

Application for Succeed Scholarship Program

Private School



Complete this form & return to the Arkansas Department of Education.

Name of School: Shiloh Christian School

Person Completing Form: Greg Jones

Title: Chief Acadmic Officer/ Head of Secondary Education

E-mail: gjones@shilohsaints.org

School Address:

1707 Johnson Road
Street and/or Route Number
Springdale, AR, 72762
City, State ZIP

School Phone:

(479) 756-1140
Voice
(479)756-7229
Fax

A1. Please specify the grade levels and services that your school has available for students with severe disabilities who are participating in the program. **Attach pages if necessary.**

Grades Levels: 1st - 12th grades

Types of Services: 1.Academic accomadations and modifications are available for participating students.
2. Assistance with coordinating additional services through the Springdale Public School district.

A2. Please **submit as an attachment** a copy of your school's disciplinary procedures, code(s) of conduct, and parental involvement requirements.

I verify that this documentation is attached. Initial: GJ

B1. Please verify that your school meets the accreditation requirements set by the State Board of Education, the Arkansas Nonpublic School Accrediting Association, or another accrediting association recognized by the State Board of Education as providing services to severely disabled individuals.

Accrediting Authority: AdvancedEd, ANSAA and ACSI

Initial: GJ

B2. Please verify that your school demonstrates fiscal soundness by one (1) of the following methods and **submit as an attachment proof as necessary**:

The school has been in operation for one (1) school year.
Initial: GJ

OR

A statement by a certified public accountant is attached confirming that:
- The school is insured; and
- The school has sufficient capital or credit to operate in the upcoming school year.

If statement is necessary, I verify that this documentation is attached.
Initial: N/A

OR

A surety bond or letter of credit for the amount equal to the scholarship funds for any quarter has been filed with the Arkansas Department of Education's Fiscal & Administrative Services Division.

If surety bond or letter of credit is necessary, I verify that this documentation is attached.

Initial: N/A

B3. Please verify that your school complies with the antidiscrimination provisions of 42 U.S.C. § 2000d.

I verify that the school is in full compliance. Initial: GJ

B4. Please verify that your school meets state and local health and safety requirements and maintains an environment in which the health, safety, and welfare of students is not threatened. It is recommended that each employee and contracted personnel with direct student contact, upon employment, or engagement to provide services, undergo a state and national background screening and that a complete set of fingerprints be taken by an authorized law enforcement agency or an employee of the private school or a private company who is trained to take fingerprints and that employment should be denied or terminated if an employee fails to meet the screening standards.

I verify that the school meets all requirements and maintains such an environment.

Initial: GJ

B5. Please verify that your school is academically accountable to the parent(s) or legal guardian(s) of any student(s) participating in the Succeed Scholarship Program for meeting the educational needs of students.

I verify that the school is academically accountable to parents/legal guardians of students participating in the program.

Initial: GJ

B6. Please verify that your school employs or contracts with only teachers who hold baccalaureate or higher degrees.

I verify that the school employs or contracts with only teachers who hold such degrees.

Initial: GJ

B7. Please verify that your school employs or contracts with at least one (1) teacher who holds a current, valid standard license in special education issued by the Arkansas State Board of Education and **submit as an attachment** proof as necessary. It is recommended that the teacher(s) hold licensure appropriate for the grade level(s) for your school's special education program(s).

I verify that the school employs or contracts with at least one (1) teacher who holds a current, valid standard license in special education issued by the Arkansas State Board of Education, and that if, at any point following the school's approval to participate in the Succeed Scholarship Program, the school no longer employs or contracts with at least one (1) such teacher, I affirm that the school will notify the parents/legal guardians of students participating in the program enrolled in or regularly attending the school within five (5) days and that the school will notify the State Board of Education or its designee within twenty (20) days.

Type of Proof Submitted: Copy of Arkansas Teaching Licensure

Initial: GJ

B8. Please verify that your school complies with all state laws and regulations governing private schools.

I verify that the school is in full compliance. Initial: GJ

B9. Please affirm that your school will adhere to the tenets of its published disciplinary procedures before an expulsion of a student participating in the Succeed Scholarship Program.

I affirm that the school will adhere to the tenets of its published disciplinary procedures before expelling a student participating in the program.

Initial: GJ

C1. Please affirm that your school will administer annually or make provisions for a student participating in the Succeed Scholarship Program to take a nationally recognized, norm-referenced test as established by the State Board of Education and that your school will prepare a portfolio that provides information on a student's progress to the student's parent or legal guardian if a student has an individualized education program that provides for an exemption to standardized testing.

I affirm that the school will administer such standardized tests annually and that the school will accommodate students with IEPs that exempt them from standardized testing.


Initial: GJ

C2. Please affirm that your school will notify the State Board of Education or the State Board of Education's designee if any student participating in the Succeed Scholarship Program ceases to be enrolled in or regularly attend the school for any reason.

I affirm that the school will notify the State Board of Education or its designee if any student participating in the program ceases to be enrolled in or regularly attend the school.

Initial: GJ

Signature: _____

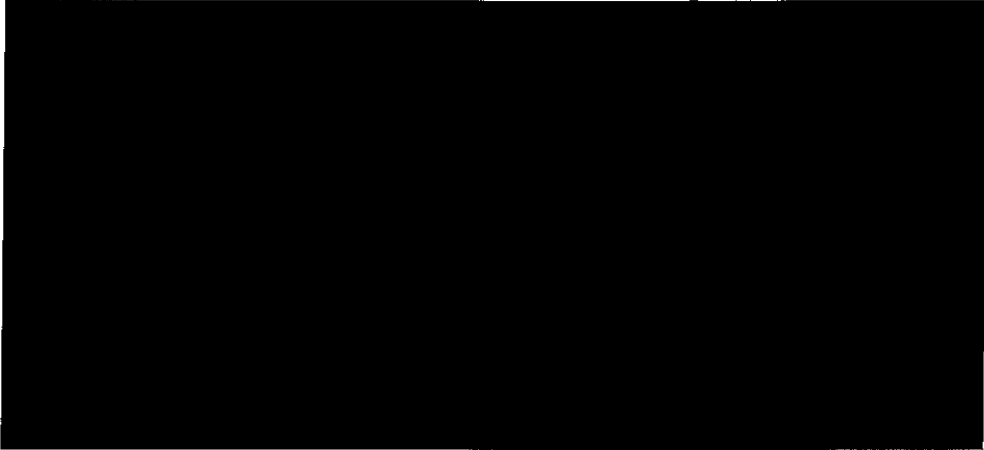


Date: _____

6/11/2016

RETURN COMPLETED APPLICATIONS TO:

**Arkansas Department of Education
Office of Legal Services
Four Capitol Mall, Room 301-A
Little Rock, AR 72201**



2015-2016
Parent/Student
Handbook

Shiloh Christian
Elementary School

A Ministry of Cross Church of Springdale
Committed to Quality Christ-Centered Education

1707 Johnson Rd
Springdale, Arkansas 72762

Phone: (479) 756-1140

www.shilohsaints.org

9. If students are cold in the classroom, students may wear navy sweaters, jackets, or sweatshirts with polo or turtleneck shirts beneath them.

Friday

1. Spirit shirt - any t-shirt or sweatshirt labeled with Shiloh Christian.
2. Shirts must be tucked in with dress code bottoms.
3. Belts must be worn (if belt loops are present).

Miscellaneous

- **Tennis shoes are required for PE** and preferred for daily wear. (No sandals, open-toed shoes, cowboy boots, clogs, Toms, or Crocs.)
- No hats in the building.
- No belts are required for PK and K.
- 1st grade and above should keep shirts tucked in and belts on unless belt loops are not present.
- Boys' hair should be neatly trimmed above the ear, eyebrows, or collar.
- Navy sweaters, jackets, or sweatshirts may be worn in the classroom over polo or turtleneck shirts.
- Extreme fads are not permitted.

Dress code violations will be dealt with through warnings, deductions in class points, appropriate changes, or a call home for a change of clothes.

TORNADO DRILLS

For a tornado drill, all rooms will empty and students will get in the tornado position along their designated wall. Students will not kneel below windows, and should not be more than two persons deep. Diagrams are provided in each room. During the drill, strictest discipline must be maintained.

FIRE DRILLS

When the fire alarm sounds, the following procedure should be followed:

- As soon as the alarm sounds, students will leave the building in a quiet, orderly manner, according to instructions.
- Students should take only personal belongings with them. All books and supplies should remain in the classroom.
- The teacher will lead the students out of the room.
- Class groups should remain together as they move outside.
- All students will be accounted for.
- When the "all clear" signal sounds, students are to return in a quiet, orderly manner.

LEARNING LAB

Shiloh Christian School provides a Learning Lab for students who have documented ADD/ADHD, have been diagnosed with a mild learning disability, or are working one grade level below the current grade assignment. Learning Lab instruction is offered in the areas of written expression, basic reading skills, reading comprehension, listening comprehension, math calculations, and math reasoning. Parent/teacher recommendation, current diagnostic evaluation, observation, and classroom work samples are used to determine a student's eligibility for special services. Enrollment is limited and involves a yearly fee.

GIFTED/TALENTED CLASSES

Shiloh Elementary offers Gifted/Talented classes for students who need additional educational challenges and are referred by achievement testing. Students are evaluated in areas of academics, creativity, problem-solving and productivity. Enrollment is limited and involves a yearly fee.

PHOTOS

Student photos may be public on the website or used in informative pamphlets

RECESS

Pupils will go outside at recess periods during good weather. If, for health reasons, a child cannot go outside, a written note from a parent to this effect will be required. No one is to enter the building during recess periods without permission from the playground supervisor.

Students must go directly to the playground. No gum, candy, or food is allowed on the playground.

LOST AND FOUND

Lost and found items may be obtained in the Fellowship Gym. Unclaimed items left in the gym over one month become the property of the school and may be discarded or donated to a charitable organization. Please note that lost and found items from athletics may be claimed from the individual coaches.

LOST BOOKS

The teacher will contact the parents through notes regarding the replacement value of lost books. Parents should pay for replacement texts immediately.

PROPERTY DAMAGE

When there is damage to school or church property, the person responsible for such damage should promptly report it and pay for the damage. Any time a student is guilty of vandalism, either during school or non-school hours, he/she will be subject to disciplinary action in addition to restitution.

FORGOTTEN BOOKS, HOMEWORK, ETC.

Forgotten books, homework, or lunches should be delivered to the elementary office. The elementary office staff will deliver forgotten items to the classroom.

ARTICLES PROHIBITED FROM SCHOOL

Items such as toys, cell phones, questionable literature, gum, matches, lighters, and dangerous weapons are not permitted at school at any time.

GIFTS DELIVERED TO SCHOOL

If you have gifts to be delivered to your children, bring them by the office and they will be delivered to the student **at the end of the school day.**

CELL PHONES

3. Library books may be checked out for two weeks and may be renewed for one additional two week period if there is not a waiting list for the book.
4. Fines are charged for overdue books. Students are responsible for the books they check out. Consequently, if a book is lost or damaged, the student who checked it out must make restitution for the book. A hold will be placed on grade cards and transcripts until the book is returned or charges paid.
5. No eating or drinking in the library.
6. Reference books may be checked out overnight, weekly, or used exclusively in the library at the discretion of the librarian.
7. Students shall not check out books in their teacher's name unless the teacher gives written permission.
8. Any student using the library should work quietly.
9. A student may use the computers in the library with the permission of the librarian.

SCHOOL NURSE SERVICES

"And Jesus increased in wisdom and stature, and in favor with God and with people." (Luke 2:52, HCSV)

School Nurse services are provided to support both overall school population health and safety needs and individual student's acute illness and injury, developmental, and special health needs. The scope of services is guided by the Arkansas Departments of Health and Education, the Arkansas State Board of Nursing, and the National Association of School Nurses. **The school nurse does not make medical diagnoses.** Therefore, parents must seek medical advice from a licensed independent practitioner.

The School Nurse Office is located on the lower level of the Faith Hallway. Office hours are 8:00 - 3:30. When away from the office serving students, the elementary and secondary offices may page the nurse. At times, the staff nurse may have to be away from campus. If available, a substitute nurse will be assigned. If a substitute is not available, basic health needs and medications will be coordinated through the school offices. In case of emergencies, it is our goal to provide basic first responder care until community emergency medical personnel and/or parents assume responsibility.

Medical/Health Registration, Updates, and "Special Alerts"

Any special/diagnosed medical conditions must be documented in the student's official school health record at the time of application. Updates are required annually and a plan of action must be on file in the nurse's office. A "Special Alert List" will be provided to your student's dean, teacher, "special" teachers, and recess supervisors. If you would like your student's condition to be exempt from this limited use, you may request that the nurse keep the information confidential.

A. Acute Illness and Injury

Students who become injured or ill at school are assessed and treated in the context of the best interest of both health and academics. This may result in the recommendation that a student goes home or attempts to go back to class to see if symptoms improve. Reassessment is coordinated with the student and faculty.

B. Communicable Disease

The Arkansas School Health Services Manual provides guidelines for excluding students with known or suspected communicable disease from school. Student whose temperature is 100.0 degrees or over and/or experiences vomiting or diarrhea will be excluded from school. Students should be fever-free or without

vomiting for 24 hours before returning to school. Students requiring antibiotic therapy must follow the guidelines of their independent licensed physician.

Lice-When lice have been detected, students must go home for 24 hours. Parents must bring students by the nurse's office for a check **with the label of the shampoo used to treat the lice. If lice or nits are detected, the student may not go back to class until cleared by the nurse.**

C. Parent Notification of Health Room Visits not resulting in disposition to home

When pre-authorized, over-the-counter medication is dispensed, a note (or email) will be sent home for elementary students. Notifications are available for secondary students with parental request.

D. Medications

Medications, including antibiotics and most allergy and behavioral medications, should be given at home. In the rare instance when home administration is not possible, medication administration can be requested as follows:

The parent must provide an unexpired prescription in the original container with an original label that includes the student's name, provider's name, date, drug name and directions, along with a signed parental request. Forms are available in the school nurse office for this purpose.

Medications containing narcotics cannot be administered in the school setting.

E. Exemptions for Immunizations

Parents may request an annual exemption from state immunization requirements by contacting:

Director of Communicable Disease/Immunization Division
Arkansas Department of Health
4815 West Markham Street, Slot 48
Little Rock, AR 72205
Phone: 1-800-235-0002

The parent must notify the school nurse when an exemption request is in process and provide a copy of the approved exemption notification to the school nurse via the school office upon receipt. Please note that local health departments and private providers are not authorized to provide immunization exemptions.

F. Health Screenings

Students will receive health screenings as mandated by the Arkansas Departments of Health and Education. These include hearing, vision, height, weight, and scoliosis. If a student fails any screenings, a written referral to a licensed independent provider evaluation is provided. This referral must be completed and returned to the School Nurse for completion of mandatory state reports.

G. Immunizations

According to Arkansas state law, students must meet current immunization requirements. Immunizations must be on file in the nurse's office. The nurse will contact parents for updates. Updates must be completed in a timely manner.

TUITION

Shiloh Christian School

The Secondary School

Parent / Student Handbook 2015-2016

(Updated June 9, 2015)

Shiloh Christian School – Secondary Handbook

GENERAL INFORMATION

A . Directed Services

Shiloh Christian School provides a Directed Study Hall for all students who have documented ADD / ADHD, have been diagnosed with a mild learning disability, or are working significantly below grade level. Directed Study Hall instruction is offered in the areas of written expression, basic reading skills, reading comprehension, listening comprehension, math calculations, and math reasoning. Parent / teacher recommendation, current diagnostic evaluation, observation, and classroom work samples are used to determine a student's eligibility for special services. Enrollment is limited and involves a yearly fee.

B. LEAP (Lab for Excellence in Academics Program)

LEAP offers academic assistance to those students who qualify. In some cases, students are not performing at their potential due to a learning disability. These students may be candidates for the LEAP program. Shiloh offers various levels of support and creates plans designed around the needs of each individual student. Parent / teacher recommendation, current diagnostic evaluation, observation, and classroom work samples are used to determine a student's eligibility for this program. Enrollment is limited and involves a yearly fee.

C. Standardized Testing

Shiloh Christian School administers nationally normed standardized testing. Results of these tests are placed in the student's cumulative folder and are made available to parents or guardians.

D. Permanent Records

Student transcripts reflect only semester grades. The recorded percentage grade is explained below.

1. Grades are based on homework, tests, and projects as assigned and graded by the teacher within a semester.
2. Semester grades are cumulative with a final semester exam.
3. A student's grade point average is a computed total on coursework to date.
4. Academic probation and class rank are determined by the student's overall grade point average.
5. Athletic eligibility and honors are determined by the student's core grade point average.

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ATTENDANCE POLICY(cont.)

A note signed by a parent or legal guardian may be used to excuse an absence up to 5 times per semester. Parents are strongly discouraged from taking students out of school for any reason other than family emergencies. Normal and appropriate reasons for having an absence excused to make up work include:

- A. Medical or dental appointments
- B. Temporary illness
- C. Injury

Absences are discouraged for reasons such as:

- A. Vacations
- B. Shopping
- C. Outside events

Additional Absences

Additional absences that are not charged against the allowable number of absences are:

- A. Official School Business Activity: School-sponsored field trips, assemblies, contests, or any other school activity as determined by the school administration. Appropriate documentation is not required as the school administration has made the determination of an approved school activity.
- B. Medical appointments or hospitalization: Student absences due to the directive of the student's medical doctor or doctor/dental appointments. Doctor/dental appointments must indicate the day and time the student was seen in the doctor's office. Appropriate documentation from the doctor/dental office must be submitted within two days to the Attendance Office.
- C. Legal: Student absences due to court or legal appointments. Court/legal appointments must indicate the day and time the student was seen in court or at the attorney's office. Appropriate documentation from the court/legal office must be submitted within two days to the Attendance Office.
- D. Bereavement: Student absences due to the death of a relative or close friend. Appropriate documentation must be submitted within two days to the Attendance Office.
- E. College Visits: Student absences due to the visitation of an institution of higher learning where that student is considering future attendance. Appropriate Documentation from the institution visited must be submitted within two days to the Attendance Office. College visits must be approved in advance. Students are allowed a maximum of two days per semester for college visits. These opportunities begin the second semester of a student's sophomore year and include both semesters of the junior and senior year.
- F. To participate in the election poll workers program for high school students;

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Additional Attendance Guidelines

Students in the nurse's office or administration office waiting to be checked out by parent, will be considered absent from the class(es) not being attended.

LIBRARY POLICIES

- A. The library is open to students and teachers from 7:45 a.m. to 3:20 p.m. each school day. The library may be closed during a time designated for the librarian's lunch.
- B. No library materials may leave the library without being checked out by the librarian.
- C. Library books may be checked out for two weeks and may be renewed for one additional two-week period if there is not a waiting list for the book.
- D. Fines are charged for overdue books; students are responsible for the books they check out. Consequently, if a book is lost or damaged the student who checked it out must make restitution for the book. A hold will be placed on grade cards and transcripts until the book is returned or charges paid.
- E. Overdue notices will be issued monthly and given to Language Arts teachers to hand out to the students.
- F. Students visiting the library must have a library pass signed by a teacher with the time, date and purpose stated. A student must have a pass in order to leave the library.
- G. No eating or drinking is allowed in the library.
- H. Reference books may be checked out overnight, weekly, or used exclusively in the library at the discretion of the librarian.
- A. Current and back issues of periodicals (magazines) may not be checked out but can be read in the library. Copies may be made of articles, for the purpose of research, for \$.10 each.
- I. Students shall not check out books in their teacher's name unless the teacher gives written permission.
- J. The library is to be treated as a center for study and research. Any student using the library should work quietly.
- B. A student may use the computer in the library ONLY with the permission of the librarian.

SCHOOL HEALTH SERVICES

For comprehensive health services information see the Health Services Manual at www.shilohsaints.org.

Shiloh Christian School – Secondary Handbook

8. ACT Achievement Scholarship – awarded to the senior with the highest ACT composite score.

STUDENT SERVICES

A. College and Career Planning

A counselor is available for consultation with students and families as they make college and career decisions. Students may access resources, including registration packets for the Scholastic Aptitude Test (SAT) and American College Testing (ACT). Shiloh Christian is an official ACT testing center, allowing students access to college entrance exams in a familiar environment. Information is available from Christian and secular colleges and universities. An extensive scholarship file is maintained to provide financial aid information. A computerized college and scholarship search system is available to all students.

B. Confidentiality

Due to the student's right to privacy, confidentiality will be maintained with the student except in these extenuating circumstances: clear and present danger to self or others, known or suspected child abuse, or when required by court of law. The same standards of confidentiality will be observed with parents who consult with guidance staff. Students will be encouraged to include parents or other school staff in addressing counseling issues when appropriate and in the student's best interest. As the guidance staff works together to provide these counseling services to the students and parents, a free exchange of information may take place between the Shiloh Christian guidance counselor and appropriate parties when deemed necessary to provide services in the student's best interest. Information will only be released to outside persons or agencies with the permission of the parent or student of legal age.

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C. Make-up Work

When a student has an excused absence from school, he will be permitted the same number of class days to make up the work he missed. The burden of responsibility for make-up work rests on the student.

D. Make-Up Test Policy

The following guidelines will be used by all secondary faculty regarding the giving of and the make-up of exams.

1. Exams should be communicated on the course syllabus at the beginning of the semester. Any adjustments to the exam schedule should be communicated to students well in advance of the scheduled exam.
2. All students will take a scheduled exam on the day it is given. An absence in the class(es) prior to the exam will NOT exempt the student from the exam on the scheduled day the exam is given.
3. The only scenario where a student will not take an exam on the day it is scheduled is if the student is physically absent from class. In such a case, the student will be expected to take the exam the first day back in class during the class time.
4. Failure to abide by the above guidelines will result in a nonnegotiable "0" for the exam without the possibility of another makeup exam.

E. Schedule Changes

Schedule changes may be submitted during the first week of each semester. Changes may be granted upon parent and faculty approval.

DISCIPLINE POLICY

Attendance at Shiloh Christian School is a privilege. The school exists for the purpose of providing a complete and wholesome education with emphasis in moral and Christian training. Effective instruction in these areas requires good order and discipline, which may be described as the absence of distractions, friction, and disturbances which interfere with the effective functioning of the student, class, and school. Therefore, the following policy and procedures will be supported in order to maintain such discipline.

A. Policy

It is the policy of Shiloh Christian School that each student enrolled in the school has a basic right to the best education and training afforded by the school. However, when a student interferes in any way with a teacher's right to teach or a fellow student's right to learn, that student forfeits his/her basic educational right and will be subject to those penalties imposed by the Administration or School Board until being reinstated in good standing. The first line of discipline lies with the