



Welcome to Modesto Christian High School!

**OUR MISSION IS TO DEVELOP CHRIST-CENTERED LEADERS THROUGH EXCELLENCE IN
ACADEMICS, ATHLETICS,
AND THE ARTS.**

On behalf of the administration, faculty, and staff we would like to welcome you to Modesto Christian High School (MCHS). During the year ahead, we look forward to assisting you in fulfilling your educational goals.

Modesto Christian High School has a long history of academic and extracurricular accomplishments. We expect you to meet the rigorous goals that carry on the tradition, and to continue to uphold MC with integrity and excellence.

The information contained in this handbook is important for both parents and students to be familiar with the high school campus and the many academic / extracurricular opportunities available to you. **PLEASE SIGN AND RETURN the Student Handbook Verification Form to your first period teacher no later than one week from the start of school, once you have read the handbook.**

You may benefit from everything Modesto Christian High School has to offer by being actively involved in the classes and programs available. The teachers, College Career Counselor, Administrators and members of the student government are here to support you. You are now a part of an amazing team and together, WE are ONE!

Scripture reminds us to...

Deuteronomy 31:6

Be strong and courageous. Do not be afraid or terrified because of them, for the Lord your God goes with you, he will never leave you, nor forsake you.

Have a great year!

MCHS Administrators, Faculty & Staff

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IMPORTANT CONTACT INFORMATION

**The Modesto Christian High School Handbook for
2023-2024 supersedes all preceding handbooks.**

This handbook is also available at www.modestochristian.org.

MIDDLE/HIGH SCHOOL MAIN OFFICE

Office 209-529-5510 / Fax 209-545-0584

Email: mcstrong@modestochristian.org

Christina Wadlow, Attendance Clerk/Front Desk Assistant - 209-343-2330

Kayla Van Houten, Academic/College & Career Counselor - 209-343-2341

Erin Richerson, School Based Therapist (AMFT) - 209-343-2330

SUPERINTENDENT & PRINCIPAL'S OFFICE (A-5)

209-343-2350

Katie Hatton, Executive Assistant & Office Manager

Val Sutter, Middle School/High School Principal & Superintendent

VICE PRINCIPAL / ATHLETICS OFFICE (A-5)

209-343-2338

Elizabeth Zappacosta, Executive Administrative Assistant II

Greg Pearce, Vice Principal; Athletic Director & Director of Int'l Students

Kurt Bryan, Director of Development

Robb Spencer, Assoc. Administrator

Brice Fantazia, Administrative Designee

BUSINESS OFFICE (A-4)

209-343-2345

Lisa Medina, Business Manager

Marlene Hutton, Bookkeeper

Mary Gomez, FACTS Account Manager - Mary.Gomez@modestochristian.org

Vanicia Arreguin, Admissions Coordinator - 209-343-2337

DEPARTMENT CHAIRS

Andrew Kooiman, English

Cheryl Murphy: Fine Arts

Rod Lemburg: Bible, Social Science

Brittney Nunes, Animation

Julie Casion: Mathematics

Martin Cross: Science



Modesto Christian High School 2023-2024 Intent of the Student-Parent Handbook

This student handbook is intended to be used by students, parents, faculty and staff as a guide to the rules, regulations, and general information for Modesto Christian High School. Each student is responsible for becoming familiar with the handbook. Parents are encouraged to use this handbook as a resource to assist their student in following the guidelines contained herein.

Although the information found in this handbook is detailed and specific, we make every attempt to cover every possible situation and circumstance that may arise during the course of a school year. This handbook may be amended as needed. The administration reserves the right to make decisions and revisions at any time to implement the educational program and to assure the well-being of all students. In addition, it will be the responsibility of the administration to interpret the rules of this handbook. Should a situation arise that is not covered in this handbook, the administration will act fairly to make a decision based upon all applicable MCHS policies and the best interests of the student, parents, and school community.

GENERAL HIGH SCHOOL INFORMATION ABOUT US

MODESTO CHRISTIAN HIGH SCHOOL

MCHS is a private, four-year, comprehensive high school which offers a range of academic courses leading to a high school diploma in a non-denominational evangelical Christian educational environment. MC offers a broad range of programs specifically in academic, athletics and the arts, and promotes inclusivity through an abundance of student activities.

The school is fully accredited by the Western Association of Schools and Colleges (WASC) and Associated Christian Schools International (ACSI).

The University of California, the California State University system, and the community/junior college system approve all college prep curricula known as the A-G College Entrance Requirements. Private universities and colleges also accept MCHS curricula. MCHS works with the College Board to ensure that all Advanced Placement courses are properly registered and approved.

MCHS maintains a current and comprehensive course list with the National Collegiate Athletic Association (NCAA) so that students may establish academic eligibility for college athletics.

MCHS is administered by the Superintendent, Dean of Students, Athletic Directors, College/Career Counselor, Faculty and Staff.

MCHS endeavors to ensure that all students will graduate with the academic and social skills needed to become self-reliant, positive, productive Christian citizens and life-long learners of Biblical truth.

MISSION AND VISION
OUR MISSION IS TO DEVELOP CHRIST-CENTERED LEADERS
THROUGH EXCELLENCE IN ACADEMICS, ATHLETICS, AND THE ARTS.

Mission.

Modesto Christian is a mission-driven school with decisions made first and foremost with our mission in mind. We are not market-driven, chasing after notoriety or short-term success, instead we chase after God, His will and His way.

Christ Centered.

Jesus is the center of all we do. We want every student to be a life-long, fully devoted follower of Jesus; our school is a community where students find Jesus and grow in a relationship with Him and others. All teachers, faculty, and administration are called to a Christ-centered lifestyle, as well as Christ-centered work and service.

Leaders.

Leadership is influence. Everyone has influence. Everyone is a leader. This generation needs leaders who bring hope and transformation to their sphere of influence. Modesto Christian develops these Christian leaders of today and of tomorrow.

Excellence.

Excellence honors God and inspires people. Excellence is not perfection or a destination, nor is it solely defined by awards, test scores, or wins and losses. Excellence is a process, and continually being about the process. It is a steady pursuit of getting 'better' each day.

Academics, Athletics, & the Arts.

These are three key disciplines that provide an environment for growth and godliness, a platform for career and college, and an outlet for creativity and recreation. We offer a safe and healthy environment for vibrant spiritual growth; for the pursuit of excellence and exploration in academics, athletics, and the arts; and for forging lifelong relationships.

MASCOT AND SCHOOL COLORS

The "Crusader" is our mascot and our colors are red, white and navy blue.

NON-DISCRIMINATION POLICY

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

ACCREDITATION

Modesto Christian High School is accredited jointly by the Association of Christian Schools International (ACSI) and the Western Association of Schools and Colleges (WASC).

ADMISSION POLICY

Modesto Christian High School seeks applications from students of good character who have demonstrated scholastic achievement, and who have a positive attitude toward Christian values. Acceptance is based upon the evaluation of personal interview, references, educational performance, and a student's desire to attend MCHS.

Students are expected to observe high standards of conduct, to have respect for other people and their property, and to comply with the policies of MCHS. Our student body prides itself on good morals, friendliness, good manners and good sportsmanship. By virtue of enrolling at MCHS, each student agrees to live within the framework of the school's standard of conduct.

If a disciplinary action is in place (or pending) that contributes in any way to the decision to enroll or re-enroll at MCHS, an entire school year must elapse before the student will be allowed to make an application for enrollment/re-enrollment at MCHS. Appeals may be made to the high school Principal.

Re-enrollment is required of all students on a yearly basis. Readmission is generally permitted if a student is not on behavioral or academic probation, and is currently on tuition. Second semester senior transfer students will not be accepted.

CALENDAR 2023-2024

The current school calendar, including important dates and major school holidays, are located on the school website at www.modestochristian.org.

ARMED SERVICES

Modesto Christian High School welcomes periodic visits from representatives of the armed services. Students may sign-up for scheduled meetings with an armed services representative during class time or lunch, however, students must receive teacher permission to be excused from class and are responsible for making up missed work. Students must also be in good standing in the class with an average grade of C or better. Information regarding dates and times of recruiting visits are posted in the Daily Bulletin.

CAMPUS SECURITY/SURVEILLANCE/SAFETY

Modesto Christian School utilizes video surveillance throughout the campus. The purpose of our surveillance system is to ensure student safety on our campus as well as to reduce incidents of vandalism to school or personal property. Fencing around the campus opens and closes throughout the day to provide greater security. Upon arrival and pickup, the gates will be open and campus supervisors will monitor those who enter and exit. All MC family members are required to have a parking permit that is visible when entering campus; all others will be questioned and may not be allowed entry. If a gate is closed, entry through the main gate on the high school campus can be monitored by calling the front office. All faculty and staff are trained to follow specific protocol when a lockdown is required.

COMMUNICATIONS

CALENDARS, FACTS, BULLETIN, INTERCOM, GOOGLE CLASSROOM

Before the school year begins, a yearly school calendar is created outlining special activity dates and times, mid and end of quarter dates, holidays, minimum days, and other important calendar items. Students and parents have access to these dates on www.modestochristian.org and/or through the MCHS Student Calendar. Date changes will be communicated to parents and students through the school website.

- Parents receive essential updates through FACTS, a family portal for all things MC, including financial updates, all-school emails, academic reporting, and parent alerts.
- The **MCHS Bulletin** (*website Bulletin*) provides up-to-date details on school matters, events and deadlines and is available on our school website.
- On the first day of each week, ASB provides students with weekly announcements through the intercom system and leads students through salutes to the American Flag, Christian Flag, and to the Bible.
- Teachers communicate through **Google Classroom** to keep students current with weekly homework and class assignments. Google Classroom does not have a separate parent portal, but parents may receive daily reports of current assignments and projects. Please notify the teacher that you'd like to receive these daily reports.
- **Periodic announcements** are made on-site through classroom intercom systems to inform students of relevant and specific matters.

To check for special events, current information and announcements please log-on to the MCS website at www.modestochristian.org.

FACTS (EMERGENCY PREPAREDNESS)

Parent Contact Information Must Be Current in FACTS

Modesto Christian School has implemented emergency preparedness drills in the event of an emergency or potential disaster (e.g. fire, earthquake, etc.). All students are expected to obey the instructions of the administration, faculty, staff, or bus driver during these drills. In the event of an emergency situation, the school will make every attempt to communicate with the parent.

Modesto Christian School uses FACTS to notify parents of an emergency by email or text (please complete the required information on your personal FACTS page to activate your communication choice). Emails/texts are also used to inform parents of unexcused absences or major changes in the school calendar. Parents can control what type of message they wish to receive (email or text) by logging onto their FACTS account. If additional assistance is needed, parents are encouraged to contact the MS/HS office.

MCHS utilizes FACTS and GOOGLE CLASSROOM, an internet based program providing parents/guardians real time information on a student's academic records, attendance records, and the Weekly Bulletin throughout the year. Parents and students may access FACTS Family Portal by using a link on our website, under the *Academics Tab* at www.modestochristian.org. **Grades are updated by Monday of each week for student/parent awareness.**

MCHS teachers post up-to-date critical information on FACTS and GOOGLE CLASSROOM. Both parents and students can obtain information about the following topics:

- Homework assignments, projects and due dates
- Important information
- Links to helpful websites provided by teachers (curriculum, research, etc.)
- Class schedules, information & Calendar of Events

EXPECTED SCHOOL-WIDE LEARNER OUTCOMES (ESLRs)

ESLRs are created for all students at Modesto Christian High School. ESLR's are designed to help students identify the foundations of learning, set meaningful graduation goals, understand relationships between content and values, and achieve in school what will lead to later success. The Modesto Christian ESLR's follow the acronym of STRONG:

- **Spiritually Minded** – MC students recognize the deity of God and understand a Biblical Worldview as it applies to daily living. (Knowledge)
- **Thinkers** – MC students express critical thinking skills through rigorous academic standards. (Comprehension)
- **Responsible** – MC students demonstrate responsible behavior through exemplary citizenship. (Application)
- **Outstanding Communicators** – MC students modify verbal, written, and technological skills necessary for effective communication. (Synthesis)
- **Nurturing Servant Leaders** – MC students support/serve others by volunteering their time and talents. (Evaluations)
- **Growing** – MC students become Christ-centered Leaders as they strive to improve academically, physically, socially, and spiritually. (Analysis & Synthesis)

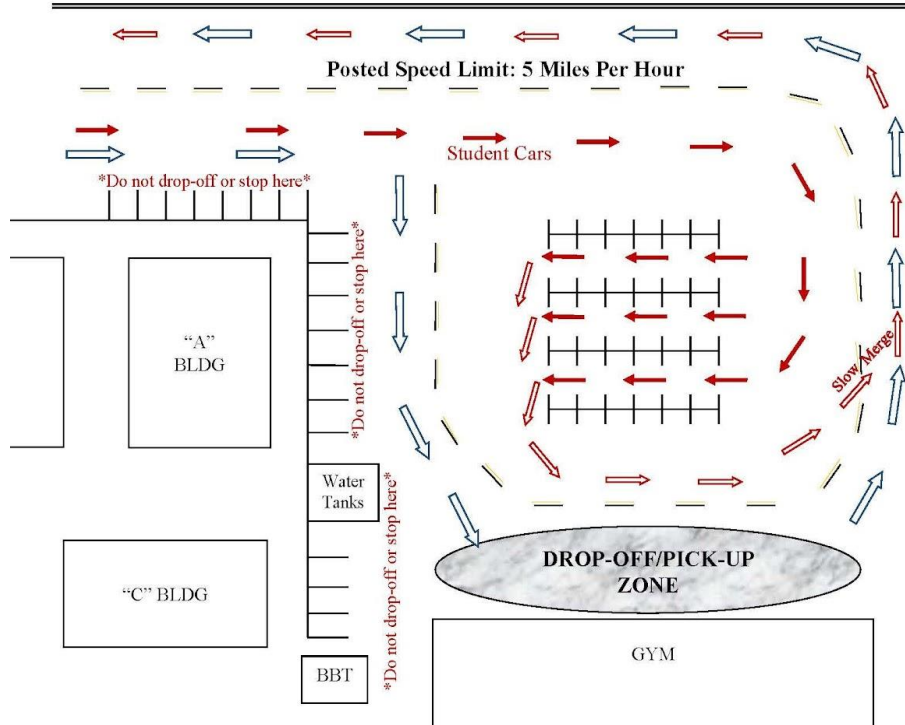
SUICIDE AWARENESS & PREVENTION

Modesto Christian School recognizes that physical, behavioral, and emotional health is an integral component of a student's educational outcome and further notes that suicide has been deemed a leading cause of death among young people. For this reason, there are resources shared on the school's website at www.modestochristian.org/student-health.

If you or anyone you know is at risk for suicide, please contact the Suicide Prevention Helpline at 1-800-273-TALK or call 988.

MCS DROP-OFF & PICK-UP SAFETY PLAN

⇨⇨ = Students parking/departing ⇨ = Cars dropping-off/picking up students



PARENTS/GUARDIANS ⇨

Due to safety concerns for our high school students and staff, the above drop-off/pick-up procedure is in effect. The drop-off/pick-up zone will be in the space after the water tanks and in front of the gym.

STUDENTS ⇨⇨

Please go straight into the parking lot and avoid the drop-off/pick-up zone. When exiting the parking lot, please follow the flow of traffic as shown above. Thank you for observing proper procedure.

MCHS Administration



STUDENT ACADEMICS

ACHIEVEMENT TESTING

Modesto Christian High School students participate in academic achievement testing throughout the school year. Achievement testing is scheduled throughout the school year on and off campus.

Elementary students, of select grade levels, are required to take the IOWA Test of Basic Skills in the spring.

Eighth grade students take the IOWA Test of Basic Skills in the spring.

Freshman and Sophomores are required to take the PSAT test. **Juniors** are required to take the PSAT/NMSQT to qualify for National Merit status. This test is given to all students in grades 8 through 11 in the fall semester, and a fee is required.

Sophomores and Juniors may register to take the SAT and ACT. Seniors should schedule to take the test no later than fall semester. There is a fee to take these tests.

The ASVAB Career and Myers-Briggs Personality assessments are taken by students enrolled in the Crusader Foundations course. These assessments are available to all incoming students and Freshmen in grades 10 through 12. Please see the counselor for additional details.

All incoming students will be scheduled to take the UC Berkeley Math Diagnostic Test to determine math readiness during the enrollment process.

ADDITIONAL COURSE CREDIT

MCHS students are required to take all core curricula courses at MCHS. No credit will be given for any courses taken outside of MCHS without prior approval from administration.

ADVANCED PLACEMENT

The Advanced Placement (AP) program is a curriculum in the United States sponsored by the College Board which offers standardized courses to high school students that are generally recognized to be equivalent to undergraduate courses in college. Participating colleges grant credit to students who obtained a score of 3, 4 or 5 on the exams to qualify. MCHS has specific policies that apply to AP courses that differ from expectations in other courses.

- Students registered in an AP course understand they are required to take the AP College Board exams as well as pay designated fees of \$115.00.
- Students will also be responsible for purchasing any required textbooks and workbooks for their AP classes.
- Students taking the AP course and exam, and who have maintained a 93% for each quarter, may opt-out of the end of the year class final.
- AP courses may have assignments over the summer and extended school holidays, including Christmas vacation and Easter break.
- Students in honors and AP classes who earn a grade of C, D or F at a grading period are subject to being removed from the class. While such determination will be made on a case-by-case basis and in consultation with students and parents/guardians, MCHS administration reserves the right to decide at its sole discretion to remove a student from an honors or AP course due to academic performance. When possible and feasible, students will be reassigned to a college preparatory version of the class.

- In the event a student withdraws from an AP course, the grade follows the student. The student may not take a college prep US History course, for example, to replace an AP USH course failing grade W/F (withdraw/fail) and in accordance with the UC admissions policy.

CHRISTIAN COLLEGE FAIR

Modesto Christian High School sponsors the Christian College Fair each year in October. MCHS students and students in our community are invited to visit Christian College booths to learn more about Christian College opportunities. The Christian College Fair is conducted in the gym.

CLASS RANK

MCHS does not rank students. When requested on college applications and scholarship applications, MCHS will provide a relative placement in the class, based on percentile (for example, top 10%, 2nd 10%, etc.).

Valedictorian status is conferred on the graduating senior who has demonstrated the strongest academic performance throughout high school, and **Salutatorian** status is conferred on the graduating senior who has demonstrated the second strongest academic performance throughout high school.

To determine academic performance for Valedictorian and Salutatorian, MCHS will use the following measures:

- Students who's *weighted cumulative GPA* based on all coursework taken for high school credit places them in the top 20% of the class will be considered for Valedictorian and Salutatorian standing.
- An *adjusted GPA based* on modifiers (A+ = 4.3, A = 4.0, A- = 3.7, etc.) will be calculated for each student in the top 20%. Grades for honors and AP classes will have an additional point added to the GPA.
- The student with the *highest adjusted GPA* and any other student whose adjusted GPA is within 0.15 GPA points of the highest adjusted GPA will be considered for Valedictorian.
- If no other student is *within 0.15 GPA points* of the highest adjusted GPA, the student with the highest adjusted GPA will be the Valedictorian.

In the event of two or more students being considered for Valedictorian, the following four categories will be evaluated:

- Students will be *assigned a rank based on their adjusted GPAs*, with the highest GPA being assigned the rank of 1 in this category.
- Students will be *ranked according to the total number of advanced courses taken* in high school (AP, honors, and other advanced courses such as trigonometry/pre-calculus). The student taking the largest number of advanced courses will be assigned the rank of 1 in this category.
- Students will be *ranked based on the total number of credits earned* during high school, with the student earning the largest number of credits being ranked 1 in this category.
- Students will be *ranked based on the total number of academic credits earned* during high school. Academic credits are determined by subtracting credit for PE and any course taken for P/F credit. The student with the largest number of academic credits will be ranked number 1 in this category.
- To *determine Valedictorian standing*, the rank from each of these four categories will be added together, and the student with the lowest overall score will be the Valedictorian. For example, if a student was ranked number 1 in all four categories, that student would have a score of 4, which is the lowest score possible in this evaluation, and that student would be Valedictorian.

In the event of a tie for the lowest score when the rank from the four categories are added together, the student with the highest adjusted GPA of those who tied will be the Valedictorian. In the event that the adjusted GPA is also tied, then the students will be named Co-Valedictorians. In this situation, there will be no Salutatorian.

Students with a cumulative 4.0 GPA and above will be awarded the Principal's Highest Honors distinction and recognized at graduation.

Excluding the Valedictorian, the student with the highest adjusted GPA and any others in the top 20% of students whose adjusted GPA is within 0.15 GPA points of that student will be considered for Salutatorian. If no other students

are within 0.15 GPA points of the highest adjusted GPA, that student will be named the Salutatorian. Otherwise, a process identical to the one used to identify the Valedictorian will be used, other than the student selected for Valedictorian will be excluded from the analysis.

CLASS SCHEDULES

Class Schedule Changes

In order to maximize the continuity and consistency of the school day, program changes are kept to a minimum and are allowed for academic or administrative reasons only. **SCHEDULE CHANGES ARE TO BE MADE WITHIN THE FIRST WEEK OF EACH SEMESTER.** Students should make an appointment with the Counselor or pick up a schedule request form from the front office or Counselor’s office.


Students must remain in the originally scheduled course until notified by the Counselor’s office.

The following guidelines have been established in order for a student to change classes after two weeks of enrollment in a course:

1. Parent and student conferences with the teacher outlining recommendations, in terms of modifications of curriculum, behavior, classroom management, etc. are made and agreed upon.
2. Parent(s), student, teacher and administrator conference is scheduled.
3. Administrators may observe the classroom, as needed, and parents may also visit, though not required to do so. **Refer to the Visitor Policy in the Student Activities section of the handbook.**
4. Administrator, parent and teacher conference to evaluate progress.
5. All grades above a D will be permanent.

BELL SCHEDULE

The first bell of the day rings at 7:55am notifying a student to go to class. Classes begin promptly at 8:00am, therefore, each student is expected to be in his/her seat and ready to learn at the 8:00am bell. **(See Tardy Guidelines for more information.)**

		Modesto Christian School 2023-2024 MS/HS Bell Schedule									
Monday		Tuesday		Wednesday		Thursday		Friday		Rally & Assembly	
Period 0	7:00 - 7:50	Period 0	7:00 - 7:50	Period 0	7:00 - 7:50	Period 0	7:00 - 7:50	Period 0	7:00 - 7:50	Period 0	7:00 - 7:50
Period 1	8:00 - 8:50	Period 1	8:00 - 9:10	Period 5	8:00 - 9:10	Period 1	8:00 - 9:10	Period 5	8:00 - 9:10	Period 5	8:00 - 8:55
Period 5	8:55 - 9:45	Period 2	9:15 - 10:25	Chapel	9:15 - 10:25	Period 2	9:15 - 10:25	Period 6	9:15 - 10:25	Period 6	9:00 - 9:55
Period 2	9:50 - 10:40	Break	10:25 - 10:40	Break	10:25 - 10:40	Break	10:25 - 10:40	Break	10:25 - 10:40	Break	9:55 - 10:10
Break	10:40 - 10:55	Period 3	10:45 - 11:55	Period 6	10:45 - 11:55	Period 3	10:45 - 11:55	Period 7	10:45 - 11:55	Rally	10:15 - 11:00
Period 3	11:00 - 11:50	Lunch	11:55 - 12:30	Lunch	11:55 - 12:30	Lunch	11:55 - 12:30	Early Dismissal Day		Period 7	11:05 - 12:00
Period 4	11:55 - 12:45	Period 4	12:35 - 1:45	Period 7	12:35 - 1:45	Period 4	12:35 - 1:45				
Lunch	12:45 - 1:15	*FLEX ED Partner Office Hours Study Hall		1:55 - 2:45	*FLEX ED Partner Office Hours Study Hall		1:55 - 2:45				
Period 6	1:20 - 2:10				*FLEX ED Partner Office Hours Study Hall		1:55 - 2:45				
Period 7	2:15 - 3:05										
Instructional Min. = 350		Instructional Min. = 280		Instructional Min. = 280		Instructional Min. = 280		Instructional Min. = 210		Instructional Min. = 240	
*Flex Period = Teachers are on campus to meet additional needs of students. During Flex, students can do the following: schedule service hours, take alternative PE, attend a sport, take an Ed Partner course, attend study hall, meet with a teacher during office hours, join a club, or get involved in an activity or event. Students are also encouraged to volunteer to help with campus maintenance, office support, student mentoring, bible study, etc. During Zero-Period and Flex, an academic "coach" is available in the Collaborative Media Center for dual enrollment and enrichment. Every student is encouraged to enjoy an Ed Partner "personalized" experience.											

Revised 07/08/2023 tav

Class/Course Requisites

1. A Student may only take courses offered at his/her grade level or below unless special arrangements are made with the Counselor and teacher.
2. Some upper level courses may require prerequisite fulfillment, i.e. a student must take Spanish I before taking Spanish II. *Please note that if Spanish 1 is taken in MS, it does not meet the 2 year requirement in HS.*
3. If a student is new to MCHS in grades 10-12, he/she will not be required to make up any Bible courses or Activity Requirements offered before the date of enrollment.
4. English honors placement is contingent upon completed required writing assignments, a grade of B or better in previous English courses, a grade of A in previous CP English courses, superior writing and reading comprehension skills, and a willingness to work hard.

LOCKERS

ALL LOCKS MUST BE MCHS PURCHASED.

It is mandatory for lockers to remain locked at ALL times.

Each student will be assigned a locker at the beginning of the school year and are responsible for the orderliness and care of the locker. **All lockers must have an MCHS issued lock.** Students may not share lockers and may not change lockers without obtaining permission from the office (i.e. locker is broken, jammed; not just because of location). MCHS is not responsible for the loss of items from lockers. While it is understood that many backpacks and bags do not fit into lockers, any loose books will be picked up, placed in the lost and found located in the office and infraction will be issued. **Books must be in lockers or backpacks. Gym lockers are available to store PE clothing. See MS/HS Front Office for additional details.**

Dual Enrollment High School / College Credit

Dual Enrollment is designed for high school students seeking to receive credit concurrently for high school and college coursework. MCHS permits students to enroll in courses through Northstar, CAMPUS, Grand Canyon University, Modesto Junior College or an accredited college with prior approval from the Counselor. Students are permitted to take as many courses as they desire; however, only two (2) courses may be added to their academic transcript.

- Students must get approval from their high school counselor prior to enrolling in a course.
- Dual enrollment is available to juniors and seniors with a high school unweighted GPA of 3.0 or higher, and sophomores with a high school unweighted GPA of 3.25 or higher.
- Classes are offered online, through select vendors (consult the Academic Advisor for an approved list) and on campus.
- Deadline to place a dual enrollment course on your MCHS transcript must be submitted no later than Dec 1, 2023. Form available in the MCHS Main Office.
- See the Counselor for additional guidelines.

Outside Course Credit

All courses taken for credit at MCHS are approved by the Modesto Christian School Board. MCHS students are required to take core curricula courses offered at MCHS unless authorized by administration. Courses taken for the following reasons may fulfill MCHS graduation requirements:

- Courses taken to replace failed (D-F) courses
- Courses taken to strengthen a sequence of courses

Requesting Appropriate Courses

For information regarding MCHS courses, see the Course Description Guide located in the Counselor's office and on FACTS Parent Portal. All freshman, sophomores, and juniors will choose their classes for the following year in March/April.

MCHS offers four courses of instruction: general, college prep, honors, and advanced placement. Students who qualify for Advanced Placement are encouraged to opt for Dual Enrollment courses whenever possible. To ensure that each student is best able to take advantage of the educational experience at MCHS, it is encouraged that care is given to choosing college/career goals wisely and to begin as soon as possible to tailor the high school program to those goals. Schedule an appointment with the Counselor to assist you in choosing appropriate classes.

Transferring from MCHS

Students transferring from MCHS should have their parents make arrangements with the office. All books and other school property must be returned at this time. MC will provide a transcript upon request but may withhold references if there is outstanding debt or uncollected items.

CAREER PLANNING

Career Planning is a process that involves doing research and making decisions in areas that interest you. It is important to begin this process early in high school:

- Step 1** Think about what you want out of a job and career. Spiritual reward, ministry, money, security, independence, fame? Evaluate your personal values.
- Step 2** Consider all your interests, experiences, abilities and skills. Build a career on personal interests, hobbies or special skills. Consider taking the Strong Interest Inventory and Meyers Briggs with the Counselor during your junior or senior year.
- Step 3** How can you prepare for work, and at the same time for life in general? Community college? Vocational training? Military service? Four-year university/college?
- Step 4** Study careers that you already have in mind. Take the ASVAB assessment.
- Step 5** Set tentative career goals for yourself. Plan ahead by outlining your education and training.
- Step 6** Make a 4-year education plan with your Counselor. Your Counselor is a resource; use this opportunity!
- Step 7** What decisions do you have to make if you are going to reach these goals and how soon will you have to make the decisions? Computers, algebra, physics, chemistry? Reinforce & build upon your experience.
- Step 8** Prepare for the decisions you have to make now, but keep your options open whenever possible. Learn to be adaptable.
- Step 9** Keep rethinking Steps 1 through 8. Continual evaluation of goals, interests, and abilities and praying for discernment of God's direction for your future.

COLLEGE/UNIVERSITY ENTRANCE REQUIREMENTS

Due to the ongoing impact of COVID-19, consult the college

Of interest for the current college entrance requirements.

Admissions requirements for colleges and universities vary from school to school. Requirements can also depend on the major you intend to pursue. Check with the Counselor for specific college information as well as researching college websites. Students planning to attend college should meet with the Counselor to develop a 4-Year Plan, then verify selected coursework each semester to ensure certain requirements are being met. College-bound student-athletes will also need to be aware of NCAA and NAIA eligibility requirements.

College Entrance Test

Freshman & Sophomore Year **PSAT** test (Preliminary SAT) is optional.

Junior Year PSAT/NMSQT test in the fall and the actual SAT Reasoning Test and/or ACT in the spring (optional).

Senior Year SAT Reasoning and/or ACT and SAT Subject Tests.

The general admission requirements for the following colleges is provided

Modesto Junior College

Any high school graduate, any person who has passed the California High School Proficiency Examination, or any person 18 years of age and older who is capable of profiting from instruction is eligible to enroll in Modesto Junior College if they are also residents of this district. Modesto Junior College Website: www.mjc.edu.

Private Colleges/Universities

High School course requirements, GPA minimums, and standardized test scores vary greatly. Consult your high school Counselor for further information, or visit www.aiccu.edu.

California State University System (www.csumentor.edu) & University of California System

(www.ucop.edu) have combined minimum Freshman course requirements. Please verify with each University's admissions department.

See Graduation Requirements for UC, Cal State, Community College, Military and Vocational Schools on the chart in this section.

The Counselor is available to assist in arranging a visit to a college or university campus and may also be able to arrange for an admissions official from that college to visit here at MCHS. Scholarship information is made available through the Counselor's office in the Spring Semester of each year.

EXTRACURRICULAR ELIGIBILITY REQUIREMENTS

In order for a student to engage in any MCHS extracurricular activities, he/she shall maintain a grade point average of 2.0 on a scale of 4.0, or its equivalent, during the previous grading period (quarter). Students who are ineligible for extracurricular activities and wish to appeal will be granted one appeal each school year. (Grading Period dates are provided under "School Calendar" in the General Information section of this handbook.)

The probation period for the appeal shall not exceed one quarter in length. Students cannot appeal consecutive quarters. This includes the fourth quarter of a previous school year and the first quarter of a new school year. (Grading Period dates are provided under "School Calendar" in the General Information section of this handbook.)

Students are allowed to attend practices or rehearsals. Administration reserves the right to require a student to remain in study hall and not practice. **Refer to the MCHS Student Disciplinary Policy.**

Eligibility Appeals Committee Academic/Attendance/Athletic

Students who are ineligible and wish to appeal will be allowed one appeal per school year. The one appeal includes all extracurricular activities on or off campus, such as clubs, performing arts, dances, senior trips, athletics, school day events and field trips. If the appeal is granted, the probation period for the appeal shall not exceed one quarter in length. Allow one week to process Eligibility Appeal.

GENERAL EQUIVALENCY DIPLOMA (G.E.D.)

Students 16 years or older may take the CHSPE (California High School Proficiency Exam) as an alternative to a regular high school diploma. Students 18 years or older may take the G.E.D (General Equivalency Diploma) as well. The armed services (under certain circumstances), most government agencies, and many employers accept successful completion of this test as the equivalent of a high school diploma. For further information please see the Counselor.

GRADING POLICY

The individual teacher, according to the grading criteria established, determines class grading criterion and policies by that department. The teacher will explain these criteria at the beginning of the course. Letter grades will reflect the following:

Grading System

A	Excellent	97-100	A+
	93-96	A	
	90-92	A	
B	Above Average	87-89	B+
	84-86	B	
	80-83	B-	
C	Satisfactory	77-79	C+
	73-76	C	
	70-72	C-	
D	Passing, but not satisfactory	67-69	D+
	63-66	D	
	60-62	D-	
F	Failure (No credit awarded)	Below 60	F
P	Passing (P grades are not computed into GPA)		
INC	Incomplete – to be replaced by final mark letter		
WF	Withdrawal – Failure		

Grade point average (GPA) is calculated by assigning 4 points to any A (A+, A, A-), 3 points to any B, 2 points to any C, 1 point to any D, and 0 points to an F. The points are added together, and then divided by the total number of grades. P/F classes do not calculate into the GPA. Honors and AP courses earn an additional point for grades of A (5 points), B (4 points), and C (3 points). Grades of D or F in an honors or AP course do not earn any additional GPA points.

Semester grades are calculated based on a percentage weighting of the two Quarter grades (Qtr 1 - 40% and Qtr 2 – 40%) and the Semester final exam grade (20%).

CHEATING & PLAGIARISM

TURNITIN.COM

Cheating and plagiarism will not be tolerated and will result in no credit for any portion of an assignment where academic misconduct is found, with a minimum grade deduction of 10%. Assignments cheated/plagiarized from 30-50% will earn no more than a 50% credit, assignments cheated/plagiarized from 50-75% will earn no more than 25% credit and assignments cheated/plagiarized 76% or more will receive a zero credit. See teacher for further clarification. **Students will be issued an infraction for any cheating and or plagiarism determined to be at 30% or higher. This includes but is not limited to the following:**

- revealing or giving answers on a test or for homework in or out of the classroom;
- turning around in seats during testing;
- passing notes on paper during testing;
- possessing notes under, around, or on desks during testing;
- making hand or mouth communications;
- cell phones are prohibited during tests/quizzes;

- giving the appearance of cheating (at the discretion of the teacher);
- writing answers on body/desk;
- taking pictures of answers (and will result in a 3 day suspension on the first offense);
- stealing exams and/or answer key (and will result in a 3 day suspension on the first offense).
- Plagiarism: The practice of taking someone else's work, words, product, or ideas and passing them off as one's own or presenting such as new and original but in actuality are derived from an existing source. Without explicit permission, artificial intelligence (AI) writing is plagiarism.
- Artificial intelligence (AI) writing: Having a computer program write any portion of an assignment or an assignment in its entirety claiming that it is original student work.

Refer to the MCS Student Disciplinary Chart for consequences.

MCS subscribes to and uses **turnitin.com**, a system that checks students' work against a database of millions of papers written by students around the world, as well as sources and electronic archives of journals. Furthermore, turnitin.com also detects artificial intelligence (AI) writing. This service is designed to deter and assist instructors in identifying plagiarism and academic misconduct. Regardless of the status of home computers, essays must be submitted to turnitin.com by the due date and due time of 2:30 p.m. for all MCS classes. A hard copy of the essay must also be submitted to the teacher in class on the assigned due date and due time. **ALL DEPARTMENTS FOLLOW THESE PROCEDURES WHEN ASSIGNING ESSAYS.**

In order to uphold academic integrity as an exemplary value of Modesto Christian School, teachers use programs to help deter and identify academic misconduct such as plagiarism and artificial intelligence (AI) writing. These tools require teacher analysis and interpretation. For example, some papers are flagged as plagiarism that simply contain many properly cited quotes from a text. It is clear when the tracker tags random words or phrases that the student is not guilty of plagiarism. However, when entire paragraphs are flagged, or the entire paper is flagged, it is reasonable to understand that some level of plagiarism/AI has been applied. Teacher review is the final determiner of the application of plagiarism/AI tracking information. Teachers are professionals who recognize the general writing style and abilities of their individual students. Teachers recognize that there are currently certain sentence structures and word choices used by AI; AI does not produce legitimate bibliography information; and that outright falsehoods can be AI generated.

Teachers can help students avoid plagiarism/AI by doing the following:

- Clearly define plagiarism/AI as outlined in the student handbook.
- Remind students that AI writing is plagiarism.
- Let students know that they should not use AI programs unless it is part of the assignment.
- Instruct students to cite all required sources. When in doubt, cite.
- Provide clear detailed instructions. Include a personalized component where applicable.
- When appropriate, scaffold assignments in a way to discourage plagiarism and cheating and to promote teacher understanding of the students' writing process.

GRADUATION REQUIREMENTS

Passing a semester length class during a semester will earn five (5) credits. A student taking seven classes during a semester will earn thirty-five (35) credits. Ten (10) credits represent one year's worth of study (two semesters equal one school year). The student must be enrolled for an entire semester in order to earn the units of credit for that semester, unless the Principal makes other provisions.

Only courses taken during high school may apply towards graduation and are included on the transcript. High school level coursework taken in 8th grade for Math and Foreign Language may be used to satisfy prerequisites for high school courses but they may not be used to satisfy credit requirements in high school.

Transfer students will not be required to make up any Bible courses offered before the date of enrollment. Instead, the elective requirement will be increased accordingly. The total number of credits required for graduation will not change.

The foreign language requirement is a 2 years of continuous study requirement. Students must complete the second level of a high school foreign language course (for example, Spanish II). This requirement cannot be satisfied by taking two first-year foreign language courses. Students who satisfy the foreign language requirement with less than two years of actual coursework must still meet the total number of credits required for graduation by taking additional elective coursework. The total number of credits required for graduation will not change.

The activity requirements for transfer students will decrease by one for each semester a student does not attend, and the total number of credits required for graduation will decrease accordingly.

The following qualifies as an activity for the activities graduation requirement:

- A season of a sport
- A theatrical production
- Certain clubs, student groups, and academic competition groups (if requirements are met - details are provided by the club/group)
- Completing a year of Yearbook, ASB, AND ONLY if outside work is assigned;
- Certain classes, as specified in the course description handbook
- Sports can count as PE requirements and as an activity credit
- A PASS in a Flex course is equal to one credit
- Other activities may be approved with prior permission from the school office

The total number of credits required for graduation from Modesto Christian High School is 266. Your 266 total credits must include one of the following pathways as stated on the Graduation Requirements for UC, CSU, Community College, Military and Vocational Pathway chart.

GRADUATION CEREMONY PARTICIPATION REQUIREMENTS

Graduation exercises are held at the end of the school year. Participation in the graduation ceremony is a privilege and not a right. A student not completing required course work will not be permitted to participate in graduation ceremonies.

Furthermore, students not displaying conduct worthy of this occasion will not be allowed to participate. Guidelines to assist you in this process include:

- Seniors must have passed all classes required for graduation.
- Seniors must have a signed Senior Commencement Agreement on file in the Admin Office in A5.
- Any senior who is removed from school for a major suspension (3 or more days) during his/her senior year may be subject to removal from commencement exercises, as determined by the Discipline Review Committee.
- Seniors must be enrolled as a continuing MCHS student throughout the Spring Semester of his/her senior year.
- Seniors must attend the Baccalaureate Service, if scheduled during the spring, to participate in the Commencement Ceremony.
- Any senior participating in what the administration determines as a prank against MCHS or MCHS personnel will receive a 3-day suspension which may disqualify him/her from participating in commencement exercises.
- Approved cords, tassels and leis may be worn with graduation gowns.
- Caps may be decorated with college logo, verse and/or proper adornment.

- Students requesting to graduate in December of their senior year, must petition to do so with the high school Principal and under the guidance of the Counselor. The request must be submitted prior to the end of the 1st semester of his/her Junior year. Students will forfeit the opportunity to participate in senior activities and the graduation ceremony.

Students may not engage in any of the following as part of the graduation ceremony:

- Possessing or being under the influence of drugs, alcohol or other substances which appear to alter a person’s behavior and/or inhibit the person’s judgment.
- Possession of fireworks, explosives or other items inappropriate to the occasion.
- Water guns, squirt guns, beach balls, silly string, mechanical/artificial noisemakers.
- Students agree to refrain from disruptive behavior, including but not limited to those listed above, and to dress in an appropriate manner to the occasion.

**Graduation Pathways ~ Requirements for UC, CSU,
Community College, Military and Vocational Pathway**

<i>Course</i>	<i>UC/Cal State University A-G Requirements</i>	<i>MCHS Requirements College Bound</i>	<i>MCHS Requirements - Military, Community College, Vocational Pathway</i>
<i>Social Science</i>	“A” 2 years required	4 years required World History CP, Euro History AP US History CP/AP, Govt/Econ CP	3 years required World History CP US History CP, Govt/Econ CP 30 units are required
<i>English</i>	“B” 4 years required	4 years required English I-IV 9-12 College Prep ,Honors, AP	4 years required Gen Ed English 9/10 Gen Ed English 11/12
<i>Math</i>	“C” 3 years required (4 recommended)	3 years required Algebra I, Algebra II Geometry, Trig, Pre-Calc, AP Trig AP Stats, AP Calc AB, BC	3 years required Algebra I (must include) Geometry Consumer Math
<i>Science Physical Biological</i>	“D” Lab Science 2 years (3 recommended)	2 years required Biology/AP Bio, Chemistry CP/H Environmental Science Physics CP/Honors Anatomy/Physio CP/Honors	2 years required Environmental Science Biology
<i>Foreign Language Career Tech Visual Performing Arts</i>	“E” 2 years required (3 recommended)	2 years required Spanish I-IV	2 years required Foreign Language or Career Technology or Visual Performing Arts <i>Note: Career Tech courses may satisfy 2 years Foreign Language.</i>
<i>Visual Performing Arts</i>	“F” 1 year required	1 year required Art I-IV, AP Studio Art, Yearbook Digital Photography Modern Media	1 year required Art I-IV, Yearbook, Career Tech: Digital Photography Modern Media, Animation
<i>Electives</i>	“G” 1 year required	Varies depending on credits earned to date	Varies depending on credits earned to date An extra class in any of the above subjects, Yearbook, Digital Photography

			Modern Media, Animation, Crusader Foundations
Bible	Not required	4 years required Bible I-IV	4 years required Bible I-IV
Physical Education	Not required	2 years required CA State PE Required/Alternative PE option, PE Class, Athletics	2 years required Alternative PE option, PE Class or Athletics

HOMEWORK POLICY / LATE WORK POLICY

Homework is assigned for additional practice and reinforcement, extended learning, and/or for development of skills and concepts. Late work policy applies to all courses offered at MCHS. Classroom assignments and projects are due on the dates specified by the teacher and at the beginning of class. Late work is subject to the following penalty:

- Up to one day after the due date – 10%
- Up to two days after the due date – 20%
- Up to three days after the due date – 30%
- Up to four days after the due date – 40%
- Up to five days after the due date - 50%
- More than five days after the due date will receive a zero

The days are based on calendar days and not class days. Based upon specific classroom assignments, the work may be modified by a teacher with admin approval. Not all work will be listed in Google classroom but teachers will attempt to list every assignment for parents and teachers to use as a tool for success. **If a student is sick the last week of a quarter, he/she must have a doctor's note in order to be given an extension on homework or assignments.**

HOMEWORK POLICY FOR SUMMER AND CHRISTMAS VACATIONS

Summer assignments may be assigned in English and AP classes. Assignments over Christmas vacation may be assigned for AP courses as well. Students who extend summer or vacations, do not receive the usual option to have two days for each day absent to complete work unless approved by the teacher.

INDEPENDENT STUDY

A student may be placed on Independent Study at the recommendation of the MCHS Administration only under special circumstances, such as a medical or disciplinary action occurring at the end of second semester.

INDIVIDUALIZED ACADEMIC PLAN (IAP)

MCHS does not issue Individualized Education Plans (IEP) or 504 plans for students who need academic support. Instead, MC will issue an Individual Academic Plan (IAP). IAPs are provided to help students who need additional academic support beyond what is normally provided in the classroom. IAPs may be issued for students with documented learning disabilities, and they may be issued in exceptional circumstances like a prolonged illness or academic interruption due to a death in the immediate family. Individual needs will be evaluated on a case-by-case basis.

The intent of an IAP is to help the student be successful in the classroom, but MCHS may not be able to provide all recommended services for a student. MCHS endeavors to provide the following:

- **Individualization** to determine, through qualified testing, the individual and specific needs of a student in order to develop an educational plan designed for that specific student;
- **Mainstreaming** is to enable a student to be mainstreamed into regular classes;
- **Independency** to achieve a level of independent function at grade level by improving basic skills;

- **Realization of Potential** to enable the student to attain his/her God-given potential.

INTERNET RESOURCES

SEE COURSE DESCRIPTION FOR ADDITIONAL SITES

Internet for Academic Learning: Teachers may offer supplemental material through internet resources. It is up to the parent to approve internet access and usage. Internet resources will not be a condition of learning but is a suggested use for such projects deemed necessary.

Hybrid Education Program: MC acknowledges there may be unique situations of students and families that may benefit from a hybrid schedule for coursework, including participating in MC’s education partner offerings in a home setting rather than in the CMR. Participation in MC’s education partner offerings in a home setting distinguishes the Hybrid Education Program from MC’s current model of on- campus learning with enrichment courses being offered through supervised and monitored education partner courses taken in the CMR.

Specific Requirements and qualifications to participate in a Hybrid Education Program. In order to maximize the potential for success of the Hybrid Education Program student at MC, properly engage in the offerings of the MC education partners, yet be able to address the unique needs of our families, it is deemed appropriate to set forth specific requirements and qualifications to participate in a Hybrid Education Program. For more information, consult with the MC Academic Advisor.

ACADEMIC EDUCATION PARTNERS

COURSES ARE OFFERED IN THE COLLABORATIVE MEDIA CENTER WITH AN ACADEMIC COACH

- CAMPUS Dual-Enrollment video - HS
 - <https://www.campusedu.com/modesto>
 - <https://www.campusedu.com/courses>
- GCU - MS & HS
 - www.gcu.edu/livelessons
 - HS Dual Enrollment
- Northstar- MS & HS
 - <https://www.northstar-academy.org/academics/course-offerings/>
- MIT - K-12

COLLEGE/CAREER SITES

www.calstate.edu

Excellent site for the Cal State system
& links to community colleges

www.jobstar.org

Career information, links to career
And personality inventories

www.ucop.edu

Excellent site for UC system

www.actstudent.org

ACT

FINANCIAL/SCHOLARSHIPS/STUDENT LOANS

www.calgrants.org

Cal Grants

www.salliemae.com

Paying for college

TEST PREP

www.collegeboard.com

SAT prep, on-line registration
& AP course information

www.act.org

ACT prep, on-line registration
& self-assessments

ATHLETICS

www.ncaaclearinghouse.net; www.ncaa.org

Students planning to participate in Div. I, II college athletics must register with the Clearinghouse (recommend Spring semester junior year).

PARENT-TEACHER CONFERENCES

Parent-Teacher Conferences for grades 6th-12th are scheduled at the end of the 1st Quarter. Conferences are conducted in individual teacher classrooms from 1:00-6:00 p.m. or virtually upon request. Additional conferences may be scheduled throughout the school year at the request of the parent, teacher and/or an administrator. All report cards are emailed home. Parents may sign-up through Sign-Up Genius. Details are emailed in the Fall semester.

Teachers are available after school for brief consultations. As a courtesy to the teacher, please call in advance and arrange a time of mutual convenience, especially if more than 10 minutes are needed.

PASS / NO PASS

MCHS does not issue Pass/No Pass grades for core academic courses, such as Mathematics, English, Science, Social Sciences, and Bible, as well as most elective courses. Flex Courses and Elective Courses may receive a Pass/No Pass reporting bases on the current course syllabus.

PHYSICAL EDUCATION CREDIT

Students must take two years of PE to satisfy graduation requirements. Students may satisfy this requirement through Alternative PE Credit or athletic participation. Alternative PE Credit is an option when a student has a medical exemption or participates in various sports or organized activities on a weekly basis including martial arts, dance lessons, tennis lessons, soccer league, etc. Students must earn 20 credits of PE to satisfy graduation requirements.

PROGRESS REPORTS/REPORT CARDS

Progress Reports are available midway through each quarter. This provides an opportunity for students to improve or maintain their grade prior to the quarter grade. **In an effort to “go green”, parents will not receive progress reports in the mail.** Progress Reports may be **downloaded from FACTS** within three (3) days of mid-quarter date. (See **FACTS** on MCHS website).

Report Cards are emailed to parent(s) approximately one week after the close of each quarter. The only grades recorded on the permanent transcript are those which are awarded at the end of both semesters (December and May). Quarter grades (October and March) are taken into account in determining the final semester grades.

REPEATING COURSES/CREDIT RECOVERY

Courses being retaken for a better grade need to be approved by administration. Only previous grades of D and F will be approved for repeating a credit. Credit Recovery options must be approved by UC and NCAA. See the Academic Advisor to find an Ed Partner that offers approved courses for credit recovery. MC no longer accepts a course that is outside the approved providers without approval from the principal.

SCHOLARSHIP INFORMATION

Numerous college/career scholarships are available to students at Modesto Christian High School. Students should consult the MCHS Counselor for specific information on applying for these scholarships. Scholarship information is posted in the College-Career room, on the website and on the Counselor’s Google Classroom.

SEAL OF BI-LITERACY PROGRAM

MCHS has adopted the Seal of Bi-literacy program honoring our students who have attained proficiency in one foreign language by high school graduation. The mastery of two or more languages is a vital skill for participation in a 21st century diverse world and economy. Most importantly, we want to establish high standards for academic mastery in our students and to strengthen their skills of literacy and problem solving. The seal will be awarded to students who have mastered standard academic English and any other language. To be eligible to receive the MCHS Seal of Bi-literacy award, the student shall:

- Successfully complete four years of instruction in English Language Arts with a grade of “B” or better each semester for all four years
- Take four years of a foreign language & earn a B grade or better each year
- Pass an Advanced Placement Exam in a foreign language including the required essay (with a score of 3 or better)

STUDENT BOOKS/TEXTBOOKS

Students will be issued textbooks on Crusader Round-Up Day from their teachers. When a book is issued, students should check for all damages or marks. If problems are suspected, the student should immediately return the book to the office so that a written record of the problem can be made. All textbooks need to be covered to prevent damages to the books; cloth covers are not permitted.

Students must protect the books issued at all times, as they will be billed for the full replacement price if books are lost, stolen, or damaged. Students are to complete the MCHS Student Textbook Inventory Form and return to their first period teacher by the due date.

It is required that paper book covers be used to prevent accidental damage. Scotch tape and clear adhesive covers should not be used directly on the textbooks as it damages the interfacing and covers of the books.

Students leaving textbooks on the ground or on top of lockers will be issued an Infraction. Refer to the MCHS Disciplinary Chart/Violation of Student Handbook for consequences.

STUDENT RETENTION

Student retention is not a usual practice for Modesto Christian; we take each recommendation seriously. Instead, teachers work closely with students and parents to avoid retention. When considering possible retention, MCS administration will consider age, sex academic, behavior and emotional well-being of the student. Ultimately, it will be up to the parent to authorize that his/her child is retained.

SUSPENSION

Homework will be posted on **GOOGLE CLASSROOM**.

The student will receive full credit for all work that is made up within the required time allotment. **Students are given two (2) calendar class days during regular scheduled classes for every one day of absence, beginning on the first day a student returns to the class, with the following exceptions:**

- **Make-up quizzes and exams** must be arranged with the teacher on the day the student returns to the class.
- **Long-term projects** are still due on the original date assigned.
- If a student misses a class due to a **school activity**, (for example sporting event, fine arts event, fieldtrip, etc.) all work is due the next day or school day based upon the direction given by the teacher. Tests will be taken based upon the direction of the teacher.

***Refer to Homework Policy/Late Work Policy for details on late work penalties.**

TESTING POLICY

General Information

All tests of any kind must be made up at the discretion of the teacher. Students are responsible to communicate with teachers regarding information related to testing. Test dates are posted on **FACTS/Google Classroom**.

Final Exams

Students should avoid scheduling any appointments, trips, etc., during the school day before and during the week of finals. Pre-approvals will not be granted the week prior to (known as “dead week”) the week of finals. To make-up finals missed due to severe illness the student must seek the direction of the teacher the day the student returns to class. **Refer to Testing Policy in Academic Structure.**

Finals Opt Out Policy

Final Exam opt-outs are available for grades 11 & 12 using the following guidelines:

- Students in grades 9-12 taking an AP course and exam, and who have maintained a 93% for each quarter, may opt-out of the end of the year class final.
- Seniors may opt-out of one class final per semester providing he/she has maintained a 93% for each quarter. Teacher approval is required.
- Juniors may opt out of one class final second semester providing he/she has maintained a 93% for each quarter. Teacher approval is required.

TRANSCRIPTS

All transcript requests must be submitted in writing to the Counselor’s Office. Transcript fees will be applied as follows:

- A \$10 Transcript fee will be applied for each transcript request. (Fee is waived for withdrawn or current students and recent alumni up to 6 months after date of graduation.);
- A \$5 fee will be applied to rushed transcripts (sent by end of next business day);
- Shipping fees will be applied to all transcript requests that must be sent other than standard first class postage.

TURNITIN.COM

MCS subscribes to turnitin.com, a system that checks students’ work against a database of millions of papers written by students around the world, as well as sources and electronic archives of journals. Furthermore, turnitin.com also detects artificial intelligence (AI) writing. This service is designed to deter and assist instructors in identifying plagiarism and academic misconduct. Regardless of the status of home computers, essays must be submitted to turnitin.com by the due date and due time of **2:30 p.m. for all MCS classes**. A hard copy of the essay must also be submitted to the teacher in class on the assigned due date and due time. **ALL DEPARTMENTS FOLLOW THESE PROCEDURES WHEN ASSIGNING ESSAYS.**

Cheating and plagiarism will not be tolerated and will result in no credit for any portion of an assignment where academic misconduct is found, with a minimum grade deduction of 10%. Assignments cheated/plagiarized from 30-50% will earn no more than a 50% credit, assignments cheated/plagiarized from 50-75% will earn no more than 25% credit and assignments cheated/plagiarized 76% or more will receive a zero credit. **Students will be issued an infraction for any cheating and or plagiarism determined to be at 30% or higher.**

WRITING/ESSAY STANDARDS

Essays, journals, other writing assignments or responses that reference guns, killings, bombs, threatening others, suicide, persistent themes of violence, etc., may result in possible parent notification, zero on assignment and/or local law enforcement notification. Students will need to demonstrate that he/she is not a threat to himself/herself or others as determined by administration and may jeopardize continued enrollment.

WRITING STYLE GUIDE (WSG)

The WSG (based on the Modern Language Association, MLA) is used as a reference for all writing assignments (including essays and reports). As per the Writing Style Guide all assignments/projects are due to the teacher on the due date assigned. The Writing Style Guide may be downloaded from the school website at www.modestochristian.org.



STUDENT ACTIVITIES

ACADEMIC/COLLEGE & CAREER COUNSELING CENTER

Located in the counseling office is a selection of Christian and secular college catalogs, career information. Students must have teacher permission to use the center during class time or make arrangements with the Counselor. The Counselor will assist the student with locating information regarding college and careers, as well as deadlines for testing, college acceptance, and scholarship information. For assistance, make an appointment with the Counselor. Students are encouraged to seek help exploring college and career options.

ACTIVITY REQUIREMENTS

MCHS endeavors for students to participate to the fullest in any or all activities the school has to offer. Please see page 15 for all activities that earn credits to fulfill the requirements for graduation.

ANNOUNCEMENTS, CALENDARS, FACTS, BULLETIN, GOOGLE CLASSROOM, INTERCOM

Before the school year begins, a yearly school calendar is created outlining special activity dates and times, mid and end of quarter dates, holidays, minimum days, and other important calendar items. Students and parents have access to these dates on www.modestochristian.org and/or through the MCHS Student Calendar. Date changes will be communicated to parents and students through the school website.

- The **MCHS Bulletin** provides up-to-date details on school matters, events and deadlines and is available on our school website.
- Teachers communicate through **Google Classroom** to keep students current with weekly homework and class assignments.
- **Periodic announcements** are made on-site over the intercom to inform students of relevant and specific matters.
- **ASB conducts student salutes to the American flag, Christian flag, and the Bible on the first day of each week.**

To check for special events, current information and announcements please log in to the MCS website at www.modestochristian.org.

ASSOCIATION OF STUDENT BODY – STUDENT GOVERNMENT (ASB)

The purpose of the Student Body Council is to encourage and promote Christian ideals and high standards of conduct among students, as well as to provide godly leadership as students organize and implement activities throughout the year. All students are automatically members of the Modesto Christian High School Associated Student Body (ASB). Each class has an organized Student Council under the leadership of Faculty advisor(s).

Students who serve in an elected ASB position for one year, in good standing, will receive a red cord for their Senior Graduation ceremony and a Leadership Block/patch for their high school Letterman jacket. ASB active members may receive a Leadership Block/patch after one year of service.

ASSOCIATION OF STUDENT BODY CANDIDATE PROCEDURES

Association of Student Body – Advisor

Mrs. Jennifer Foster

Association of Student Body – Officers Elected 2023 Spring Semester

ASB President (Grade 12)

ASB Vice-President/Secretary (11-12)

ASB Special Events Coordinator (11-12)

ASB Spirit Commissioner (10-12)

Active Members (9-12)

Class Officers

Senior Class President

Junior Class President

Sophomore Class President

Freshman Class President

* Freshman Class representatives are appointed by the ASB Advisors and administrators and selected from returning 8th grade graduates.

ASB Student Leadership Eligibility Standards

To be eligible for and hold an ASB & Class Officer, a student must:

- Have been enrolled at MCHS for the entire school year prior to elections at the end of that school year to run for ASB President. All other positions require one semester, excluding Freshman;
- Have a minimum cumulative grade point average of 2.5 and maintain a minimum cumulative grade point average of 2.5 to continue in office (as defined by quarter and semester grades);
- Have and maintain high citizenship standards at all times, with no suspensions from school; and give evidence of maturity sufficient for student leadership;
- Be able to occasionally miss other class time without falling behind;
- Be on time to class and ready to work immediately;
- Be able to work and cooperate with others as a team;
- Request a Faculty/Staff member to submit a brief statement in support of you running for an ASB position;
- Be a senior to hold the offices of ASB President and Vice President; and
- Be a junior or a senior to hold the offices of ASB Secretary, Treasurer, and Student Activities Director.

See ASB application for complete list of qualifications.

All applications for office are reviewed and all applicants are interviewed by a committee of Staffuly members. ASB Advisors will notify students regarding whether or not they are qualified to run for office.

In the event that a student does not demonstrate behavior, according to the MCHS Student Handbook becoming of an ASB member, he/she will be removed from office immediately. **ASB members may not receive any suspensions during the school year.**

ASB Sponsored Activities and Formal Events

All special events are sponsored by ASB and will follow the following guidelines:

- All Limos must be approved and licensed by CHP;
- Drug Dogs and breathalyzers may be utilized at any and all school functions;
- See Dress Code guidelines in the Student/Parent Responsibility section;
- All decisions regarding modesty are at the discretion of the chaperones or MCHS Administrative Office in A-5;
- All special events are voluntary extracurricular activities.

ASB GUEST INFORMATION

Guests must be currently enrolled in high school and/or under the age of 21. Guests will not be admitted to any special event or Junior/Senior Prom unless approved by the Administration and provide a completed application for a guest pass signed by parent(s) and a school Administrator from the visitor's school.

Any student who has been asked to leave MCHS due to a violation of the MCHS Student Disciplinary Policy is not permitted to attend a school function on or off the campus for one year or at the discretion of the Administration.

Homecoming – Fall

ASB sponsors Fall Homecoming. ASB activities are conducted during the week of homecoming for all students to participate and enjoy. Homecoming Royalty Court is selected by the student body prior to the week of Homecoming. Homecoming Royalty Court requirements include that a student must be a member of the student body.

CHAPEL

Chapel is a time to praise and honor God, as well as a time when God's servants come to share the gospel with the students. In preparation for chapel, students are encouraged to follow these guidelines:

- Come ready to hear God speak and bring a Bible and no other books;
- Demonstrate proper courtesy and Christian hospitality to all speakers and maintain a proper attitude of respect and worship;
- Do not talk or distract others (playing with each other's hair, reading magazines, using cell phones, etc.);
- Be seated in the area with assigned teacher;
- No food or drink; and
- All enrolled students must attend Chapel, even if the student has an unscheduled or does not have a 5th period.

Refer to the MCHS Disciplinary Chart for consequences.

WORSHIP TEAM ELIGIBILITY STANDARDS

To be eligible for the Worship Team, the student must adhere to the following eligibility standards:

- Profess Jesus Christ as Lord and Savior, trust Him for salvation, and reflect a personal relationship with Him in daily living;
- Believe that Jesus Christ is the uncreated Son of God, equal to God the Father in essence, and the second Person of the Holy Trinity;
- Regularly attend a local church that professes and believes that Jesus Christ is the uncreated Son of God, equal to God the Father in essence, being the second Person of the Holy Trinity;
- Have a minimum cumulative grade point average of 2.5 and maintain a minimum cumulative grade point average of 2.5 to continue in office (as defined by quarter and semester grades);
- Have and maintain high citizenship standards at all times, with no suspensions from school; and give evidence of spiritual maturity sufficient for student leadership;
- Be able to occasionally miss other class time without falling behind.
- Be on time to class and ready to work immediately;
- Be able to work and cooperate with others as a team;

See the Worship application for a complete list of qualifications.

All applications are reviewed and applicants are interviewed by a committee of Faculty/Staff members. The Worship interview committee will notify students regarding whether or not they are qualified to participate in the worship class.

In the event that a student does not demonstrate behavior becoming of a Worship team member, he/she will be removed immediately. **Worship team members may not receive any suspensions during the school year.**

CLUBS & ORGANIZATIONS

The following clubs and organizations are available at Modesto Christian High School. All students must meet the Extra Curricular Requirements to participate.

Academic Block Letter

The Academic Block Letter has been established to acknowledge and award MCHS students who have outstanding achievement in academic subjects and may earn the Academic Block Letter and, thereafter, patches in one of the following ways:

- Students may be an active member *and* in good standing with C.S.F.;
- Students may be an active member *and* in good standing with National Honor Society;

Students will be recognized according to the following procedures:

- Academic Block "MC" letters will be awarded at Awards & Scholarship Chapel in May. Additional qualifying semesters are recognized with torches.

Advisor: Administrative Office

California Scholarship Federation (C.S.F.)

C.S.F. is an organization that recognizes and encourages academic achievement and community awards.

Students who receive primarily A and B grades in college preparatory subjects may be eligible for membership in C.S.F.

Students who become C.S.F. members in at least 4 semesters during the last 3 years, **one during senior year**, are eligible for **Life Membership (6 semesters = 100% Lifetime Membership)**.

Life Members and 100% Members may apply for special scholarships that are reserved for C.S.F. members. They receive a C.S.F. seal on their graduation diploma, a cord or stole (depending on level of participation), a C.S.F. pin, a notation on their permanent record and transcripts, and special recognition at the commencement ceremony.

A semester grade of an A (in selected classes) is worth 3 points, a B counts for 1 point, while any D or F causes disqualification. A total of 10 points in a semester is necessary for membership that semester. Membership is not automatic and must be applied for with a \$10.00 fee paid each semester. Freshmen are eligible for associate membership. It is the responsibility of the student, beginning with his/her freshman year to apply for C.S.F. within the open application time period.

- C.S.F. members are required to attend a minimum of two meetings each year to discuss scholarship information;
- C.S.F. business, school and community service hours and college tours count toward service hours;
- C.S.F. members travel each year to tour selected college campuses and experience student life by attending classes and sometimes staying in the dorms. There is a fee for this trip.

See the Counselor or advisor for more information on the selected courses and the procedure for application. Meetings will be posted in the Bulletin.

Advisor: TBD

Drama Club / International Thespian Society

MCHS Drama Club provides opportunities for students to participate in the art of drama. Members produce plays or musicals during fall and spring. The purpose is to promote the performing arts and an appreciation for theater.

Students will be involved in school productions (including on-stage or backstage roles), field trips to see professional groups perform, and present skits and scenes in chapel services. Members are required to participate in the fall and spring productions, and any fundraisers. *Membership is open to all MCHS students who meet the criteria above, complete a Drama Club application and pay the required dues.*

Advisor: Mrs. Julie Caison

Interact Club

Interact Club is a community service club. Membership is open to all MCHS students who successfully submit an Interact application. Interact is sponsored by the Rotary Club which provides guidance on a continuous basis for secondary school-aged students. All

Interact Clubs participate in at least two service projects yearly, one that serves the school or the community, and another that furthers international understanding. To remain an active member, each member must serve 15 hours of volunteer service in the community per semester. A formal report of hours served must be submitted to the advisor within one week of the final date of the volunteer activity. Interact Club is highly recognized by colleges and universities. See the Counselor/Advisor for more information.

Advisor: Mrs. Jennifer Foster /Modesto Rotary Club

National Art Honor Society (NAHS) – Grades 10, 11 & 12

The National Art Honor Society is our campus art club associated with the National Art Educators Association. Members include those who have completed at least one semester of high school art and have a qualifying GPA (2.0 GPA and a 3.0 average in art).

Members have multiple opportunities to use their artistic talent in ministry on and off campus; all NAHS members must meet the 30 hours of club service. They also enjoy fellowship with other artists, take field trips, receive recognition, and may apply for scholarship opportunities based on their membership. Seniors wishing to graduate with a cord and honors in art must have a qualifying GPA (3.5 in art, and a 3.0 minimum GPA), have a minimum of one year's membership in NAHS, and fulfill all service requirements. Bimonthly meeting attendance during lunch is required. See "National Art Honor Society" under Ms. Murphy on the Google Classroom site for more information.

Advisor: Mrs. Cheryl Murphy

National Honor Society (NHS) – Grades 10, 11 & 12

The purpose of this organization shall be to create enthusiasm for scholarship, to stimulate a desire to render service to promote leadership and to develop character in students. Members are selected by application, interview and approval from the NHS Committee composed of faculty/staff.

Qualifying students must have a minimum 3.0 GPA on a 4.0 scale. The selection process is conducted during Semester II. Seniors in good standing receive an honor cord at graduation.

Advisor: Mrs. Casion

Robotics

Robotics is a lab-based course that uses a hands-on approach to introduce the basic concepts of robotics, focusing on the construction and programming of autonomous mobile robots. Interested students should meet with the advisor.

Advisor: TBA

Science Olympiad

The Science Olympiad is an international nonprofit organization devoted to improving the quality of science education, creating a passion for learning science and providing recognition for outstanding achievement in science and education by both students and teachers. These goals are accomplished through classroom activities, research and encouragement of regional academic interscholastic tournaments.

Advisor: Mr. Cross, Mr. Haddad

Yearbook

This club will be held during one of the flex periods during the week. Any high school students (whether they have yearbook/photography experience or not) are welcome to join! We will be creating this year's yearbook together while learning valuable skills such as teamwork and basic photography/editing. There will be out of class attendance requirements, so please be mindful that students will be required to fulfill these requirements to remain part of the club.

Advisor: Mrs. Nunes

EXTRACURRICULAR ELIGIBILITY REQUIREMENTS

In order for a student to engage in any MCHS extracurricular activities, he/she shall maintain a grade point average of 2.0 on a scale of 4.0, or its equivalent, during the previous grading period (quarter). Students who are ineligible for extracurricular activities and wish to appeal will be granted one appeal each school year. The one appeal includes all extracurricular activities on or off campus, such as clubs, performing arts, dances, senior trips, athletics, school day events and field trips. (Grading period dates are provided under "School Calendar" in the General Information section of this handbook.) *See Extracurricular Eligibility Requirements policy under Student Academics.*

FIELD TRIPS

School rules apply on all field trips and all school-sponsored events whether on or off the school campus. Faculty schedule periodic field-trips as related to field of study.

LETTERMAN JACKET & CLASS RING

MCHS apparel, including the Letterman Jacket, may be ordered through approved outside vendors. MCHS has provided vendors with the adopted school colors identified by specific color codes. Class rings are ordered through Jostens. Ordering day is conducted in January. Students interested in ordering a letterman jacket should contact A5 for information on approved outside vendors.

MUSIC

School Administration oversees the approval process for music played at school-sponsored events, including productions, classrooms, ASB events, athletic games, practices, team travel, and in the weight room. If you desire to play music at a school-sponsored event or location, please follow the guidelines below:

1. Music selection, with printed lyrics and a brief description of the group, must be attached to the "Music Approval" form, prior to the start of a sports season. All music must be submitted to the MS/HS Dean of Students/AD's office in A5 for approval. This includes Christian music, secular music, jock jams, and beats.
2. MCHS allows the use of secular music, but strongly encourages the use of Christian music.
3. Music that compromises our testimony as a Christian and Modesto Christian School will be denied. Music is unacceptable if it contains words or themes that are **anti-God, anti-country, profanity, satanic, the occult, drug/alcohol use, sexual promiscuity or racism.**
4. Secular music that is remixed (instrumental) with the offensive words to the original song removed, are not allowed if the offensive words violate the above standards.
5. MCHS Employees, including Faculty, Staff, Coaches, are responsible to monitor the team's music and to ensure that no music is played that has not been approved.

PHYSICAL EDUCATION CLOTHING

An MCHS PE uniform is required for all students taking PE. The students must wear a gray or white t-shirt and navy shorts or sweatpants. Dress code guidelines still apply. *Refer to Dress Code Guidelines policy.*

STUDENT PUBLICATIONS

The school yearbook, *The Crusades*, is dedicated to recording the events of each school year in pictures. During the year, the Yearbook advisor and students work to make every activity a part of the yearbook. The Crusades is the living record of MCHS and is available for purchase through Jostens at www.Jostens.com.

STUDENT STORE

Snacks are available for sale to students. The store is operated by students from Associated Student Body (ASB). The profits are used to provide revenue for our ASB program as well as to provide funding for special projects designated by the ASB. Location: B9

TUTORING

The Counselor maintains a list of qualified students who can tutor other students. If you are available to tutor a student or are interested in tutoring services see the Counselor for more details and/or to request tutoring.

VISITORS

Any visitor to the MCHS campus must check in at the office to receive a visitor's pass before proceeding to any other area of the campus. **Students must obtain permission from the Principal the day before anyone may visit MCHS during lunch only. All visitors must abide by the MCHS dress code and other policies and procedures. If they choose not to, they will be asked to leave the campus. MCHS does not permit friends/relatives to attend school for the day. (Covid-19 Guidelines, as applicable).**

Teachers welcome visits from parent(s), but they must sign in with the MS/HS office to begin their visit. It is required that any visit to the classroom be made by definite appointment with the office and teacher in advance.

VOLUNTEERS

While volunteer assistance is greatly appreciated, it is important that volunteers complete an application. TB clearance and Live Scan (fingerprinting) is required before volunteering on a regular basis or for an overnight event. For additional information, please see the Administration Office in A-5.

WORK PERMITS

Work permits may be obtained from the Modesto Christian High School Administrative Office in A5. MCHS standards for issuing work permits are as follows:

- GPA of 2.0 or higher
- No suspensions - good attendance records



RIGHTS OF STUDENTS

COMPLAINTS AND APPEALS

Students or parent(s) are entitled to appeal a decision or action made by members of the school Faculty/Staff by following the appropriate procedures. Modesto Christian High School endeavors to follow Biblical principles for conflict resolution. To ensure successful resolution proper protocol must be followed as indicated within this section.

The appropriate procedure, if one feels the need to make a complaint, is to first request to meet with the person in private. Most complaints are the result of a misunderstanding and can usually be resolved by the persons meeting in private to discuss the problem. If such a meeting fails to resolve the problem, the student or parent(s) may wish to bring it to the attention of the Principal in a written letter detailing the reasons behind the filing of the complaint. The Principal will then assemble a Student Review Committee consisting of the appropriate department chair, Dean of Students, and/or Counselor to review the documentation and then render a decision. Decisions made by the Student Review Committee are final.

While every effort will be made to resolve conflict to everyone's satisfaction, if disagreements remain at the conclusion of the conflict resolution process, parents and students agree to cooperate with and support the final decision of the school. Fomenting dissent in the school community without following these procedures or after the conflict resolution process has been completed as divisive and detrimental to the students, the faculty/staff, and the community and may jeopardize continued enrollment.

DIGNITY AND RESPECT

Each individual is entitled to be treated with dignity, courtesy and respect as a student at Modesto Christian High School. Such treatment from both members of the Faculty/Staff and fellow students should be expected.

DIRECTORY INFORMATION

Modesto Christian High School releases certain information on students which is considered to be "Directory Information." This information is limited to name, address, telephone number, date and place of birth, major field of study, athletic and activity participation, weight and height of members of athletic teams, dates of attendance, degrees and awards, and most recent previous school. Directory information will be released to government agencies, representatives of the news media, employers or prospective employers, nonprofit youth organizations, and to public/private schools and colleges.

No Directory Information will be released regarding any student when a parent or guardian has notified the school through the initial application process that such information shall not be released.

CONFLICT RESOLUTION PROCESS

MCHS endeavors to follow Biblical principles for conflict resolution. To ensure successful resolution, proper protocol must be followed. .Prior to a possible suspension (except in an emergency), the student is entitled to an informal meeting with an Administrator to hear the evidence against him/her and to have an opportunity to explain his/her side of the story.

If a student feels the need to make a complaint, the first appropriate procedure is to request a private meeting with the person. Most complaints are the result of a misunderstanding and can usually be resolved by the parties meeting privately to discuss the problem. If such a meeting fails to resolve the issue, the student may bring it to the attention

of Administration in a written letter detailing the reasons behind the filing of the complaint. The Administration will follow through with a process of Restorative Practices which is commonly used in conflict mediation. At that meeting, an agreement will be made that ensures that all parties behave in a manner acceptable by both.

DISCIPLINE REVIEW PROCESS

The Administration will assemble a Discipline Review Committee to review the documentation and render a decision. Decisions made by the Discipline Review Committee are final.

PARTICIPATION IN PROMOTIONAL MATERIALS

MCHS reserves the right to publish any student images, visual or audio, including any student work products, with or without student names. MCHS does not control, nor can it reasonably control, all uses of student images published for personal use by students, family members, MCHS employees, MCHS School Board members, or any other member of the general community, including any images that are published including student names. MCHS therefore assumes no liability for the publication of student images in any forum. In enrolling students at MCHS, MCHS parents/guardians fully release and forever discharge MCHS from and against any liability whatsoever from any claims, actions, causes of action, liability and damage for the use of student images.

By enrolling as a student at MCHS, you authorize MCHS to use, broadcast and publish a likeness, image or photograph and personal and professional qualifications for the purpose of promoting MCS in any form or format including, but not limited, to school sponsored yearbooks, newspapers, promotional brochures, books, magazines, social media and other internet activity.

If a parent desires to have his/her student excluded from any promotional materials (other than yearbooks), he/she must contact the school office to make the appropriate request in writing.

PARTICIPATION IN STUDENT GOVERNMENT

Each student, as a member of the student body, has the right to participate in all student government activities. He/she is further encouraged to express concerns through elected representatives or to the ASB advisor. Please refer to application for Running for Office and Student Leadership Eligibility Standards if interested in running for ASB office.

PRIVACY POLICY

Modesto Christian High School releases certain information on students. This information is limited to name, address, telephone number, email, date and place of birth, major field of study, athletic and activity participation, weight and height of members of athletic teams, dates of attendance, degrees and awards, and most recent previous school. Modesto Christian School releases this information (unless parents specifically request in writing to not release this information) to the following groups: government agencies, representatives of the news media, employers or prospective employers, nonprofit youth organizations, and public/private schools and colleges.

PHYSICAL PRIVACY

Purpose

- In recognition of student physical privacy rights and the need to ensure student safety and maintain school discipline, this Policy is enacted to advise school site Faculty/Staff and Administration regarding their duties in relation to student use of restrooms, locker rooms, showers, and other school facilities where students may be in a state of undress in the presence of other students.

Biological Sex

- “Biological sex” means the biological condition of being male or female as determined at birth based on physical differences, or, when necessary, at the chromosomal level.

Use of School Facilities

- Notwithstanding any other School Board Policy, student restrooms, locker rooms, and showers that are designated for one biological sex shall only be used by members of that biological sex.

- In any other school facilities or settings where a student may be in a state of undress in the presence of other students (i.e., changing costumes during school theatrical productions, etc.), school personnel shall provide separate, private areas designated for use by students based on their biological sex.

Accommodation of Biological Sex Non-Conforming Students

- A student who, while on campus, exclusively and consistently asserts his/her gender is different from their biological sex shall be provided with the best available accommodation that meets their needs, but in no event shall that be access to the school restroom, locker room, or shower of the opposite biological sex.
- Such accommodations may include, but are not limited to: access to a single-stall restroom; access to a unisex restroom; or controlled use of a Faculty/Staff restroom, locker room, or shower.
- The same rules apply to a student visiting on school grounds.

QUALITY EDUCATION

As a student at Modesto Christian High School, each individual is entitled to a quality education. A quality education:

- provides a safe and comfortable environment;
- is student centered and one in which the whole student is nurtured;
- discovers and celebrates each student’s intellectual, creative and social abilities;
- develops every student’s passion for being a life-long learner;
- trusts the teacher as fully prepared professionals who utilize curriculum using educational best practices; and
- Recognizes that the continuous student and teacher relationship is essential.



STUDENT ATHLETICS

Modesto Christian High School participates in the Tri City Athletic League (TCAL) and Trans Valley League (TVL), which are a part of the Sac-Joaquin Section of the California Interscholastic Federation (CIF).

SPORTS AT MCHS

Boys: Fall: Football, E-Sports Winter: Wrestling, Basketball, E-Sports
Spring: Baseball, Track, E-Sports

Girls: Fall: Volleyball, Cheerleading, E-Sports Winter: Basketball, Cheerleading, E-Sports
Spring: Softball, Track, E-Sports

ATHLETIC AGREEMENT

All student athletes must have a signed Athletic Release Packet (with parent(s)/guardian and student signatures) on file and any necessary fees paid prior to participating. This agreement is updated per sport per season and the forms are available in the office. All uniforms must be returned to the coach within one week after the end of the season.

ATHLETIC ATTENDANCE

School attendance is compulsory. Students participating in extra-curricular activities must attend a minimum of four full periods during a traditional school day and two full periods during a block schedule in order to participate in athletics/games. If a student does not attend the required number of classes during a school day and participates in a game/activity, then he/she will be suspended from the next game/activity. Exceptions are made only for the student who is appropriately excused (i.e. doctor or dentist appointment, driving test, funeral attendance).

ATHLETIC ELIGIBILITY (C.I.F. REGULATIONS)

Athletes who desire to participate in any sport governed by the C.I.F. must abide by these regulations.

1. An **annual physical examination**, per school year, by a medical practitioner certifying that the student is physically fit to participate in athletics, is required before a student may try out, practice, or participate in interscholastic athletic competition.
2. Athletes are **prohibited from using** any form of alcohol, tobacco, or illegal drugs before, during, or after an interscholastic contest. The penalty is disqualification from that contest. MCHS School policy is 24/7 drug and alcohol abstinence as explained in the MCHS Student Disciplinary Policy.
3. Students may compete during the **first eight semesters** only of high school attendance.
4. **During a season of sport**, students may not practice or participate on both a school team and a non-school team in the same sport or its equivalent.
5. Students must be enrolled in a **minimum of 4 classes** (20 units per semester).
6. Students *must* have passed at **least 20 semester periods of work** for the previous grading period.
7. Students must **maintain quarter grades of 2.0** (or above) on a scale of 4.0 to be eligible for competition (games/scrimmages/etc.) with other schools.
8. **All incoming students must maintain a 2.0 GPA**, CIF bylaw 205.

9. Football players must have ten (10) days of practice before being allowed to compete in a scrimmage or a game.
10. A student athlete who is suspected of **sustaining a concussion or a head injury or heat related illness** in a practice or game shall be removed from competition at that time for the remainder of the day. A student athlete who has been removed from play may not return to play until the athlete is evaluated by a licensed health care provider trained in education and management of concussion and receives written clearance submitted to Athletic Director to return to play from that health care provider. The scope of practice for licensed health care providers and medical professionals is defined by California state statutes. This scope of practice will limit the evaluation to a medical doctor (MD) or doctor of osteopathy (DO).
11. **Athletic Sit-Out Period Rule** may apply to transfer student athletes. For more information, please see the AD.

ATHLETIC ELIGIBILITY (MCHS REGULATIONS)

Athletes who desire to participate in any sport must abide by the following:

1. **An athlete** (including all incoming athletes) **must maintain quarter grades of 2.0 (or above)** on a scale of 4.0 to be eligible for competition (games/scrimmages/etc.) with other schools.
2. **All athletes must maintain a 2.0 GPA**, CIF bylaw 205.
3. **A STUDENT WHO DOES NOT COME TO SCHOOL ON GAME DAY, MAY NOT PRACTICE WITH A TEAM FOR A DAY.**
4. Grades for **Teacher's Assistant and Work Experience will not be included** in the calculations of the GPA.
5. **Academic eligibility/ineligibility for extracurricular activities** will be determined by the quarter grades and posted within one week after the end of the quarter or as otherwise notified. **No late work** will be accepted in altering these determinations.
6. An athlete who is **ineligible and desires to appeal** is permitted one appeal per year. If appeal is granted the probation period for the appeal shall not exceed one quarter in length.
7. An athlete who is **ineligible and desires to appeal** must submit an Academic Eligibility Appeals Form to the Principal's office. Academic Eligibility Appeals Forms are available in the school office.
8. Students cannot appeal consecutive quarters (for example: fourth quarter of sophomore year and first quarter of junior year). (Grading Period dates are provided under "School Calendar" in the General Information section of this handbook.).
9. Students may not appeal if ineligible the prior grading period.
10. The **Extracurricular Eligibility Appeals Form** must be completed, signed by the athlete and parent(s)/guardian(s), and turned into the Principal. The Student Review Committee will review the application and render a decision.
11. School administration reserves the right to require any **athlete who becomes ineligible for any sport** to continue to practice with the team. Athletes may be required to attend study hall in lieu of practice to focus on his/her grades. The athlete may continue to travel with the team, with the head coach's permission.
12. Eligibility requirements for athletics are the same as any extracurricular activity at MCHS. **Refer to Extracurricular Activities of the Student Handbook.**
13. An athlete **who fails to complete a sport season may not** participate in his/her next season of sport for one month from the official start date of that sport. This restriction will not apply if the athlete withdraws from a sport for a verified medical reason. An athlete may drop a sport during the one month period without penalty. Athletes may make a lateral move from Sport A to Sport B in the same season of sport if both coaches agree.
14. **Coaches may require** and enforce a more stringent dress code policy, including hair and facial hair.
15. **Coaches' team rules** may be more stringent than the MC policy.
16. Athletes must finish a sport season to **receive PE credit** and to officially join a team in another season of sport.

17. **MCHS Music policy** requires all music played on campus, including athletic and school sponsored events, to be pre-approved prior to use. See Dean of Students/Athletic Director in A5 for further details.
18. **Athletic Eligibility dates are posted one week after the quarter ends.**

ATHLETIC EQUIPMENT

All uniforms are to be returned to the coach within one week after the end of the season. The family will be billed for unreturned items. **Refer to Athletic Agreement.**

LATE GAMES

If the authorized school transportation returns to the MCHS campus from a school sponsored event **after 11:00 pm** students will be excused the next day from first period class only, or additional periods at the Principal's discretion. Anyone missing additional time will be marked unexcused. Players are encouraged to attend all classes and are responsible for knowing the bell schedule.

TRANSPORTATION

Students are not permitted to be alone in a vehicle with an MC employee or representative, acting on behalf of MC, of the opposite sex unless accompanied by at least one other student, adults, etc. Exceptions include individuals identified on the Emergency Contact List or verbal permission granted from the parent with the MC event supervisor informed.



EXPLANATION OF RULES & INFRACTIONS

The MCHS Disciplinary Chart is located at the end of your Student Handbook with further details regarding each violation.

ASSAULT OF SCHOOL PERSONNEL

Abuse of school personnel, their property or their families will not be tolerated. This includes actions occurring on or off campus, whether during school hours or non-school hours. Any deliberate act intended to cause injury, insult or property loss or damage will result in disciplinary action at school as well as possible criminal prosecution.

In all cases of unprovoked assault, the offending student will be suspended pending expulsion and criminal charges will be filed with the local law enforcement. An unprovoked assault is one person attacking another who does not wish to fight. **Refer to the MCHS Student Disciplinary Chart for consequences.**

Negative statements, photos, recordings of Faculty/Staff on the internet (*on such sites as YouTube, Facebook, Twitter, Instagram, etc.*) are not permissible and could result in the student subject to suspension and/or expulsion.

CELL PHONES, EARBUDS, ELECTRONIC SIGNALING DEVICES, HEADSETS & EARBUDS

Students may use electronic devices during breaks between classes and at lunch. During class periods or official school activities such as chapels and rallies, electronic devices may only be used with permission from Faculty/Staff. Use of electronic devices during class time is subject to monitoring by school personnel, including the use of monitoring software. Unless permission has been explicitly granted for their use, all cell phones **MUST BE STORED IN PHONE POCKET CHART** during class.

- Recording videos and/or postings of classroom activities may not be added to any social media application(s);
- This policy applies to all students including TA's and students in study hall;
- Electronic devices should not be used for texting "textual harassment" (by means of sexually explicit images or language), or to threaten, harass, or bully other students;
- Office phones are available for student use;
- Students are to avoid ALL inappropriate sites;
- Laser pointers, pens are not permitted;
- Although students are permitted to carry electronic devices, they are encouraged to take care of all business and other arrangements before and after school;
- **If a cell phone is used during class time without permission it will be confiscated and an infraction issued.**
See Dean of Students for cell phone if confiscated;
- Electronic devices including laptops, e-readers, and notebooks may be used with teacher permission only.

Refer to the MCHS Disciplinary Chart/Electronic Devices category.

TEXTBOOKS

Students leaving textbooks on the ground or on the top of lockers will be issued an infraction. Students removing textbooks barcodes will be charged \$5.00 for replacement. In the event a student loses or damages a textbook, then the family will be billed through FACTS to cover the cost for replacing the lost/damaged textbook. Cloth textbook covers are not permitted.

Refer to the MCHS Student Disciplinary Chart for consequences of Failure to Follow Student Handbook.

CHAPEL

Chapel is a time to praise and honor God, as well as a time when God's servants come to share the gospel with the students. In preparation for chapel, students are encouraged to follow these guidelines:

- Come ready to hear God speak;
- Bring a Bible and no other books;
- Demonstrate proper courtesy and Christian hospitality to all speakers and maintain a proper attitude of respect and worship;
- Do not talk or distract others (playing with each other's hair, reading magazines, using cell phones, etc.);
- Be seated in the area with assigned teacher;
- No food or drink; and
- All enrolled students must attend Chapel, even if the student has an unscheduled or does not have a 5th period.

Refer to the MCHS Student Disciplinary Chart for consequences.

CLOSED CAMPUS, LEAVING CAMPUS WITHOUT PERMISSION, RETURNING TO CAMPUS

Students must remain on the campus until their school day is completed. School is in session Monday 8:00am-3:00pm, Tuesday, Wednesday and Thursday from 8:00am-1:45pm and 8:00am-12:00pm on Fridays. This encompasses a period of time when classes are in session and when all school business may be conducted.

Senior students with unscheduled periods must report on time to the second period of the day upon arrival to school. If a senior student has an unscheduled period at the end of the day, he/she must sign out after their last class period and leave campus immediately and may NOT return to campus to deliver lunches, visit the campus, etc...without prior approval.

MCHS is a closed campus. There are no off-campus lunch privileges. Food and beverages are not allowed in the classroom so, if a student needs to finish his/her lunch, he/she will need to do so outside of the classroom and take a tardy. **Refer to the "Leaving Campus" policy under the Attendance section.**

Students may not enter the parking area when school is in session. If a student needs to retrieve items from his/her vehicle, he/she must receive approval from an office administrator in A-5.

Students may only leave the campus with a parent/guardian permission note, email or phone call given to the office. Written permission verifies that the school and parent(s)/guardian(s) know of the student's whereabouts when not on campus. **Refer to the MCHS Student Disciplinary Chart for consequences.**

DEFIANCE

Defiance is the refusal to obey authority. Students at MCHS who defy any member of the school Faculty/Staff or the Faculty/Staff at any off-campus school event are subject to suspension. The teachers and other members of the Faculty/Staff are required to provide supervision over all students. They can only do this if the students are willing to obey them. It is essential, therefore, that our students submit to the authority of school officials.

Negative statements, photos, recordings of Faculty/Staff on the internet shared through postings published on social media sites (such sites as YouTube, Facebook, Twitter, etc.) are not permissible and subject the student to suspension and/or expulsion.

Students are to abide by the instructions of any member of the Faculty/Staff at MCHS, as long as it does not violate moral and ethical standards of the law and MCHS. This does not mean just obeying the student's own teachers in class – it means obeying any teacher or any other member of the Faculty/Staff at any time and in any place while at school or a school activity. If a student believes a teacher is wrong, the student can appeal or make a complaint to the Administration. If the student was right and the order was wrong, the student will be supported and the matter will be rectified; but **IF A STUDENT DEFILES A MEMBER OF THE FACULTY/STAFF, HE/SHE CAN EXPECT TO BE SUSPENDED.** Mistakes can and will occur, but the place for resolving these mistakes is in the Administration offices – not elsewhere. **Refer to the MCHS Student Disciplinary Chart for consequences.**

GUM/FOOD/DRINK

Chewing gum is prohibited on campus. Eating food/drinking (other than water) in classrooms is also prohibited. MC provides a wellness break for nutrition, use of the restroom, quiet reflection, stretching, etc. Therefore, students and teachers are to refrain from consuming food or beverages other than water in classrooms. **Refer to the MCHS Student Disciplinary Chart for consequences.**

DESTRUCTION OF SCHOOL FACULTY / STUDENT PERSONAL PROPERTY

Destruction of school property includes graffiti, defacing of property, etc. This also includes destruction of the personal property of Faculty/Staff and other students. **Refer to the MCHS Student Disciplinary Chart for consequences.**

DISRESPECT

At MCHS everyone is to be treated with respect. MCHS desires to ensure that everyone who is a part of our school is happy to be here and has a chance to do his/her very best. If a Faculty/Staff member or student says or does something which is disrespectful that cannot be resolved between the parties involved, the student should discuss this matter with a Faculty/Staff member of his/her choice. No one needs to be afraid to speak up when something disrespectful happens. This ensures that our school remains a positive place of respect and it helps our common bond of God's love. **Refer to the MCHS Student Disciplinary Chart for consequences.**

DISRUPTIVE BEHAVIOR

Students disrupting school activities will be held accountable. When a student willingly defies the authority of supervisors, teachers, Administrators, school officials or other school personnel, it *is considered* defiance. Classroom disruptive behavior is when an action by a student causes the educational process to stop. **Refer to the MCHS Student Disciplinary Chart for details regarding bus, classroom, or any school activity.**

DRESS REGULATIONS

MCHS bases its dress code on Biblical standards of modesty (I Timothy 2:9) and a desire for a neat, clean, and attractive appearance.

Students are encouraged to learn to glorify God in their dress and should refrain from any dress that distracts from the spiritual and educational process. A student in violation of dress code will be sent to A5 for a change of clothing. **See MCHS Student Disciplinary Policy/Student/Parent Responsibilities Dress Code for further details.**

DRIVING PRIVILEGES

MCHS reserves the right to permit students to drive their vehicles on campus. Student vehicles parked on school property are subject to search.

Students must register all vehicles they will drive to campus with the office. Students may not park in designated Faculty/Staff or visitor parking spaces.

All vehicles must display **“Student Parking Permit”** on the rearview mirror or the front dashboard and must be visible at all times while on campus. Student Parking Passes may be purchased for \$5.00 in the main office. Students are required to park in the designated student parking area on the south side of the gym only. **See parking lot map at the end of the Discipline Section.**

Driving privileges will be jeopardized in the following instances:

- Exhibition and/or reckless driving, (speeding, spinning out, etc.);
- Going to your vehicle during school hours without permission;
- Leaving the campus without permission; and
- Absence of a student parking pass.

Once students arrive on campus they must leave their vehicle and not loiter in the parking lot. In the same way, once school ends they must leave the school property and not loiter in the parking lot. Unless on school business, loitering in the school parking lot is not allowed before or after school. Seniors who leave early may not loiter in the parking lot during lunch. **Refer to the Per Quarter/Cumulative/Student Parking Lot Permit on the MCHS Student Disciplinary Chart.**

Student is not permitted to go to his/her vehicle during the school day without written permission from a teacher or office personnel in A5. The written permission slip must include time and date and be visible. **Refer to the MCHS Student Disciplinary Chart for consequences.**

DRUGS/ALCOHOL

MCHS has a NO DRUGS or NO ALCOHOL policy 24/7 on and off campus while enrolled. The possession, use, sale or being under the influence of unlawful drugs or alcohol, drug paraphernalia, or abusing/selling prescription drugs is forbidden on or off campus. Students who violate this rule may be taken into custody by local law enforcement and will be suspended with a recommendation to the MCHS Discipline Review Committee for expulsion.

A student who is involved in actions related to the procurement of any controlled substance by accepting and retaining money for said procurement but who subsequently fails to deliver the substance is still in violation of school policy pertaining to illegal drug transactions. Students involved in incidents of this nature may be referred to the local law enforcement and subject to suspension and/or recommendation for expulsion to the MCS Discipline Review Committee. The suspension may be extended beyond five (5) days as determined by the Student Review Committee.

Homework will be posted on **GOOGLE CLASSROOM**. **All work must be turned in the day you return.** Tests must be made up the day of return from suspension or at the discretion of the teacher. Long-term projects are still due the day on their original due date, even if the student is absent due to a suspension. The student must make arrangements with the teacher to submit the long-term project on time. All other work must be turned in the day you return. Students with suspensions are not eligible to attend school functions. Suspensions refer to school days – a holiday or weekend does not count as days served in the suspension. However, if a suspension extends over a holiday or weekend, students are not allowed to attend any school activity during that time.

Suspensions of three days or more require a meeting with a parent and the student, and administration prior to the student’s return to school.

State law also forbids offering a substance for sale as a drug even though, in fact, the substance is not actually an unlawful drug. Violation of this rule will result in referral to the local law enforcement and suspension pending a possible recommendation to the MCHS Discipline Review Committee for expulsion. **MCHS may contract the services of K-9s to search for and/or detect the presence of illegal contraband and controlled substances on campus.**

Drug dogs and breathalyzers may be utilized at any and all school functions.

A student is subject to random drug testing (at his/her expense) for reasonable suspicion and at the administration's discretion. **Refer to the MCHS Student Disciplinary Chart for consequences.**

EXPLOSIVE(S), FIRECRACKER(S), SMOKE BOMB(S) & INCENDIARY DEVICE(S)

Legal and illegal fireworks are not permissible, in and out of season, and are prohibited on campus at all times. **Refer to Weapons or Explosives and the MCHS Student Disciplinary Chart for consequences.**

EXTORTION / THREAT OF VIOLENCE

Committing or attempting to commit robbery/violence or extortion is prohibited at all times. **Refer to the MCHS Student Disciplinary Chart for consequences.**

FAILURE TO FOLLOW STUDENT HANDBOOK

Failure to follow guidelines and rules as stated in the current high school student handbook is a violation. Any student who has been asked to leave MCHS due to a violation of the discipline policy is not permitted to attend a school function on or off the campus for one year or at the discretion of the administration. **Refer to the MCHS Student Disciplinary Chart for consequences.**

HAZING, HARASSMENT, UNWANTED ACTIONS, SOCIAL MEDIA & CYBER-BULLYING

The school maintains a safe, orderly, civil and positive learning environment, which is free from hazing, harassment and bullying, and based on sound instructional and classroom management practices and clear discipline policies that are consistently and effectively enforced.

Students must be aware that any inappropriate activity on social media networks or electronic communication that is brought to the attention of school administration may result in disciplinary action. This includes any obscene or inappropriate language, pictures, or other types of media regarding other students, parents, school Faculty/Staff or Modesto Christian High School. Depending on severity, law enforcement may be notified.

Students posting remarks on any social media sites (such as Twitter, SnapChat, Instagram, Facebook, TikTok, etc.) that perpetuate violence towards others (including guns, shootings, bombs, threats to others, derogatory descriptions, pictures, and other references) may require notification of parent(s) and, if necessary, the local law enforcement. The student will be required to demonstrate that he/she is not a threat to himself/herself or others as determined by administration. Such actions may also jeopardize continued enrollment.

As a student at Modesto Christian High School, online and cell phone conduct must be appropriate, respectful of others, and in keeping with Modesto Christian High School policies. **Refer to the MCHS Student Disciplinary Chart for consequences.**

Purpose and Philosophy

Harassment, hazing and initiation activities that involve hazing/harassment, are abusive and illegal behaviors that harm victims and negatively impact the school environment by creating an atmosphere of fear, distrust and mean-spiritedness.

Hazing means any action taken or situation created that causes, or is reasonably likely to cause, harassment, bodily danger or physical harm, serious mental or emotional harm, extreme embarrassment or ridicule, or personal degradation or loss of dignity to any student or other person associated with the school.

Harassment of other students or Faculty/Staff, including bullying, intimidation, hazing, or any other verbal, written, or physical conduct that causes or threatens to cause bodily harm or emotional suffering, threatens the student with ostracism, or discourages the student from remaining in school or continuing the school activity is prohibited.

To make a hazing/harassment report, students, parents, Faculty/Staff members have the following options:

- Contact an Administrator or Counselor directly, in person or by phone at 209-343-2345;
- Contact an Administrator in A5 to address your concerns.

Policy

The school strictly prohibits students from engaging individually or collectively in any form of hazing/harassment in conjunction with any school activity or involving any person associated with the school. Any student who participates in hazing/harassment will face immediate disciplinary action up to and including suspension, expulsion, exclusion and loss of participation in extracurricular activities. In addition, students who participate in hazing may be referred to appropriate law enforcement authorities, based on the severity of the offense and may face subsequent prosecution. “Conspire to engage in hazing” means to plan, encourage, fail to prevent or fail to report hazing and related initiation activities prohibited by this policy. Students may be held accountable and subject to discipline consequences if they fail to prevent or report hazing/harassment.

Examples of Unwanted Actions

The Modesto Christian High School Anti-Hazing/Harassment Policy contains several examples of hazing/harassment, which are listed to educate students, parents, coaches, club advisors, and educators about specific misconduct that may be defined as hazing/harassment. The examples include:

- Any act that involves physical brutality or physical aggression that causes or is reasonably likely to cause bodily danger or physical harm to an individual, such as whipping, beating, paddling, taping or otherwise restraining students against his/her will;
- Activities that unreasonably interfere with a student's academic efforts by causing exhaustion, prolonged loss of sleep or loss of study time;
- Degrading or humiliating games, pranks, stunts, practical jokes or other activities that make a student the object of amusement, ridicule, intimidation, or ostracism;
- Coercing or permitting students to drink alcohol or consume illicit drugs or controlled substances;
- Forcing, coercing or permitting students to eat or drink foreign or unusual substances or foods, or any other forced physical activity that could adversely affect the physical health or safety of an individual;
- Applying whipped cream, shaving cream, toothpaste or other substances to an individual's body;
- Requiring personal servitude;
- Requiring students to wear uncomfortable, ridiculous or embarrassing clothing;
- Requiring students to participate in vandalism, theft, assault, sexual acts or other criminal activity;
- Causing indecent exposure or any other gross or lewd behavior involving nudity;
- Subjecting an individual to cruel or unusual psychological conditions for any reason;
- Compelling an individual to participate in any activity that is illegal, perverse, publicly indecent, contrary to the individual's genuine moral or religious beliefs or contrary to the rules of the school district;
- Any activity that intimidates or threatens a student for reporting, or to keep a student from reporting acts of hazing or harassment.

LITTERING

All MCHS students are expected to assist in keeping the campus clean. Crusader Campus Clean-up is observed at the beginning of lunch or up to 15 minutes after school dismisses. **Refer to the MCHS Student Disciplinary Chart for consequences.**

LYING, DISHONESTY, FORGERY

Any attempt to deceive Faculty/Staff and Administration may result in greater consequences, at the discretion of Administration. **Refer to the MCHS Student Disciplinary Chart for consequences.**

MUSIC, BOOKS, MAGAZINES

Inappropriate music/books/magazines will be confiscated. Music of any type is not to be broadcasted publicly on campus unless it is on the school's music list. See Dean of Students/Athletic Director in A5 for guidelines. Parent(s)/Guardian(s) may schedule an appointment for the return of property. (See Profanity Policy) **Refer to the MCHS Student Disciplinary Chart for consequences.**

MUTUAL COMBAT FIGHTING AGAINST STUDENT OR STAFF

Unlawful violence will not be tolerated at MCHS and is considered Mutual Combat when a physical confrontation against a student or staff member. Mutual combat situations, unless it is clearly a case of reasonable self-defense against an unprovoked assault, is when two students engage in a physical altercation (i.e. punches thrown) preceded by a heated verbal exchange and/or pushing and shoving. Students are required to contact a teacher, the Counselor, an Administrator or any Faculty/Staff member if they have reason to believe that they may engage in a physical altercation. If a student fails to follow this directive and subsequently engages in a fight, it will be considered mutual combat and he/she will be suspended. Challenging and/or accepting a challenge to fight on or about campus is mutual combat. The result will be the suspension of all combatants.

In all cases of unprovoked assault, the offending student will be suspended pending expulsion and criminal charges will be filed with the local law enforcement. An unprovoked assault is one person attacking another who does not wish to fight. **Refer to the MCHS Student Disciplinary Chart for consequences.**

PROFANITY: VERBAL, WRITTEN, DIRECTIVE, NONDIRECTIVE MUSIC, BOOKS, MAGAZINES

Profanity, also known as swearing, cursing, foul speech, and cussing, is a show of disrespect, a desecration or debasement of someone or something, or just the act of expressing intense emotions. Profanity can take the form of words, expressions, gestures, or other social behaviors that are socially construed or interpreted as insulting, rude, vulgar, obscene, obnoxious, foul, desecrating or other forms. **Refer to the MCHS Student Disciplinary Chart for consequences.**

POSSESSION OF DANGEROUS OBJECTS

MCHS considers pepper spray and tasers of any sort to be dangerous and, as such, forbids students from possessing and/or using on or about the campus during school hours, coming to or going from school, or at school events. Possession of dangerous objects also includes guns, knives, ice picks, brass knuckles, martial arts weapons, mace, pepper spray, clubs, swords, etc. **Refer to the MCHS Student Disciplinary Chart for consequences. (See Weapons/Knives/Firearms Policy)**

PUBLIC DISPLAY OF AFFECTION (PDA)

The MS/HS campus is not the place for overt displays of physical affection between students (other than holding hands). Students are expected to demonstrate appropriate restraint. **Refer to the MCHS Student Disciplinary Chart for consequences.**

READMISSION AFTER WITHDRAWAL, EXPULSION

A student who has been expelled or withdrawn by request of the Administration will be reconsidered for re-admission after a minimum of one year from the date of withdrawal and upon the approval of the Discipline Review Committee. During the year, the student must exhibit successful attendance and achievement in another private or public school through appropriate documentation.

SEXUAL HARASSMENT (BATTERY)

MCHS maintains a strict policy prohibiting harassment of students because of sex, race, color, national origin, ethnicity, religion, age, physical disability or mental disability. Sexual harassment runs the gamut from verbal sexual

insults and assaults (i.e. language that hurts or degrades someone) to touching or abuse of the same or opposite sex. It can come in the form of unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature made by any other person under the following conditions:

- Submission to the conduct is explicitly or implicitly made a term or condition of an individual's academic status or progress;
- Submission to, or rejection of, the conduct by the individual is used as the basis of academic decisions affecting the individual;
- The conduct has the purpose or effect of having a negative impact upon the individual's academic performance, or of creating an intimidating, hostile, or offensive school environment;
- Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs or activities at or through MCHS.

Unwelcome sexual conduct can include a wide range of verbal, visual or physical conduct. Among the types of conduct that would violate this policy are the following:

- Unwanted sexual advances;
- Offering academic benefits or penalties because of sexual favors;
- Making or threatening reprisals after a negative response to sexual advances;
- Visual conduct such as leering, making sexual gestures, displaying suggestive objects, pictures, cartoons or posters;
- Verbal conduct, using derogatory comments, epithets, slurs, and jokes;
- Verbal sexual advances or propositions;
- Verbal abuse of sexual nature, graphic verbal commentaries about an individual's body, sexually degrading words used to describe an individual, suggestive or obscene letters notes or invitations;
- Physical conduct such as touching, assaulting, impeding or blocking movements.

If any student feels they have been subjected to conduct of a sexually harassing nature, has observed conduct of a sexually harassing nature, or wishes to be advised on coping with potential harassment, they should promptly report the matter to an Administrator. The Dean of Students will promptly and thoroughly investigate all written complaints.

Examples of student conduct that may require intervention by an employee:

- Students commenting on the physical appearance of other students in a negative manner;
- Spreading sexual rumors;
- "Making out" anywhere on campus;
- Pressures for sexual activity;
- Pinching, poking or blocking another's freedom to move;
- Explicit pictures, posters or calendars in a student's possession;
- "Pantsing," pulling on other's clothes, bra snapping;
- Name calling of a sexual nature, verbal or written;
- Sexual gesturing, grabbing, bumping or brushing;
- Sexual threats, demands, teasing, taunting, whistling or catcalls;
- Passing or possession of sexual notes, cartoons, jokes, pictures, computer porn or calendars, pornographic or sexually suggestive materials;
- Homophobic sexual harassment;

- Racial comments or slurs;
- Teasing about body development either over/under or early/late;
- Retaliation of a student reporting harassment.

Refer to the MCHS Student Disciplinary Chart for consequences.

SEXUAL IMMORALITY

Sexual Immorality is the engagement in sexual acts outside of the sanctity of marriage. (Romans 12:1-2, I Cor. 6:9-20) **Refer to the MCHS Student Disciplinary Chart for consequences.**

THEFT & VANDALISM OF SCHOOL

TEACHER, STUDENT PROPERTY

All incidents of vandalism, stolen or attempted theft of school/teacher/student property should be reported immediately to a Faculty/Staff member. This would include any pranks (sometimes known as senior pranks) made against the school or teacher's personal property. All damages done to school/teacher property will be at the student's expense. Although the school can assume no responsibility for student property losses, every reasonable effort will be made to apprehend the responsible person and to either return the property or order restitution. When appropriate, assistance will also be sought from the local law enforcement. **Refer to the MCHS Student Disciplinary Chart for consequences.**

TOBACCO, NICOTINE, VAPE FREE SCHOOL

In the best interests of the students, employees and the general public, MCHS prohibits the use of tobacco products at all times on MCHS property. This prohibition applies to all students, visitors, and other persons at any school or school-sponsored activity or athletic event.

A student at MCHS is not permitted to either smoke or be in possession of cigarettes or any other form of tobacco and/or substances which contain nicotine while at school or a school sponsored activity. **Refer to the MCHS Student Disciplinary Chart for consequences.**

WEAPONS OR EXPLOSIVES

MCHS School Board forbids anyone except a peace officer to bring any type of weapon, explosive, and laser pointer on the MCHS campus without the express written permission of the Principal. **Refer to the MCHS Student Disciplinary Chart for consequences.**

WORK STUDY HABITS

A student using class time unwisely (excessive talking, not doing assigned work, not following instructions) will be held accountable. As Yoda would say, "Do or Do Not – there is no try." **Refer to the MCHS Student Disciplinary Chart for consequences. Discipline Appeals Procedures.**

Unprepared infractions are issued to students who do not bring the following to class:

- Issued textbooks (students with uncovered books will be issued infraction cards);
- Supplies: pens, pencils, paper, binder, calculator, etc.

If a student is given permission by his/her teacher to retrieve missing item(s) he/she will instead be issued a tardy. Refer to the MCHS Student Disciplinary Chart for consequences. ("Student Attendance: Tardy").



STUDENT ATTENDANCE

ATTENDANCE POLICY

It is well understood that faithful and regular attendance in school is related to student progress and achievement.

In order for a student to do his or her very best, it is important that he/she be in school as many days as possible. Students are expected to attend all classes and to be on time unless properly excused. A pattern of irregular attendance and/or truancy is a valid indication that students' grades will decline.

Modesto Christian School uses FACTS to notify parents of unexcused absences by email (*please notify the MS/HS office in the event of any changes to your personal contact information*). Emails and texts are also used to inform parents of an emergency or major changes in the school calendar. If additional assistance is needed, parents are encouraged to contact the MS/HS front office, 209-343-2330.

ABSENCES

Whenever a student is absent from school a parent/guardian must contact MS/HS Administrative Assistant/Attendance Clerk, 209-529-5510, before 8:30am, on the day of absence. Provide the name of the student, reason for absence and length of absence, if possible. **A written excuse or verbal message is required upon return. MCHS will contact the parent/guardian via email on all voice messages.** Homework is available on Google Classroom and/or FACTS Family Portal. The student is responsible to make up any missing assignments.

MCHS classifies absences in four categories: Excused, Unexcused, Pre-Approved, and Administrative Approved.

Excused Absences - Absences verified by the parent/guardian are considered excused, when verified within 5 days of the date of absence. **Refer to Unexcused Absence (Truant) policy.**

- To excuse a student's absence, a parent/guardian must contact the Administrative Assistant/Attendance Clerk at 209-529-5510 and provide the name of the student, reason for absence and length of absence, if possible.
- Excused absences count towards the Excessive Absence total. **Refer to Excessive Absence policy.**
- If a student arrives to class 15 minutes after the class has started, then the student is marked "Absent Due To Tardy". These absences will also count towards the Excessive Absence policy, even if the tardy is excused.
- **Refer to Schoolwork When Absent policy**

Unexcused Absences (Truant) - Absences unverified by the parent/guardian of the student, are considered unexcused/truant. The parent/guardian is given up to 5 days to clear the absence. Absences left unverified will result in the student receiving an infraction under the category of Truancy in accordance with the Modesto Christian MS/HS Disciplinary Chart. **Refer to Truancy Policy and Schoolwork When Absent policy.**

Administrative Approved Absences - Absences approved by the MS/HS Administrative Office are considered excused and will not count towards the Excessive Absence Policy. Administrative Approved absences are due to meeting with an administrator, office administration, counselor, therapist, family bereavement leave, etc. Long-term projects/assignments are still due on the original date due unless otherwise instructed by the teacher. **Refer to Schoolwork When Absent policy.**

Pre-Approved Absences for School Related Activities - Students are encouraged to participate in class sponsored field-trips, community service projects, college tours with the Academic Counselor, and etc. If a school related activity occurs during regular school operational hours, then the student must receive approval, in advance, from the Principal to be excused from class to participate in the activity. **Pre-Approved absences are only granted towards school related activities and will not count towards the Excessive Absence count.**

- Pre-Approval request forms are available in the MS/HS Office and must be submitted to the Principal at least 5 days prior to the date of the activity. Students must meet all eligibility and attendance requirements to be approved to attend any school related activities. **Refer to Extracurricular Eligibility Requirement policy.**
- Pre-Approval request forms do not replace Permission Slips or Liability Release Forms. Families and students are still required to complete and submit these forms to their teacher/supervisor.
- Long-term projects/assignments are still due on the original date due unless otherwise instructed by the teacher. **Refer to Schoolwork When Absent policy.**

ACADEMIC IMPACT FROM ABSENCES

MCHS students are responsible for learning content that is missed due to being absent from a class. Classwork and assignments are regularly posted in Google Classroom and/or FACTS Family Portal. If a student is in need of additional instructional time that exceeds the teacher's office hours, tutoring service may be available. Additional fees apply for tutoring services and are arranged individually with the teacher. Tutoring services must be scheduled in advance with the teacher.

ATTENDANCE SLIP

Students arriving late to school must report directly to the school office to obtain an Attendance Slip. A written note or verbal message from his/her parent/guardian will be required, or this will be considered an unexcused tardy and/or absence (see "Tardy to Class" in index).

If a student needs to leave the campus for medical and dental appointments or illness, then a written note or verbal message from the parent/guardian must be submitted to the school office. The student will be provided an Attendance Slip to submit to their teacher at the start of class (see "Leaving Campus").

ATTENDANCE SUPERVISION

If a student accumulates ten (10) absences during one school semester, the school Administrator will place the student on Attendance Supervision. Students on Attendance Supervision will be granted an Administrative Approval in the event of a family emergency only. A written request by a parent/guardian must be submitted to the Principal. **Refer to Excessive Absence policy for additional details.**

EXCESSIVE ABSENCES

If a student accumulates ten (10) absences (*excused and unexcused*) during one school semester, the school Administrator will place the student on Attendance Supervision which imposes a requirement that additional absences must be verified by an MCHS Administrator or a licensed medical practitioner. Parent(s) will be notified by letter or conference of this excessive absence policy after the student has been absent five (5) days or more.

If a student accumulates fifteen (15) days or more absences (*excused or unexcused*) per semester, in any one class, **he/she WILL BE required to make up that course before continuing on to the next grade. The student will be moved to a study hall class.**

MC strongly encourages parents to discuss attendance/academic standing with their student(s) before planning an extended school-time vacation. There have been situations where a student failed a class because of the impossible task of completing missed assignments without hearing the classroom instruction.

ALTERING/FORGING NOTES

Students found guilty of forging signatures or altering notes will be held accountable according to the MCHS Disciplinary Chart. Notes of any kind for any reason may not be signed by a student even if he/she has been given permission to do so by a parent or guardian.

CAR PASSES / PARKING PERMITS

For permission to go to their vehicles, students must receive a pass **from A5 office personnel only**. Once the item is retrieved, the student is to check back in with the office. The office personnel **in A5** will then send students back to class. The office will track the student to and from the parking lot. Students are encouraged to use break or lunch time to retrieve necessary items from their vehicles.

EXTRA-CURRICULAR ABSENCES (Includes Fine Arts, Athletics, Clubs, etc.)

School attendance is compulsory. Students participating in extra-curricular activities must attend a minimum of four full periods during a traditional school day and two full periods during a block schedule in order to participate in athletic games, extracurricular activities, and practices. If a student does not attend the required number of classes during a school day and participates in a game/activity, then he/she will be suspended from the next game/activity. Exceptions are made only for the student who is appropriately excused (i.e. doctor or dentist appointment, funeral attendance, school approved field trips, and performing arts tech week).

LEAVING CAMPUS

Students who need to leave the campus for medical and dental appointments or illness must adhere to the following procedures:

- A signed, dated, and timed **parent permission note, email or phone call** verifying that the student has parent/guardian or appropriate people listed on student's Emergency Contact list for permission to leave the campus;
- Submit request to the office for an Attendance Slip (slip must be submitted to teacher prior to beginning of class in case of any test or quiz, otherwise student may receive an F grade);
- Parent(s)/Guardian(s) or driving students must sign the "Check In and Check Out Sheet" with the school office before leaving early and upon returning;
- When returning from medical appointments, students need a verification form from the doctor's office;
- If a student becomes ill during the day, he/she must check with the school attendance clerk, call parent/guardian for permission and sign out before leaving. Students not following this procedure will receive unexcused absences for the class periods involved. Students may not use cell phones for this purpose; the office phone is provided;
- A student that has checked out for the day will not be permitted to return to campus with lunches, etc. (See the MCHS Disciplinary Chart: Out of Class Without Permission/On Campus without Permission);
- Senior students are **NOT** permitted to leave campus during their lunch period.

TARDY GUIDELINES

A student arriving late to school must report directly to his/her first hour of class. The student must provide a written or verbal excuse from his/her parent/guardian by the end of the school day to be considered excused. If the tardy is not cleared, it will be considered an unexcused tardy and/or absence, see "Tardy to Class" in the Table of Contents.

To Avoid being tardy:

One must arrive to class, be in his/her assigned seat, have electronic devices properly stored, and be ready to learn when the tardy bell rings.

Tardiness is defined as:

- Not arriving to class on time, sitting in the teacher's assigned seat, ready to learn with electronic devices properly stored, after the tardy bell has rung.

The following are NOT approved excuses for tardiness:

- Sleeping in, waking up late, running late, gassing the car, getting coffee, poor traffic, running errands, etc.

Tardiness may be approved for such reasons as this:

- Appointments with a doctor, orthodontist, therapist, etc. Please bring confirmation to ensure approval of a tardy.

Tardy Guidelines:

- Tardies will be recorded on a daily basis.
- Renweb reports will be given daily for parents/guardians to monitor his/her student's attendance record of proper attendance.
- All tardies within the first hour require a parent/guardian to provide either through a written or verbal excuse to the Attendance Office.
- All tardies within the first hour must be excused on the day of the tardy.
- Tardies within the first hour may be waived at the discretion of school administration
- Tardies during the school day may only be excused by campus staff or administration unless a student has been checked in and out by a parent/guardian.
- Students arriving late, (after 8:00 am) are required to report directly to their first hour class.
- Attendance will be taken within the first five (5) minutes of the tardy bell which marks the beginning of each class. The Attendance Office will make an attempt whenever possible to notify the parent/guardian of any student not accounted for after the tardy bell has rung.
- If a student arrives at class 15 minutes after the class has started, without an Administrative Approval, the tardy will be marked as "Absence Due to Tardy".
- Students arriving late to class without an Attendance Slip or Campus Pass will be counted as an unexcused tardy.
- Students are to proceed to the next class when the bell rings to avoid a tardy. Remaining in a class with the purpose to finish an assignment or test, is no excuse and will result in an unexcused tardy unless permission has been granted ahead of time by the next teacher.
- An infraction will be issued on the third unexcused tardy and every third unexcused tardy thereafter (6th, 9th, 12th, etc.).
- For every third unexcused tardy, the student will receive one (1) day of unexcused absence. The unexcused absence will be counted against the 15 days of absences allowed per semester.

The school reserves the right to determine excused or unexcused tardy/absences.

UNEXCUSED TARDIES - PER QUARTER PER CLASS

Step 1 - First Tardy

- Teacher records the student as tardy.
- Teacher speaks with the student and reminds the student of the tardy policy and any consequences that will follow.
- Teacher documents the conversation with the student.

Step 2 - Second Tardy

- Teacher records the student as tardy.
- Teacher speaks with the student and reminds the student of the tardy policy and the consequences.
- Teacher documents the conversation with the student.
- Teacher notifies parents of the second tardy and informs them of the consequences of a third tardy.
- Teacher documents the conversation with the parents.

Step 3 - Third Tardy

- Teacher records the student as tardy.
- Teacher speaks with the student and documents the conversation with an infraction card (list the three unexcused tardy dates on the infraction).
- Teacher turns in the infraction card to the Executive Assistant to the Dean of Students.
- Admissions Clerk verifies the three unexcused tardies and notifies the Executive Assistant to the Dean of Students.
- Executive Assistant to the Dean of Students notifies parents that as a result of the third tardy, their child will receive one (1) day of unexcused absence.
- Unexcused absences are counted against the 15 days of absences allowed per semester.

- The Executive Assistant will also remind parents of the tardy policy.

Additional Tardies (4th tardy and beyond)

- Steps 1-3 will be followed for every group of three unexcused tardies starting with the 4th tardy.
- Every three unexcused tardies (6th, 9th, 12th, etc.) equals one (1) day of unexcused absence. The unexcused absence will be counted against the 15 days of absences allowed per semester.

PERFECT ATTENDANCE

Perfect attendance is achieved when a student has no tardy or absences throughout the school year.

PERMISSION TO LEAVE CLASS

Students may only leave class with the expressed permission of the teacher. Students who leave class without such permission or **remain away much longer than originally authorized** will receive disciplinary consequences. Students must be given a written pass or classroom pass to leave class. This pass must be displayed to any member of the Faculty/Staff upon their request.

PHYSICAL EDUCATION EXCUSES

Exemptions from participating in PE must be covered by a parent's note. A student is permitted two (2) parental notes per quarter, more than two days of excuses requires a doctor's note.

SCHOOLWORK WHEN ABSENT

Students who are absent will be held responsible to request and make-up all missed work. Students who are ill should check **GOOGLE CLASSROOM for assignments, check FACTS for grades** and email the teacher to request work that can be completed during their illness so as to not overwhelm them upon their return.

The student will receive full credit for all work that is made up within the required time allotment. **Students are given two calendar days to make up any missed assignments for every one day of absence, beginning on the first day the student returns to the class, with the following exceptions:**

- Make-up quizzes and exams must be taken/completed within 5 calendar days from the date of the absence
- Long-term projects are still due on the original date assigned;
- All assignments that were due on the date the student was absent, **MUST** be turned in on the day the student returns to school.
- If a student misses a class due to a school activity, (for example sporting event, fine arts event, fieldtrip, etc.) homework is due the day the student returns to class.
- See Homework Policy/Late Work Policy for details on late work penalties.

TRUANCY

A student is truant if he/she chooses to remain out of school without permission. ***Truancy absences count towards the Excessive Absence total. See the Excessive Absences Policy above for details. Truancy absences are also subject to disciplinary action.***

***Unscheduled periods: Seniors with unscheduled classes at the beginning or end of the day should remain off campus during those periods or quietly sit at a desk in the Collaborative Media Center, unless alternate arrangements are made with the HS administration.**



STUDENT - PARENT RESPONSIBILITIES

We recognize that parents are examples of behavior to our students. It is expected that parents will demonstrate polite and respectful behavior at all times. This includes polite and common courtesies, respect for privacy and respect of school Faculty/Staff. Parents/students who use obscenities or speak in a demanding, loud, insulting or demeaning manner to a Faculty/Staff member or treat a Faculty/Staff member disrespectfully or in a threatening manner will be asked to leave the campus and may jeopardize the student's continued enrollment. Local law enforcement may be called for assistance, if necessary.

ACCEPTABLE USE AGREEMENT & SOCIAL MEDIA POLICY

Informational technology and its use is ubiquitous in our society, and it is expected that students will use the internet, personal mobile devices, and school-provided computer equipment and software regularly. To promote safety of our students and to ensure effective use of school technology, students are expected to abide by the following acceptable use policies.

All computer classes or classes that use a computer for some or all of the instruction may not use the computers for gaming, YouTube (unless assigned), social media, or any other form of entertainment/interaction.

General Use of Electronic Devices

Students in high school may use electronic devices during breaks between classes and at lunch. During class periods or official school activities, such as chapels and rallies, electronic devices may be used with permission from Faculty/Staff. Use of electronic devices during class time is subject to monitoring by school personnel, including the use of monitoring software. In class, the teacher may require students to place their phones in a collected area of the room.

Internet Programs/Instructional Support

Modesto Christian School is pleased to subscribe to various external services to enhance and promote the educational mission of the school, student use of these services must comply with the MCS network/Internet Use Policy.

When any of these services are available for student use away from the school, the student must comply with the MCS network/Internet use policy while using the services. MCS carefully chooses such services for their educational usefulness and appropriateness for use in a Christian school. This includes but is not limited to Canvas, Google Classroom, Zoom, Flipgrid, etc.

Internet Usage

Use of the school-provided Internet is intended for school-related activities.

Use in violation of school discipline policies or expected behavior standards is strictly prohibited. Examples of prohibited use of the Internet include, but are not limited to:

- Cyber-bullying
- Accessing or transmitting pornography or other sexually explicit materials
- Illegal activities
- Harassment of any kind
- Threats of harm to people or property

Students may not use the school-provided Internet or school-provided devices to sell or purchase materials or to conduct any type of business activities not directly related to approved school activities.

The school-provided Internet will have filtering and other restrictions intended to prohibit unacceptable use of the Internet. Disabling or bypassing Internet restrictions is strictly prohibited.

Incidental use of school-provided Internet for personal purposes not restricted elsewhere in this policy is acceptable, as long as the use does not violate restrictions on time of use.

Given the rapidly changing nature of the Internet, it is not possible to adequately anticipate all Internet usage situations that may emerge. As such, MCHS reserves the right to prohibit, either permanently, or temporarily any particular use of the school-provided Internet at any time.

Downloading Software or Applications

No software or applications may be downloaded on school-provided equipment without prior permission from Faculty/Staff.

Plagiarism/Cheating

Cheating and plagiarism will not be tolerated and will result in no credit for any portion of an assignment where academic misconduct is found, with a minimum grade deduction of 10%. Assignments cheated/plagiarized from 30-50% will earn no more than a 50% credit, assignments cheated/plagiarized from 50-75% will earn no more than 25% credit and assignments cheated/plagiarized 76% or more will receive a zero credit. See teacher for further clarification. Students will be issued an infraction for any cheating and or plagiarism determined to be at 30% or higher. **For further guidelines, please see page 13.**

Social Media

Social media is an important and integral part of our culture. While it is recognized that social media platforms serve many good and helpful purposes, they also unfortunately create opportunities for dangerous online behaviors. The opportunities for both beneficial and harmful uses of social media abound, and they change rapidly and continuously. It is understood that no policy can anticipate every potential use of social media. It is also understood that other behavioral policies for students apply to social media behavior, even if those other policies are not explicitly stated as applying to social media.

Here are general guidelines for social media use, but in all things related to social media behavior, no policy is a substitute for wise and common sense behavior to maintain personal safety in an online environment.

Students who are not legally authorized to use social media platforms (typically those under the age of 13) may not ever use school-provided equipment or the school-provided Internet for access to social media.

MCHS strongly recommends that parents/guardians actively monitor any social media activity by their children.

Behavior that is represented in social media that violates school policies will be subject to normal school discipline.

Since cell phones or other electronic recording devices may not be used in class without specific permission from Faculty/Staff, any social media postings of photos or videos taken during class are not permitted, and the postings themselves are evidence of inappropriate cell phone use and are subject to corresponding school discipline.

Harassing or bullying behavior on social media will be treated as equivalent to harassing or bullying behavior in any setting.

Unfortunately, cyberbullying is sometimes viewed as an acceptable form of behavior or less severe than in-person bullying or harassment. It simply is not. Bullying or harassing online behavior will not be tolerated, and it will be treated for what it is - bullying and harassment.

Media Communication is Permanent

While some social media platforms specialize in creating seemingly temporary communications (for example, Snapchat), students need to assume that all forms of social media communication (including texting and emails) are permanent and will be shared. Even images and text on temporary platforms can be permanently captured and shared. MCHS strongly advises students and parents/guardians to exercise caution and good judgment about content and images that are shared through social media.

Sexually Explicit Material

In particular, “sexting” or other forms of sharing pornography or other sexually explicit material is always inappropriate. Such behavior is a violation of school rules (and subject to appropriate disciplinary consequences, including if appropriate involving law enforcement), but it is also extremely dangerous. Such behavior can result in significant emotional and psychological harm, and it can lead to physical endangerment as well.

Any posts that threaten harm to others or their property are inappropriate and subject to school disciplinary action, and if appropriate, will be shared with law enforcement. Students who make threatening statements must establish that they are not a threat to themselves, to others or to the school community before being allowed to return to school.

Given the wide variety and changing use patterns of social media platforms, it is understood that situations will arise which are not explicitly addressed by this policy. In those cases, the administration reserves the right to make decisions based on the nature of the incident, up to and including removing a student from enrollment at the school.

In compliance with AB 500 (effective 1/1/2018), the following MCHS policies governing Faculty/Staff interactions with students are included here:

- In general, Faculty/Staff and students should not engage in social media interactions with each other;
- Social media settings that are specifically about school-related activities or events, such as a social media page for a school group or a group text, and are visible to any member of the group, may have Faculty/Staff and student interactions;
- Faculty/Staff and students who have legitimate reasons for social interaction apart from school are permitted to have an appropriate level of social media interaction. For example, Faculty/Staff members whose children attend MCHS are expected to interact on social media with their own children, and may have some social media interaction with their children’s friends as a result;
- Faculty/Staff should treat social media interactions with students, including texts, similarly to in-person interactions. Secret social media conversations between Faculty/Staff and students, beyond the legitimate reasons mentioned above, should not be happening.

AUTHORITY OF SCHOOL OFFICIALS DURING SCHOOL HOURS

According to the California Education Code, students are under the authority of school officials and are responsible for obeying the school rules while at school, while at a school activity, and while going to and from school or a school activity.

CHANGE OF ADDRESS OR TELEPHONE NUMBERS

Please notify the office immediately if you change your mailing address, cell/home telephone numbers, emergency numbers, email address or other contact information.

CONDUCT AT ATHLETIC EVENTS

The essential elements of character building and ethics in CIF sports are embodied in the concept of sportsmanship and six core principles: trustworthiness, respect, responsibility, fairness, caring and good citizenship. The highest potential of sports is achieved when competition reflects these “six pillars of character”.

Trustworthiness - Be worthy of trust in all you do.

Respect - Treat all people with respect at all times and require the same of your student-athletes.

Responsibility - Support the concept of “being a student first.” Commit your child to earning a diploma and getting the best possible education. Be honest with your child about the likelihood of getting an athletic scholarship or playing on a professional level. Reinforce the notion that many universities will not recruit student-athletes who

do not have a serious commitment to their education. Be the lead contact for college and university coaches in the recruiting process.

Fairness - Live up to high standards of fair play. Be open-minded, always willing to listen and learn.

Caring - Consistently demonstrate concern for student-athletes as individuals and encourage them to look out for one another and think and act as a team.

Good Citizenship - Honor the spirit and the letter of rules. Teach your children to avoid temptations to gain competitive advantage through improper gamesmanship techniques that violate the highest traditions of sportsmanship.

Adult behavior affects student behavior. All spectators are encouraged to observe the CIF LEAGUE AND SCHOOL SPORTSMANSHIP RULES. Adults who repeatedly engage in inappropriate behavior will be immediately reported to the proper authorities and removed from the activity or event.

CUSTODY RIGHTS

Legal opinion states that each parent has equal rights to their children unless a "court issued legal document" is issued and filed in the child's cumulative folder and recorded in the Principal's office. In the event that a parent states that they have such a document, it is imperative that the document be brought to school to be included in the student's school record.

DRESS CODE GUIDELINES

Modesto Christian High School bases its dress code on two criteria. They are Biblical standards of modesty (1 Timothy 2:9) and a desire for a neat, clean and attractive appearance. This applies to all MCHS events, formals, etc. Students are encouraged to learn to glorify God in their dress and should refrain from any dress that distracts from the spiritual and educational process.

Final determination of dress code standards are left to the discretion of MCHS Administration and Faculty/Staff. Students in violation of dress code will receive an infraction and sent to the office.

General Guidelines

- Any article of clothing or accessory (backpack, bandana, jewelry, hat, etc.) that shows or promotes profanity, violence, gangs, death, political statements, sexual innuendos, hate slogans, immorality, sexual immorality, racism, obscene messages, the occult, illegal activities, or drug/alcohol/ tobacco use are not allowed;
- Hairstyles with gang related haircuts or unnatural colors are not allowed;
- No visible piercings other than ear and/or nose;
- Nose piercings are limited to a single small stud;
- Stretching of the earlobes such as gauges, rods; expanders, flesh plugs or flesh tunnels are not allowed;
- Spiked accessories are not permitted;
- Jewelry may not be worn during athletic competitions;
- Shoes must be worn at all times;
- No blankets are permitted;
- Visible tattoos are permitted providing it is in keeping with the General Guidelines outlined in this section.

Acceptable School Day/Fieldtrip

- Shorts can be no higher than four (4) inches above the knee;
- Jeans cannot have any holes higher than four (4) inches above the knee;
- Extremely tight form fitting clothes not allowed including jeggings and yoga pants;
- No pajamas and bedroom slippers may be worn to school (only on designated days);
- Hats (bill facing forward), doo rags, or hoods (on sweatshirts or jackets) are permitted **but not during class, chapel, or events.**
- Beanies **ARE** acceptable to wear in class, chapel, or events.

Men

- Tank tops with straps at least 2” wide are permitted
- Muscle shirts, A-shirts and/or Lifting tanks are not permitted
- Baggy/saggy pants/shorts are not permitted
- Undergarments may not be visible
- Shorts may not be higher than 4 inches above the knee

Women

- Shirts, tank tops, and dresses must have a back - no racerback tops and straps must be at least two (2) inches in width
- Shorts and Skirts (and any slits) cannot be higher than 4 inches above the knee
- Appropriate undergarments worn but not visible
- No bare midriffs
- No low-cut top

Royalty/Formal School Events

Outfits should be appropriate to the formality of the event. No jeans or casual attire. Clothing should be in good repair, clean, and pressed. No outrageous styles such as duct tape outfits, etc.

SPECIFIC EVENT DRESS GUIDELINES will be announced, if necessary, and dress code must be in compliance with MCHS General Guidelines for appropriate dress.

Men

- Shirts must remain on and buttoned throughout the evening

Women

- Dresses must not be too revealing (at chaperone discretion) in the front, side, or back;
- Slits may not be higher than 4 inches above the knee
- Dresses may not be see-through or have an exposed midriff
- The length of dresses may not be shorter than 4 inches from the knees

EMERGENCY PREPAREDNESS

MCHS has implemented emergency preparedness drills in the event of potential disaster. All students are expected to obey the instructions of MCHS personnel. MCHS will communicate with families as rapidly and as effectively as we can, in a developing situation. In the event of an emergency situation, parents should not come to campus until instructed to do so by school personnel or emergency personnel.

FOOD DELIVERIES TO CAMPUS

Professional individual food delivery services may not be used to bring food to campus for students to ensure student safety for all students. Group deliveries – for example, pizza for a lunchtime club meeting – must be ordered by a Faculty/Staff member involved in the meeting.

MEDICINE

Any student who is required to take, during the regular school day, medication prescribed by a physician, may be assisted by designated school personnel if the school district receives a written statement from:

- the physician detailing the method, amount, and time schedule by which such medication is to be taken;
- The parent or guardian of the pupil indicating the desire that the school assist the pupil in the matters set forth in the physician's statement.

School personnel will cooperate with parents by providing a place for medication to be stored and by assisting in its administration pursuant to a parent's request and physician instructions. However, the primary responsibility for a student taking medication at school rests entirely with the student and student's parent(s).

- Parents are required to bring the student's medication to the school office in the original pharmacy container. All medication must have the student's name clearly marked on the container.
- A "Medication Consent Form" must be completed and accompanied with each medication.

PLEDGES OF ALLEGIANCE/NATIONAL ANTHEM

During pledges in class or at school functions, including the Pledge of Allegiance, the Pledge to the Christian Flag and the Pledge to the Bible, as well as during performances of the National Anthem, students are expected to stand as a sign of respect. Students are encouraged to say the words, but they are not required to do so. Students may not engage in any form of protest during recitation of pledges or the performance of the National Anthem.

Violations of this policy will be considered disrespectful behavior and will be handled according to the MCHS Student Disciplinary Chart.

READMISSION AFTER WITHDRAWAL/EXPULSION

A student who has been expelled or withdrawn by request of the Administration will be reconsidered for readmission upon the request of the family. To be readmitted to MC, the student must exhibit successful attendance, on pace to graduate, and no discipline issues at another private or public school through appropriate documentation.

TUITION PAST DUE ACCOUNT

(School Sponsored Summer Activities/Extracurricular Activities)

The FACTS Account Manager will notify parents via phone call or email when an account is past due. If an account becomes 55 days past due, a student will not be permitted to attend school sponsored summer activities / extracurricular activities (including sports practice). If an account reaches 58 days past due, parents will be notified informing them that at 61 days past due the student will not be permitted to attend classes or events until the account is brought current. Accounts must be current before students are permitted to complete quarter/semester academic requirements as well as graduation requirements.

WITHDRAWAL FROM MODESTO CHRISTIAN HIGH SCHOOL

Parents must provide a written 30-day notice to the admissions coordinator and/or campus administrator when withdrawing students before the end of the school year.

Account balances will be prorated on the last day of attendance by counting the number of days the school has been in session while the student(s) is enrolled, using the current annual tuition rate and the number of school days in the current school year. Financial aid will be prorated accordingly.

All early withdrawals are charged a \$150 processing fee. Account balance is due the last day of attendance. Parents must complete an exit interview with the admissions coordinator and/or appropriate campus administrator, unless waived by the school a student's cumulative file will be sent upon request from the new school once the withdrawal process has been completed.



STUDENT DISCIPLINARY POLICY

GENERAL INFORMATION

DISCIPLINE PHILOSOPHY

The Faculty/Staff at MCHS is here to help students get the finest education possible, not to impose rules or discipline. Every high school, however, just like every civilized society, must have rules and the means to enforce those rules to prevent disorder and chaos.

When problems occur, every reasonable effort will be made to rectify them to the mutual satisfaction of all concerned. People who behave irresponsibly, however, must expect to be held accountable for their behavior. People who repeatedly or seriously violate the rights of others will not be allowed to remain at MCHS.

DISCIPLINE PROCEDURE

The most important aspect of a student disciplinary policy is to affect a positive change in behavior. Repeat offenses affect a progressively more serious **DISCIPLINARY RESPONSE THAN THE INITIAL VIOLATION**. Every attempt will be made to follow the dictates of the MCHS Disciplinary Chart. However, the administration does reserve the right to objectively determine punishment based on the seriousness of a particular infraction and the previous discipline record of the student who commits the offense.

KNOWLEDGE OF THE RULES

Students at MCHS are expected to know and obey the rules and regulations of the school. As young adults, students are responsible for knowing what expected/mature and responsible behavior is. A careful review of this handbook, however, should clarify any misunderstandings. **At the end of the student handbook is the Student Handbook Verification Form. It must be signed by the student and parent(s) and returned to the office by the due date.**

ABUSE OF STUDENTS

State law forbids any act that is likely to injure, degrade or disgrace any student. This includes attempting to cause, or threaten to cause physical injury to another person. This law, which also prohibits hazing, is punishable by fine and imprisonment in county jail.

In order to ensure the safe, secure and harassment-free learning environment of MCHS, the administration reserves the right to recommend the removal of any student who poses a threat, real or perceived, to any MCHS student or Faculty/Staff member.

MCHS School Board and Administration reserves the right to notify local law enforcement prior to parent notification.

APPEALS/STUDENT INFRACTIONS

An infraction is issued to a student who violates a school rule. Students desiring to appeal an infraction with a teacher may appeal one time, after school, at break, lunch or after school.

CAMPUS BEAUTIFICATION PROGRAM (CBP)

CBP has been established to help curtail continual disruptions in the educational process. It is the intention of the administration that CBP is a powerful tool to effect a positive change in behavior. If a student has been assigned to CBP, he/she works directly with the staff member who is assigned to supervise CBP.

CBP Guidelines

- CBP's are assigned Tuesday, Wednesday and/or Thursday
- CBP's will be assigned during "Flex Period" (1:50pm – 2:45pm)
- For every two-hour CBP, a student will be assigned two flex periods
- Students are to report to B7 no later than 1:50pm
- An infraction card and CBP notice will be issued to students in advance of their scheduled CBP date(s). This is the official notification for the students.
- Parents will be notified by email of the infraction card and CBP notice.
- If a student is absent from school on the day of an assigned CBP, the CBP will be reassigned.
- If a student attends school and fails to serve an assigned CBP, the student will receive an infraction for "Failure to Serve CBP". **See the MS/HS Disciplinary Chart for consequences.**
- Failing to serve a CBP can be excused if the absence is verified by the parent/guardian within 5 days of the date of CBP absence. A written or verbal message is required by the parent and must be provided to the Dean of Students office.
- The following are excused CBP's: Doctor's appointment and family emergency.
- The following are not excused CBP's; Attending practice (School team, AAU, Club), visiting a teacher, running an errand, going to lunch, hanging out with friends, no transportation.
- CBP's include but are not limited to "Study Hall", Campus Clean-up, and Campus Projects.
- Students are only allowed to reschedule one CBP per quarter.
- Students are to contact the Dean of Students office within 24 hours of notification for a rescheduled CBP.
- Students who fail to serve a CBP and it's unexcused, are not allowed to attend any on campus activity until the CBP is served. This includes but is not limited to athletic practices (School teams, AAU, Club), flex class, co-curricular/extra-curricular programs.
- A student who fails to complete his/her CBP requirements by the end of the school year, will be required to make up the hours at the beginning of the new school year.
- All seniors must fulfill CBP hours incurred prior to Grad Nite and/or Graduation or they will not be able to participate. Not serving all CBP hours assigned may impede senior attendance and participation at Grad Nite and/or Graduation. There will be no refunds of Grad Nite fees issued if CBP hours are not served.

SEARCH AND SEIZURE POLICY

To maintain order and discipline on school property and at school-related events and to protect the safety and welfare of students and school personnel, and in the event there is reasonable suspicion, MCHS has the right to perform unannounced searches and to seize contraband, based on reasonable suspicion, and has the right to perform physical searches of students to determine whether they pose a danger to themselves or others, periodically uses a drug-detection dog service to search the campus. The Principal and Dean of Students or other authorized Faculty/Staff members may search a student's pockets, purse, backpack, gym bag, or other personal property; student lockers, desks; or student automobiles under the conditions described below.

No student may possess any illegal substance, object, or contraband that constitutes a threat to the health, safety, or welfare of any person or persons on school property. Contraband includes all substances or materials prohibited by school policy or state or federal law, including but not limited to controlled substances, drugs, alcoholic beverages, cigarettes, guns, knives, weapons, laser pointers, or incendiary devices. All items deemed to be illegal, illicit, disruptive, or a general nuisance to the educational process may be seized by Faculty/Staff. Storage, return, or

destruction of such items shall be at the discretion of the Principal, Dean of Students, or designated agent. Items may be subject to legal impoundment.

SENIOR ACTIVITIES

Appropriate Senior Behavior

Participating in the Graduation Ceremony at MCHS is a privilege. Senior Commencement Agreement outlines appropriate behavior for students. Seniors who are suspended from school for a major suspension during his/her senior year in violation of school rules (a "major" suspension in the referral category of three days or more) may forfeit Grad Nite and other senior activities. Seniors must complete all obligations (textbook, fines, CBP hours, etc.) in order to participate in graduation ceremonies. **Refer to "Academic Structure: Graduation Requirements: Requirements for Commencement Participation."**

Seniors and their parent(s)/guardian(s) must complete and return, along with the Student Handbook Verification Form, the Senior Commencement Agreement by the due date. These forms will be retained on file in the MS/HS office for the school year.

SOCIAL NETWORKING

(Twitter, Facebook, Snapchat & TikTok)

Students posting remarks on any social media platform that perpetuate violence towards others (including guns, shootings, bombs, threats to others, derogatory descriptions, pictures, and other references) may require notification of parent(s) **and, if necessary, the local law enforcement.** The student will be required to demonstrate that he/she is not a threat to himself/herself or others as determined by Administration. Such actions may also jeopardize continued enrollment.

SOCIAL NETWORKING & INTERNET USAGE OFF CAMPUS

MCHS and Administration have great concern with on-line social networks such as Facebook, YouTube, etc. Research indicates that these networks attract online predators, and the information posted can become a threat or an embarrassment. If students use these online web sites, we request that they keep safety and privacy in mind.

STUDENTS IN UNSUPERVISED ROOMS

Students are NEVER to be in any room, locker room, weight room, gym, wrestling room, athletic fields, classroom, library, or office area, etc. without school Faculty/Staff supervision.

SUSPENSION FROM EXTRACURRICULAR ACTIVITIES

Students in violation of the MCHS Student Disciplinary Policy resulting in suspension will also be suspended from participating in extracurricular activities on or off campus, including clubs, performing arts, dances, senior trips, athletics, school day events and field trips. **Students are given two (2) calendar days during regular scheduled classes for every one day of absence, beginning on the first day a student returns to the class. Long term projects are still due on the original due date. Refer to the MCHS Student Disciplinary Policy in the Student Handbook.**

SUSPENSION

Homework will be posted on **GOOGLE CLASSROOM.**

The student will receive full credit for all work that is made up within the required time allotment. **Students are given two (2) calendar days during regular scheduled classes for every one day of absence, beginning on the first day a student returns to the class, with the following exceptions:**

- **Make-up quizzes and exams** must be arranged with the teacher on the day the student returns to the class;
- **Long-term projects** are still due on the original date assigned;
- If a student misses a class due to a **school activity**, (for example sporting event;
- Fine arts event, fieldtrip, etc.) homework is due the day student returns to class;

- See Homework Policy/Late Work Policy for details on late work penalties.

SUSPENSIONS/EXPULSIONS/DISCIPLINE REVIEW

Any student who has been suspended may also have a recommendation for expulsion. The recommendation for expulsion is at the discretion of the principal, Vice-Principal, Dean of Discipline and Superintendent and in accordance with the Discipline Policy. If a 5-Day Suspension is assigned, the student and parent(s)/guardian(s) must attend a Superintendent Conference in which a determination will be made to uphold an expulsion or willful withdrawal. In the event that this decision is contested, the parent(s)/guardian(s) may seek to be heard by the Discipline Review Committee. The DRC Hearing will take place within 3-5 school days from the date of the Superintendent Conference. The number of days absent within that period will be included in the overall Unexcused Absences for the semester.

During the hearing the infraction and all evidence along with the student's cum records, will be submitted for review. The student will have a chance to share his perspective, the parent will be allowed to share considerations, and one other (a therapist or pastor of the student), will be allowed to add perspective or support.

The length of the hearing will be 45 minutes unless extra time is granted by the DRC. At the end of the session, a student will either be allowed to return to school on a behavior contract, withdrawal on his/her own volition, or be expelled. All decisions of the DRC are final.

SENIORS

Any senior student who is suspended and removed from school for a rules violation in the referral category of three days or more during his/her senior year, jeopardizes his/her opportunity to participate in commencement exercises. The Student Review Committee will determine that student's participation in graduation. (See Senior Activities.)

MODESTO CHRISTIAN MS / HS DISCIPLINARY CHART

The most important aspect of a discipline policy is to affect a positive change in behavior. Note that repeat offenses effect a progressively serious DISCIPLINARY RESPONSE THAN THE INITIAL VIOLATION. Every attempt will be made to follow the dictates of this chart. However, the administration does reserve the right to objectively determine punishment based on the seriousness of a particular infraction and the previous discipline record of the student who commits the offense.

CATEGORY 1		1ST OFFENSE	2ND	3RD	4TH	5TH	6TH
Qtr/Class	Unprepareds	3 unprepareds, Documented warning, notify parent(s)	4 unprepareds, Documented warning, notify parent(s)	5 unprepareds, notify parent(s), 2 hr CBP	6 unprepareds, notify parent(s), 2 hr CBP	7 unprepareds, notify parent(s), 2 hr CBP	8 unprepareds, notify parent(s), 2 hr CBP
	Tardies	3 tardies, 1 Infraction, notify parent(s), 1 day of unexcused absence	6 tardies, 1 Infraction, notify parent(s), 1 day of unexcused absence	9 tardies, 1 Infraction, notify parent(s), 1 day of unexcused absence	12 tardies, 1 Infraction, notify parent(s), 1 day of unexcused absence	15 tardies, 1 Infraction, notify parent(s), 1 day of unexcused absence	18 tardies, 1 Infraction, notify parent(s), 1 day of unexcused absence
Per Qtr Cumulative	Failure to follow Dress Code	Documented warning, notify parent(s); change of clothing provided	Documented warning, notify parent(s) change of clothing provided	2 hour CBP, notify parent(s), change of clothing	2 hour CBP, notify parent(s), change of clothing	2 hour CBP, notify parent(s), change of clothing	2 hour CBP, notify parent(s), change of clothing
	Gum/Food	Documented warning	Documented warning, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)
	Parking Lot Permit	Documented warning, notify parent(s)	Documented warning, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)
	Public Display of Affection (PDA)	Documented warning, notify parent(s)	Documented warning, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)
	Student Handbook	Documented warning	Documented warning, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)
	Work/Study Habits: excessive talking / not doing assigned work/not following discipline plan	Documented warning	Documented warning, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)

QUARTERLY CUMULATIVE

CATEGORY 2		1ST OFFENSE	2ND	3RD	4TH	5TH	6TH	
SEMESTER CUMULATIVE	Behavior	Chapel: disruptive / doing homework/distracting/not in assigned seating	Documented warning	Documented warning, notify parent(s)	Documented warning, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	
		Cheating/plagiarism	Grade Reduction on assignment / test, notify parent(s), 2 hr CBP	Grade Reduction on assignment / test, notify parent(s), 2 hr CBP	Grade Reduction on assignment / test, notify parent(s), 2 hr CBP	Grade Reduction on assignment / test, notify parent(s), 2 hr CBP	Grade Reduction on assignment / test, notify parent(s), 2 hr CBP	Grade Reduction on assignment / test, notify parent(s), 2 hr CBP
		Defiance	2 hr CBP, notify parent(s) Flagrant incident toward staff 1 day suspension	2 hr CBP, notify parent(s) Flagrant incident toward staff 1 day suspension	2 hr CBP, notify parent(s) Flagrant incident toward staff 1 day suspension	2 hr CBP, notify parent(s) Flagrant incident toward staff 1 day suspension	3 day suspension, parent conference	5 day suspension with recommendation for expulsion
		Disrespect	Documented warning, notify parent(s)	2 hr CBP/Serious infraction may warrant an increased disciplinary response	2 hr CBP, notify parent(s), infraction may warrant an increased disciplinary response	2 hr CBP, notify parent(s), infraction may warrant an increased disciplinary response	2 hr CBP, notify parent(s), infraction may warrant an increased disciplinary response	2 hr CBP, notify parent(s), infraction may warrant an increased disciplinary response
		Disruptive Behavior: bus / classroom / any school activities	Documented warning, notify parent(s), may warrant an increased disciplinary response	Documented warning, notify parent(s), may warrant an increased disciplinary response	2 hr CBP, notify parent(s) / Serious infraction may warrant an increased disciplinary response	2 hr CBP, notify parent(s) / Serious infraction may warrant an increased disciplinary response	2 hr CBP, notify parent(s) / Serious infraction may warrant an increased disciplinary response	2 hr CBP, notify parent(s) / Serious infraction may warrant an increased disciplinary response
		Electronic signalling devices of any kind	2 hr CBP, notify parent(s).	2 hr CBP, notify parent(s).	2 hr CBP, notify parent(s).	2 hr CBP, notify parent(s).	2 hr CBP, notify parent(s).	2 hr CBP, notify parent(s).
		Failure to serve CBP	Documented warning, notify parent(s)	2 hour additional CBP, notify parent(s)	4 hr additional CBP, notify parent(s)	1 day Suspension, notify parent(s)	3 day Suspension, notify parent(s)	5 day Suspension with recommendation for Expulsion
		Forgery / altered notes / bogus calls	Documented warning, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)
		In cars without permission / Parking lot	Documented warning	Documented warning, notify parent(s)	Lose driving privileges for 1 week or 2 hr CBP, notify parent(s)	Lose driving privileges for 1 week or 2 hr CBP, notify parent(s)	Lose driving privileges for 1 week or 2 hr CBP, notify parent(s)	Lose driving privileges for 1 week or 2 hr CBP, notify parent(s)
		Leaving campus without permission / Truancy	Documented warning, notify parent(s)	Documented warning, notify parent(s)	2 hr additional CBP, notify parent(s)	2 hr additional CBP, notify parent(s)	2 hr additional CBP, notify parent(s)	2 hr additional CBP, notify parent(s)
		Littering	Documented warning	Documented warning, notify parent(s)	2 hr CBP, notify parent(s) / 8 lunch periods CBP	2 hr CBP, notify parent(s) / 8 lunch periods CBP	2 hr CBP, notify parent(s) / 8 lunch periods CBP	2 hr CBP, notify parent(s) / 8 lunch periods CBP
		Lying / Dishonesty	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)
		Out of class without permission / On campus without permission	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)
Profanity / verbal / written / directive / nondirective	Documented warning, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)		
Reckless driving	2 hr CBP, notify parent(s)	2 hr CBP, notify parent(s)	Lose driving privileges for 1 week, notify parent(s)	Lose driving privileges for 2 weeks, notify parent(s)	Lose driving privileges for 2 weeks, notify parent(s)	Lose driving privileges for 2 weeks, notify parent(s)		

REFERRALS		1ST OFFENSE	2ND	3RD	4TH	5TH	6TH	
YEARLY CUMULATIVE	Controlled Substance	Alcohol / Drugs: Possession, use, or sale on or off campus	5 DAY SUSPENSION, RECOMMENDATION FOR EXPULSION					
	Dangerous Items	Chewing or smoking tobacco	3 day suspension, parent conference, referred to counseling	5 DAY SUSPENSION, RECOMMENDATION FOR EXPULSION				
		Possession of dangerous objects	Automatic 3 day suspension, parent conference	5 DAY SUSPENSION, RECOMMENDATION FOR EXPULSION				
	Dangerous Items	Explosives (firecracker(s), smoke bomb(s), incendiary device(s), etc.)	5 DAY SUSPENSION, RECOMMENDATION FOR EXPULSION					
		Weapons: Knives / firearms	5 DAY SUSPENSION, RECOMMENDATION FOR EXPULSION - POLICE CONTACTED					
	Behavior	Sexual immorality	5 DAY SUSPENSION, RECOMMENDATION FOR EXPULSION					
	School Property	Destruction of school and / or personal property	Flagrant incident: 4 hr CBP, restitution, notify parent(s). Others 2 hr CBP, restitution required	Flagrant incident: automatic 3 day suspension, parent conference. Others 4 hrs CBP, restitution required	Flagrant incident: 5 day suspension with recommendation for expulsion, restitution required			
		Theft: School and / or personal property / or in possession of	4 hr CBP, notify parent(s), restitution required	3 days suspension, parent conference, restitution required	5 day suspension with recommendation for expulsion, restitution required			
	Violations against persons	Assault or battery of school personnel / unprovoked assault	5 DAY SUSPENSION, RECOMMENDATION FOR EXPULSION					
		Extortion / Threat of violence	5 DAY SUSPENSION, RECOMMENDATION FOR EXPULSION					
Hazing / Harassment / unwanted actions		4 hr CBP, restitution required, counseling. Flagrant incident: hazing will result in 3-5 day suspension, depending on severity.	1 day suspension, parent conference, restitution required	3 day suspension, parent conference, restitution required	5 day suspension with recommendation for expulsion, restitution required			
Mutual combat / fighting / verbal and/or physical confrontation students or staff		3 day suspension, parent conference	5 day suspension with recommendation for expulsion					
Sexual harassment, battery	3-5 days suspension, could result with recommendation for expulsion. Law Enforcement contacted if battery.	5 day suspension with recommendation for expulsion						

Adapted from: 1/12

***CBP - Campus Beautification Program**



**MODESTO CHRISTIAN MIDDLE / HIGH SCHOOL
2023-2024
STUDENT HANDBOOK VERIFICATION FORM**

We, the undersigned, acknowledge that we have read and understand the changes to the discipline policies and procedures contained in the Student Handbook for the rest of the school year.

Please return this form to the teacher of the first class you attend, no later than one week from the start of school. Failure to return the signed statement by the due date will result in the issuance of an infraction card.

Student and Parent(s) initial the following:

Student	Parent	
		We acknowledge that MCHS has a no sale/use policy of drugs or alcohol on/off campus (24/7).
		We acknowledge that MCHS maintains and enforces a student dress code policy.
		We acknowledge that MCHS is tobacco free for students, parents and visitors.
		We acknowledge changes to the MCHS Student Handbook for Fall Semester 2023.
		I/We acknowledge that if at any time my student is out of school, I/we will send a note, or call, explaining the reason for his/her absence.
		I/We acknowledge and agree to adhere to the Hazing/Harassment policy. I am aware of my responsibility and options for reporting hazing and/or harassment.
		I/We acknowledge and agree to adhere to the Search and Seizure Policy.

Student Name (Please Print)

Grade Level

Student Signature

Date

Parent Name (Please Print)

Parent Signature

Date