



To The Parent/Guardian

On behalf of the faculty, we would like to thank you for enrolling your child at Joshua Springs Christian School. We feel blessed to have this opportunity to partner with you in training the next generation. In this planner, we have published general rules and regulations of JSCS as well as provide a school calendar and daily planner for each student. We encourage you to periodically review this planner to see what is happening with your student. If you have a question about an assignment or note, please contact your child's teacher immediately. You can contact them by phone or through RENWEB. Additionally, you are urged to contact one of us with any questions. These rules are not all-inclusive. Administration always reserves the right to make a final decision when it is in the best interest of the students and/or school.

To The Student

We would like to welcome each of you to Joshua Springs Christian School for this coming year. We are looking forward to assisting you in fulfilling your educational goals. JSCS strives to provide a balanced academic, social, physical, and spiritual experience for every one of our students. We expect you to meet the goals which have been set, to strive for excellence in all you do, and to make this a better place and touch those people around you. You can benefit from everything JSCS has to offer by being actively involved in your classes and the programs offered. If you encounter difficulties, please seek out any of our staff, and we will do our best to help you. We care about you and are here to make your years in school as successful, yet educationally challenging, as possible. We welcome the opportunity to help you as you proceed through your school career. These rules are not all-inclusive. Administration always reserves the right to make a final decision when it is in the best interest of the students and/or school.

In His service,

Mr. Ontiveros
Administrator

Mrs. Abel
Assist. Administrator

Code of Conduct

General: All students are encouraged and expected to conduct themselves in an appropriate manner at all school events, home and away, as well as in the classroom. Respecting others as well as others' property and person is expected. JSCS does participate in the CleanSWEEP® program through the San Bernardino County Sheriffs Department (SBCSD). Offenses committed could be cause for a citation to be issued by administration in conjunction with the SBCSD (CleanSWEEP® Infraction List available upon request and is posted in every classroom).

Sports: Guidelines for participating in a sports program are found in the CIF Handbook.

Sports Activities

J.S.C.S. is a member of CIF. A student who participates in any sports contest must conform to the eligibility requirements of CIF as well as those of J.S.C.S. The sports activities J.S.C.S. sponsors as members of CIF are football, volleyball, basketball, golf, baseball, & softball.

Clubs/Organizations

J.S.C.S. offers community sponsored clubs to every student who is interested and capable. Students are offered the opportunity to participate in Key Club. School sponsored activities/clubs allow students to meet people, serve others and have fun.

ASL

The Associated Servant Leaders have been designed to facilitate communication between the students, teachers, administration, and the Board of Elders. Through representatives from classes, organizations, and clubs, students will have a voice in decisions concerning activities, social events, student welfare, student conduct, and many other factors of school life. The council will serve as a tool through which students can express concern over the things which affect the school and themselves.

Alcohol and Drug Policy

Student use, possession, distribution, sale, or being under the influence of alcohol, illegal drugs, controlled substances, "look-alike" drugs, steroids, or possessing drug paraphernalia on any school premise or at any school function (home or away) is strictly prohibited. Minimum penalty for violation of this policy will be suspension from school; however, violation of this policy could result in permanent expulsion from school. Law enforcement officials will be contacted upon initial investigation and verification of the violation. CleanSWEEP® citation PC 647(f) may be issued.

Assemblies/Pep Assemblies

Students must behave courteously at school assemblies. Students should give full attention to the performers on stage and be respectful to the performers and other students. Visitors often form a lasting impression of our school and community by our behavior at assemblies.

Classroom Rules

- (1) Start working when you enter the classroom.
- (2) Arrive prepared with your Oxygen Folder and textbooks.
- (3) Pay attention and allow others to do so.
- (4) Stay in your seat unless permitted to do otherwise.
- (5) Treat everyone with courtesy and respect.

Procedures for Resolving Problems or Addressing Concerns

- 1. Contact the teacher by email or phone conference to discuss questions/concerns.**
- 2. Contact Assistant Administrator if the problem/concern persists.**
- 3. Contact Administrator if the above steps fail to resolve the problem/concern.**

Oxygen Folder

All students are required to maintain an oxygen folder. Oxygen folder supplies:

Zippered or Velcroed binder

Six 3-ring notebook dividers with a pocket on each side OR 3 ring “portfolio” folders with two pockets each. 1 per class period (folders are sturdier than the dividers).

At least 150 pieces of notebook paper.

A pencil pouch including: 6 pencils, 6 pens (4 black or blue and 2 red), 1 eraser, 1 sharpie marker.

Failure to bring class supplies will result in disciplinary action.

Teachers will let you know if they require additional items for their individual classes.

MLA Format

All written assignments for every class must be in MLA format. Get an MLA Microsoft Word template at www.joshuasprings.org under “tools.” Click on Christian Schools, click on any school, click tools

Proper Heading on Hand-written Assignments

(1) You are required to place the proper heading on every assignment that you turn in. Failure to do so may result in a re-do, a rejected paper, and/or a lower grade. (2) In the upper left-hand corner, write the following: (a) Your first name, (b) The course title and the class period, (c) The date. (3) In the center of the top margin, write the title of the assignment.

Restroom Procedure

(1) If the teacher gives you permission, follow the Hall Pass procedure. (See Hall Pass Procedure in the next section.) Students must use the designated restrooms. (2) A restroom trip will affect participation points, therefore it is best to use the restroom at break, lunch, and during the time you have between classes.

Hall Pass Procedure

(1) When given permission to leave the room, take a hall pass. (2) When you return to class, return the hall pass. (3) Failure to return a hall pass will result in a consequence that will be determined by the teacher. (4) Failure to have a hall pass could result in disciplinary action.

Classroom Interruptions

To minimize excessive classroom interruptions, messages to students will not be sent to classrooms. It is the responsibility of students to make arrangements prior to the beginning of school. Items for school may be dropped off in the school office. Students will not be sent call slips and will not be reminded to pick up their items. It will be the students’ responsibility to check with the school office for items they are expecting. Lunches & Lunch Money: The office will not be responsible for delivering lunches and money to students. Instructional minutes are VITAL to students’ education. Delivering a message to one or few students during class time is a distraction to all students in the learning environment. Ultimately, this will affect your student’s grades. Also, the phone in the school office is to be used for emergencies only. There will be a charge for all other calls.

Chapel Attendance Policy: *NEW*

Chapel is reserved to have special guests and programs for students. Student attendance is very important. All students are expected to bring their Bibles to chapel. Attendance in chapel will be reflected in the student’s Bible grade.

Attendance Policy

1) California State Law mandates that all children between the ages of 6 and 18 attend school unless they are exempted by law or have graduated from high school (E.C. 48200, E.C. 48400). 2) Studies show a direct correlation between academic success and regular school attendance. 3) Excessive absences may result in academic failure. 4) To that end, it is extremely important that students are in class regularly. Missing class prevents students from receiving valuable instruction as well as completing assignments.

Absence Policy

(1) A student is allowed 9 absences **excused or unexcused** per semester, per class. A student fails the class if he or she misses 10 periods of a course. For first period classes a student is allowed 10 absences per semester, per class. A student fails the class after he/she misses 11 periods of a course. (2) Absences lower a student's grade. (3) A student is considered absent from a class after 10 minutes. This absence will be recorded whether at the beginning of and/or the end of the class period. 4 tardies will be the equivalent of 1 absence. Teachers may award points to those who attend class and deduct points for those who do not. Teachers have the choice of not accepting late assignments or assigning a lower grade to late work.

Absences and Assignments

- (1) *** **Being absent on the day an assignment is due does not excuse you from turning in the assignment on time.** (2) If you are absent on the day an assignment is due, have your parent take your completed assignment to the office that day. The office will give the assignment to your teacher so you get full credit for turning it in on time. (3) Teachers have the choice of not accepting late assignments or giving late assignments a lower grade. (4) Attendance is important. Excessive absences, whether work is due or not, will lower your grades in your classes.
- (2) **EXCUSED ABSENCES** – Students are considered to have an excused absence from school when he or she is sick, has a medical/dental appointment (doctor's note required), is attending a funeral of a member's immediate family, or is appearing in court.
- (3) **Absences for almost all other reasons are considered unexcused even if they are absences requested or approved by the student's parent/guardian.** Parents/guardians must call the school office or send a note in order to excuse the absence.
- ADMINISTRATION ALWAYS RESERVES THE RIGHT TO MAKE A FINAL DECISION WHEN IT IS IN THE BEST INTEREST OF THE STUDENT AND/OR THE SCHOOL.**

ATTENDANCE POINT CHART

# of Absences per semester (excused and/or unexcused)		Percentage points deducted off grade
1 st Period	2 nd through 7 th periods	
3	2	0 points deducted
5	4	2 points deducted
7	6	3 points deducted
9	8	4 points deducted
10	9	6 points deducted
11	10	Automatic Failure

NOTE: Four tardies equal one absence and could result in CLEANSWEEP citation (for daytime loitering, SBCO 25.0202(a)).

Returning from an Absence

(1) **When you return to school after an absence, the first thing you must do is get a “Re-admit Slip” from the office.** (2) Upon entering each class, quietly present your Re-admit Slip to the teacher. (If you do not have a Re-admit Slip, you will be marked “tardy” as you go to the office to get it. Four tardies will be the equivalent of 1 absence.) (3) **After class, go to the teacher to collect your missed assignments. If you don’t get your assignments and turn them in, you’ll get no credit for those assignments.**

GETTING AND COMPLETING ASSIGNMENTS AFTER AN ABSENCE ARE YOUR RESPONSIBILITY.

Progress Reports

In order to access RenWeb, a current email address must be submitted to the school office. All parents and students can access grades via RenWeb. To **set up** RenWeb for your computer, go to joshuasprings.org, click Christian schools, click RenWeb, click first time user.

Leaving Class with a Parent

(1) If you know that your parent plans to have you excused from class, quietly tell the teacher when you enter the classroom. (2) The office will call when it is time to go, and you will be released. (3) No student will be released from class unless the office notifies the teacher.

Gum, Food, and Drink

(1) No gum, food, or drinks are allowed in any classroom **except bottled water**. (2) Throw food and drinks in the large outside trashcans before entering the classroom. Do not throw those items in the classroom wastebaskets. (3) Do not set food or drinks on the porch or sidewalk in front of a classroom. (4) Students are not allowed to chew gum anywhere on campus. (5) No soda, energy drinks i.e. Monster, Red Bull, etc. are allowed on the school campus during school hours.

Cell Phones/ Electronic Devices

If a student brings a cell phone to school, it must **not** be used, seen, or heard during school hours (7:45-3:00) **within the fenced areas**. Parents should call the office if they have a message for the student. **Violation of this rule will result in disciplinary action and the cell phone will be confiscated.** 1st offense - student may pick up phone in school office **after school**. 2nd offense - student must pick up in school office at the end of the following school day. 3rd offense – Parent must come into school office to pick up phone. Parents may come into the school office at any time to pick up phone. Further offenses could result in suspension and/or CleanSWEEP® citation for PC 415 (Disturbing the Peace).

Cheating

Any student caught cheating in any form will receive a “zero” for the assignment. The second offense of cheating in the same class will result in disciplinary action up to and including an “F” grade for the quarter.

Plagiarism

Plagiarism, copying someone else’s work and then passing it off as one’s own, is a serious offense. Students will receive zero points for an assignment plagiarized with no opportunity for re-do. Repeated offenses could result in further disciplinary action up to and including expulsion.

Fighting

Students involved in a confrontation with another person while attending school or a school-sponsored activity may be suspended or expelled from school depending on the severity of the confrontation. Additionally a CleanSWEEP® citation may be issued, under violation PC 415 (Disturbing the Peace).

Campus Rules

The following is **prohibited**: (1) Displaying pictures or emblems on clothing, lockers, or personal property, which exalt groups or movements that are contrary to Biblical standards. (2) Demonstrations of personal affection. (3) Bringing electronic devices (Gameboys, CD players, IPODs, MP3s, etc.) to school except by special permission. (4) No drawing/writing on arms/legs or any part of the body. (5) Gum chewing. (6) Tampering with or taking items that do not belong to the student. (Administration may contact the San Bernardino County Sheriff's Department in some cases). (7) Bringing or possessing on campus: fireworks, firecrackers, matches, or other flammable materials. (8) Using profane and/or suggestive language/gestures. These policies are not all-inclusive. Administration reserves the right to make a final decision in this area. In certain cases, if there is reasonable suspicion, administration can perform locker searches and/or back pack searches.

Café Rules

(1) Treat all Café workers with courtesy and respect. (2) Obey Café monitors. (3) No horseplay. (4) Clean up after yourself.

Appropriate Attire

This dress code applies to all school activities, on or off campus, wherever students represent Joshua Springs (sports events, school plays, awards banquets, graduation, etc.). As Christians, we want to please the Lord and be good witnesses to others in appearance and behavior. Students must dress modestly and attractively without drawing undue or excessive attention to the wearer. The administration reserves the right to determine that which attracts "undue or excessive attention to the wearer," and is therefore, unacceptable.

Uniforms

(1) Students are required to wear Joshua Springs uniforms that are purchased from Nunes Apparel through Joshua Springs. Any attempt to wear unauthorized clothing, alter clothing, or circumvent the dress code will result in disciplinary action up to, and including, suspension. (2) Students must wear school uniforms during school hours. (3) Students must wear the uniform styles that are designated for their grade level. (4) Students must be measured and fitted by Nunes Apparel. Students must wear the appropriate size and fit of garments. Clothing must not be baggy or tight. Any attempt to circumvent the dress code with regard to appropriate size and fit of garments will result in disciplinary action. When students are on campus, they must be in approved uniform attire. Students are to wear PE clothing during that class. Clothing must be consistent with JSCS clothing guidelines. After school, while waiting for parents/guardian pickup, if the student is on the school campus, they may wear their PE clothing. Undershirts, tanks tops, tube tops, etc. are not allowed to be worn on campus.

Tops

(1) Tops must be long enough to cover the stomach when arms are raised above the head. (2) Sleeveless tops, tank tops, tube tops, excessively tight tops, and spaghetti straps are prohibited as are garments that are made of thin or clinging fabric. (3) Garments that expose cleavage or undergarments are prohibited. (4) If a student dresses in layers that conceal prohibited clothing, the prohibited features of the garment must remain concealed. The uniform top must be worn properly according to the school rules. (5) T-shirt messages must not be offensive, anti-Christian, or of secular bands or entertainers.

Pants and Shorts

(1) The length test for shorts, skirts, jumpers and skorts: Straighten your arms at your side and extend your fingertips. If your extended fingertips are below your hem, the clothing is too short and violates the dress code. All items listed above must pass this "arm test" or have at least a 5-inch inseam, whichever is longer. (2) Shorts and pants must not be excessively tight or excessively baggy.

General Attire & Appearance

(1) All appropriate undergarments must be worn properly. (2) Dresses and skirts must be no shorter than 2 inches above the knee. Dresses must be modest: no strapless, spaghetti strap, tight material, high slits, leggings, etc. (3) Shoes must be worn at all times. "Flip flops," thongs, bedroom slippers, etc. are not allowed on campus. Athletic shoes must be worn for P.E. class. (4) Tattoos and jewelry in pierced body parts (other than female earrings) must not be worn or visible during school or school-related events. (5) Inappropriate accessories such as wallet chains, dog collars, studded gloves, skulls, etc. are prohibited. (6) Students may dye their hair if the coloring is subtle and a natural color. Unusual hairstyles that draw attention to the wearer are prohibited. (7) Students' hair must not cover the eyes. Students will be sent home until they have corrected this problem. (8) At awards events, boys must wear dress slacks with shirt and tie or a collarless dress shirt. No jeans. Girls' dresses must be modest and meet dress code. Violators will not receive awards publicly and will face disciplinary action. (9) All athletes will wear the school's official athletic travel attire when traveling to and from "away" games. (10) Hats must be worn with the bill facing forward.

Dress Code Consequences

(1) First violation will result in disciplinary action and notification to parents. (2) Second violation will result in suspension. (3) Third violation will result in suspension and referral to school board for additional action, up to and including expulsion.

The administration reserves the right to determine if clothing meets the dress code.

Dress Code

This dress code is not all-inclusive; any situation not specifically covered herein will be resolved by the administration in accordance with the general intent and purpose of the code.

Dances

There are 3 dances held during the school year, which include the prom. For dances, any students 9th grade or higher may attend. **Prom:** 10th grade students may attend the Jr./Sr. Prom only if invited by an 11th or 12th grade J.S. student.. Guest passes must be submitted by the due date. No guests over the age of 19 are allowed to attend.

Bus Rules

(1) Only water is allowed on the bus. No food, other beverages, candy, or gum, is allowed. (2) Infractions of a serious nature i.e. inappropriate language, not remaining seated while the bus is in motion, disruptive noise, throwing items out the window, or touching/hitting other students inappropriately could result in suspension of bus riding privileges or further disciplinary action: (a) The first offense will be a verbal warning from the Director of Transportation. (b) The second offence will be a written notice from the School Administrator that will need to be reviewed and signed by the student's parents. (c) The third offense (depending on the severity of the offence) will include a written notice and/or detention/suspension of bus privileges. Parents will be notified when any action is taken. (3) **Riding the bus is a privilege.** All students are expected to be obedient and respectful on the bus to keep that privilege. (4) These rules do not cover every possible situation. The bus driver has the legal authority to make decisions to ensure the safety and comfort of passengers.

Closing of School

The local radio stations will carry all school closing announcements due to inclement weather or other emergencies. When it becomes necessary to dismiss during regular school day, announcements will be made at once via radio. Parents may also contact school office.

Emergency and Fire Drills

Fire drills, as required by law, will be held at regular intervals. Such practice is important and should be approached seriously. Specific instructions for evacuation of the building will be given to the students by their teacher. Students will leave the room immediately on signal. There must be minimal conversation. Lines should be kept well organized and moving rapidly. The first student out of a door should step aside and hold the door open for those that follow.

Fundraisers

There are two major fundraisers at J.S.C.S. (1) The Lightning Card sales are sold in the fall for the following calendar year. (2) In the spring, J.S.C.S. holds its Annual Fundraiser Dinner, Talent Show, and Silent/Live Auction.

Ren Web

Ren Web is an internet –based school management system that embraces the various needs of administration, staff, teachers, students and parents. It is a private and secure website that will allow you to see complete information specific to your child, while protecting your child’s information from others. You will need an internet capable computer to view this information. This is a great tool to improve our children’s academic development as well as communication at school and at home.

This handbook is intended to be a guideline. The administration reserves the right to make final decisions regarding each situation.

Grading System

The grading system to be used is the following:

93-100 A	80-82 B-	67-69 D +
90-92 A-	77-79 C+	63-66 D
87-89 B+	73-76 C	60-62 D-
83-86 B	70-72 C-	

Honor Roll Qualifications: Principal’s Honor Roll - GPA of 3.7-4.0 nothing lower than a B-Honor Roll - GPA of 3.3 - 3.69 nothing lower than a C.

Students must be enrolled 25 days to receive a grade card for the quarter.

Important Days

(underlined days no school)

Aug. 22

First Day of School

Nov. 3

Parent Conference

Nov. 10

Staff Development

Nov. 21 & 22

ACSI Conference

Jan. 24

Parent Conference 3-5:30

March 16 Staff Dev.

April 12

Parent Conference 3-5:30

Apr. 10-13 SAT Testing

Apr. 20

1/2Day, Out @ 12:00

Apr. 20 Fiesta Dinner

May 7, 8&10 Re-enrollment

Ju

ne 5 Last Day of School 1/2 Day

June 5 Kind. Grad

June 5 High School Grad.

June 6 5th & 8th Promotion

Holidays (No School)

School office closed

Sept. 5 Labor Day

Nov. 11 Veteran’s Day

Nov. 21-25 Thanksgiving Break

Dec. 19 – Jan. 2 Christmas Break

Jan. 16 Martin L. King Jr. Day

Feb. 17 Lincoln’s Birthday

Feb. 20 President’s Day

Apr. 2-6 Easter Break

May 28 Memorial Day

Semesters

First Quarter Aug. 22 - Oct 21

Second Quarter Oct. 24 - Jan. 13

Third Quarter Jan. 17 - March 23

Fourth Quarter March 26 -June 5

School Hours:

Elementary 8:00 am - 3:00 pm

Jr. High 7:50 am - 2:50 pm

Sr. High 7:45am – 2:35pm

SR HIGH CLASS SCHEDULE

Mon. & Thurs.

Period Time

1st 7:45-8:45

2nd 8:50-10:20

Break 10:20-10:35

4th 10:40-12:10

Lunch 12:10-12:50

6th 12:55-2:25

Tues. & Fri.

Period Time

1st 7:45-8:45

3rd 8:50-10:20

Break 10:20-10:35

5th 10:40-12:10

Lunch 12:10-12:50

7th 12:55-2:25

WED. SCHEDULE

Period Time

Chapel 7:45-8:45

2nd per. 8:50-10:32

3rd per 9:37-10:19

Break 10:19-10:34

4th per 10:39-11:21

5th per 11:26-12:08

Lunch 12:08-12:48

6th per 12:53-1:3

7th per 1:40-2:25

Joshua Springs Christian School
57373 Joshua Lane
Yucca Valley, Ca 92284

Office Numbers:

Phone Number: 760-365-3599

Fax: 760-369-0315

Web: www.joshuaspringsschools.com

Administration:

Fem Ontiveros: Administrator

Dori Abel: Assistant Administrator/Guidance Counselor

Chris Begnaud: Chaplain/Children's Pastor

School Office:

Cory Barker: Administrative Assistant/Tuition

Dori Newsom: Administrative Assistant/Records

Cory Miller: Administrative Assistant/Attendance

Other Departments:

Israel Hagerman: Athletics

Shari Kint: Café Manager

Lucia Hagerman: ASL (Associated Student Leadership)

Kathy Wilson/Judy Stencil: Library

Joshua Springs Christian School
Expected School Wide Learning Results
ESLR'S

Expected Spiritual Results

ESLR # 1: Committed Christian Who:

- A. Have accepted Jesus Christ as their personal Savior.
- B. Seek God's guidance and truth through daily Bible reading and prayer
- C. Recognize and demonstrate God's love, power, will, and authority.
- D. Grow spiritually through active involvement in a local church.
- E. Respectfully respond to others who are contrary to God's word.

Expected Academic Results

ESLR # 2: Self-directed Learners Who:

- A. Take responsibility in the learning process.
- B. Access and assess information effectively from various resources.
- C. Demonstrate organized and time management skills.
- D. Display self-confidence through appreciation of their God-given abilities.
- E. Set realistic personal and academic goals.

ESLR # 3: Critical Thinkers Who:

- A. Investigate meaning beyond the obvious.
- B. Demonstrate creative problem solving skills, knowing that God is a God of order.
- C. Logically apply knowledge of various subjects.
- D. Apply God's Word, logic, and reasoning to discern doctrinal principles.

Expected Social Results

ESLR # 4: Collaborative Workers Who:

- A. Build Godly relationships.
- B. Function effectively and harmoniously with others in diverse environments.
- C. Demonstrate consideration and accountability for their words and actions.
- D. Model Christian ethics in all environments.

ESLR # 5: Involved Citizens Who:

- A. Understand God's influence in history and current world events.
- B. Relate current world conditions to history.
- C. Understand & communicate America's heritage.
- D. Know the rights of the U.S. Constitution and the process for improving the nation's laws.
- E. Help others through community service

Expected Physical Results

ESLR # 6: Healthy Individuals Who:

- A. Practice physical fitness through regular exercise and proper eating habits.
- B. Understand the lifestyle choices that honor God and the consequences of lifestyle choices that oppose.
- C. Develop a biblical self-esteem by accepting their God-given physical characteristics and by seeking God's approval, not man's.

2011-2012 High School Handbook

Dear Parents and Students:

You have just reviewed the Joshua Springs Christian High School Handbook. We have attempted to cover all the important rules, regulations and procedures for which you are responsible for during this school year. Remember that your success at Joshua Springs Christian School is equal to your effort and desire. Please sign and return the bottom section of this page.

The policies in this Handbook are subject to change by Administration. Any changes in policy will be communicated to both parents and students so that you will be aware of them.

We have read and reviewed the Joshua Springs Christian High School Handbook. In signing, we indicate an awareness and understanding of the school practices and procedures set forth herein.

Student's Signature: _____ Date: _____

Student's Printed Name: _____

Parent's Signature: _____ Date: _____

Parent's Printed Name: _____