



NorthPointe Christian Schools

2021-2022

Middle School

Student Handbook

HEAD OF SCHOOLS - Mr. Todd Tolsma - tolsmat@npchristian.org

MIDDLE SCHOOL PRINCIPAL - Mrs. Megan Willink - willinkm@npchristian.org

Middle School Campus - 3101 Leonard St NE, Grand Rapids, MI 49525 - www.npchristian.org



Dear Parents and Students,

We are delighted you have chosen NorthPointe Christian Middle School to be the place where your child will be spending the largest part of his/her day from August to June. Recognizing you are the first and most important teacher in your child's life, we take the responsibility of assisting you in this process very seriously. Our partnership is increasingly important as young people are continually faced with pressures from peers as well as other negative pressures from the world around us. We want our children to be strong in Christ, and trust in Him for their salvation. After living through the past year and a half, more than ever we understand the importance of having a personal relationship with Jesus. It is within this context we have chosen our theme for the year, "On Guard". This is based on Philippians 4:6-7 which says *"Do not be anxious about anything, but in every situation, by prayer and petition, with thanksgiving, present your requests to God. And the peace of God, which transcends all understanding, will guard your hearts and your minds in Christ Jesus."*

Our school policies and regulations reflect our commitment to God and His Word. Because we claim to follow Christ, students are expected to conduct themselves in a holy, Christ-like manner, both on and off campus. Reading this handbook will help you understand more about how we define our relationship to God and the parent/student/Church community we serve. The rights, responsibilities, and policies outlined are derived from school board policies and the laws of the State of Michigan. We hope you will carefully read through this handbook and refer to it often throughout the school year. Being informed and knowing expectations in advance always helps. Do not hesitate to ask for explanation or clarification if there is something you do not understand in this handbook. We welcome your thoughts, comments, and suggestions. Please accept our best wishes for an exciting, productive, and successful school year at NorthPointe Christian. We are confident that you, your child, and our staff, working together, can make this school year rewarding and fulfilling. Together we will make a united effort to prepare your child spiritually, academically, physically, and emotionally for the challenges of life, so that each child can reach his or her full potential to impact the world for Christ.

Mrs. Megan Willink
Middle School Principal
willinkm@npchristian.org

TABLE OF CONTENTS

PHILOSOPHY OF EDUCATION	4
ACADEMIC CALENDAR	5
SCHEDULES	6
ATTENDANCE	7
STUDENT EXPECTATIONS	9
DISCIPLINE	12
ACADEMIC INFO	23
ACADEMIC OPPORTUNITIES	25
EDUCATIONAL SUPPORT SERVICES	26
GENERAL INFORMATION	30
ATHLETIC/ACTIVITY	40
SCHOOL CLOSING PROCEDURES	41
EMERGENCY PROCEDURES	43
WEAPONS/ARSON & CRIMINAL SEXUAL CONDUCT POLICY	45
STAFF DIRECTORY	47

PHILOSOPHY OF EDUCATION

NORTHPOINTE CHRISTIAN SCHOOL MISSION STATEMENT:

"Equipping students to impact their world for Jesus Christ"

EDUCATIONAL PHILOSOPHY:

God is a personal and infinite Being, the Creator and Sustainer of all things. By His own deliberate choice and for His pleasure and fellowship, God created man, giving him the capacity to know and to respond to God and to live and enjoy a meaningful life. God further provided for success in every area of man's need—spiritually, mentally, socially, emotionally and physically. Man fell from his original state by willful disobedience into a state of total depravity and is destined for eternal separation from God in hell. However, in God's perfect plan and by His grace, God has provided eternal salvation through the death, burial and resurrection of His Son, Jesus Christ. When man receives Jesus by faith as his personal Lord and Savior, he becomes a new creature in Christ and is assured of spending eternity with God in heaven.

God is Truth. God the Father is the source of all truth; God the Son is the manifestation of truth; God the Spirit is the interpreter of truth. God has endowed man with the capacity and responsibility to learn truth through both physical and spiritual means. Truth is revealed to man in a general way through creation and more specifically through the living and written Word of God. The Holy Spirit indwells each believer, teaching and guiding him to discern truth from error. NorthPointe Christian Schools believes, therefore, that Christian education centers in the Person of Christ and the revelation of God in the Bible, which is the integrating factor around which all subject matter is correlated, arranged, and judged.

The goal of Christian education is to develop the student's ability to see all areas of life from a Christian world-and- life view. The desire of NorthPointe Christian Schools is to assist Christian young people in acquiring an internal moral code of behavior based upon the Bible, which is our sole and final authority for faith and practice and creative Christian life in society. All areas of curriculum shall be consistent with the inerrant Word of God and shall be designed to train the whole child.

2021-2022 ACADEMIC CALENDAR

AUGUST 2021

8/23 First Day of School – All Grades
8/27 NO SCHOOL

SEPTEMBER 2021

9/3 – 9/6 NO SCHOOL – Labor Day Weekend
9/14 – 9/16 6th Grade Camp
9/17 6th Grade (only) – NO SCHOOL

OCTOBER 2021

10/21 – 10/22 NO SCHOOL – Fall Break

NOVEMBER 2021

11/5 NO SCHOOL
11/24 - 11/26 NO SCHOOL – Thanksgiving Break

DECEMBER 2021

12/15 - 12/17 Half Day Exams (MS/HS)
12/17 Half Day All Schools
12/20 - 1/2/22 NO SCHOOL – Christmas Break

JANUARY 2022

1/3 School Resumes
1/3 – 1/7 MS/HS J-Term
Elem WOW Week
1/17 NO SCHOOL – MLK Day

FEBRUARY 2022

2/17 Half Day - Mid Winter Break
2/18 – 2/21 NO SCHOOL – Mid Winter Break

APRIL 2022

4/1 – 4/8 NO SCHOOL – Spring Break
4/15 NO SCHOOL - Good Friday

MAY 2022

5/23 HS Graduation
5/30 NO SCHOOL Memorial Day

JUNE 2022

6/1 - 6/3 Half Day Exams (MS/HS)
6/3 Last Day of School (Half Day)

***Please note that these dates are subject to change**

Please check our website to confirm (www.npchristian.org)

DAILY SCHEDULES

Chapel Schedule

1st Period	7:45-8:30 AM
2nd Period	8:35-9:20 AM
Chapel	9:25-9:55 AM
3rd Period	10:00-10:45 AM
4th Period	10:50-11:35 AM
Lunch	11:40-12:00 PM
5th Period	12:05-12:50 PM
6th Period	12:55-1:40 PM
7th Period	1:45-2:35 PM

Daily Schedule

1st Period	7:45-8:35 AM
2nd Period	8:40-9:30 AM
3rd Period	9:35-10:25 AM
4th Period	10:30-11:20 AM
Lunch	11:25-11:45 AM
5th Period	11:50-12:40 PM
6th Period	12:45-1:35 PM
7th Period	1:40-2:35 PM

Thursday Chapel Schedule

Chapel	7:45-8:10 AM
1st Period	8:15-9:00 AM
2nd Period	9:05-9:55 AM
3rd Period	10:00-10:50 AM
4th Period	10:55-11:40 AM
Lunch	11:45-12:05 PM
5th Period	12:10-12:55 PM
6th Period	1:00-1:45 PM
7th Period	1:50-2:35 PM

Cool Class Schedule

Cool Class	7:45-8:10 AM
1st Period	8:15-8:50 AM
2nd Period	8:55-9:40 AM
3rd Period	9:45-10:30 AM
4th Period	10:35-11:20 AM
Lunch	11:25-11:45 AM
5th Period	11:50-12:40 PM
6th Period	12:45-1:35 PM
7th Period	1:40-2:35 PM

ATTENDANCE

REPORTING ABSENCES FROM SCHOOL

Middle School Office Phone number - (616)719-5440

- An absence/tardy (being out of school with parent's permission) must be reported to the MS Office by the parent or guardian between 7:30 AM - 9:00 AM on the day of the absence.
- Prior to 7:30 AM, the parent or guardian may leave a message with the following information: student first and last name, grade and reason student is absent, name of parent calling, and daytime phone where parent may be contacted.

Notes from parents are not accepted.

STUDENT ABSENCES AND EXCUSES

An excused absence from school may be approved on the basis of any one or more of the following conditions:

- Personal Illness
- Illness in the family
- Death of a relative
- Special circumstances as approved by Head of Schools and/or MS Principal

SCHOOL NOTICE OF ABSENCES

Students and their families may be notified by administration or teacher via email or phone call.

- 3 unexcused absences in same period per quarter - email
- Every 2 additional unexcused absences in same period per quarter - email
- 10 unexcused absences in same period per quarter - phone call
- 10 unexcused or excused absences in the same period per quarter - phone call

PREARRANGED ABSENCES

Students who will be absent from school for a family vacation or another reason planned in advance students must do the following

- Obtain a prearranged absence form from the middle school office
- Have each teacher sign off and assign work ahead of time

MAKE UP WORK FOR EXCUSED ABSENCES

Generally students will be given one day to make up class work for each day they are absent from school or class. **It is the student's responsibility to check with each teacher about make-up work.**

TARDINESS TO SCHOOL

Students who report to school after the 7:45 a.m. tardy bell will be considered tardy to school.

A warning tardy bell will ring at 7:40 a.m. At that time students are expected to be moving toward their first period classes.

The bell rings at 7:45 a.m. and students should be in their first period classroom by that time.

Tardiness to school will be monitored by the Middle School office.

Tardiness to school will be monitored weekly and refreshed on a quarterly basis.

Tardies due to personal or family illness or emergency will be excused if the school is informed by a parent/guardian

- 3 Tardies to school will result in an organizational hour
- Organizational hour will continue to accumulate there after.

TARDINESS TO CLASS

Tardiness to class is defined by the student not being in the designated area as defined by the teacher/staff when the tardy bell rings. Students are expected to be at each class on time. If students are detained by a teacher or the office, a pass must be issued to admit the students to enter class without being considered tardy.

Tardiness to class will be monitored by individual teachers.

Tardies are monitored weekly and refreshed each quarter.

- 3 Tardies to class will result in an organizational hour

SKIPPING CLASS

If a student is more than 5 minutes late to class, they are considered skipping class and will be assigned an appropriate consequence.

MID-DAY DEPARTURES / PARTIAL DAY ABSENCE

NPCS is a closed campus for all students. If students are arriving late or leaving campus during school hours, they must have a parent/guardian sign them in/out in the office.

Students are not permitted to leave for lunch unless a parent accompanies them or a parent approved adult.

All visitors to NPCS must check in at the high school office. **Students from other schools may only visit with prior permission from the middle school office.**

STUDENT EXPECTATIONS

STUDENT CODE OF CONDUCT

It is necessary as a Christian School to have policies and procedures that are followed by everyone. It is important that all students of NorthPointe Christian understand what is expected of them. It must be understood that rules apply to any and all school activities. In addition, classroom teachers, aides and other staff will have specific rules and regulations that they will enforce.

LUNCH GUIDELINES

NorthPointe Christian is considered a closed campus, meaning students may not leave during lunch.

- Students are expected to either bring their own lunch or pre purchase lunch from NPC.
- Students are expected to eat lunch in the cafeteria unless otherwise stated.

BUS

NorthPointe Christian provides shuttle buses to and from the elementary campus as well as for sporting events and field trips.

- Students are expected to remain seated and facing forward at all times.
- Students are expected to clean up after themselves after riding.
- Students are expected to keep their arms, hands, and feet inside the bus at all times.

DRESS CODE

In carrying out NorthPointe Christian's Love, Image and Mission Mandate, we ask each student to honor God in the way they dress. In partnership with parents, dress of individual students is the responsibility of the parent/guardian during the school day as well as in attendance of school related functions. We also recognize that student's attire provides an opportunity to express personality, style and culture. Our desire is that student appearance promotes a positive self-image and learning environment and is honoring God. Students should dress modestly. This includes but is not limited to;

1. Clothing should be in good repair and be modest in length and covering.
2. Shorts, skirts, and dresses should be modest in length. When they are not, leggings should be worn.

Please refrain from wearing;

1. Any attire that consists of profane, obscene, sexually implied or explicit language or graphics, as well as clothing that advertises or promotes tobacco, alcohol, or substance use;
2. Any attire that promotes or degrades political parties or candidates;
3. Low-cut tops, shirts that reveal your midriff or undergarments regardless of movement, or straps of shirts less than three finger widths;
4. Hoods and Hats;
5. Leggings, Jeggings and/or Yoga pants with a waist length top

We expect students to be dressed appropriately for both activities and weather. These guidelines are to be followed both for during the school day as well as all school related functions. If a student does not meet these expectations, appropriate attire will be found for the student and/or the parent/guardian may need to bring a change of clothes. If necessary, final decisions concerning dress code violations will rest with one of the following: school counselors and/or building administrators.

CONSEQUENCES:

Final decisions concerning alleged dress code violations rest with the building administrator(s). The following consequences may be carried out if a student is found in violation of the dress code policy:

1ST Offense: A verbal warning with correction (the school gives the student something to wear to cover up the offensive clothing).

2ND Offense: A verbal warning, correction and notification of the parents by letter or e-mail.

3RD Offense: Correction, detention, and notification of the parents by letter or e-mail.

OFF-CAMPUS DRESS CODE POLICY:

When students are off campus participating in activities that represent our school, appropriate clothing is important as a reflection of our school and the Lord Jesus Christ. Dress code policy for these activities will be directed by the sponsor of that group.

PERSONAL HYGIENE

Personal grooming of each student should be in accord with the standards of the dress code—clean and neat. Students are expected to maintain good hygiene throughout the day. All grooming should be done before entering class.

PERSONAL COMMUNICATION DEVICES

Cell phones are allowed on campus but may only be visible and in use during lunch hour, before and after school and between class periods. **Cell phones must remain off during all classes, assemblies and chapels.** Cell phones used at other times (including text messaging) will be confiscated for the remainder of the day. Cell phone cameras, (or any form of camera) that are misused will be subject to confiscation and appropriate additional punishment. No picture taking is allowed in restrooms or locker rooms.

Electronic items such as Nintendo Switch, IPODS, etc used for playing games or music may not be brought to class, assemblies, or chapel. We strongly discourage the bringing of such items to school for the students' protection against loss or theft.

Assessments: Teachers will collect all cell phones prior to taking a test in the classroom.

The middle school and high school offices have a phone that may be used by request.

- FIRST OFFENSE: Cell phone will be turned into the MS Office for the remainder of the day. A behavior card is filled out and issued to the student.
- SECOND OFFENSE: Cell phone will be turned into the MS Office and the parent will be contacted to come to the MS office to pick it up and the student is issued a ninth hour.
- THIRD OFFENSE: Cell phone will be given to the MS Office everyday and cannot be utilized until after school hours for the rest of the semester

HALL CONDUCT/PASSES

During Class Time

- Students who leave a classroom during scheduled hours must obtain a pass from their teacher before leaving. Without a pass, students in areas other than where they are assigned may be considered to be loitering and be subject to disciplinary action.

During Passing Time

- Students will be expected to keep their hands to themselves and act appropriately in the hallway while passing from class to class.

LOITERING

Students who are found in places other than where they are supposed to be without the appropriate permissions or supervision will be subject to disciplinary action.

SURVEILLANCE CAMERAS

PLEASE BE ADVISED: All persons are duly informed that their behavior and movement may be monitored on school property and/or adjacent property by security cameras for purposes of safety of person, personal property, and Board of Education property.

DISCIPLINE

DISCIPLINE POLICY FOR NORTHPOINTE CHRISTIAN MIDDLE SCHOOL

Our goal at NorthPointe Christian Middle School is to provide a safe and effective learning environment where students develop respectful and loving habits which give praise to Christ. When students need correction, we must give it in the spirit that reflects His love for us. We hold high expectations for our students. On the first day of school our students will receive a handout which explains those expectations in detail. The present document explains the procedures which our school follows when middle school students fail to meet the school's expectations.

EXPECTATIONS

- **Organization.** Students should:
 - Have all necessary materials in class before the class begins.
 - Follow procedures for being in class on time and also for leaving class. Each teacher will share their specific expectations on the first day of school. These will also be posted in every classroom as a continual reminder to students.
 - Use class time productively.
 - Maintain neatly organized lockers and keep all textbooks on the shelves.
 - Maintain neatly organized notebooks, use dividers, and keep all papers in sequential order.
- **Assignments.** Students should:
 - Complete all assignments by due date and show effort on each segment of the assignment.
 - Bring completed assignments in class ready to be handed in.

NOTE: Please communicate with teachers if there are extenuating circumstances
- **Behavior.** Students should:
 - Be properly and modestly dressed for class.
 - Be considerate of others and their property.
 - Be careful and quiet in the halls (Students should not run or make unnecessary noise.).
 - Be in the properly assigned areas of the building and campus during the school day.
 - Avoid inappropriate, crude, and offensive language.
 - Avoid comments, facial expressions, or gestures that belittle or put down others.
 - Refrain from eating candy and food during class time.
 - Keep our building clean and neat.
 - Use technology appropriately.

CARDS

- A card is a slip which teachers fill out when students fail to meet the above expectations; there are three categories of cards to match the three expectation categories above. The first card received is a caution or a reminder, and therefore it carries no penalty. The students will receive a copy of the card. The teacher who assigns the card will bring the remaining copy to the office where it will be recorded and filed. At the end of each marking period, students will begin with a clean slate.
- If students receive three (3) cards in one of the first two categories, Organization or Assignment, within a given marking period, students will be given notice for an Organizational or Ninth Hour. If a student receives (2) cards in the Behavior category within a given marking period, students will be given notice for a ninth hour. It is the students' responsibility to give these notices to parents and obtain parent signatures. If the students return their notices with a parent's signature on the morning after they are issued, they serve ten (10) fewer minutes. (Students must return these notices to the office and request that the reduction of ten minutes be checked.) Please note **ALL** detention notices still need a parent signature.

AFTER-SCHOOL HOURS

- Students will serve their time on Wednesday afternoons starting at 2:40; the ninth hour begins when students enter the assigned room and sign in. **(We ask that parents call to change these assigned hours only when absolutely necessary.)** Ninth hours must be served before students attend practices and games.
- When students receive three Organization cards, they must report to a forty-minute Organizational Hour after school. During this time the students will first clean their lockers and organize their notebooks; then, show their updated planner to the Organizational Hour staff. If time allows, students will complete overdue homework and homework due the following day.
- When students receive three Assignment cards, they must report to a quiet forty-minute ninth hour after school. If students fail to bring material to work on, the teacher in charge will give additional assignments.
- When students receive two Behavior cards for misbehavior or for the more serious offenses listed below, they must report to a forty-minute Ninth Hour after school. After the students complete a Student Action Plan, they must sit quietly or may be assigned various duties by the principal or teacher in charge of the Ninth Hour.
- On the next school day following a served Ninth Hour, students may be required to meet with a panel of teachers during 1st hour. The student and teachers will discuss the Student Action Plan completed during the Ninth Hour. The student may be assigned another action item or consequence.

Ninth Hours or further consequences may be assigned for the following:

- For failing to turn in a signed notice for an after-school hour

- For failing to serve an after-school hour
- For accumulating two (2) misbehavior Ninth Hours in a marking period
- For defacing school property, such as writing on desks, writing in textbooks, etc.
- For leaving school grounds during regular school hours without permission from parents and teachers
- For using foul, obscene, or blasphemous language
- For tampering with the teacher's desk, chair, keys, etc.
- For skipping class
- For pushing or fighting
- For committing other serious infractions which serve to undermine the virtues of Christian respect and love that our school seeks to foster in students

***If a student receives two Ninth Hours in one week, the student will serve one 60 minute Ninth Hour; 30 minutes for each Ninth Hour earned.**

Zero Tolerance for Weapons, Arson, and Criminal Sexual Conduct (see school policy for details)

NorthPointe Christian will not tolerate behavior that creates an unsafe environment or threat to safety. If a student is alleged to possess a dangerous weapon, commit arson or commit criminal sexual conduct in the school building or on school property, transportation vehicles, or at any school activity, the school principal will investigate the circumstances to substantiate the allegations and determine whether the student must be permanently expelled.

Discipline for Student Identified with an Educational Disability (see school policy for details)

Students with disabilities will be disciplined in accordance with applicable federal and state laws and NorthPointe Christian School board policy. In some cases, students' disabilities prevent them from knowing, understanding, and adhering to codes of conduct. If and when a student with an educational disability violates the school's code of conduct in such a way that suspension for more than 10 days or expulsion is deemed to be the normal consequence of the behavior, it is imperative that NPCS determine if the behavior in question was the result of, or a direct manifestation of, the student's disability, and therefore, not a matter of choice.

DISCIPLINARY SANCTIONS

The commission of or participation in any of the activities listed in the handbook, while a student is enrolled at NPCS is prohibited. This includes the commission of or participation in any of these activities at all off-campus, non-school sponsored activities including, but not limited to: social

gatherings, parties, etc. Disciplinary action will be taken by school officials regardless of whether or not criminal charges result.

DISCIPLINE/CONSEQUENCES

Disciplinary action by the school authorities may result when student behavior takes on the handbooks listed forms of misconduct. The handbook categories are general in nature and are not all-inclusive. There are minor and major infractions in each category, resulting in different progressive, redemptive discipline action. **Unique situations may call for unique consequences.**

GUIDELINES ON DISCIPLINE

- Administrators will seek first to get the facts, which may include interviewing students and staff involved in a discipline issue if applicable.
- Administrators will contact parents to discuss the charges, the facts, and possible disciplinary action.
- Administrators will determine needed disciplinary actions within the policies and inform the student and parents in writing, including plans for a satisfactory return.
- Parents must be told they may appeal to the superintendent/head of schools within three days of the principal's decision.

CLASSIFICATION OF INFRACTIONS

It must first be determined if an infraction of any kind is classified as minor or major. Some infractions have mandatory consequences separate from the following. The following is a **guideline** for administrative use when corrective progressive action is necessary:

MINOR INFRACTIONS

May result in **any** of the following with reoccurrences progressing as deemed necessary

- Personal Conference
- Parent Contact
- Detention (time or work)
- Referral
- Probation
- Saturday School
- In-School Suspension
- Out-of-School Suspension

MAJOR INFRACTIONS

May result in **any** of the following with reoccurrences progressing as deemed necessary

- 1st Offense:
 - 3-5 day suspension
- 2nd Offense:
 - 5-10 day suspension
- 3rd Offense:
 - 10 day suspension - recommendation for expulsion

DETENTION(Time)

A time detention has been established for those students with minor infractions that take time away from administration, teachers or staff. This includes but is not limited to unexcused absences and unexcused tardies. This detention will be 30 minutes served technology free in a classroom supervised by a staff member.

DETENTION(Work)

A work detention has been established for those students with minor infraction that in some way disturb school life in a way that takes away from the educational process. This includes but is not limited to damage of property and making messes that are not cleaned up. These detentions will last 1 hour and the student will be assigned to a designated staff member to help with work needed to help keep the school building or properties in good repair.

SUSPENSION(In-School)

The student is denied the privilege of attending regular classes. In order to receive credit for an assigned in-school-suspension the student must arrive on time. **While serving an in-school suspension a student is not allowed to participate in or attend any school-related activities, or be present on school property after school hours.**

SUSPENSION(Out-of-School)

The student is denied all privileges. **While serving an out-of-school suspension a student is not allowed to participate in or attend any school-related activities, or be present on school property at any time.**

SATURDAY SCHOOL

An administrator can assign a Saturday work detention to a student who misses a detention, accumulates many tardies per quarter, has been truant, or is caught off campus without permission from the school during a school day. There may be other circumstances that will warrant a Saturday work detention, and they will only be given after a series of related problems.

- Students will report to school on Saturday at 8:00 a.m. and be dressed to work on custodial projects. The detention will end at 12:00 p.m. Parents must pick up all middle school students before they are released. All other students must check out with the supervising teacher.
 - **Students are required to pay \$30.00 to cover the cost of the supervising teacher.**

EXPULSION

This student is denied all privileges and is no longer allowed to be a student at NorthPointe Christian Schools. **Expelled students are not allowed to participate or attend any school-related activities, or be present on school property at any time.**

EXPULSION PROCEDURES

The act of permanent expulsion from school will only be made by the board of education upon the recommendation of the principal and superintendent/head of schools. The following procedural guidelines will govern the expulsionary process:

- Written notice specifying the charges leading to the recommendation to expel and the time and place of the hearing.
- Parents are given the opportunity to address the board of education at the time it decides on the recommendation to expel.

- Parents provided a written statement of the decision of the board of education.

The NPCS School Board shall be deemed an impartial tribunal. Once the NPCS School Board has listened to the appeal of the student or his/her representation and determined whether or not to accept the recommendation for expulsion, the decision will not be subject to further appeal. Failure to appeal by the student or representation at such hearing negates future opportunity to appeal.

READMISSION

After an expelled student has been out of NPCS for a minimum of one semester, he/she may apply for readmission. After examination of multiple factors, the board of education MAY grant readmission. A student who readmits after expulsion shall be placed on probation for a determined amount of time.

PROGRESSIVE DISCIPLINE

Note There are always extenuating circumstances that may arise that may result in an immediate consequence, in regard to NPCS progressive discipline.

- **Personal Conference:** The teacher has a conference with the student. This is an opportunity for the teacher to offer suggestions to help the student and to pray with the student.
- **Parent Contact:** The teacher makes contact with parents (phone call, e-mail, etc.) regarding the problem and discusses with them solutions to help alleviate the problem.
- **Detention:** Continued disruption by the student after counseling and contacting the home will result in a detention. Students will have a detention slip sent home informing the parent(s) of the time that detention is to be served. A detention may be served before or after school as assigned. Failure to serve a detention can result in an additional detention, or a Saturday work detention.
 - In the event of excessive detentions may result in a meeting with the student, his parents, and the administrator. Further disciplinary action may occur. The accumulation of detentions begins with the first week of each semester.
- **Referral:** The classroom teacher may give a referral to a student for a continued problem following a detention or for other more pressing problems such as cheating, fighting, swearing or verbally attacking another student or teacher. Referrals are usually used in situations beyond the control of the teacher in the classroom setting. With a referral, the student is sent to the office to see an administrator. Parents are notified and a parent conference may be arranged. An administrator may issue the student a detention, refer the student to a counselor, or place the student on probation.
- **Probation:** A student placed on probation may not be permitted to continue in any elected office or maintain any responsibility in student organizations or extra-curricular activities, including athletics. The length of the probationary period will be left to the discretion of the school administration. The parent will be notified of the action taken. Appeals of such disciplinary action by a parent are permitted. Written information concerning the appeals process may be obtained from the school office or administration office.
- **Saturday School:** An administrator can assign a Saturday work detention to a student who misses a detention, accumulates many tardies per quarter, has been truant, or is

caught off campus without permission from the school during a school day. There may be other circumstances that will warrant a Saturday work detention, and they will only be given after a series of related problems.

Students will report to school on Saturday at 8:00 a.m. and be dressed to work on custodial projects. The detention will end at 12:00 p.m. Parents must pick up all middle school students before they are released. All other students must check out with the supervising teacher.

- **Students are required to pay \$30.00 to cover the cost of the supervising teacher.**

GENERAL CATEGORIES OF MISCONDUCT

AUTOMATIC MAJOR INFRACTIONS:

*This offense could result in a referral to the board of education for 180 day expulsion.

- **Arson*:** The willful and malicious burning of, or attempting to burn, any building or property or material within the building.
- **Assault*:** An UNPROVOKED verbal and/or physical attack on a person.
- **Substance Abuse:** Students using, in possession of, or under the influence of substances.
 - Tobacco - any form or alternative form such as but not limited to e-cigarettes/Juul/vapes.
 - Alcohol - any and all forms of alcohol.
 - Drugs - prescription medications, over the counter medications, anabolic steroids, dangerous controlled substances as defined by state statute, or any substance that could be considered a look alike controlled substance or drug. Including drug paraphernalia.
 - **DRUGS = Automatic 10 Day Suspension (out-of-school)**

NorthPointe Christian High School is committed to maintaining a drug and alcohol free campus. Because NPCS is concerned about any student who is involved in alcohol or drug use, the school will facilitate the process by which he/she receives help through programs/counseling.

Consequently, NPCS reserves the right to search at any time all vehicles, lockers, backpacks, purses, duffel bags and persons for drugs and contraband of all types. We also reserve the right to request that any student undergo immediate drug/alcohol screening and or testing. While no test will be administered without the consent of a parent, failure to consent to the test will be taken into consideration by NPCS as part of its investigation and disciplinary decision. NPCS holds the right to inform the proper law enforcement officials.

Tobacco, alcohol, and/or drug use by NPCS students is not permitted on or off school premises while the student is enrolled at NPCS.

- **Fighting:** *A verbal and/or physical attack between two or more people.*

- **Gang Activity*: NO TOLERANCE POLICY** prohibits the displaying of gang related clothing, hand-signing, graffiti, behavior, or any other indication of gang membership or activity.
- **Possession or use of weapons(PA 211)*:** *Possessing, using, or threatening to use any weapon or instrument capable of inflicting bodily injury.*
This policy includes any explosives or weapons brought onto school property or to co-curricular events (home or away), including even those used solely for hunting and contained in student vehicles (cased or un-cased), any weapon/explosive that is unassembled, or “look-a-like” weapons or instruments.
When staff or administration hears about possible possession, students are subject to search and seizure procedures immediately. Law enforcement officials will be notified.
Consequence: Student(s) involved results in an immediate, indefinite suspension.
- **Sexting*:** The sending/asking of sexually explicit message or images by cell phone and/or other electronic devices.
- **Sexual Harassment and Misconduct*:** See Board Policy page 20, 22, and 23
- **Threats*:** Issuing, by word or writing, the intention to do damage or great bodily harm to a person or property, including but not limited to bombing, shooting, killing, etc.

INFRACTIONS THAT MAY RANGE FROM MINOR TO MAJOR:

- **Acts of Violence:** are intentional harmful behavior initiated by one or more students and directed toward another student. For our purposes it takes place in the school, on school property, on school field trips, or with use of school owned technology Examples of acts of violence include but not limited to:
 - All activities on social media
 - Punching, shoving and other acts that hurt people physically,
 - Spreading bad rumors about people.
 - Teasing people in a mean way, including name calling.
 - Getting certain people to “gang up” on others.
- **Bullying:** is any repeated acts of violence aimed towards the same student.
- **Cheating:** Cheating is considered a major offense at NPCS and in the Christian community. Following are considered cheating: May also result in loss of credit or half credit on a retake.
 - Assignments: The giving or copying of any answers regarding an assignment. This would include everything from daily homework to major research papers. Students are not to copy other students’ work and must submit their own work. Both “givers” and “takers” will be penalized.
 - Plagiarism: The use of information from a source without documentation of attribution.
 - Quizzes, Tests, and Exams: The practice of soliciting help during a classroom quizzing or testing situation. This would include the use of information brought into class, the sharing of information during class, or the sharing of information about the test or quiz with students who have not yet taken it.

- **Disruptive Conduct:** Conduct that interferes with the educational process or safety of others.
- **Extortion, Blackmail or Coercion:** Obtaining money or property by violence or threat of violence or forcing someone to do something against his/her will by force or threat of force.
- **Failure to Disband:** Students failing to disband when a reasonable request is made by authorized personnel. It is a violation of fire code and safety regulations to assemble and sit on stairways whereby safe passage is inhibited.
- **False Alarms:** Issuing, by word or act, the false or misleading report of a fire, bomb threat, or any other critical incident.
- **Forgery:** Using the names of other persons in writing or falsifying times, dates, grades, addresses or other data on school forms, including signatures.
- **Harassment:**
 - Disrespect to an authority figure(defiance,including hostile speech and cold silence,talking back,not following classroom procedures, etc.).
 - Swearing/cursing, racial slurs, verbal abuse, inappropriate gestures, etc.
 - Willful destructive behavior, including but not limited to social media and electronic devices.
- **Insubordination:** The failure to carry out a reasonable request by a faculty/staff member.
- **Obscenity/Vulgarity:** Using coarse gestures or obscene language in verbal, non-verbal, or written form, including social media. This would include using the Lord's name in vain.
- **Possessing or using Fireworks:** Possessing or using fireworks or other explosive materials within the building or on school grounds.
- **Stealing:** Dishonestly acquiring the property of another or unauthorized possession of property belonging to another.
- **Trespassing:** Being present in an unauthorized place or refusing to leave an area when ordered to do so. This would include the unauthorized returning to school during an out-of-school suspension or expulsion.
- **Truancy/Skipping:** Unauthorized absence from school or classes for any period of time. Chronic tardiness may be considered truancy.
- **Vandalism:** Willful or malicious destruction of property belonging to others.

DISCIPLINE FOR STUDENT IDENTIFIED WITH AN EDUCATIONAL DISABILITY

All students are expected to contribute to a positive atmosphere in our school. At times, however, a student's behavior might disrupt the environment, leading to disciplinary action from which learning and growth can occur. Students with disabilities will be disciplined in accordance with applicable federal and state laws and NorthPointe Christian School board policy. NPS typically affords students who have identified educational disabilities the same due process considerations afforded all students in discipline matters. In some cases, however, students' disabilities prevent them from knowing, understanding, and adhering to codes of conduct. If and when a student with an educational disability violates the school's code of conduct in such a way that suspension from more than 10 days or expulsion is deemed to be the normal consequence of the behavior, it is imperative that NPS determine if the behavior in question was the result of, or a direct manifestation of, the student's disability, and, therefore, not a matter of choice. To make such a determination, NPS will conduct a Manifestation Determination Review, typically within 48 hours of the incident that led to suspension. The Manifestation Determination Review insures that students who have disabilities are not discriminated against because of their disabilities.

The purpose of a Manifestation Determination Review is to ascertain whether a student's disability led to the behavior that violated the code of conduct. If this review determines that the disability was the cause of, or significantly associated with, the behavior, than an appropriate, individualized intervention must be developed. If, on the other hand, the review determines that the disability is not related to the behavior, then the school's discipline policy, as articulated on pp. 27-34 of the student handbook, may be applied.

The team of people conducting the Manifestation Determination Review will consist of individuals who know the student. Typically, that team will consist of the persons involved in an Individual Student Plan (ISP). The ISP team consists of:

- The building administrator or his/her designee;
- Parents of guardians of the student;
- General education teachers who know the student;
- The special education staff responsible for implementing the student's ISP;
- A psychologist who knows the student.

For purposes of conducting the Manifestation Determination Review, it must be understood that an educational disability in any disability that significantly impairs a student's ability to benefit from school. The following are commonly accepted educational disabilities:

- Learning disability
- Cognitive impairment
- Autism
- Emotional impairment
- Hearing impairment
- Visual impairment
- Physical impairment
- Health impairment
- Traumatic brain injury

- Deaf-blindness

Students who are identified as having Attention Deficit/Hyperactivity Disorder (ADHD) are not considered educationally disabled, per se. That is, ADHD is not recognized as a special education category under which students receive special education services. Following careful review, ADD/ADHD might be considered as the cause of, or significantly associated with, the behavior in question under the Americans with Disabilities Act (ADA)

ACADEMIC INFORMATION

REPORT CARDS

- NPC middle school has two semesters each divided into two quarters. Report Cards will be e-mailed at the end of each quarter or **mailed upon request** except for the first report card, which is distributed at the time of Parent/Teacher Conferences. The semester grade is based upon an average of the two quarter grades plus the semester exam grade for grades 6-8.

SCHOOLGY

- NPC middle school students use a learning management system called Schoology. Students will have online access to all of their classes and this will be the main place they go for class information, assignments, grades, remote learning, etc. Parents have their own accounts with full access to their students' classes and grades as well as general school news and information.

GRADES AND ASSIGNMENTS

At the beginning of each year, details on how to use Schoology will be sent to all parents. Schoology will be used to access student's grades and assignments. Schoology will also be a primary tool used for remote learning as necessary. **Parents and students are strongly encouraged to participate.**

Grading Scale

A	=	93-100%	=	4.0
A-	=	90-92%	=	3.67
B+	=	87-89%	=	3.33
B	=	83-86%	=	3.0
B-	=	80-82%	=	2.67
C+	=	77-79%	=	2.33
C	=	73-76%	=	2.0
C-	=	70-72%	=	1.67
D+	=	67-69%	=	1.33
D	=	63-66%	=	1.0
D-	=	60-62%	=	0.67
F	=	0-59%	=	0.0

INCOMPLETE

All semester incompletes must be made up within the first three weeks of the following semester. Students not finishing the make-up work will receive a failure on their transcript with no recourse, unless approved by the principal.

ACADEMIC OPPORTUNITIES

HS CREDIT EARNED IN MS

Middle school students attending NPC have the opportunity to earn high school credit in the following classes: Physical science, Algebra 1, and Spanish 1. In order to receive credit, students must be enrolled in the appropriate class and earn a grade of "B" or better for each semester or an 80% or higher on each final exam. For Spanish 1 credit, students must successfully complete Spanish in both 7th and 8th grade.

J-TERM COURSES

J-Term is a weeklong session that occurs during the first school week in January. The week is centered around different themes such as; Problem Solving, Careers, and our 3 Mandates. It includes both guest speakers and field trips.

STUDENT COUNCIL

NorthPointe Christian Middle school will have their own Student Council. They will have middle school student council meetings for planning activities throughout the year. Elections will take place in the fall and specific guidelines will be defined.

EDUCATIONAL SUPPORT SERVICES

STUDENT UNION

Student Union

We believe

- All students are created in the image of God with unique values and gifts in the sight of God.
- All students have a unique value and purpose in the sight of God regardless of strengths or challenges.
- All students have a God-given plan and purpose for their life.

We seek to

- Respectfully serve one another rejoicing in God's unique design.
- Understand the needs of students through observation and testing.
- Develop, execute, and evaluate an effective individual student plan for success at NorthPointe and beyond.

PROGRAM GUIDELINES

- NPCS Student Union Program may service students diagnosed with:
 - ADHD,
 - Learning Disability (LD),
 - Other Mild & Moderate Cognitive Impairments on a case-by-case basis
- All student test records must be made available for review by school personnel prior to school/program enrollment confirmation.
- Initial evaluations will include the student's present level of academic achievement, cognitive strengths and weaknesses, teacher observations, and a determination of disability.
- The school will document and communicate the purpose of testing and modifications/accommodations in the student's Individual Service Plan, or ISP. If a student meets eligibility criteria for the ESS program, annual ISP meetings will be conducted to review student progress. If a student is receiving instruction using an alternative curriculum in the Student Union, previous year's goals and objectives will be reviewed and new goals and objectives will be set for the following school year. Annual ISP meetings will include parents, appropriate teacher(s), and administrator, special education teacher, and student (optional). Generally, these meetings will take place in the spring prior to the start of the upcoming school year.
- Building principals are responsible for ensuring that a student's accommodation plan is implemented by general education teachers as written in the student's ISP.
- Students will be re-evaluated every three years (to maintain valid records) by NPCS Multidisciplinary Evaluation Team (MET). This team will include Student Union teacher, administrator, guidance counselor, classroom teacher, parents, and student (optional).
- All communication regarding a student's testing, classroom modifications or accommodations will be routed through the special education department.

ELIGIBILITY CRITERIA

- Student Eligibility for Student Union Services: Students must have a diagnosed disability. As a result, the following students would not be eligible for services:
 - ESL students and others who do not have an diagnosed disability.
 - Students failing classes without a diagnosed disability.

Tutoring during study halls or after school is available to these students at parent's expense. Tutoring can be arranged through the Student Union Program.

- Students at NPC may receive Student Union services if ALL siblings attend NorthPointe Christian Schools.
 - A stipend will be calculated and applied to families with students having diagnosed disabilities who do not have all children enrolled at NPC.

REFERRAL PROCESS

- A teacher and/or parent recognize a significant, ongoing academic concern.
- Teacher and/or parent contacts Student Union teacher.
- Student Union teacher gathers information and determines the proper course of action.
- If testing is needed, parents will need to give written consent prior to testing.
- Student is tested by qualified personnel who are trained in administering the Woodcock-Johnson Psychoeducational Battery (WJIII), Key Math, and the Test of Written Language (TOWL).
- Student Union teacher scores and interprets test results with together with CLC teacher consultant, CLC school psychologist, or Grand Rapids Public Schools special education staff.
- Results are reviewed at a joint meeting by qualified professionals, parents, students, student's teachers, and administration.
- Recommendations are made and a plan of action is developed.

INITIAL EVALUATION PROCESS

- Before a child is evaluated for the first time, the school must notify the parent and describe any evaluation the school proposes to conduct. The parent must give written consent for the child to be evaluated.
- The next step involves gathering and reviewing existing information on the child by a Student Union teacher. This includes consideration of current classroom assessments, observations, a review of the student's cumulative file, and information provided by parents and school staff.
- Diagnostic Testing: NPCS will utilize the professional services of the Christian Learning Center Network, the Grand Rapids Public Schools, and other local private evaluators at parent expense (in some cases) for its diagnostic testing of students. This is provided to full-time NPC students at no additional cost.
- An Individualized Education Plan/ISP/or 504 Plan may be developed as determined appropriate which will include:
 - Report of assessment results.
 - Determination of disability.

- Accommodation/Intervention Plan.
- Annual goals and objectives if a student is participating in an alternative curriculum in the Student Union.

WHY DOES MY CHILD NEED AN EVALUATION?

The evaluation is done to answer these questions:

- Does the student have a disability?
- How is the student currently performing in school? (present level of educational performance)
- What are the student's educational needs?
- Does the student need special education and related services?
- What additions or modifications, if any, are needed to equip the student to meet annual goals in the Individualized Education Program (IEP) and participate, as appropriate, in the general curriculum?
- If my student does not have a diagnosed disability, is he/she still eligible for interventions/accommodations?

PARENT PARTICIPATION

Parents are encouraged to be involved in a variety of ways:

- Parents should stay in good communication with the school regarding their student.
- Parents are key members in all decision-making meetings such as meetings that determine the identification, evaluation, educational placement, reevaluation, and the appropriate education of the student (until the age of 18, see below).
- Parents give consent for initial evaluations and reevaluations.
- Parents will receive feedback on their student's academic progress through progress reports.
- Parents will review their student's goals, objectives, and accommodation plan with NorthPointe Christian staff at annual IEP meetings.

STUDENT PARTICIPATION

- Students often provide valuable insights regarding their strengths and needs. When they are involved in determining their need for accommodations and interventions, they are more committed to "owning" them. Each student should have the option to be a part of the team process and participate in IEP meetings.
- Transition Plans: Planning for the future is part of any student's education. For students with more significant impairments, this includes transition services. Transition services help a student move from school to adult life. The services depend on the student's needs and interests. They help students with everything from work to school to fun. Transition services also help students get jobs, find a place to live, and be a part of the community. Transition planning formerly begins in ninth grade or when the student turns 14. A transition plan evaluation will look at five areas of the student's life: Work, Recreation and Leisure, Home Living, Community Participation, and Opportunities to learn new things after high school, and be involved with future spiritual growth. The IEP team will look at matching the student's classes with what the student wants to do after graduation. If the student wants to learn a

skill or a trade, s/he might need a vocational education program. These plans are reviewed at annual IEP meetings.

STATE STANDARDIZED TESTING

- Student Union teacher will complete a request for approved test accommodations for students with diagnosed disabilities who are currently receiving Student Union services described in a IEP, specifically NWEF MAP, ACT/SAT.
- Parents of students approved for accommodations will be notified.
- Accommodations for state standardized testing will be monitored by Student Union staff.

GENERAL INFORMATION

ACCEPTABLE USE POLICY

The school's information technology resources, including Internet access, are provided for educational purposes. NPC expects students to apply Biblical principles of discernment and integrity to their use of technology and to follow the rules set forth in the MacBook Student Handbook. Adherence to the following policy is necessary for continued access to the school's technological resources. All NPC students are required to read and sign the Acceptable Use Policy.

Students must:

- Respect and protect the privacy of others.
 - Use only assigned accounts.
 - Not view, use, or copy passwords, data, or networks to which they are not authorized
 - Not distribute private information about others or themselves.
- Respect and protect the integrity, availability and security of all electronic resources.
 - Report security risks or violations to a teacher or network administrator.
 - Not provide their password to another person or attempt to access another person's account.
 - Not attempt to access any restricted NPC systems or software as school management software, grading systems, financial records, etc.
 - Not attempt to access Web sites blocked by NPC policy, including the use of proxy services, software, or Web sites.
 - Not install, upload, or download software without permission from the NPC technology department.
 - Not destroy or damage data, networks, or other resources that do not belong to them.
 - Conserve, protect, and share these resources with other students and Internet users and protect the integrity, availability, and security of all electronic resources.
- Respect
 - Not infringe copyrights (including not making illegal copies of music, games, or movies).
 - Not plagiarize and protect the intellectual property of others.
- Respect and practice the principle of community.
 - Communicate only in ways that are kind and respectful.
 - Report threatening or discomfoting materials to a teacher.
 - Not intentionally access, transmit, copy, or create material that violates NPC's code of conduct, such as messages that are pornographic, threatening, rude, discriminatory, or harassing.
 - Not intentionally access, transmit, copy, or create material that is illegal, such as obscenity, stolen materials, or illegal copies of copyrighted works.
 - Not use the resources to further other acts that are criminal or violate NPC's code of conduct and practice the principles of community.
 - Not send spam, chain letters, or other mass unsolicited mailings.
 - Not buy, sell, advertise, or otherwise conduct business, unless approved as a school project.

Consequences for Violation. Violations of these rules may result in disciplinary action, including the loss of a student's privileges to use NPC's information technology resources.

Supervision and Monitoring. Files stored on computers owned by NPC are treated in the same manner as other school storage areas, such as lockers. Routine maintenance and monitoring may lead to discovery that a student has violated school policy or the law. Students should not expect that files stored on NPC computers are private. Administrators reserve the right to examine, use, and disclose any data found on the school's computers and information networks in order to further the health, safety, discipline, or security of any student or other person, or to protect property. They may also use this information in disciplinary actions, and will furnish evidence of crime to law enforcement agencies.

Filtering. Filtering software is used to block or filter access to visual depictions that are obscene and all child pornography in accordance with the Children's Internet Protection Act (CIPA). Every attempt will be made to block other objectionable material as well. Students may not attempt to bypass the filter to access blocked content.

ACCREDITATION

NorthPointe Christian School is accredited by North Central Association and with Christian Schools International.

ADDITIONAL HELP

Teachers and administration are here to help as much as possible. Be sure to ask for help if there is something you do not understand. Remember that the responsibility lies with you to seek assistance.

AFTER SCHOOL GUIDELINES

If students are not involved in after-school athletic or school sponsored extracurricular activities, they must make arrangements to be picked up from school by 3:15 pm. If students are not picked up by 3:10 pm students must remain in the media center.

ANNOUNCEMENTS

Daily announcements will be shown during 1st hour. All announcements are requested by 1:00 PM prior to the day the announcement is to appear. An administrator will approve all announcements. Athletic announcements need to be submitted to the office by 7:30 AM on the day that they are to appear. Any special announcements maybe read during 7th hour if necessary

CHAPEL

Chapel is an integral part of student life and occurs twice each week; it usually consists of prayer, singing, and a biblical message. Students should strive to honor the Lord in their attendance and attitudes in chapel. Chapels may be led by students, local pastors, or other special guests. Parents and visitors are always welcome at our chapels. Students are requested to bring Bibles to chapel. Phones are prohibited in chapel.

CLUBS

Clubs are formed as student interest is indicated. All clubs must have approval by the principal and have an approved adult sponsor.

COMMUNICATION

Effective communication between school and home is vital to the successful academic, social, emotional, and spiritual well-being of students. The school will communicate to keep parents informed of the happenings at school and the growth of students. NorthPointe Christian School encourages the use of e-mail as an effective tool for communication. All teachers, administrators, and staff have school e-mail accounts. All e-mail addresses are lastnamefirstinitial@npchristian.org

- **Schoology:** NPC high school students use a learning management system called Schoology. Students will have online access to all of their classes and this will be the main place they go for class information, assignments, grades, etc. Parents have their own accounts with full access to their students' classes and grades as well as general school news and information.
- **Office Communication:** The middle school newsletter will be posted on Schoology the last school day of the week. Special announcements may be sent by e-mail/posted on Schoology throughout the week as necessary. If a paper copy is preferred, the parent is to notify the office.
- **Report Cards:** NPC middle and high school has two semesters each divided into two quarters. Report Cards will be posted to Powerschool at the end of each quarter or **mailed upon request**. Semester grades are a combination of two grades plus a final exam.

CONFERENCES

Parent-teacher conferences are held in the fall and spring of each year. Fall conferences are in an open format for parents to come when they are available. Spring conferences are by appointment only. In addition, parents are encouraged to consult with teachers any time during the year. Parents wishing to meet with a teacher at a time other than a scheduled parent-teacher conference should contact the teacher to schedule a time to meet. Parents are encouraged to give the teachers their e-mail addresses as this is the most efficient way to communicate on a regular basis regarding things that are not of a serious nature.

COUNSELING SERVICES

Services from the counseling office are available to all students. The counseling office is available for assistance in personal and spiritual matters, testing services and referral, as well as other matters. The counseling department is responsible for creating and delivering content for Cool Class.

DANGEROUS WEAPONS ACT

The Board of Education will not tolerate the possession of weapons by anyone while on school property or at a school-related event. NorthPointe Christian School will comply with Public Act 211, which prohibits students from possessing a firearm, dagger, dirk, stiletto, knife with a blade three inches or bigger, pocket knife opened by a mechanical device, iron bar, or brass knuckles or other devices designed to inflict bodily harm while in attendance at school or a school activity, or en route to or from school on a school bus. The law requires the school to report to a parent or guardian and the local law enforcement agency if a dangerous weapon is found in the possession of a student.

THE REVISED SCHOOL CODE (EXCERPT)

Act 451 of 1976

Michigan Compiled Laws Complete Through PA Act 257-266 & includes 268, 270-272, 274-291, 293-305, & 314-323 of 2011 Courtesy of www.legislature.mi.gov

308.1313 Dangerous weapon found in possession of pupil; report; confiscation by school official; determination of legal owner; "dangerous weapon" defined.

Sec. 1313. (1) If a dangerous weapon is found in the possession of a pupil while the pupil is in attendance at school or a school activity

or while the pupil is en route to or from school on a school bus, the superintendent of the school district or intermediate school district, or his or her designee, immediately shall report that finding to the pupil's parent or legal guardian and the local law enforcement agency.

(2) If a school official finds that a dangerous weapon is in the possession of a pupil as described in subsection (1), the school official may confiscate the dangerous weapon or shall request a law enforcement agency to respond as soon as possible and to confiscate the dangerous weapon. If a school official confiscates a dangerous weapon under this subsection, the school official shall give the dangerous weapon to a law enforcement agency and shall not release the dangerous weapon to any other person, including the legal owner of the dangerous weapon. A school official who complies in good faith with this section is not civilly or criminally liable for the compliance.

(3) A law enforcement agency that takes possession of a dangerous weapon under subsection (2) shall check all available local and state stolen weapon and stolen property files and the national crime information center stolen gun and property files to determine the legal owner of the dangerous weapon. If the dangerous weapon is a pistol, the law enforcement agency also shall check the state pistol registration records to determine the legal owner. If the law enforcement agency is able to determine the legal owner of the dangerous weapon, and if the legal owner did not knowingly provide the dangerous weapon to the pupil or lawfully provided the dangerous weapon to the pupil but did not know or have reason to know that the pupil would possess the dangerous weapon while in attendance at school or a school activity or while en route to or from school on a school bus, the law enforcement agency shall send by certified mail to the legal owner a notice that the agency is in possession of the dangerous weapon and that the legal owner has 90 days from receipt of the notice to claim the dangerous weapon.

(4) As used in this section, "dangerous weapon" means a firearm, dagger, dirk, stiletto, knife with a blade over 3 inches in length, pocket knife opened by a mechanical device, iron bar, or brass knuckles.

EXTENT OF SCHOOL JURISDICTION

The school jurisdiction extends from the normal school day to school-sponsored activities including school-provided transportation to and from the activity. Students who do not use school transportation are under the jurisdiction of the school from the time they arrive at school in the morning until they leave after school. In certain situations beyond the school's immediate jurisdiction where a student's misbehavior harms the school (i.e., Facebook, Instagram, Snapchat, Twitter, text messages, etc.) the school may take disciplinary action.

FREEDOM TO PUBLISH

Students are entitled to write and publish their own personal opinions if they are signed by the author or authors and approved by the administration before they are published. Distribution will be at a time and place determined by the administration. Libel, profanity, and personal attacks are prohibited in all publications and in all speech.

HALF DAYS

Half days occur during final exams and other scheduled days; the schedule is posted on our website as well as e-mailed out to parents in the NPCS newsletter the week before.

HARASSMENT POLICY

It is a violation of school policy, biblical law, and often secular law for any student to harass or intimidate another student or staff member. If a student is the victim of any unwanted sexual conduct or of derogatory communications or conduct concerning his/her gender, religion, race, disability, or ethnicity, the student/parent should report any such behavior to the building principal. All reports shall be kept confidential and shall be investigated in a timely manner.

HAZING/INITIATIONS

NPCS does not authorize any initiation rites for any of its clubs and/or activities. Any student who is subjected to an initiation should report this immediately to the principal for appropriate action.

HEALTH PROCEDURES

MEDICATION: *It is illegal for the school to provide aspirin or other medication without proper authorization.*

We strongly prefer that students take medicine at school only when absolutely necessary. Non-prescription medications (Tylenol, Ibuprofen, etc.) **will be administered only with parent authorization.**

Students must not share any medications with another student whether it be over-the-counter or prescription medication for any reason.

If students must receive medication prescribed by a doctor, they must leave the medication in the office along with written permission from their parent/guardian for the office staff to

oversee the taking of the medicine. If any medication is found with the student, it will be taken away and the parent called.

- The medicine must be in its original container labeled with the student's name and printed directions.
- Written permission from a parent/guardian is needed.

ALLERGIES: Please notify the office in writing if your child has any food and/or environmental allergies.

IF YOU BECOME ILL ONCE YOU HAVE ARRIVED AT SCHOOL, please report to the office. **DO NOT** leave the building without permission. Once you report to the office, we will contact parent/guardians to inform them of your illness, and then arrangements can be made from there.

ACCIDENTS AND INJURIES: ALL accidents and injuries to students, no matter how slight, should be reported to the office as soon as possible. Depending on the severity of the incident, parental notification will be made in the event medical attention needs to be obtained. NPCS does not carry insurance for student accidents. Parents are advised to carry adequate health insurance protection.

HOMEBOUND SERVICES

A visiting teacher may be provided to a student who is homebound. Services can be provided only after a doctor verification of homebound status. For additional information contact the building principal.

HOMEWORK POSTING POLICY

Weekly lesson plans will be posted on Schoology each Monday by 7:40am. All grades will be updated on Schoology each Tuesday by 7:40am.

INSTRUCTIONAL MATERIALS AND SUPPLIES

Students are responsible for the proper care and return of all books, supplies, and furnishings belonging to the school. Students are expected to replace and/or repair all lost or damaged equipment, materials, supplies, and furnishings for which they are responsible.

LAW ENFORCEMENT OFFICIALS

It is the policy of NPCS to maintain a cooperative relationship between the school administration and the law enforcement agencies. Law enforcement officials will be summoned if their presence is needed to investigate suspected criminal conduct or help maintain a safe and orderly environment. Students are expected to cooperate with both the law enforcement agencies and the administration. Periodic drug searches may be conducted by local authorities throughout the school year to ensure a safe school environment.

LOCKERS

Each student is issued a locker at the beginning of the year and is expected to use it only for her/himself.

Lockers are the property of the school and are loaned to each student. Lockers do not have locks. Students will be required to keep the locker clean and in good working order and may be charged for any damages occurred while the locker is in their care. ***Do not kick lockers in order to open them. Please report damaged or non-working lockers to the office immediately.***

Students may not write on nor place inappropriate pictures, posters, logos, etc. on the inside/outside of their lockers. This would include pictures or symbols representing illegal activity or anything that represents a violation of the policies in the Parent/Student Handbook. Nothing should be posted on the outside of a locker without administrative approval except for birthday or encouragement notes.

LONGBOARDS/SKATEBOARDS/ROLLERBLADES AND OTHER NON-PERMISSIBLE ITEMS

Rollerblades, skateboards/longboards, play guns, knives, or weapons of any kind are not allowed on school grounds.

LOST AND FOUND

There is a lost and found area located in the mezzanine above the game gym. Any articles found should be turned in and losses reported to the office. Please check the lost and found areas often. At the end of each quarter, all unclaimed items will be donated to charity.

MEDIA CENTER/ LIBRARY/CAFE

A designated assistant will be in charge of the library at all posted open times. Disruptive students will be sent back to the classroom.

All books, magazines and vertical file items must be checked out by the student. The student is personally responsible for all material checked out from the Media Center. The student must present his or her ID card to check out books.

Students may check out materials for a maximum of three weeks unless otherwise indicated. Reference materials are generally circulated up to one week. A fine of \$0.10 per day will be charged for overdue items. The fine shall not exceed the cost of the book. Students who receive a third notice on more than three occasions during the school year could have their library privileges suspended for the remainder of the semester. Library obligations must be met before semester exams may be taken.

If a book or magazine is lost or damaged, the student is responsible for replacement of the item. The librarian will make the decision concerning replacement. If necessary, the student's report card will be withheld until this obligation is met.

"MUSTANG": The "Mustang" is the middle/high school's mascot. The "Colt" is the elementary school's mascot.

PERSONAL ITEMS

The school will not accept responsibility for the loss or theft of personal items of students, including, but not limited to: phones, iPods, and any technological or personal items. Any personal items that staff members judge to be unsafe or inappropriate for school will be confiscated and held in the office or remain in the possession of the staff member until the parents retrieve them. Students are encouraged to leave items of value at home

PUBLIC DISPLAY OF AFFECTION (PDA)

Public displays of affections (i.e. but not limited to: hugging, kissing, inappropriate touching) that are deemed inappropriate or prolonged should be addressed by all staff members.

OFF-CAMPUS EVENTS

Students at school-sponsored, off-campus events shall be governed by the school rules and regulations and are subject to the authority of school officials.

READING REQUIREMENT

NPC middle & high school English department has a "Reading Requirement" for grades 7-12. It is posted online at www.npchristian.org under "Academics" and select "ParentResources". English classes will also post the form to Schoology.

REQUEST FOR DOCUMENTATION

If a parent wants student documents, please contact the principal or appropriate administrative personnel (counselor) and arrange a time to pick up the documents. The school will release only copies of original documents.

REPORTING SUSPECTED CHILD ABUSE

In accordance with state law and school policy, school staff is obligated under penalty of fine and jail term to report the reasonable suspicion of physical abuse, sexual abuse, or child neglect. In this very serious and legally narrow area, the school will not contact parents in advance of making a report to authorities, which would be the procedure followed in most other legal matters. The clear intent of the law, based on the seriousness of the crimes listed above, is to mandate the report of reasonable suspicion of child abuse be made. School staff will make such reports in the best interest of the affected child and do not, once reasonable suspicion is established, have any legal alternative except to make the report to the proper authorities for their investigation and review.

SOLICITATION/DISTRIBUTION

Unauthorized commercial solicitation will not be allowed on school property at any time. The distribution by students in school buildings or on school grounds of political material whose content reflects the special interest of a political candidate or political organization is prohibited unless the distribution is part of an organized school educational activity.

STUDENT DROP OFF & PICK-UP GUIDELINES

In order to provide a safe and orderly arrival and dismissal of students, it is important that all parents, students and school staff follow the drop-off and pick-up guidelines. **All students,**

parents and visitors must enter the school building through the front doors and sign in at the office once school starts.

STUDENT I.D.

Students will be issued student identification cards and should keep them for entry to the building, use in the Media Center, and lunch room and/or admittance to athletic events.

STUDENT REPORTS

Michigan law requires that information on permanent student records will be given out to the following under the conditions specified:

- **Parents and Students:** Parents of students and students themselves will have complete access to their records. Psychological reports will not be a part of students' records, but the person who wrote the report or one similarly qualified to interpret it must review it with the parent or students upon request.
- **Prospective Employers:** The student must authorize the school to send attendance and academic records to employers. The student may use either the company's authorization form or a form that is available at the school office.
- **Colleges, Universities, and Military:** A student's complete permanent record card will be sent directly to colleges, universities or military services with a written request from the parent or students.
- **Police:** The student must be 18 years of age, or parental permission for minors, will be required before student records will be given to police. A warrant requesting information will be honored and the parent or student notified.

TEXTBOOKS

No fee is charged for textbooks, but students are responsible for proper book care. Textbooks will be evaluated at the beginning and the end of the school year. Although normal use wear is expected, a replacement charge will be collected for books that are lost or returned with undue damage. Most textbooks are numbered for convenience. Every student is expected to use and to return the book they were assigned. It is required that all NPCS textbooks be covered with book protectors.

VACCINATION GUIDELINES

Michigan law requires that all students must be immunized against vaccine preventable disease to attend NorthPointe Christian Schools. If you have an objection to any of the immunizations that are recognized under the current public health code, a Waiver Form is available through Kent County Health Department.

VISITING GUIDELINES

We encourage prospective students to visit the school or "shadow" one of our students. Visitors will be assigned a student to "shadow" for a day to experience life at NorthPointe Christian School. To schedule a day for a friend, please contact the high school office (616) 942-0350.

For the safety of NPC Students, all visitors (including parents, grandparents, etc.) must stop in the office, sign in, and wear a visitor badge, no matter the length of the visit. Remember to sign out and return the badge to the office before you leave.

WORK PERMITS

Students under the age of 18 are required by law to have a work permit if he/she wishes to have regular employment. Yard work, newspaper routes, and babysitting jobs are not subject to this requirement. Applications for Work Permits and Age Certificates may be obtained from the school office. Laws for employment of minors in Michigan are stated on this form. Students should be familiar with these laws (such as legal hours and places of employment) to avoid violation of the law. The application is completed by the student's parents and his/her employer and returned to the school office for completion and verification. A copy of the permit is filed at school and a copy sent to the employer.

A work permit may be denied if a pupil's schoolwork is not satisfactory or canceled if the student's work becomes unsatisfactory after the permit has been issued.

ATHLETIC/ACTIVITY

Participation in athletics and extracurricular activities at NorthPointe Christian Schools is a privilege that is extended to every student who is eligible under regulations set up by the M.H.S.A.A., activity governing bodies and NPCS. It is important all athletes and participants representing NPCS act in a way that is a good testimony to others.

ATHLETIC HANDBOOK

Please see the athletic handbook for specific details concerning athletic involvement at NPC.

ATHLETIC OFFERINGS

- Girls Fall Season
 - Cross Country
 - Volleyball
- Boys Fall Season
 - Cross Country
 - Football
 - Soccer
- Girls Winter Season
 - Basketball
 - Competitive Cheer
- Boys Winter Season
 - Basketball
 - Bowling
- Girls Spring Season
 - Soccer
 - Tennis
 - Track & Field
- Boys Spring Season
 - Baseball
 - Tennis
 - Track & Field

EXTRA CURRICULAR OFFERINGS

- Book Club
- Drama

SCHOOL CLOSING PROCEDURES

As always, the safety of our students will take precedence over any school-related activity. We attempt to make the right decisions based on the information available at the time; however, conditions can change rapidly and unexpectedly. In all situations, if parents believe we have underestimated the risk involved with sending or keeping their children at school, they should exercise their parental authority to remove their children from any situation that they feel jeopardizes their child's safety.

GENERAL PROCEDURES

In the event that severe weather makes it unsafe for students to travel, a decision will be made by the transportation supervisor and the superintendent/head of schools to close school for that day. Following are some guidelines to help you better understand the process.

- As with all of the other schools in the area, we call the Grand Rapids Area Information Line (GRAIL) as well as WOOD-TV (Channel 8) or www.woodtv.com for school closings. GRAIL then notifies all of the other TV stations as well as all of the area radio stations. WOOD-TV processes the information rapidly and is a good place to check for an update. Additionally NPC will utilize other modes of communication such as the **Remind App**. Unless there are unusual circumstances, the decision to cancel will be made by 6:00 AM. Because of the number of calls coming in from superintendents at that time, it sometimes takes 15 minutes or more to get through. It then takes time for GRAIL to get an update to all of their stations. Our goal is to have notice of closings on the air no later than 6:15 AM.
- **Two-hour delays** in school will be posted on WOOD-TV, www.woodtv.com and the GRAIL system in the same manner as school closings. In the event of a two-hour delay, the elementary school will start at 9:50 AM. Our own buses will run their normal routes, but with a two-hour delay. Due to the fact that the Grand Rapids Public Schools does not have a two-hour delay, our students riding their buses will have to find their own transportation to school.
In the event of a two-hour delay, there will be **NO** AM Pre-School. All AM special activities or AM special events (including all day field trips) will be cancelled in the event of a two-hour delay also.
- In the event of a school closing, unless otherwise notified, all athletics and extracurricular activities will be canceled for that day (this includes practices).
- In the event that clear weather allows us to conduct school, however during the afternoon the threat of an approaching severe storm or rapidly deteriorating weather conditions make it unwise to host or travel to athletic or other extracurricular activities, we will attempt to get the message on the GRAIL and WOOD-TV lines. Please be aware that this has not always run as smoothly as the morning line.
- If you see that we have closed one of our schools for severe weather, be assured the other is likewise closed.
- If we have chosen to remain open for the day and you consider it unsafe to send your child, please use your own judgment. You know your local road conditions better than we do and we do not want to place your children at risk. Your children will not be

penalized for missing classes. Please call the appropriate school office to inform them of your situation.

- If you are unable to get the information you need by 6:15 AM on the GMAIL or WOOD-TV systems or have another question, do not hesitate to call the appropriate principal or the superintendent/head of schools at their homes. The numbers are in the directory.
- We would rather be accused of being too cautious regarding the safety of your children than suffer the hurt of being too aggressive during dangerous conditions. There will be times when the sun will come out, the ice will disappear at 10 AM, and we will wonder if we made the right choice. Please remember that our number one priority will be the safety of your children.

TERRORISM THREATS

- **Level Red...Severe Threat:** We have not yet seen such a high level called for the general population, and we pray that the Department of Homeland Defense is never forced to call one. Normally, this threat condition will be issued for a specific location or critical facility. Should a Level Red Alert be called, we will be in contact with emergency management officials to determine if schools are targeted and whether it is prudent to open the next day or to use GMAIL and WOOD-TV to alert our families regarding a closure. If such an alert is issued during the school day, students will complete the day; normal transportation will be provided unless emergency management officials advise schools otherwise.
- **Level Orange...High Threat:** In such cases, the school will be in contact with emergency management officials to determine if schools are a potential target. Unless cautioned otherwise, school will remain open and all before-and after-school activities will be conducted as scheduled.

Although we will attempt to use our best judgment regarding the safety of your children, parents will be the final authority as to whether or not they feel it is safe to have their children in school during a level orange or level red alert. Parents may keep their children home or come and pick them up even though the school may choose to remain open. In such cases, students will not be penalized for work missed.

EMERGENCY PROCEDURES

CRISIS PLAN

NPCS has a fully operational crisis plan in place. In the event of a crisis in which students need to be evacuated from the building, students will be evacuated according to our emergency evacuation policy. If the crisis is resolved within a reasonable time, students will be returned to the school and instruction will resume. If students need to be sent home, parents will be notified via radio and/or television or phone. Students in need of transportation will have it provided.

In the event of a critical incident (lock down), students must remain in their classrooms and follow the directions of the teacher. (If you would like to see a copy of the Crisis Plan, see the building principal.)

BOMB THREATS

All bomb threats will be considered legitimate, and every possible action will be taken to assure the safety of the students and staff. The authorities will be contacted immediately and asked for their professional assistance in assuring that the building is safe. If the authorities feel it necessary, an immediate evacuation will be conducted according to our emergency evacuation policy.

During an evacuation, elementary students and/or middle/high school students will be relocated to a prearranged location. If students need to be sent home, parents will be notified via radio and/or television or phone. Students in need of transportation will have it provided.

FIRE DRILLS

Fire drills will be conducted according to state school standards. This is done to familiarize students and teachers with the proper evacuation procedures. At least one of the drills will be conducted close to the beginning of each semester. The building principals will have a follow-up discussion with staff to determine the relative preparedness of the students.

Because October is fire safety month, the local fire department conducts an annual visit to review the school's compliance with disaster preparedness. The school will comply with the public safety standards as defined by the local government authorities. In addition, the fire department can conduct unannounced visits during which they trigger the fire alarms and evaluate the student and staff response.

SEVERE THUNDERSTORMS

Due to the serious damage that can occur from a lightning strike, several guidelines govern how the school will respond to the threat of lightning. School will not close due to a thunderstorm watch or warning; however, elementary students will not be allowed outside for recess during a thunderstorm warning or when lightning is present.

After-school athletics may or may not continue in the event of a thunderstorm watch or warning. Several factors will be involved in the decision:

- The athletic directors and coaches from the participating teams will assess the risk prior to the event to determine if the severe weather is close enough to endanger the students.
- If severe weather arises during an athletic contest, the officiating crew is empowered by the Michigan High School Athletic Association (MHSAA) to suspend or cancel an event if they believe there is a risk to athletes.
- The MHSAA requires that play be suspended in the event of thunder/lightning in the area and not be commenced until 30 minutes of lightning-free and thunder-free weather.

TORNADO WATCH/WARNING

Following are some guidelines to help you understand procedures in the event of a tornado warning (imminent danger) or a tornado watch (potential danger).

- Should a tornado warning be issued, appropriate measures will be taken at each building to issue the safety of students and staff.
- No student will be dismissed from any building while a tornado warning is in effect. If the school day ends while still under a tornado warning, students will be kept in the buildings until the warning is lifted.
- Parents may pick up students at their discretion while the area is under a tornado watch. Please check in with the office first before leaving with your child.
- If a tornado watch or warning is in effect at the close of school, unless otherwise notified, there will be no after-school activities.
- If a tornado warning is in effect at the beginning of school, check the Grand Rapids Area Information Line (GRAIL) as well as WOOD-TV (Channel 8) or www.woodtv.com for school closings or two-hour delay.

Grand Rapids Public (DEAN Transportation) and NorthPointe Christian buses will not run while under a **TORNADO WARNING. THE BUSES WILL RUN IF THE AREA IS UNDER A TORNADO WATCH.**

WEAPONS, ARSON AND CRIMINAL SEXUAL CONDUCT POLICY

The Board of Education and the Administration of NorthPointe Christian School seek to create a safe environment where each student and each staff member can live and work in the way God intended. Therefore, NorthPointe Christian School will not tolerate behavior that creates an unsafe environment or threat to safety.

ZERO TOLERANCE FOR WEAPONS, ARSON, AND CRIMINAL SEXUAL CONDUCT

PROCEDURES:

- In compliance with Public Act 250, if a student is alleged to possess a dangerous weapon, commit arson, or commit criminal sexual conduct in a NorthPointe Christian School or building or on school property, transportation vehicles, or at any school activity or content in violation of Section 1311 of the Michigan School Code, the following procedures must be followed:
 - The school principal must investigate the circumstances to substantiate the allegations.
 - If the allegations are substantiated, the school board must conduct a hearing to determine whether the student must be permanently expelled. The hearing must conform with due process requirements.
 - If the allegations are proven, in compliance with State Law (Public Act 250 of 1995) the Board shall expel the student from school.
- If the student is expelled, the Administrator or designee shall ensure:
 - That the weapons expulsion is duly noted in the student's permanent record;
 - That the student has been referred to the county Department of Social Services Community Mental Health Department within three (3) school days;
 - That the parents are informed of the referral;
 - That the DSS form is completed – School Expulsion Referral Form and send the form to the DDS office and Community Mental Health Department.
- Note: P.A. 250 makes the following provisions:
 - A homebound educational program may be provided to these expelled students.
 - Students in Grade 5 and below who are expelled for reasons other than possession of a firearm or threatening another student with a dangerous weapon may petition for reinstatement at anytime and may be reinstated after ten (10) days.
 - Alternative programs must provide that these students are physically separated at all times during the school day from the general school population.

POLICY-DEFINITION AND STATEMENT:

- For purposes of this policy, a dangerous weapon is defined as a "firearm, dagger, dirk, stiletto, knife with a blade over three (3) inches in length, pocket knife opened by

mechanical device, iron bar, or brass knuckles" or other devices designed to or likely to inflict bodily harm, including but not limited to, air guns and explosive devices.

- The School Board need not expel if the student can establish to the satisfaction of the School Board or its designee that
 - The object or instrument was not possessed for use as a weapon, or for direct or indirect delivery to another person for use as a weapon;
 - The weapon was not knowingly possessed;
 - The student did not know or have reason to know that the object or instrument possessed constituted a dangerous weapon;
 - The weapon was possessed at the suggestion, request, or direction of, or with the express permission of a school administrator or the police.* There may be circumstances under which an object or instrument described as a dangerous weapon under the definition above is legitimately used for demonstration or other school-sanctioned activity. However, such an object or instrument may only be brought to school with prior written permission of both teacher involved and the building principal. Such instrument or object will be brought directly to the school office and held there until released to the teacher for the activity for which requested, then returned to the school office immediately following the activity. It will only be released to the student for direct transport off school property.

DIRECTORY

2021-2022 Middle/High School Faculty & Staff List

Administration Office

Tolsma, Todd – Head of Schools
– Administrative Assistant
Miller, Barb – Financial Assistant
VanderArk, Dan – Curriculum Director
Lee, Renee – Business Manager
Crawford, Nicole - IT Director
Dentler, Brian – IT Director
Belk, Kendra - Marketing
Lowitzki, Kim - Marketing/Admissions
Lasher, Pam - Grant Writer/Alumni Coordinator
Van Dyk, Bill - Big Picture Learning Director

High School - Administration

Molenkamp, Tom – HS Principal
Glass, Emily – HS Administrative Assistant
Cottle, Shon – HS Assistant Principal/Athletic Director
Terpstra, Spencer – School Counselor
VandeKopple, Ashley – School Counselor
Lambert, Ruthanne – Registrar/Admin Assistant

Middle School - Administration

Willink, Megan – MS Principal
Markle, Becca – MS Administrative Assistant
Levi, Easton - MS School Counselor

Middle/ High School – Staff

Alexander, Joe - Student Union Teacher
Alexander, Terri – MS Science
Beeke, Allyson – Big Picture Learning Teacher
Bell, Matt – HS Bible/Spiritual Life Director
Bufton, Denise – 6th Grade Teacher
Den Houter, John - HS English Teacher
Deur, April –MS Math, English
DeVries, Kristal – Media Center
Duckworth, Jerry – MS Boys PE, MS Social Studies,
HS Health/PE/Weightlifting
Glass, Kathy - HS Student Union Aide
Grotenhuis, Libby – HS Spanish, MS S.I. Enrichment
Gunderman, Sue - 6th Grade Teacher
Haverdink, Chelsea -6th grade Art
Herbruck, Elly - Big Picture Learning Teacher
Hofman, Scott - Big Picture Learning, HS Math
Huber, Chip - HS Bible/Business
Hudberg, Heidi - MS/HS Art
Jongekrijg, Amber – Spanish Immersion Coordinator

Kaboos, Dennis - MS/HS Spanish
Koetsier, Abby - Student Union Teacher
Maas, Brenda – MS/HS Student Union Coordinator
Mulder, Kevin - HS Social Studies/English
Perry, Tim – MS Bible
Pollmann, Scott – HS Science
Prins, Lillea – MS Social Studies
Roer, Rocky – HS Math
Schenck, Todd – HS Bible
Shaffer, Sherilyn – MS/HS Student Union Aide
Sowerwine, Sara - MS Band Director
Spangler, Lisa – MS/HS Vocal Music
Straayer, Anji –HS English and Yearbook
Straayer, Liz – HS Math
Temayo, Lenin – 6th grade Spanish
Tenney, Aaron – MS/HS Orchestra & Band
Uhl, Emily - HS Science
VanderKodde, Tricia – MS/HS Girls PE
VanderWoude, Julianne – MS/HS Student Union Aide
Vilca, Flavio - HS Spanish Immersion Teacher
Yoder, Justin – HS Government, HS History

Kitchen

Molda, Gwen – Kitchen Manager
Hazeltime. Cara - Kitchen Staff
Johnson, Judith - Kitchen Staff

Maintenance & Grounds

Brewster, Rusty – Maintenance Director
Molda, Bryan - MS/HS Maintenance
Montgomery, Dan – PT MS/HS Custodian

Board of Education

Berends, Rob
Dapprich, Dan
Hendon, Carla
Hernandez, Amy
Humme, Nathan
Kemmerer, Justin
Keessen, Jeff
Monacelli, Rob
Perry, Craig
Sackett, Dawn
Schmidt, Ryan
Vander Ark, Tanya
Vander Ziel, Joan