



**Evangel Christian School
Parent/Student Handbook
School Year 2023 - 2024**

Evangel Christian School
3728 Taylorsville Road
Louisville, KY 40220
502-968-7744

www.evangelchristianschool.com



**3728 TAYLORSVILLE ROAD
LOUISVILLE, KY 40220**

Dear Evangel School Parents;

We are delighted you have chosen to enroll your child at ECS. We believe the educational and spiritual benefits received from a Christ-centered environment are the most valuable resource in today's society. Always remember you are vital to the success of our program, and we always appreciate your support and input in our school. During the year, both administrators and teachers will be available to communicate with you concerning school-related needs.

Proverbs 22:6 states: "Train up a child in the way he should go, and when he is old, he will not depart from it." Training the youth of today, with the continued pressures from peers as well as other negative pressures from the world, is an extreme challenge. This is where Christian schools can succeed when other educational institutions fail. We can provide a superior academic program as well as spiritual instruction and character building through the Divine guidance of the Holy Scriptures. With these instructional objectives and with the use of well-qualified teachers, students are certain to have a successful educational experience.

Each student has been given access to the Parent/Student Handbook, which outlines Evangel's program, rules, and regulations. The handbook is also available in pdf format on the Evangel School website. We ask that you review this handbook with your child to ensure that all regulations are understood. Should you have any questions, please do not hesitate to ask. We appreciate your cooperation and pray the Lord's richest blessings on your family this year.

Dr. Youlanda C. Washington

PRINCIPAL

Pastor Joe J. Washington, Jr.

DEAN OF STUDENTS

HISTORY

Evangel Christian School was founded in 1970 by Pastor and Mrs. W.L. Rodgers. The school was first located on Fern Valley Road and then on Minor's Lane. ECS moved to its present location at 3728 Taylorsville Road in July of 2020. Evangel offers students a Christian setting with dedicated and concerned teachers and administrators.

Since the first graduating class in 1974, Evangel has graduated hundreds of young men and women who have chosen many fields. The fields include, but are not limited to medicine, law, business, military, pastoral, and missionary. Evangel is proud of the men and women who are the alumni and have become over the years a respected part of the educational community of Louisville, Kentucky.

PHILOSOPHY OF EDUCATION

Evangel Christian School educates students based on a Christian World View. The Bible, God's inspired, holy and inerrant Word is the foundation of all instruction. God is the Creator of all things. By Him and for Him were all things created and without Him nothing would have been created. Our measure of knowledge is the result of our ability to see, measure, study, and formulate rules to explain all that God has created. God is sovereign, omniscient, omnipresent, and omnipotent, controls all things through the power of His Word. In light of these presuppositions Evangel Christian School will teach the following truth at all levels in all programs.

1. We believe that the Bible is the only inspired, inerrant Word of God.
2. We believe there is only one God, eternally existent in three persons: Father, Son, and Holy Spirit.
3. We believe that Jesus Christ was God incarnate, born of a virgin and lived a sinless life. He did a substitutionary and atoning death on the cross. He arose bodily from the grave and ascended into heaven where He sits at the right hand of God.
4. We believe man was created in the image of God. Being descended from Adam inherited a sinful nature and is totally unable to save himself from the consequences of sin.
5. We believe in redemption from sin through faith, believing in the shed blood of Jesus Christ and by accepting Him as Lord and Savior. This born again experience is necessary to receive eternal life and the promise of an eternal home in Heaven. There is a spiritual unity of all believers in our Lord Jesus Christ.
6. We believe that through the power of God's Word and the Holy Spirit it is possible to live a sanctified and righteous life before God and the world.

Evangel School Vision and Mission Statements

EVANGEL SCHOOL VISION

To empower students to become creative, responsible, and independent thinkers equipped with solid Christian principles and values in order to exhibit and utilize 21st century skills as they become global learners and leaders in a technological society.

EVANGEL SCHOOL MISSION

Evangel Christian School is committed to empowering, encouraging, and equipping ALL students to be Christ-like, compassionate, self-motivated lifelong learners.

EVANGEL SCHOOL GENERAL INFORMATION

OFFICE HOURS	M-F	7:30 AM - 3:30 PM
ELEMENTARY HOURS (K-5)	M-F	8:20 AM - 3:00 PM
MIDDLE/HIGH SCHOOL HOURS (6-12)	M-F	8:00 AM - 2:30 PM

Arrival before 7:30 is only set for tutorial classes. Should it become necessary to drop your child off before 8:00 AM, please let the front office know either by email to mandy.bell@ewpc.us, written note, or text to 270-723-1021.

VISITORS

For the safety and security of the students and in accordance with school district policy and state law, all visitors must sign in at the front office and receive a "Visitor's Pass." Students may not bring friends or relatives to visit their class for the day, unless approved by the principal.

EMAIL

Should parents have questions and would like to email the Superintendent/Principal, Dean of Students, Admin. Assistant/Registrar/FACTS Coordinator the email addresses are:

SUPERINTENDENT/PRINCIPAL	youlanda.washington@ewpc.us
DEAN of STUDENTS	joe.washington@ewpc.us
ADMIN. ASSISTANT/REGISTAR/FACTS COORDINATOR	mandy.bell@ewpc.us

EVANGEL CHRISTIAN SCHOOL ATTENDANCE POLICY

Daily Attendance: Students are expected to attend school regularly. In the event it is necessary for your child to miss school, please call the school at 502-968-7744 between 7:30 AM and 9:00 AM. You may also leave a message. If a child is absent, and we have not received a call, the office will call, text, or send you an email. This contact is made for the safety and security of the children. Absences are considered excused in the case of illness of or medical appointment for the student, and serious illness or death of a family member. In the event of a medical or dental appointment, written documentation of the appointment must be provided. Absences for other reasons must have the prior approval of the principal and are made on an individual basis. When a student has accumulated ten absences, each succeeding absence will be classified as unexcused unless a doctor's statement is presented to the principal upon the student's return to school.

EVANGEL CHRISTIAN HIGH SCHOOL ATTENDANCE POLICY

Regular and punctual attendance is expected for all Evangel students. After each absence, a written excuse must be submitted to the office from the parent/guardian indicating the nature of the absence. Personal illness, death in the family, injury, and unavoidable circumstances (as determined by the principal) constitute excused absences. **Note:** Unexcused absences may impact grades.

Ten missed classes (excused or unexcused) may require the completion of additional assignments in order to receive credit for the class. Fifteen or more absences (excused and/or unexcused) may result in the loss of academic credit for the class and jeopardize promotion.

If a student's absence is excused, on a test day, the student must make up that test on the day of their return. The length of time for make up work is one day plus the number of days the student was absent.

Seniors are required to maintain five classes to graduate. Seniors are allowed to participate in an approved School to Work program through UPS (United Parcel Service) or to participate in an approved college class at an approved college or university.

TARDINESS

Middle/High students are required to report to their 1st period class no later than 7:45 AM or they are considered tardy. Persistent tardiness will be evaluated by the principal to determine consequences. Unexcused tardiness may impact academic grade for class work missed. In order for a tardy to be excused, the student must bring in a signed note from the parents or guardians giving an unavoidable problem resulting in the tardiness. The principal will evaluate the notes to determine excused or unexcused reasons for both the parent notes and student driver notes.

Elementary students report to their cafeteria next to the 2/3 & 4/5 classrooms upon arrival. They will be released at 8:00 AM to their classrooms.

Tardiness to class causes a disruption and a loss of instructional time. A student must bring an excused note from the teacher or staff member stating the reason for the student's tardiness or obtain an unexcused tardy slip from the office. Persistent tardiness to use the restroom or the phone is unacceptable. Unexcused tardiness will affect the student's academic performance.

DISMISSAL INFORMATION

All arriving cars to pick up middle or high school students are to form a single line and pull to the front of the building. All arriving cars to pick up elementary students will line up in the rear of the building under the covered area. (Families with children in elementary, middle & high school, will receive your children in the elementary pick up area.) Your child will be escorted towards your car and you will be motioned to leave then it is safe to pull away from the building. Please do not pull around the other cars for the safety of our children. Children will not be allowed to load a car away from the loading zone due to staff requirement to provide a safe area for our students. If a parent/guardian is late, (after 3:20) you may pick up your child in the lobby. Any student who remains beyond 3:20 PM will incur a \$20.00 late pick up fee. The fee will be paid to the staff member who remains with any child.

PROHIBITED ITEMS

We do not allow students to bring to school or school sponsored activities any of the following: collectable cards, role play game cards, use of I pads or Surface Pro, electronic gameplayers, laser pointers, or any printed material that promotes vulgarity, violence or hatred. Our experience is they are a distraction from the academic program. If any of these items are brought to school, they will be confiscated and stored in the office. These items will be released only to parents.

NEWSLETTER

Evangel School's Newsletter is sent home as needed via e-mail and through Jupiter. Should your e-mail address change, please notify the office.

PARENT-TEACHER CONFERENCES

The more communication between parents and school, the better the school experience will be for the child. Therefore, parents are encouraged to initiate conferences with their child's teachers. When calling the school inform Ms. Mandy, you wish to make an appointment, and she will forward your message to the teacher.

PARENT INVOLVEMENT

When parents enroll their children, we ask them to commit to some level of participation. Parents are encouraged to drop in and offer to help at any time.

ACADEMIC INTEGRITY POLICY

The purpose of an Academic Integrity policy at Evangel Christian School is to reinforce the principles and values ideal to our faith based culture that seeks to hold staff, students and the academic community to a high level of excellence and responsibility. We expect our academic community to be honest, trustworthy, fair, respectful and transparent in the building and share new ideas, knowledge and work. We expect all members of the community to acknowledge the work of others through the appropriate form of citation. We expect all members of the academic community to avoid breaching our academic integrity policy which will be viewed as misconduct or dishonesty.

Our staff is required to teach ethics and honesty and model those two characteristics at all times.

We expect our staff to trust our students and teach them to avoid plagiarism, unauthorized collaborating, cheating and/or dishonesty in all matters of academic genre. In the event our students fail to display academic integrity, the follow will occur:

1st Offense: Notification made to parents. A conference is to be held.

2nd Offense: Failing Grade on the assignment, research, test, etc. will be given.

3rd Offense: Dismissed from the course/class and the student will receive a failing grade for the 9 weeks or semester.

4th Offense: Dismissed from Evangel Christian School for failure to follow the Code of Conduct for the school.

The same standard of excellence expected from our students is the same standard of excellence expected of our teaching staff/academic community. The penalty for a staff member violating our academic integrity policy is automatic dismissal.

EVANGEL'S POLICY ON REPEATED COURSES

Evangel Christian School establishes the policy that students can repeat a course via any delivery method when it is in line with the academic course of study for the school. A qualified teacher can teach the repeated course.

In order to repeat a course for credit, a student must understand that the previously failed course must align with graduation requirements in order to replace the previous course. A course can be repeated once unless an exception has been granted. When a course is repeated, the grade and credit from the repeated course is the official grade and credit, and will count toward the grade point average calculation.

Students are not eligible to retake a course for which they previously received a B+ or better. Students may not transfer credit from another school to replace an unsuccessful prior attempt to repeat a course. The only process a student can use to deviate from this policy is to contact the administrator and school board.

STUDENT LEADERSHIP TEAM DEVELOPED CELL PHONE POLICY

Cell phones are not to be used during school except when:

1. A teacher explicitly says it is acceptable to use a phone in class for research purposes.

2. A teacher gives explicit permission to the student to use headphones to listen to appropriate music. (music or videos should not be able to be heard by the teacher)
3. Cell phones may be used during a students' lunch period
4. If a student is not feeling well, they should come to the front office to call home.
5. May use at pickup from school at the end of the day.
6. No Tik Tok videos or pictures of other students. Do NOT violate others rights.

Consequences for not following this policy are as follows:

1st Offense: Phone will be taken from the student and returned to them at the end of the day.

2nd Offense: Phone will be taken from the student on the day of the offense. Their parent will verify address student to include leaving the phone in the school office. The phone will then not be allowed on school grounds for three days.

3rd Offense: Phone will be taken from student, and a parent will then need to come pick up the phone and a parent conference will be set up.

4th Offense: Phone will be taken from the student. A parent will have to come and collect the cell phone and the phone will not be allowed on school grounds for the rest of the quarter.

If the student has had a phone taken, there are two work cell phones the student can use during the school day for emergencies only.

EVANGEL SCHOOL DRESS CODE

- Uniforms can be purchased anywhere.
- Polo Shirts – Shirts must be solid in any color
- Pants - Navy, Black or Khaki standard school uniform pants or cargo pants. (LEGGINGS, PAJAMA PANTS, YOGA PANTS, or WORKOUT PANTS ARE NOT PERMITTED)
- Shorts - Regular uniform or cargo shorts no shorter than 2 in. above the knee. Basketball/Athletic shorts can be worn for PE only and brought in separately.
- Skirts - Navy, Khaki, or Black uniform skirts-no shorter than 2 in. above the knee.
- Jumpers - Navy or Khaki standard uniform jumpers.
- Shoes - Shoes can be any color. No open toes or heels are allowed in school. Slides may be worn with socks, Crocs may be worn, but must have the strap up around the heel.
- Jackets, sweaters, and sweatshirts must be a solid color or authorized Evangel Spirit Wear. Only plain hoodies are allowed. No logos or words unless it is Evangel Spirit Wear.
- Students will be in uniform on field trips unless told otherwise.
- **Friday Dress UP/Spirit Wear** - Certain Fridays during the school year will be Dress up/Spirit Wear Days. **There will be no dress up/spirit wear days in August.** (Please see the dates below for Friday Dress Up/Spirit Wear days.) Jeans can be worn. Jeans must follow these guidelines: No holes above the knee, rips or overly tight fitting jeans is permitted **(LEGGINGS, PAJAMA PANTS, YOGA PANTS, or WORKOUT PANTS TO INCLUDE ATHLETIC SHORTS, ARE NOT PERMITTED)**

Friday Dress Up/Spirit Wear Dates for the 2023/2024 School Year

SEPTEMBER 1	DECEMBER 1	FEBRUARY 23
SEPTEMBER 22	DECEMBER 15	MARCH 8
OCTOBER 13	JANUARY 12	MARCH 22
OCTOBER 27	JANUARY 26	APRIL 12
NOVEMBER 3	FEBRUARY 9	APRIL 26
		MAY 3

- Belts - Belts should be worn with any pants that have belt loops.
- No hats or headgear including hoods on shirts or jackets are to be worn inside the building. If you are wearing a hoodie, the hood is not allowed to be on your head at any time while in the building.
- Tight fitting clothing will not be allowed. No bare shoulders, midriffs, cleavage, or skirts/dresses with slits above the knee are allowed.
- No chains from the belt are allowed. No gang representations will be allowed.
- Nose piercings must be one stud. Modest earrings are acceptable.
- Hair styles - Young men's hair cannot be to the shoulders. No longer than chin length is preferred. All students' hair must be of a natural color. No purple, green, neon yellow, pink, or any distracting colors are permitted.

All dress code issues are handled by the Principal of Dean of Students

EVANGEL ILLNESS POLICY

The Evangel School Illness Policy States: In an effort to prevent the out-break or spread of viruses and other illness in the school, we ask for your full cooperation.

The policy is as follows:

- A. Any child showing signs of illness will be removed from the class and a parent will be called to pick up their child immediately. A child sent home must remain at home for at **least 24 hours** and be free from symptoms without the aid of medicine, ie. Tylenol or ibuprofen given for a temperature, for the **full 24 hours**. Please do not return your child to school before this time is completed.
- B. In the case a child is believed to be ill, one or more of the following symptoms has occurred:
 1. Fever of 100 degrees or above
 2. Diarrhea
 3. Vomiting
 4. Severe Coughing
 5. Conjunctivitis (pink eye)
 6. Rapid or difficultly breathing
 7. Unusual spots or rashes or untreated infected skin patches
 8. Sore throat
 9. Stiff neck
 10. Cold symptoms accompanied by thick mucous
 11. Head Lice

Even with the downturn of cases of Covid-19, parents are asked to check their students for symptoms if their child is not feeling well before sending them to school. Students are not to be sent to school if they are exhibiting any of the following symptoms:

- A temperature greater than 100.4
- New cough
- Chills
- Shortness of breath or difficultly breathing
- New loss of taste or smell
- Vomiting /diarrhea
- New rash or
- Exposure to Covid-19

DISCIPLINE AND STUDENT BEHAVIOR

Student Rights and Responsibilities: Students have the right to expect an educational environment in which they may safely achieve their intellectual potential. As such, all students are expected to comply with school rules and regulations, and to conduct themselves in a manner that respects the rights of others. Students share the responsibility with administrators, teachers and support personnel to create an environment that is conducive to learning, and to notify school staff of any behavior that may endanger the safety or welfare of themselves or others. Students who are accused of a violation of school rules will always be provided due process.

Consequences of Conduct Violation and Penalties: Student discipline should be administered progressively, with less severe punishment for the first infraction and increasing in severity with each subsequent infraction. The Principal and Dean of Students have the authority to take more serious administrative action if such action is warranted by the nature of the misconduct.

Discipline for Minor or First Offenses: A student may be disciplined for relatively minor offenses or first offenses not presenting danger to self or others, through the use of written or oral reprimands or notice to parents, times out, teacher/student/parent conferences, suspension of school or extracurricular privileges, and by any other teacher intervention deemed by the teacher, Dean of Students, or school administrator to be appropriate. Minor offenses include any conduct that is not conducive to the good order and discipline of the school. Examples of conduct for which minor discipline may be appropriate include, but are not limited to: tardiness, running or horseplay in the halls or classrooms, use of offensive language and disrupting the class by talking, laughing, or wandering about when the teacher determines that such conduct is inappropriate to the classroom activity. More serious disciplinary actions may be imposed when a student engages in repeated or multiple acts of misconduct and the teacher or principal determined that the nature of the offense, in the context of all circumstances, warrants a more severe consequence. While grading school work performance or non performance is appropriate, grade (score) reduction as a disciplinary action is not an appropriate means of discipline.

Grounds for Removal: The principal or Dean of Students may remove a student from school for up to 10 school days, or recommend the long-term removal of a student (i.e. suspension in excess of 10 days or expulsion). Disciplinary actions involving a removal from the school for more than 10 days require an opportunity for a hearing before a school disciplinary committee and a decision on the proposed disciplinary action by the School Administrative Team. Specific grounds for short or long-term removal include:

- Cause, threaten or attempt to cause physical injury to another person.
- Possess, sell or otherwise furnish any firearm, knife, explosive, incendiary device or other dangerous weapon. (1 year expulsion required for firearm)
- Possess, use or distribute, or attempt such, of any alcoholic beverages.
- Possess or use tobacco or tobacco products. This includes vapes of any kind.
- Possess, use or distribute any illegal/controlled substance, or attempt such offenses.
- Unlawfully possess, offer, arrange, hold or negotiate to sell any drug or paraphernalia.
- Robbery or extortion, or attempt such an offense.
- Damage or vandalism to school.
- Steal, wrongfully appropriate (or attempting such offenses), or knowingly receiving stolen property of the school or private individual.
- Commit any lewd, indecent or obscene act, or engage in profanity or vulgarity

- Disrupted school activities or otherwise defy the valid authority of school personnel engaged in the performance of their duties (includes disorderly conduct, lying, school honor code violations, making false statements, etc.)
- Failure to leave the school or school grounds when directed by school official.
- Forgery, cheating or plagiarism.
- Possession or use of fireworks or other explosive devices.
- Repeated or flagrant violation of attendance regulations or policies (i.e., truancy).
- Violate any law, rule, regulation, or policy of school.
- Fail to report or otherwise be complicit in the above described acts.

STUDENT CONDUCT

Students shall conduct themselves in a responsible manner and show mutual respect and consideration for others and their property. The Principal recognizes the best discipline to be self-discipline. Parents and students will be made aware of the general rules and regulations governing student conduct.

TEACHER & ADMINISTRATOR RESPONSIBILITY FOR STUDENT CONDUCT

Each teacher, principal, and administrator in Evangel Christian School holds students strictly accountable for their conduct on school premises and on school-sponsored trips and activities. The principal may use educational assistants in supervisory capacities, such as supervision on the playground, in the hallway, cafeteria, and other like duties including, but not limited to, recreational activities and athletic events relating to the supervision and control of student conduct. In this capacity, such educational assistants shall have the same authority and responsibility as is granted to and imposed by law upon teachers in the performance of the same or similar duties.

EVANGEL CHRISTIAN SCHOOL'S BULLYING POLICY

Bullying is simply not an option at Evangel Christian School. The act of bullying is **NEVER** tolerated and serious consequences are imposed on those individuals who choose to bully others. Students have the right to be safe and feel safe at Evangel School. Students also have this same right at home, out in the neighborhood or anywhere else they may be. Bullies perfect their harmful skills on others because the bullies believe they are weak. Bullies use different forms to pick on other classmates. Some forms are vandalism, exclusion, teasing, name calling, manipulation, harassment, intimidation, gossip, extortion, cyber-bullying, or physical force. Whether alone or in a group, the behavior is completely inappropriate and destructive. It is a student's right to never tolerate this behavior.

RESTORATIVE JUSTICE

GALATIANS 6:1 says, "Brothers and sisters, if a person is caught doing something wrong, you who are spiritual should restore someone like this with a spirit of gentleness."

Restorative justice **empowers students to resolve conflicts on their own and in small groups**, and is practiced at Evangel Christian School. Restorative justice is a theory of justice that focuses on mediation and agreement rather than punishment. Offenders must accept responsibility for harm and make restitution with victims. Indigenous people like the Māori have used this system successfully in their communities for generations. Essentially, the idea is to bring students together in peer-mediated small groups to talk, ask questions, and air their grievances. The students strive to resolve the conflict

through restorative justice practices. Mrs. Peggy Fink is the Restorative Justice Facilitator at Evangel School.

STATEMENT OF CIVIL RIGHTS

Evangel Christian School does not permit discrimination because of race, color, sex, age, handicap, or national origin (pursuant to Title VI of the Civil Rights Act of 1964).