



# Resurrection Lutheran School

*2021-2022  
Parent/Student  
Handbook*

**School Mascot:**



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## Youth Education Committee:

Mr. David Schupmann (Chairman)	630-417-9815	<a href="mailto:youth.edu@relcs.org">youth.edu@relcs.org</a>
Mr. Andrew Jaeger	630-291-6479	<a href="mailto:youth.edu.mem1@relcs.org">youth.edu.mem1@relcs.org</a>
Mr. Steve Straub (President/Treasurer)	312-222-2000	<a href="mailto:president@relcs.org">president@relcs.org</a>
Mrs. Suzanne Hogan (Administrator)	518-928-5028	<a href="mailto:principal@relcs.org">principal@relcs.org</a>
Rev. Philip Schupmann (Pastor)	630-859-3725	<a href="mailto:pastor@relcs.org">pastor@relcs.org</a>
Rev. Thomas Nicholson (Pastor)	608-617-7862	<a href="mailto:pastor.nicholson@relcs.org">pastor.nicholson@relcs.org</a>

## 2021-2022 Faculty

<b>Pastor:</b>	Rev. Philip Schupmann 1910 Richard St. Aurora, IL 60506	630-859-3725 (home) <a href="mailto:pastor@relcs.org">pastor@relcs.org</a>
<b>Pastor:</b>	Rev. Thomas Nicholson 1823 Oak St. Apt. 1113 North Aurora, IL 60542	331.684.8414 (cell) <a href="mailto:Pastor.nicholson@relcs.org">Pastor.nicholson@relcs.org</a>
<b>Administrator:</b>	Mrs. Suzanne Hogan 110 Boulder Dr. Gilberts, IL 60136	518.928.5028 (cell) <a href="mailto:principal@relcs.org">principal@relcs.org</a>
<b>Teachers:</b>	Mrs. Stephanie Smith (Preschool: 3-yr & 4-yr.) 1830 Broch Way Montgomery, IL 60538	262-623-8529 (cell) <a href="mailto:ssmith@relcs.org">ssmith@relcs.org</a>
	Mrs. Michelle Behrens (Kindergarten & Grade 1) 114 Concord Dr. S Oswego, IL 60543	815-575-1019 (cell) <a href="mailto:mbehrens@relcs.org">mbehrens@relcs.org</a>
	Miss Amy Latsch (Grades 2-3) 624 Red Tail Ct. Yorkville, IL 60560	630 738-0062 (cell) <a href="mailto:alatsch@relcs.org">alatsch@relcs.org</a>
	Mrs. Winter Fischer (Grades 4-5) 1101 Ritter St., Apt. 214 North Aurora, IL 60542	507-441-5555 (cell) <a href="mailto:wfischer@relcs.org">wfischer@relcs.org</a>
	Mr. Alex Smith (Grades 6-8) 1830 Broch Way Montgomery, IL 60538	614.545.8942 (cell) <a href="mailto:asmith@relcs.org">asmith@relcs.org</a>

## Support Staff:

Secretary:	Mrs. Joanne Algozine	630-907-1313	<a href="mailto:school.secretary@relcs.org">school.secretary@relcs.org</a>
Remedial Teacher:	Mrs. Gloria Polfer		
Substitute Teacher:	Mrs. Suzanne Hogan		
Before and After School Care:	Mrs. Kim Olsen		

# Resurrection Lutheran School

## Wisconsin Evangelical Lutheran Synod

### Mission Statement of RLS

The mission of Resurrection Evangelical Lutheran School is to assist parents of our congregation and community with the Bible-based Christian training of their children for life and eternity, while providing academic excellence in the light of God's Word.



### Vision and Goal of RLS

With the Lord's help, Resurrection Lutheran School exists to send each child into life fully equipped spiritually, intellectually, socially, emotionally, and physically to serve the Triune God.

*Like a drop of water rippling out in concentric circles, the child, with the Lord's help, is prepared to be a "Christ Light" in the lives of family, church family, community, and the world.*

### Objectives of RLS

#### Spiritually-

- Through the use of the Word, RLS and its teachers will teach students to know Jesus as their Savior who redeemed them from sin, death, and the power of the devil.
- Provide a Christian atmosphere where RLS students may grow in grace and build a relationship with their Lord through the study of God's Word.
- Encourage the students to pray.
- Encourage the students to demonstrate God's love through everyday living.
- Know Law and Gospel and teach the students how to apply it in everyday life.
- Encourage the students to use their God-given gifts to His glory and to the best of their abilities.

#### Intellectually-

- Instruct the students in all the appropriate branches of learning.
- Encourage the students to use their God-given talents to the Lord's glory and to the best of their ability.
- Provide learning experiences that will help the students meet and deal with the challenges and opportunities of life.
- Develop the students' knowledge that is consistent with God's Word making every thought obedient to the Word.

#### Socially-

- Teach respect for each other, for those in authority, and for the student's and other people's property.
- Teach responsible Christian citizenship for our country.
- Teach and encourage good manners.
- Teach respect for all people as well as those who may have abilities different than ours.

**Emotionally-**

- Help the students in understanding their feelings that control thought and action and how to deal with them as a Christian.
- Guide the students in their personal feelings of pride, shame, joy, sadness, anger, happiness, and others.

**Physically-**

- Teach the children that their body is a gift of God and the temple of the Holy Spirit.
- Encourage good health habits and healthy living.
- Provide opportunities that promote physical well-being.

## **Part 1: Philosophy of Christian Education**

### **What We Believe About the Triune Nature of God**

There is only one true God (John 17:3) who has revealed himself in the Bible as the Triune God, one God in three equal persons. God the Father is our Creator and Preserver, the one who has created all things and who richly and daily provides for all our wants and needs. Jesus Christ, God's only son was sent into the world to deliver all people from sin and its consequences. He defeated the devil by his perfect sinless life and by his innocent suffering and death, and finally by his physical resurrection from the dead. The Holy Spirit inspired men to write God's Word, and overcomes in us, our natural resistance to God and all things holy. He offers to all people the forgiveness that Jesus earned. The Holy Spirit creates faith in our hearts, which holds on to the wonderful promises of God. The Holy Spirit keeps our faith alive through the means of Grace, the word and sacraments of baptism and communion.

### **What We Believe About Our Relationship to God**

Humans are by nature sinful and corrupt from birth until death, and, as such, are enemies of God, unable to do anything good in God's sight. We cannot earn, buy, or bargain for our salvation. We are saved entirely by a gift of God's Grace. When sinners recognize their lost condition and the richness of God's grace, they are moved to serve, thank, and obey God and to love and respect other people around them.

### **What We Believe About Christian Education**

The primary responsibility for sharing the saving truths of the Bible lies with parents. "Train up a child in the way he should go and when he is old he will not depart from it." Proverbs 22:6. "Fathers do not exasperate your children, but bring them up in the fear of the Lord." Ephesians 6:4. The Church shares in this responsibility. Jesus told his disciples to go and make more disciples. This is done, Jesus said, by "baptizing, and by teaching them to obey everything" he has commanded, Matthew 28:20. Jesus said to his disciple Peter, "Feed My Lambs. Feed my sheep." John 21:15-17

Everything necessary for our salvation is revealed to us in the Bible. From scripture, then, we learn what is truly knowledge, namely the fear of the Lord. We learn about the creation of the heavens and the earth and all things, including the so-called laws of nature. We understand that God is the author of all history (It truly is His Story) and that Jesus Christ is the central figure of all history. We recognize God as a God of order. We learn also how we may, as redeemed children of God, serve him in love. The Ten Commandments serve as a mirror to show our sins against a holy God. They serve as a curb or boundary to prevent the coarse outbreak of sin, and they serve as a guide for Christian living. The commandments can be summed up with

the words, Love the Lord your God with all your heart, and with all your strength, and with all your mind, and Love your neighbor as yourself.

Therefore our primary goal as a Christian school is to share the knowledge of Jesus Christ as the savior of the world, so that students can live their lives to serve Him. But we teach all other subjects in light of what God's word teaches, so that students can use their gifts and abilities to their fullest and to the glory of God.

The Mission of Resurrection Lutheran School is to offer a quality Christ-centered education that will assist parents in guiding their children to know Jesus as their savior, grow in their faith, serve their Lord, and share him with others.

Resurrection Lutheran School serves the parents of Resurrection Lutheran Church who are eager to follow the command of Jesus, who said "Let the little children come to me." Matthew 19:14. We also realize that our Lord desires us to make disciples of all nations. Therefore we are committed to reach out with the Gospel of Christ to others in the community who are not members of our church or of another Christian Church. As time and resources permit, Resurrection will make Christian education available to members of other Christian churches who do not have access to a Christian School or who wish to enroll their children.



*Jesus said, "Let the little children come to me and do not hinder them, for the kingdom of God belongs to such as these."*

*Matthew 19:14*



## **Part 2: Enrollment Policies**

### **Non-Discrimination Policy**

The intent of Resurrection Lutheran School is to preach the gospel to all nations, thus we do not discriminate on the basis of sex, race, color, or national and ethnic origin in the administration of our educational policies, admissions policies, athletic and other school administered programs.

### **Early Childhood**

Resurrection offers a 3 year old and 4 year old early childhood program for children who are 3 years old by September 1<sup>st</sup>. The first option is a morning session offered Monday through Friday from 8:15-12:00. The second option is an all-day program that runs from 8:15-3:15. The parents/guardians can choose any combination of days they would like. **Children must be fully potty-trained prior to enrolling.**

### **Kindergarten**

According to state guidelines children entering Kindergarten at Resurrection should be 5 years old on or before September 1<sup>st</sup>. Parents considering entering their five-year-old child into Kindergarten should make an appointment with the principal and teacher to discuss the available options. Please call the school office at 630-907-1313 to schedule an appointment.

### **Grades 1-8 (Transfer Students)**

Transfer students are expected to have met requirements at their previous school. Prior to enrollment parents should sign a request for records transfer. The principal may request academic, social, and behavioral information from previous school. All financial obligations to prior schools should also be met. Transfer students should be up-to-date with physicals and immunizations. A physical exam, dental exam, and/or vision and hearing screenings may be required.

### **Non-member parents**

Parents (children in Kindergarten or above) who are not members of Resurrection Lutheran Church are strongly encouraged to attend our Bible Information Classes (BIC) given by the pastors of Resurrection. This class covers the basic doctrines that we hold to be true, and will inform you, the parents, of what is taught at Resurrection. We pray that through these classes the Holy Spirit would move you to worship faithfully with your children at home, Resurrection, or another Christian Church. The pastor will contact you after school registration.

### **Tuition Payments/Tuition Credits**

Service, book, and registration fees are non-refundable. If a family decides to transfer their student from Resurrection Lutheran School any time after the month of December, the entire tuition will still be due. However, if a family decides to transfer their child from Resurrection any time before December only half of the tuition will be due. Resurrection will not refund any tuition payments to families.

### **Health Requirements**

**Physical examinations** as prescribed by the Illinois Department of Public Health are required of all pupils any time within one year prior to their entrance into Preschool, upon entrance into Kindergarten, upon entrance into the sixth grade, and upon entrance into any grade if the pupil has not been previously examined as prescribed.

Immunizations and booster immunizations against preventable diseases are also required of all children prior to or upon entering Preschool, Kindergarten and sixth grade, and prior to or upon entering any grade if the child has not been previously enrolled in a school in Illinois.

The Illinois Department of Public Health requires the following school immunizations: measles, mumps, varicella, polio, DTP/DTaP/or Td diphtheria, tetanus, pertussis, Hepatitis B, Rubella, Pneumococcal Conjugate, & Lead Test.

**Dental examinations** as prescribed by the Illinois Department of Health requires children in Kindergarten and grades 2 and 6 to have an oral health examination. Examinations must be performed by a licensed dentist, and he/she shall sign the proof of school dental examination form. Each child is required to present proof of examination by a dentist prior to May 15 of the school year.

**Vision examinations** as prescribed by the Illinois Department of Health requires children entering Kindergarten to have a vision examination performed prior to October 15 of the school year.

**Eyes 2 Ears Vision and Hearing provides vision and hearing screenings at our building.** These screenings are done in the fall. The cost is included in tuition. The hearing-screening test is required for students in PK, K, and 1<sup>st</sup> through 3<sup>rd</sup>. The vision-screening test will be required for students in PK, K (unless the eye exam is on file or a schedule time is set for their vision examination), 2<sup>nd</sup>, and 8<sup>th</sup>, unless an eye examination was done within the last year. Both vision and hearing tests will be required for all new students and students referred by teachers.

Forms for these examinations are located in the school office.

### ***Our Expectations of Parents***

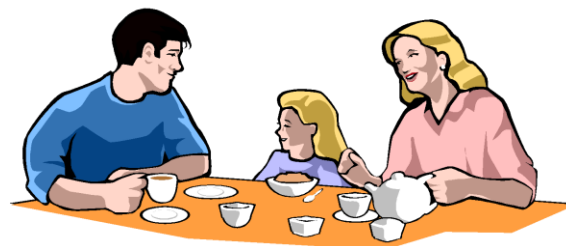
God has given children to parents, and it is their God-given responsibility to bring them up in the fear and instruction of the Lord. Resurrection Lutheran Church and School exists to assist in the Christian training of your children. Therefore we anticipate that as Christian parents you will:

- Talk about Jesus and the forgiveness of sins that he freely offers
- Pray together as a family and as individuals
- Read the Bible together or have family devotions
- Attend Church and Sunday school as a family
- Model obedience to God's Ten Commandments
- Support and encourage the faculty and staff
- Support the mission of the church and school

In addition, we anticipate that parents will conscientiously:

- Establish consistent Christian discipline
- Provide nutritious breakfasts and lunches
- Make sure that children get enough sleep and are clothed properly

- Bring children to school on time
- Help students to establish good study and work habits
- Pay tuition and fees in a timely manner
- Volunteer



## **Part 3: Policies and Procedures**

### ***Administration***

Resurrection Evangelical Lutheran Church subsidizes costs and provides facilities for the operation of Resurrection Lutheran School through its Youth Education Committee. The congregation calls our teachers and approves all major changes in the school. The Youth Education Committee (YEC) serves the church and the parents of students enrolled in the school, by representing the school, faculty and parents before the Church Council and voters and by bringing recommendations to the church budget. The YEC is responsible for setting tuition and book fees. The YEC determines school policy and long-range spiritual and performance goals for the school. The Bible is the supreme authority and guide on all spiritual and worldly matters. Members of the YEC always welcome comments, questions or suggestions to improve the school and its programs. When necessary, the YEC will act as a mediator in a dispute. Concerns or suggestions should be directed first to the teacher involved, then to the principal/administrator, and finally to a member of the Youth Education Committee. YEC Meetings are held monthly.

### ***School Hours***

The school day begins promptly at 8:15 a.m. and ends at 3:15 p.m. School doors open at 7:00 a.m. Children should arrive between 7:50 and 8:10 and be picked up by 3:30 p.m. Students arriving after 8:15 a.m. are considered tardy. The school doors will be locked each day from 8:15 a.m. to 3:15 p.m.

### ***Before School Drop-off***

Parents/Guardians should use the west entrance to enter the parking lot and use the east entrance to exit the parking lot. Please refrain from parking in the first four spaces in the front row near the building so students can see and be seen by cars that are entering and leaving. Please see the diagram as a reference on page 24.

When students arrive, parents are asked to please indicate whether their child will be picked up at 3:15 p.m. or stay in After School Care that day. This will allow for a smooth transition come dismissal time.

Teachers and staff will be in the hallway to help with the transition of students. Once students enter the building, coats and backpacks should be placed on their hooks. Before students take any supplies out of their backpacks, students should wash their hands for 20 seconds in their classroom.

The main school doors will be used for both entering and exiting. However, (from the outside), the door on the right will be the entrance door and the door on the left will be the exit door. Before exiting the building, all students need to use hand sanitizer located in the exit area.

### ***After School Pick-up***

Please refrain from parking in the first four spaces in the front row near the building so children can see and be seen by cars that are entering and leaving. Teachers will reference the list recorded in the morning of the students who are being picked up at 3:15 p.m. and the students staying in After School Care.

School doors will remain locked from the outside until 3:15pm. Parents may pick their child(ren) up in their classroom(s) at that time. **We ask that all individuals (age 16+) who are unvaccinated to please wear a face mask before entering the school building. Please utilize hand sanitizer.**

Students going to After School Care should change into gym shoes and remain in their classroom until they are dismissed by their teacher. Once the 3:15 p.m. dismissal students exit the building, the After School Care students will be dismissed.

### ***Before and After School Care***

Before and After School Care is offered to all families in the school. Parents/Guardians have two payment options to select when determining to amount of use in these programs.

- The first option is \$5 per hour per child.
- The second option is \$650 for the entire family. This option is split into two installments:
  - August (\$325) and January (\$325)

Before School Care hours are from 7:00 a.m.-7:50 a.m. After School Care hours are from 3:30 p.m. -5:30 p.m.

- **Late Fees:** RELCS will be implementing a late fee policy for After School Care. Any family with a child remaining in After School Care **past 5:30p.m.** will incur a late fee. The late fee structure is as follows:
  - **One** 15-minute grace time will be given to a family **once per month.**
  - In order to receive the grace period, the parent in charge of picking up the child **must call Mrs. Olsen no later than 5:15 p.m.**
  - A late fee of **\$1 per minute per child** for each family will incur **after 5:30 p.m.**
  - Misuse of the After School Care program could lead to removal of your child/children from the program.

### ***School Closings***

During the winter, the principal/administrator will monitor the weather conditions. If snow or ice would make travel hazardous, the principal/administrator will make a decision to cancel school for the day. A decision on whether or not to have school will be made by 5:00 a.m. The principal/administrator will inform families by e-mail and you will receive a text via Remind.

The information can also be found on [www.emergencyclosings.com](http://www.emergencyclosings.com) and our school Facebook page.

Please remember that we do not follow any particular district when we are considering closing school. We will look at the surrounding areas and make a decision that is best for all of our families.

### ***Chapel Services***

Chapel devotions for the whole school are held on Wednesdays at 8:15 a.m. and last until 8:45 a.m. The pastor, male teachers, and other area Wisconsin Evangelical Lutheran Synod (WELS) pastors lead the chapel devotions. Each year we choose a mission to support with our chapel offerings. **Parents and friends of the school are invited to attend.**

### ***Parent-Teacher Consultations***

In the first quarter parent teacher consultation time periods will be arranged. This will provide each teacher an opportunity to keep parents informed of their student's progress. The same kind of consultation can be arranged at the end of the second and third quarters if either parents or teachers like. Parents should feel free to set up a consultation with teachers as needed. After school is a good time to approach teachers with a question or concern. **Parents may also call teachers at home up until 8:00 pm.**

### ***School Calendar***

A calendar for the school year can be found on the school website at [relcs.org](http://relcs.org). Please refer to this calendar with any questions about dates including: holiday breaks, school events, and athletic events. Along with the calendar, you will receive a school directory that provides details about school events and volunteer opportunities.

### ***Newsletters***

Our newsletter, “**RELCS Panthers Periodical**,” is published every Monday. You will receive our newsletter via email. Please inform us if you would like a paper copy. The newsletter will inform parents of any changes to the calendar and more up-to-date information about upcoming events, and occasionally Student Spotlights. If you have articles or announcements to add to the newsletter, please submit them to the secretary one week in advance. **It is important that the newsletter is read each week as it contains information relevant to the daily and weekly happenings at school.**

### ***Fire/Tornado/ and Intruder Drills***

Each year, our school is required by the State of Illinois to host a variety of drills. Our school will conduct a **fire drill** three times during the school year. A **tornado drill** will be held in April during Tornado Awareness Month. Our school is equipped with a weather radio that gives a signal for severe weather watches and warnings as well as tornado information. Finally, we will hold an **intruder drill** with an Aurora Police Officer during the fall.

### ***Playground and Recess***

All children are expected to go outside for recess, unless the temperature or wind-chill is at 0° or below. Please see to it that your child is properly dressed for the weather. This includes boots, hats, scarves, snow pants, and mittens/gloves in the winter. **We strongly recommend sending your student(s) with an extra pair of mittens/gloves.** When the students enjoy the snow outside, their gloves/mittens can become very wet during morning recess and unable to be worn (comfortably) during second recess. Please contact the teacher or send a note to excuse a child from going outdoors during recess.

### ***Textbooks***

Students are responsible for proper care and treatment of textbooks. Replacement costs will be charged for lost or damaged materials. After the first week of school, all 2<sup>nd</sup>-8<sup>th</sup> grade textbooks should have book covers on them at all times. Book covers can be made from paper bags or stretchy material. Please no adhesive book covers.

### ***Absences and Excuses***

Faithfulness and diligence in all matters are marks of the Christian. For that reason, and in compliance with state law, pupil attendance is expected to be prompt and regular.

1. **Absences:** Please call by 8:15 a.m. or send a note with a sibling. You may receive a phone call from the secretary if we have not heard from you by 10:00 a.m. to make sure the child is not missing. We need a written or verbal excuse from the parents.
2. **Tardiness:** Tardiness will be marked after 8:15 a.m. A phone call is appreciated when a student will be late. Please send an excuse if your child is tardy. If a child is tardy on a regular basis, parents will be contacted and a meeting will be scheduled with the principal. Repeated truancy or absences (**30 days during the year**) will result in a suspension.
3. **Homework:** If your child is absent, teachers will send homework home with a sibling, or the parents should make arrangements to pick up the homework. Assignments will be ready by the end of the day.

4. **Doctor or Dentist appointments:** Parents are urged to make appointments during non-school hours or days.
5. **Family Vacations:** We strongly encourage parents not to plan such trips during the school term. We realize that work schedules do not always allow this. While these vacations may be educational, it is difficult for the child to make up the assignments properly. **No homework will be given to a student prior to their vacation.** All homework will be completed when the student returns to school.
6. **Gym classes or recess:** Written excuses are required when you wish for your child to be kept from participating in gym classes or recess.

### ***Medications and Illness***

Whenever possible, please make arrangements for medications to be taken during non-school hours. All medication taken during the school day must be administered by a parent or self-administered. Please inform your child's teacher if the child is taking medication, even cough drops. A medical release form is required in order for your child to take medication at school. Please see the school office for this form.

**If your child wakes up with a fever, vomiting, or diarrhea, you should keep your child at home.** Students should not return to school until the 72 hour guideline has passed for any of the above symptoms. If other symptoms would prevent your child from learning, consider keeping him or her home. If your child becomes sick during the day and needs to go home, we will notify you or your emergency contact. **Please refer to the health and safety plan for further information.**

### ***Church and Sunday School Attendance***

Our school does not replace Sunday worship or Sunday School. Use every opportunity to feed your child's soul. Church services are held at 8:00 a.m. and 10:30 a.m. with Sunday School and Bible class between services at 9:15 a.m. A singing schedule has been published that outlines the group of children that will sing for Sunday worship services. Please note the date and the time on the calendar. We strongly encourage all of our students to sing with their class. On the Sundays when children sing, they should meet in the designated classroom 20 minutes before the start of the service to warm-up.

### ***Toys/Cell Phones***

Unless requested by a teacher, or for show and tell, toys should not be brought from home for recess. iPads, iPods, cell phones, and other electronics should be kept in backpacks unless permission is granted by a teacher to use. **If these items are brought to school, the student is responsible for them and not the school.** Students who need to use the telephone, may ask a teacher for permission to use the school phone. Toys and electronics that are out will be confiscated by teachers and returned to parents. Softball and baseball gloves are permitted for use at recess; however, other balls and outdoor equipment should not be brought to school.

### ***Discipline/Suspension***

***Matthew 5:16 "Let your light shine before men, that they may see your good deeds and praise your Father in heaven."***

A Lutheran Elementary School has a decided advantage over other schools in matters pertaining to discipline, for we are in all things guided by God's Word. Our aim is to make the willingness to act in a Christ-like manner flow from a heart that loves their Savior. Pupils are expected to place themselves under this guide, as are the parents and teachers. Teachers are to be obeyed and respected as representatives of God as outlined in the Fourth Commandment. Upon enrolling in our school, a parent submits his authority to the teacher in



matters of corrective discipline while the child is at school. We ask that the parents support the teachers as they carry out their task of guiding and correcting students in the light of God's Word.

Students are expected to:

1. Respect God's Word.
2. Respect teachers and those in authority over them.
3. Respect classmates.
4. Respect property.
5. Respect their studies.

A student's repeated refusal to maintain proper Christian behavior in keeping with the philosophy and purpose of our school will result in suspension from school and may ultimately lead to expulsion. (Ex. – use of tobacco or drugs, cursing or use of foul language, a rebellious spirit, advocating anti-biblical belief, willful destruction of property, possession of dangerous weapons, etc.)

The principal has the right to suspend a student from school for a period of time not to exceed three consecutive school days and allow the student to return to school only after a consultation with the student's parents. The pastor, faculty, and Youth Education Committee will be informed of the action taken.

After the second suspension, the student, parents, principal, teacher, pastor, and the Youth Education Committee will meet to discuss the student's continued education at Resurrection.

*Expulsion may be carried out even with no previous suspensions in extreme cases.*

### ***School Work homework/Late or Incomplete Work***

Teachers give homework in order to reinforce a lesson or practice a skill. Sometimes homework is meant to extend the lesson. Homework should match the ability of the student, and should not take away from important family time. Children need time to play, to read, and to spend time as a family. Therefore homework should not consume a child's entire evening. If a child is spending large amounts of time on homework, contact your child's teacher. Use the following as a guideline for homework. Grades 2-3, 30 minutes per night; Grades 4-5, 45-60 minutes; Grades 6-8, 60-90 minutes. This includes the time spent on memory work. Parents should check that students are keeping up with writing their assignments in their assignment notebook. Written assignments should include a student's name, the date, the subject, and page numbers at the top

To encourage faithfulness to work, students with unfinished assignments may be kept in for recess or after school to complete the work. Parents will be notified in advance so that ride arrangements may be made. The child's teacher should explain their homework policy at the beginning of the year. Children who are absent will have one day for every day absent to make up work.

### ***Appearance and Dress Code***

Christian love and respect should be reflected in all that we say and do. As such, RECLS faculty, staff, and students are expected to dress in a God-pleasing manner. We recall St. Paul's words: "Your body is a temple of the Holy Spirit...therefore, honor God with your body" (1 Cor. 6). As such, RELCS students are expected to reflect a clean, neat, and modest appearance. Our appearance should also give a clear witness to our faith and reflect our love for God. This dress code is to be embraced and supported by all Christian partners in order to maintain a Christian school culture.

The dress code is to be followed for any and all school related activities that are held during normal school hours. We also expect the dress code to be used as a guideline during school-related activities. This would include, but is not limited to, sports events on or off the school premises, when students are participating in worship services, field trips, etc.

Parents, before your child leaves for school, please pay careful attention to the type and condition of your child's clothing. If a child comes to school in a manner which violates the dress code, a faculty or staff member will give a student a warning for a first offense, with the expectation that the student will immediately make a change to follow the dress code. This may involve being given "cover up clothing," calling home for a change of clothing, etc. Parents will be notified. A detention may be given upon subsequent infractions, and the student will be required to make a change to follow the dress code. The YEC has placed its confidence in the principal/administration and faculty to make the final decision on acceptable clothing choices.

### **General Guidelines**

1. Clothing should be clean.
2. Sloppy, holey, ripped, torn, or frayed clothing is not permitted.
3. Clothing that displays any type of logo or slogan that endorses or represents attitudes or actions that violates the school's Christian principles are not acceptable. These include (but are not limited to) logos/slogans referencing alcohol, drugs, bars, tobacco, double meanings, innuendos, gangs, vulgar language, non-Christian symbolism, or music (individuals, groups, concerts, album covers, etc. except those associated with RELCS or WELS).
4. Extremes (too tight, too low-hanging, too baggy, too low-cut, etc.) are to be avoided.

### **Shirts & Tops**

1. All outer shirts must have sleeves of two inches past the shoulder seam, and the shoulder must be covered.
2. Shirts revealing bare midriffs, exposed undergarments, or shirts which plunge too low below the neckline are not permitted.
3. Hoods are not to be worn inside.

### **Pants & Shorts**

1. Shorts may be worn April 1 - October 31.
2. Shorts should be no shorter than mid-thigh.
3. Biking shorts or other spandex-like undergarments are not to be worn as outer garments.
4. Tear-away pants are not allowed for grades 5-8.
5. Jeans or other pants that have holes or frayed materials (whether pre-designed or through wear and tear) are not permitted. Cut-off shorts are not permitted.
6. Tight fitting leggings, spandex, tights, yoga pants, jeggings, or other similar types of clothing cannot be worn as separates without a skirt, dress, or a top that covers the student to mid-thigh. (See also Dresses and Skirts, #2). Preschool through Grade 2 are exempt from this rule.

### **Dresses and Skirts**

1. Skirts or dresses should be no shorter than one closed hand's width from the top of the kneecap.
2. Dresses or skirts (or tops when worn with leggings) should be of a material and fit so they remain at dress code length at all times during the course of normal movement.



### **Jewelry and Make-up**

1. Girls may have only their ears pierced. Boys are not to have piercings.
2. Make-up is not permitted in kindergarten through 6th grade. 7th-8th grade girls should be moderate in their use of make-up.

### **Footgear**

1. Students must wear footgear; bare feet are not allowed.
2. Snow boots are expected to be worn outside in the winter months.
3. Clean athletic shoes must be worn for physical education.
4. Students are not to wear backless shoes.
5. Any footgear with wheels is not permitted.

### **Hair**

1. Hair should be kept neat, clean, and tidy. A child's hair is not to cover their eyes.
2. Extremes in hair styles are not permitted. Boys are not to wear ponytails.
3. Hair color must remain within the spectrum of natural hair color.
4. Headgear is not permitted indoors. (hats, baseball caps, hoods, bandanas, hair nets, etc.)

The school reserves the right to deem what is considered to be inappropriate attire in addition to what is noted above. This will be done in keeping with the philosophy and purpose of our school. Additions to the dress code policy may be made during the year as warranted. The school office will contact the parents in case of inappropriate clothing. If a child continues to violate the dress code, parents will be called to bring a change of clothes. After three violations, the student will be sent home for the day.

### ***Emergency Contact***

All families are required to provide the school with the name and number of an individual that could be called when a parent cannot be reached in the event of an emergency. This individual should be available to pick up your child if he or she needs to leave school because of injury or illness. Please inform the school of any telephone number changes.

### ***Computer, iPads, & Internet***

School computers and iPads are for student use during school hours. Students wishing to use computers or iPads before or after school hours should get permission from a teacher. Teachers will determine where students may save documents they are working on.

Parents with children in Grades K-8 are required to sign our internet and computer policy form. This form allows your child to use the computers, internet, and iPads during the school hours. Your child will not be allowed to use these items until the form has been signed and returned to the school office.

### ***Physical Education***

Children must wear appropriate clothing, socks, and gym shoes for participation in physical education. See your child's schedule for physical education days. Shoes that are worn outside during the day may not be worn inside the gymnasium. Students should have separate shoes for inside the gymnasium. Shoes for physical education are **MANDATORY** for grades Preschool-8.

### ***Student Evaluation, Grading, Report Cards***

Quarters and report card dates are listed on the school calendar. One week is granted after the report period ends for the teacher to make out the cards of his/her pupils. Please sign and return the report card envelope. **Fourth Quarter Report cards will be held if tuition is not current or for late book fees, missing books or equipment.**

The following system of marking with percent is used for grades 1-8:

97 to 100	A
94 to 96	A-
91 to 93	B+
88 to 90	B
85 to 87	B-
81 to 84	C+
78 to 80	C
74 to 77	C-
71 to 73	D+
68 to 70	D
65 to 67	D-
0 to 64	F

At the present time we give “E”, “S”, “N”, and “U” for the following subjects: Memory Work, handwriting, typing, art, music, and physical education. (The use of letter grades in these areas is open to the discretion of the teacher). Students who perform exemplary will be given an “E”, students who perform satisfactorily will be given an “S”, those who Need Improvement will be given an “N”, and those who are performing unsatisfactorily will be given a “U”.

At the end of the year the copies of student report cards are filed in the principal’s office in each student’s permanent record.

### ***Promotion and Retention***

Promotions to the following grade are made on the basis of the completion of the year’s work and the readiness for the following grade. Retentions are made after consultation between the parent and teacher and principal.

### ***Testing***

Students in grades 4-8 take achievement tests in the spring. We are planning to use MAP Testing beginning in the 2021-2022 school year. This is the WELS chosen testing program. The tests are used to check student progress from year to year. We will send a copy of the results to you at home. Parents wishing to meet with the teacher or principal to discuss results are able to do so.

### ***Activities***

Resurrection offers activities for students outside of the classroom. These include soccer, forensics, basketball, class field trips, various student fairs, math and spelling competitions, and track. Most of these activities are scheduled so that the whole family can attend and enjoy them.

On occasion, a student may not be eligible for an activity if the parent or teacher feels the student shouldn’t have the added demands of participation. Eligibility may also be revoked for a time by the principal for behavior problems. Please reference the Athletic Handbook for more information.

### ***Library***

Students in K-8 will have the opportunity to visit the RLS library every week with their class, as the school calendar allows. Students in grades 1-8 will be permitted to check out two books, kindergarten students may check out one book. These books will normally be due in 13 days from the checkout date unless

adjusted for a holiday or other school calendar event. Books should be returned to the “Library Book Returns” bin, located in the hallway outside of the school secretary’s door.

The student checking out the book will be responsible for the proper care and return of the book. If a book is late, a reminder will be sent via email to the student’s parent/guardian (please make sure we have an up to date address. If you’d rather be contacted in another manner, please notify us with your preference.) After 4 weeks from the original check out date, the late book will be declared “lost.” The cost to replace the exact book and binding will be assessed as a fine against the student who checked it out. This fee will also be assessed in the event of a book that has been damaged. The parents/guardians will be notified of the fee by the librarians. Should a student have a lost or damaged fine outstanding, they will be limited to one book allowed at checkout. Should they have two outstanding fines; NO books will be allowed to be checked out until all fines are resolved. At the end of the year, any unreturned books or unpaid fines will result in the student’s report card being held.

### ***Volunteers***

The school depends on volunteers to provide refreshments for activity nights, to help with activities during and after school, and to provide transportation to events and field trips. The school requires each family to participate in helping with one volunteer opportunity throughout the course of the school year. A list of the events and the assigned families to help with each event will be handed out on Orientation Night.

### ***Lunches***

Pack a well-balanced lunch, that doesn’t require refrigeration, for your child. Try to use reusable containers to cut down on waste. A microwave is available for use by students if food is sent microwave ready, and can be prepared within two minutes.

Hot lunch takes place on Fridays. All students have an opportunity to order a meal from an area restaurant. All meals include a main dish, and some include a vegetable or fruit and dessert. A meal calendar for the year will be handed out at the beginning of the first and second semester. The cost is around \$5 per meal and can be ordered online under the K-8 resource tab. Orders will need to be placed by the first Monday of each month. Payments will need to be received by the first Friday of each month. Families can pay by one of the following options: cash, check, Chase Quick Pay or Zelle. If you any questions, please talk to Mrs. Algozine.

### ***Fundraisers***

There will be many opportunities for families to support the school through fundraisers throughout the year. Please remember that participating in fundraisers is on a volunteer basis and that a family should not feel obligated to participate in any event.

### ***Field Trips***

Throughout the school year various classes and groups will leave the premises for field trips. Usually there is a cost involved. Children need not be excluded if parents cannot afford the trip. See the principal if assistance is needed. Most field trips involve parents as drivers and chaperones. Occasionally we will take a school bus for a trip.

If the field trip necessitates leaving the property, a separate permission slip is made available in advance for the signature of the parent/guardian. Please note: No child will be allowed to participate in a field trip without a signed permission form.

When private cars are used for transportation the drivers must be over the age of 21, hold a valid State of Illinois driver's license, hold liability insurance, and carry only those children for whom the vehicle has seat belts. A copy of the driver's license and insurance should be on file in the school office before he/she is able to drive for a field trip.

**Also note that the parent or legal guardian of a child under the age of 8 must provide an appropriate child restraint system (car seats, booster seats) to any person who transports his or her child. Please note: No child will be allowed to participate in a field trip without providing the proper restraint system for the child.**

## Part 4: Curriculum

The curriculum of Resurrection Lutheran School is aimed at providing a Christ-centered education for each child. It is the objective of the school that the child should be educated spiritually and academically. Not only is the child trained for a future here on earth, but our school's greatest concern is for the spiritual growth of each child to prepare him/her for heaven.

The curriculum of RLS consists of the sum total of all experiences which come to the child through the school. As we are to make every thought obedient to the Word of God, all academic subjects normally taught in the public school are taught at RLS in light of God's Word.



**RELIGION:** The Word of God is taught to bring the student into a closer relationship with the Savior. It provides the means whereby the child is assured of their eternal salvation and motivates the child to live a Christian life while here on earth.

In the daily Word of God classes, classroom devotions, Catechism lessons, hymnology classes, or memory work, Law and Gospel based on God's Word will be presented. The Law shows us our sinful nature while the Gospel shows us our loving Savior and the work HE has done for us.



**LANGUAGE ARTS:** Reading is the ability to understand and interpret the written word. At RLS reading is taught as a method of communication. In our spiritual life God communicates to us through His Word to reveal to us His will in our everyday life. In addition to reading God's Word, we also read to expand our knowledge, for entertainment and enjoyment, and to succeed in the many tasks that require the ability to read and understand what was read.

The ability to read includes the ability to read critically. When confronted with any type of written material our students need to apply the truths of God's Word. As our students read, we want them to evaluate and analyze what they have read and "take captive every thought and make it obedient to Christ."

The ability to read also includes a developing appreciation for quality literature. RLS students will be exposed to a variety of literatures in reading short stories, poems, dramas, expository and narrative writing. Our students will be led to appreciate a variety of forms and genre of quality literature.

The ability to read is supported by a language arts program (English and spelling). Here the tools are obtained that are needed to follow the Lord's command to teach all nations. This can be done through writing and speaking.

As we receive the Word, we are to listen to that Word. Our response is then one of worship and praise. Our lives should be like that of the early apostles who could not help but speak of what they had seen and heard.

Our ability to read, write, speak, and listen - in both our temporal and spiritual lives - rests on our ability to correctly use the proper and standard methods of spelling, grammar, and usage. These methods enable us to express ourselves in a multi-media society, to help us appreciate the work of those who have gone before us, and to prepare us as we enrich succeeding generations with our writing and speaking.



**MATHEMATICS:** In order to take every thought captive to the Word of Christ, mathematics at Resurrection Lutheran School is taught in the light of God's Word. Due to the ever-increasing scientific and technological developments of our age, it is necessary that our students be well-grounded in basic mathematics skills.

As the child grows and matures, the level of skills that will be mastered will increase in both complexity and quantity. An end result of the skill development and mastery will be the ability to participate and survive in the workforce as they enter the world.

Training in mathematics also has end results in mental development: the ability to reason, the concepts of order and exactness, objectivity, correctness, honesty, and self-discipline. These abilities will direct the believer as the student goes through life in this world and assist the believer in using abilities that show the fruits of life in Christ Jesus.

Finally, the ability to work with mathematics assists in Christian stewardship as each believer realizes their role as steward of what the Lord has given them. Our use and care of the Lord's possessions demands wise and prudent use of these gifts so they may be used to His glory and to the very best of our abilities.



**SCIENCE:** The Lord reveals himself in nature and works through his creation; we teach science so our students gain an understanding of the world God created. God's creation has been affected by sin; frustration, death, and decay are the result. God's Word teaches us to be stewards of the world the Lord has given us and to appreciate his creation. Therefore, through science we learn how we can improve our management of God's creation as well as marvel at God's design.

We believe there is a base of science fundamentals and principles that our students need to learn. All areas of learning in the many science fields reveal the all-powerful hand of a loving God. The Bible is not our science textbook, but at Resurrection Lutheran School all science content is presented in light of God's Word. Although the world may promote its philosophies - such as humanism and evolution - as the truth, God's Word is truth and reveals the knowledge of wonders of God's creation.



**SOCIAL STUDIES:** Social studies is taught at RLS with emphasis in the following traditional areas that make up the social studies curriculum:

History is really the telling of His story: learning how our heavenly Father created the world and all in it, how He sustains the world and has preserved it to the present day. In a study of world and American history we learn how we as God's children fit into the world and the opportunities that exist in spreading the story of God's love to all people.

Geography shows the wide variety of climates, land forms, and peoples the Lord has created. Here we learn of the factors that affect history and shape the world in which we live. Geography helps us understand our place in the vast number of different cultures that exist and reminds us of our calling to preach the Gospel to all nations.

Civics is taught to prepare our children for their future role as Christian leaders in the world. As Christians we understand the gift of government that the Lord has established through the Fourth Commandment. Our children need to be trained as responsible citizens who can take active leadership and participator roles, and in doing so serve their Lord and their country.

Current Events leads us to a better understanding of the world and its events as they take place around us. Not only do we need to know how these events will affect us now and in the future, but how the events came about and the relationship of these events to the factors of history, geography, and civics.

It is our goal at RLS to teach social studies in light of God's Word with the glory not going to man, but rather to the Triune God who has been from the beginning, is now, and ever shall be.



**FINE ARTS:** Fine Arts are the subjects of music and art. Music helps the child develop an understanding and appreciation of secular and religious songs. The child learns to use his/her God-given talents to praise and thank God for the many gifts he has received.

Our art curriculum focuses on each child to express his/her creativity through a variety of media and through the study of different artists. The child will develop an appreciation of God's beautiful creation.



**PHYSICAL EDUCATION, SPORTS ACTIVITIES, and HEALTH:** These are the tools by which RLS seeks to teach the child the usefulness of a healthy and skilled body. Through physical education a sound, alert and trained mind will result. Our school aims to provide practice in Christian life and conduct through these activities.



**MUSIC:** Music and the ability to produce music are precious gifts of God. Music fundamentals provide students with the experiences and the training necessary for enjoying and responding to the Gospel in formal and personal worship. As the child learns and understands music they develop performance skills and grow in their knowledge of how music is produced and also grow in appreciation for music. Lutheran music education provides for these skills.



