be ordered at full replacement cost to the student. Books that are still in usable condition at the end of the school year, can be donated back to the school if the family chooses.

Chapter 7: Academics

Curriculum

The program at MPCA consists of a rigorous academic curriculum taught from a Biblical worldview. Students are challenged academically and enriched spiritually in an effort to prepare them for future success. All students are administered standardized achievement testing each spring. MPCA uses the tests required by the American Association of Christian Schools which is currently the Iowa Tests. The majority of the curriculum taught at MPCA is either ABeka or BJU Press. Teachers may use other supplemental material to enrich the students' learning, but all material must be approved by administration prior to use in the classroom.

Faculty

Each teacher holds Bachelor's degree or higher in the grade or subject that they teach. All of the faculty and staff are followers of Christ and active members of a local New Testament church. Each year all teaching staff and administrators attend the TACS Educator's Convention, other trainings by TACS, and in-service training workshops in an effort to improve teaching skills and classroom management strategies. Administrators conduct classroom observations at least twice each year to ensure teachers keep their students on schedule, on-task, engaged and are teaching effectively.

Grading Scale

The following grading system will be used:

A	100 – 93 Excellent work	E	Excellent
B	92 – 85 Good work	G	Good
C	84 – 75 Fair work	I	Improving
D	74 – 70 Passable work	N	Needs Improvement
F	69 – below Failing	S	Satisfactory
		U	Unsatisfactory
		WF	Withdrew Failing
		WP	Withdrew Passing
		IW	Incomplete Work

High School Graduation

Honors – GPA 3.0 or higher

Salutatorian* – GPA 3.35 – 3.64

Valedictorian* – GPA 3.65 – 4.0

**To qualify for Valedictorian or Salutatorian a student must have attended MPCA for a minimum of 4 semesters.*

Academic Reports

The purpose of our reporting system is to give parents and children an indication of the progress that is being made. Report cards will be sent home every nine weeks following the end of the grading period. There will be four grading periods each year. In addition, a progress report will be issued at the mid-point of each nine weeks as a means to keep parents informed of the students' progress. All report cards and progress reports are to be signed by a parent and returned promptly to the homeroom teacher. If any fees or charges are owed at the end of any grading period, the report card and records will not be released until the account is completely paid.

Promotion Policy

Elementary Students (Kindergarten – 6th grade)

Elementary students, at the discretion of administration, may not be eligible for promotion to the next grade if they fail two or more core subjects (English, Math, & Reading) or if they fail one core subject and earn a “D” in the other two core subjects. Students may be required to receive tutoring in the core subjects to be eligible for promotion.

Middle School Students (7th & 8th grade)

Students in grades 7th & 8th must pass all core subjects (English, Math, Science, & History) to be promoted to the next grade. At the discretion of administration, students may be promoted if they receive tutoring over the summer in the subject(s) that they failed.

High School Students (9th – 12th grade)

High school grade is determined by the accumulation of the following number of credits:

- 0 to 6 credits: 9th grade
- 7 to 12 credits: 10th grade
- 12 to 18 credits: 11th grade
- 19 or more credits: 12th grade

Graduation Requirements

Bible I, II, III, and IV ¹	4 credits
Language I, II, III, and IV	4 credits
Mathematics ²	4 credits
Science ³	3 credits
Social Studies ⁴	3 credits
Wellness	1 credit
Physical Education	½ credit
Personal Finance	½ credit
Foreign Language ⁵	2 credits
Fine Arts ⁵	1 credit
Electives	3 credit

Total: 26 credits

¹ One year of Bible for each year enrolled in a member school.

² Students who enter 9th grade in 2009-2010 and thereafter shall be required to achieve, by the time they graduate, at least the following: Algebra I, Geometry, and Algebra II (or the equivalents) plus one additional mathematics course beyond Algebra I. All students will be enrolled in a math class each year. Students with qualifying disabilities in math are documented in the individualized education program shall be required to achieve at least Algebra I and Geometry (or the equivalent). The required number of credits in math will be achieved through strategies such as, but not limited to, increased time, appropriate methodologies, and accommodations as determined by the IEP team.

³ Students who enter 9th grade in 2009-2010 and thereafter shall be required to achieve, by the time they graduate, at least Biology I and either Chemistry or Physics plus another laboratory science. Students with qualifying disabilities in reading and/or math as documents in the individualized education program shall be required to achieve at least Biology I and two other lab science credits. The required number of credits in science will be achieved through strategies such as, but not limited to, increased time, appropriate methodologies, and accommodations as determined by the IEP team.

⁴The social studies curriculum shall include United States History, World History/World Geography, Economics, and Government.

⁵Both credits must be earned in the same foreign language.

Failed Courses (High School only)

All courses must be taken and successfully completed in the appropriate sequence. (For example, students will not be allowed to take Algebra II until they successfully pass Algebra I.)

Dual Enrollment

During their junior and senior year, students may choose to enroll in college level courses at a local institution of higher learning. These students can receive both high school and college credit for these courses. The junior/senior sponsor will work with the student's family, the administration, and the local college to assist the student in participating in dual enrollment opportunities. In order to do so, students must meet the requirements for dual enrollment at the college and provide written proof of enrollment to MPCA and submit final grades to MPCA upon completion of the course.

Pre-High School Courses

Students must earn the total number of credits required for graduation while in 9th through 12th grade. High school courses completed prior to 9th grade will be noted on the student's permanent record and used for placement in the next level of that subject but will not count as a credit toward graduation or in the student's cumulative high school GPA. (For example, students may take Algebra I in 8th grade and be eligible for Algebra II in 9th grade but the Algebra I credit will not count toward graduation and students will still be required to complete 4 credits of math.)

Homework

Homework assignments are used to reinforce the concepts taught in class, to enrich the learning experience, or to allow students to complete make-up work. Homework is the responsibility of the student. MPCA has a no homework policy for Wednesday to encourage church attendance to mid-week church services. No homework or make-up work will be assigned on Wednesday to be due on Thursday, as well as no tests scheduled for Thursday that would require students to study on Wednesday evening.

Books & Equipment

Covered in Chapter 5: Behavior

Field Trips

Covered in Chapter 4: Attendance

Chapter 8: Transportation

Transportation

- MPCA does not provide transportation to and from school.
- MPCA provides transportation to and from field trips. Parents will be notified in advance of any field trip and a trip specific permission slip must be signed prior to the day of the field trip.
- MPCA provides transportation to and from most sporting events at other schools. Coaches will notify parents of these arrangements prior to each game.

Also see Chapter 4: Attendance

Authorized Student Pick-up

Covered in Chapter 4: Attendance

Chapter 9: Emergencies

School Dismissals

Inclement weather is expected in every school year. MPCA is concerned with the safety of students particularly when weather is a problem. It is our policy at MPCA to exercise the same caution as Roane County does. Therefore, we will follow them in cancellations and delays for weather conditions. Please note though, that if Roane County closes or delays for sickness that it does not necessarily mean that MPCA will be closed. Administration will send text messages regarding school closings via the Remind app and post school cancellations and delays on WBIR TV (NBC), WBIR.com, and the school Facebook page.

Sickness or Accident

Sickness

If a student becomes ill while at school, he or she will report to the school office. The administration will evaluate the student and call the parents if it is necessary for the student to go home. Students that have a fever of 101 degrees or higher will be required to go home. MPCA has a 24-hour policy regarding fever. Students must be fever free for 24 hours, without taking fever reducing medicine, before returning to school.

Accident

Injuries that occur at school or during a school-sponsored activity should be reported to the supervising staff person immediately. Parents will be notified immediately if the injury is serious and at the end of the day for minor injuries (cuts, scrapes, etc.) All injuries are documented on an accident report form of which parents are given one copy and one copy is kept in the student's permanent file.

Medication Policy

All students must have emergency and medicine dosage forms filled out and on file with the school office. No medicines will be given to students without written permission and instruction from the parents. If your child must take medication of any kind during school hours, you must send exact dosages, instructions, and a signed statement to the homeroom teacher.

Chapter 10: Arrival & Departure

Covered in Chapter 4: Attendance

Chapter 11: Parent-School Communication

Parent-Teacher Conferences

Parent-teacher conferences will be arranged at any time during the year and can be requested by parents, teachers, or administrators. One night each semester will be set aside specifically for parent-teacher conferences. Parents will be notified of these nights in advance and given the opportunity to sign up for a specific time.

Parent Organizations

MPCA is currently in the process of developing a parent organization to help with fundraising and other activities such as Teacher Appreciation Week. Bi-annually MPCA participates in a combination fundraiser/mission project called Feed the Need. During this time, a team is put together of parent volunteers and staff members that meet weekly to ensure the event is completed successfully.

Problems

Parents should immediately contact the school if a problem arises during the school year. Minor issues with classroom behavior or academic concerns, can be directed to the classroom teacher. Other issues should be directed to the administration who will speak with all parties involved and seek to resolve the issue as soon as possible. If necessary, a time will be set up for the parent, student, classroom teacher and an administrator to meet and address an issue. If there is a problem with an administrator, the parent may contact the pastor of Mount Pisgah Baptist Church.

Publications

MPCA communicates with parents in several ways: Remind app (allows staff members to send one text message to a group of parents or school-wide), social media outlets, email, and written notes sent home.

Chapter 12: Student Organizations

Athletics

- Basketball (girls and boys, junior-varsity and varsity)
- Volleyball (girls, junior-varsity and varsity)
- Baseball (boys, varsity)
- Cheerleading (girls, junior-varsity and varsity)
- Other sports added as interest and resources permit.

Clubs

- Chess Club (5th grade and up)
- Writer's Club (3rd through 8th grade)
- Yearbook Staff (11th & 12th grade)
- Student Council (7th through 12th grade)
- Other clubs added as interest and resources permit.

Fine Arts/Fine Arts Competition

- Drama/musical/Christmas Play (all grades)
- Chess (5th grade and up)
- Bible Sword Drill (4th through 6th grade)
- Bible Quiz Team (7th through 12th grade)
- Vocal Ensemble
- Academic On-site Testing
- Art (Kindergarten through 6th grade)
- Other areas as interest and resources permit

Outreach Opportunities

- Mobile Soup Kitchen
- Feed the Need Fundraiser
- Other opportunities as interest and resources permit (*at least one per semester for each grade level)

Chapter 13: Miscellaneous Information

Prohibited Items

- Gum must not be present or chewed on school property. This includes church vans and buses used for transportation.
- Guns, matches, fireworks, lighters, and knives are not permitted on campus.
- Any books or magazines that are for personal enjoyment and are brought to the school must be approved by the administrator first. If they are not brought to the administrator first, they will be deemed inappropriate. Approved books and magazines can be read before and after school, free periods (not study halls), and during lunch (if time is available after the student has eaten).
- All personal technology devices will be prohibited. This is subject to but not limited to the following: gaming devices, CD players, DVD players, I-Pods, I-Pads, MP3 Players, etc. Any disc, DVD, tape...etc. that is put into these devices will also not be allowed unless approval is given by the administrator.
- Students must not bring items from home that are non-educational unless approval is given by the administrator (e.g., sporting cards, toys).
- Students must not use the school phones unless for an emergency, and then only when permission has been given by an authority figure.
- Students, who have cell phones, must give them to their teacher or teachers on door duty as soon as they enter into the school building. Their cell phones will be redistributed when the student goes home or until the end of the day. If a junior high or high school student's cell phone is found on their person, locker, or any other place not designated by the above, the student will receive an automatic 15 demerits.

Student Drivers

- Students who drive themselves to school will not be allowed to return to their car during the school day without permission.
- Students planning to drive to school must fill out a "Permission to Park on School Property" form.

- Students must park their automobile to the left of the high school office to provide room for the teachers to park.

Student's Lockers

- Student's lockers must be kept neat and tidy. Nothing will be permitted to be on the outside of the lockers. Any object that does not require scotch tape or a magnet will not be allowed to be used as decoration inside the locker. All that is inside the locker must conform to the intent and policies of MPCA. Discretion for this is the administrator's alone.
- Students may only put their belongings in their own lockers.
- Because the students do not own the lockers, the administrator and his staff (when approved by the administrator to check) have the right to check and correct lockers when needed.
- If items are missing from a student's locker, then the student must report this to the office.

Student's Belongings

- Students' lunch boxes, garments, books, etc., need to be marked. This will enable us to assist you in locating lost items and preventing problems for us. Please check the "lost and found" if any articles are lost. Items will be held for ten school days. If unclaimed, they will be given to the needy. The school is not responsible for any article(s) lost or stolen on school property and not recovered.

Student Contact

- MPCA has a six-inch rule that applies to all students. No physical contact of any kind is allowed between members of the opposite sex.

Internet Policy

- Any student who attends MPCA will be held responsible for any words or pictures they post on any website, including social networks and blogs, or that is posted of them.

Visitors

- Students wishing to bring a visitor to school must first obtain written permission and consent from the parents of both the student and of the visitor, as well as approval from the administrator. Our school is a closed campus. No visitors are permitted on campus for any reason without advanced approval.

Library

- The fact that certain books are in the library does not necessarily mean that the school endorses their contents from the standpoint of morals, philosophy, religion, or scientific theories. However, our intention is not to have anything inappropriate in the library.

Lunch

- MPCA offers a hot lunch program. A menu is sent home each month. Students may purchase a meal ticket, which is good for five lunches. They do not have to use them up all in the same week. Lunches may be brought from home, but nothing that has to be refrigerated.
- Charges will be allowed for students who have forgotten their lunch or lunch money. Charges need to be paid as soon as possible. If not paid, students will not be allowed to charge beyond one week's worth of lunches. Parents will be called to bring lunch or lunch money to the student at school.

Thank you for choosing Mount Pisgah Christian Academy. We appreciate the opportunity to assist you, as parents, in training your children to do the will of God and to serve the Lord Jesus Christ. It is our desire to maintain open communication with you and your children. If we can be of assistance to you in any way, please let us know.

ALMA MATER

*Sound the battle cry! See, the foe is nigh;
Raise the standard high for the Lord;
Gird your armor on, stand firm, everyone;
Rest your cause upon His Holy Word.*

*O we thank Thee, Lord, for our Christian school;
Where as youth we're taught from God's Word;
Truth and righteousness, purity and love;
Going forth to share our faith in God.*

*As our lives go on, when we leave our school,
Help us to do right day and night –
Not for our own pride, but for Christ who died;
Use our lives to see Christ glorified.*

Chorus:

*Rouse then, Patriots, learn the Word of God now!
Ready, steady, pass the Word along.
Onward, forward, praise the Lord in all things!
Christ is Captain of our Christian school.*



Administration:

*Garvan Walls, Pastor of Mount Pisgah Baptist Church
Carl Broscious, Principal
Kendra Walls, Vice Principal*

Elementary Address:

107 Old Hen Valley Road
Oliver Springs, TN 37840
Elem. Phone: (865) 435-4831

High School Address:

109 Old Hen Valley Road
Oliver Springs, TN 37840
HS Phone: (865) 435-4828

School Fax: (865) 435-7783

School Website: mountpisgahchristianacademy.com