

## FAITH Academics Co-op Policies

### A. ENROLLMENT

1. Enrollment is restricted to FAITH membership only.
2. Younger siblings or friends may NOT attend classes with students.
3. All students who are children of instructors, co-instructors, and/or program coordinators will be admitted to FAITH Academics classes.
4. Students whose parents are not actively involved in the co-op will be admitted based on Academics Committee evaluations. Some factors that will be considered will include past enrollment, past academic performance, past behavior, parental involvement, etc.
5. Parents who register their children in the FAITH Academics co-op agree to work a minimum of 40 hours in an Academics Committee approved position (which averages less than an hour and a half per week). Parents whose children are enrolled in more than one class should expect to work more hours.
6. Any student who has previously failed a class offered by FAITH Enrichment or FAITH Academics must have approval by the FAITH Academics Committee and the instructor before being allowed admittance into another class.
7. Students may enroll in classes after the official start date with permission of the instructor(s).
8. Fees are non-refundable. Any overages will be used for FAITH or Academics related activities or supplies.
9. Instructors will establish class caps for their own classes.

### B. BEHAVIORIAL EXPECTATIONS

1. Instructors will enforce their personal policies on homework, classwork, and behavior issues. Individual class discipline rests with the volunteer instructor of that class. Class conflicts should be resolved by Biblical principles as outlined in Matthew 18:15-17 and 1 Corinthians 6:1-8 ***“If your brother or sister sins, go and point out their fault, just between the two of you. If they listen to you, you have won them over. <sup>16</sup> But if they will not listen, take one or two others along, so that ‘every matter may be established by the testimony of two or three witnesses.’ <sup>17</sup> If they still refuse to listen, tell it to the church; and if they refuse to listen even to the church, treat them as you would a pagan or a tax collector.***  
MATTHEW 18:15-17

***If any of you has a dispute with another, do you dare to take it before the ungodly for judgment instead of before the Lord’s people? <sup>2</sup> Or do you not know that the Lord’s people will judge the world? And if you are to judge the world, are you not competent to judge trivial cases? <sup>3</sup> Do you not know that we will judge angels? How much more the things of this life! <sup>4</sup> Therefore, if you have disputes about such matters, do you ask for a ruling from those whose way of life is scorned in the church? <sup>5</sup> I say this to shame you. Is it possible that there is nobody among you wise enough to judge a dispute between believers? <sup>6</sup> But instead, one brother takes another to court—and this in front of unbelievers! <sup>7</sup> The very fact that you have lawsuits among you means you have been completely defeated already. Why not rather be wronged? Why not rather be cheated? <sup>8</sup> Instead, you yourselves cheat and do wrong, and you do this to your brothers and sisters***  
1 CORINTHIANS 6:1-8

In the event an equitable solution cannot be reached by the parties involved, the Academics Committee may mediate.

2. Students are expected to have respectful attitudes towards teachers and other students. NO FOUL LANGUAGE WILL BE TOLERATED.

3. Students will remain in the designated areas open to FAITH unless accompanied by an adult. No wandering on the premises will be permitted.
4. Texting is not allowed during class time. Instructors have the right to confiscate cell phones during class time if students violate this policy. Computers and other devices brought from home are for schoolwork only. iPods and other personal listening devices may be used in Study Hall ONLY; the volume must be turned down so as not to be disruptive to the other students.
5. No note-passing will be allowed in classes or study halls.
6. Each student will remain in class/study during the timeslot he/she is enrolled in a class. No student will be allowed to leave a class or study hall early without written prior approval from a parent given to the instructor.
7. Students who are not enrolled in a class or study hall will not be allowed to remain on the premises or in the parking lot.
8. Students in study halls will be expected to bring work from home to complete or they may be assigned work by the study hall monitor.
9. Bullying in any form will not be tolerated and can lead to immediate dismissal from the FAITH Academics Co-op.

“Harassment, intimidation or bullying” means any intentional written, verbal, or physical act, when the intentional written, verbal, or physical act:

- Physically harms a student or damages the student’s property; or
- Is severe, persistent, or so pervasive that it creates an intimidating or threatening educational environment; or
- Has the effect of substantially disrupting the orderly operation of the Academics program.

Harassment, intimidation or bullying can take many forms including slurs, rumors, jokes, innuendos, demeaning comments, drawings, pranks, gestures, physical attacks, threats, or other written, oral or physical actions. “Intentional acts” refers to the individual’s choice to engage in the act rather than the ultimate impact of the action(s).

10. Students are expected to adhere to the FAITH Academics dress code.

**FAITH Academics Dress Code**

- Students may not wear shorts or skirts shorter than 3 inches above the knee.
- No spaghetti straps are to be worn. No slit-sided (cut-out) shirts.
- No midriffs, cleavage, or buttocks should be showing.
- Students should not wear clothing displaying inappropriate or offensive content.
- Modest apparel is required at all times. Inappropriately dressed students will be asked to change or cover up their clothing.

**C. DISCIPLINARY PROCEDURES**

1. Academic Probation: All instructors have the authority to place students on Academic Probation for the following reasons:
  - In one 8-week period, a student fails to turn in all of their homework 3 times or more, OR
  - In one 8-week period, a student falls below a 70% average.

This probationary period means that the student MUST:

- Turn in ALL homework assignments in the following 8-week period, AND
- Show improvement in the following 8-week period.

Failure to meet these requirements will mean the student will be asked to complete the class at

home and will be asked not to enroll in Academics for a period of one school year.

Academics probation will be lifted after an 8-week period of adherence to the requirements. However, a student can be placed back on probation if he/she once again fails to turn in homework or lets his/her grades drop significantly.

\*Parents may be notified when their student fails to complete work via an "Infraction Slip". Parents are asked to sign the slip and return it with their child to the instructor the following week. Parents will also be notified via email (whenever possible) that their child has received a notice.

2. Disciplinary Action: All instructors and adult workers have the discretion to issue an Infraction Slip for rebellious, disrespectful, or disruptive behavior. Parents will be notified of these behaviors and will be expected to follow up with their student immediately. If a student receives three Infraction Slips, a parent meeting will be required in order to consider the next step to be taken. This meeting will involve the parents, instructor(s) issuing the warning, and a mediator from the Academics Board. If the behavioral problems persist after this meeting, the student will be dismissed from the Academics program for the remainder of that Academics school year. Re-enrollment in Academics in later years will require the approval of the Academics Committee.

\*Parents will be notified each time their student is issued an Infraction Slip. The parent is asked to sign the slip and return the slip personally to the instructor the following week. Parents will also be notified via email (whenever possible) that their child has received a notice.

Please note: An egregious threat or act against another would likely constitute an immediate dismissal without the two warnings. Instructors also retain the right to remove a disruptive student from the class at any time.

#### D. ACADEMICS COMMITTEE

The FAITH Academics committee is comprised of up to fourteen members. Members of the FAITH Academics Committee must have a history of active involvement with the Academics program, or must be the spouse of an actively involved member of the Academics program. Active involvement can mean any of the following:

- Previous service as an instructor.
- Previous service as a classroom assistant.
- Previous, consistent involvement with the program, serving with siblings or the lunch program.
- Previous service as the Academics treasurer, chairperson, or co-chairperson.

If there is debate about the qualifications of a new Academics Committee member, the previous year's Academics Committee will approve or disapprove the membership.