

# GRACE LUTHERAN SCHOOL



**Family Handbook 2023-2024**

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## About Grace Lutheran School

### Faith Statement

*“All Scripture is given by inspiration of God, and is profitable for doctrine, for reproof, for correction, for instruction in righteousness, that the man of God may be complete, thoroughly equipped for every good work.”*  
2 Timothy 3:16-17

We believe all of Holy Scripture to be the ultimate source of absolute truth, inspired by the Spirit of God and wholly without error.

As a school affiliated with the Church of the Lutheran Confession (CLC), we believe our faith is fully explained in the Book of Concord, which includes Luther’s Small Catechism. For purposes of Grace Lutheran School’s faith, doctrine, practice, policy, and discipline, the Book of Concord is the final interpretive authority on the Bible’s meaning and application. Our statement of faith is the Apostles’ Creed, which is the oldest and most broadly accepted summary of Christianity’s essential beliefs.

### Mission Statement

*“The fear of the Lord is the beginning of wisdom,  
And the knowledge of the Holy One is understanding.”*  
Proverbs 9:10

Children need to be trained in the way they should go, namely, in the LORD’s way. Therefore, children need the correction, guidance, security and comfort which only God’s Word can give. The purpose of Grace Lutheran School is to assist parents in providing this Christian education to their children.

God placed human beings within families for very good reasons. A family is the biggest influence on each child’s chances for a happy life (both now and in eternity), and therefore it is part of Grace Lutheran School’s mission to strengthen and encourage families with the guidance God gives in His Word.

We are here to help families raise their children. Our small allows us to do this differently than conventional schools can. We start each day with an all-school devotion service; share recess and lunch times across all grades; studying some subjects across grades simultaneously, yet with age-appropriate work (the same science and history focuses, for example, with easier work for younger children and harder for older). Our doors are always open if parents wish to volunteer for school activities.

Classical Lutheran education focuses on infusing God’s Word into every subject. We will teach a serious, rich, and historic theology of God and His Church on earth as found in Holy Scripture

and detailed in the Book of Concord. God's Word and Christian theology guide our studies, causing us to seek not the wisdom of the flesh, but the wisdom of God.

Through careful attention to our students' spiritual, mental, and physical habits, Grace Lutheran School will partner with parents and the church in teaching students to imitate Christ and lead them to grow in wisdom, knowledge, and the fear of the LORD.

## **Practical Information**

### **Admission Preferences**

Grace Lutheran School uses several criteria to determine whether to accept a child's application for our school. Since class sizes are limited, we give additional weight to applications with these characteristics, and in this order:

1. Siblings of students who are already enrolled
2. Applicants whose families are members in good standing of Grace Lutheran Church
3. Applicants whose families are members in good standing of sister congregations in the Church of the Lutheran Confession
4. Any families who are interested in providing their children with a Christian education

Grace Lutheran School never discriminates against any applicant based on race or national origin. We welcome students of all races and ethnicities as equally created in God's image and loved by Him.

### **Annual Calendar**

Grace Lutheran School begins August 21, 2023, and ends May 16, 2024. We suspend classes for one week each fall so teachers may attend the CLC Teachers' Conference, Thanksgiving and the Friday after it, 10-14 days over Christmas and New Years, a three day spring break in March, and Good Friday with Easter Monday. If there are too many weather cancellations, we may extend the school year by one week into the summer.

#### *2023-2024 School Calendar*

August 10: School Orientation, 6:30 pm (attendance mandatory)  
August 21: First Day of School, Opening Service  
October 16-20: Fall Break/CLC Teacher's Conference  
October 26-27: Parent/Teacher Conferences  
November 23-24: Thanksgiving Break  
December 7: Fall Recitation Day, 6:30 pm  
December 23- January 7: Christmas Break  
February 19: President's Day, No School  
March 7-11: Spring Break/CLC Grade School Basketball Tournament

March 21-22: Parent/Teacher Conferences  
March 29- April 1: Easter Break  
April 26: ILHS Visitor's Day  
May 16: Last Day of School; Entertainment Night, 6:30 pm

### **Student Illness**

Parents should keep their children home from school if they exhibit obvious signs of illness (fever, vomiting, persistent cough, pink eye, etc.) Please use your best judgment. Children may return to school when they are free of these symptoms and have been free of fever for at least 24 hours without the use of fever reducing medicine. Parents must notify the school as soon as they've determined his or her illness merits keeping the child home.

During the school day, if the child's teacher notices an illness developing that seems to be contagious or interferes with the child's ability to participate in class, the teacher will contact the parents to pick up their child, and make the child comfortable in a safe location away from the other students. If GLS cannot reach either parent after three attempts, we will call the child's emergency contact.

During enrollment, parents give written permission for the school to call the family doctor or refer their child(ren) for medical care in case of accident or emergency. GLS will employ this permission only when a parent cannot be reached in time to administer necessary care.

Please schedule any non-emergent medical appointments, dental visits, therapy sessions, etc., for outside school hours. Missing school should be avoided if at all possible to ensure children receive the best education and keep up with their classes.

### **School Cancellation and Delays**

For weather-related school cancellations, we will notify families by text message/phone by 7:00 AM if we will have a late start or close for the day.

### **Attendance and Tardy Policies**

The school day begins promptly at 8:00 AM. Students are considered tardy if they are not seated at their desks and ready to begin at that time. Emergencies and unforeseen events will be taken into account.

If parents know in advance that their child will miss school or class, please notify Mr. Wales in advance (803-575-2224). The child's teacher will make arrangements with parents to complete any necessary make-up work.

## **Drop-off and Pick-up Procedures**

The school building will be open to students beginning at 7:45 am. Other mutually agreed upon arrangements may be made, if needed. If the student's parents are not staying for devotion, the student must remain in the school building after his parents have left. The school day concludes at 3:00 pm. We ask that all children be picked up promptly, no later than 3:15 pm each day. When parents are present at school, they assume responsibility for their children.

Parents and legal guardians are responsible for picking up children from school. If someone else will be picking up your child(ren), please notify Mr. Wales in advance.

## **Grading Scale and Advancement**

GLS uses a traditional "A - F" grading scale. Incomplete and late work will be penalized. Students will always be expected to complete all assigned work.

Progress reports and quarterly grades will be issued. Both parents and teachers may request a meeting at any time to discuss such matters.

Advancing subject levels and overall grade levels will be earned.

## **Family Homework**

Our goal is to provide students with time to complete their homework during the school day. Parents can support their child(ren) by using time at home to study spelling, memory work, review vocabulary, and read together.

## **Dress Code**

Dressing oneself neatly and modestly, reflects Christ's commands to put others' best interests above our own desires. In this spirit, students and faculty of Grace Lutheran School follow a dress code. Refer to the Grace Lutheran School Dress Code flyer for photos of appropriate clothing. When purchasing, please note lengths, colors, and general styles. In addition, polos are available to purchase at Grace for \$2 each.

The dress code is as follows: black, navy blue, gray or khaki pants for boys and girls; knee-length or longer skirts, jumpers, and dresses of the same colors for girls; collared dress shirts - in either short or long sleeves - of solid colors for boys and girls; solid-color sweaters and cardigans for boys and girls; solid-color, flat-heel dress shoes in neutrals (black, brown, navy, white, gray) for boys and girls; and navy blazers for boys and girls, with ties for boys and a scarf or crosstie for girls. Knee-length shorts in the same colors as pants are allowable during warmer weather. All clothing must be free of any logos.

Please provide suitable boots or shoes for recess. We recommend keeping a pair or two at school.

## **School Supplies**

Please provide each student the following materials at the start of school:

### **FOR ALL STUDENTS:**

- Indoor shoes and outdoor shoes
- One box of crayons (min 24 ct.)
- One foot ruler with both inch and cm. markings
- Colored pencils- 24 pack
- Two dozen pencils- may be mechanical for older students
- A large eraser, separate from pencils
- A personal, reusable water bottle with a watertight lid
- Age-appropriate scissors, white school glue, two glue sticks, Crayola watercolor set, washable markers (at least 10 colors, can be more)
- Two boxes of kleenex for classroom use
- Three containers of cleaning wipes

### **GRADE SPECIFIC:**

- Bible and catechism for grades 5-8
- Algebra students will need a graphing calculator
- Notebooks: Grades K-4: 1 wide rule notebook Grades 5-8: 3 college rule notebooks
- Grades 5-8: One assignment notebook
- Two packs of wide lined filler paper for grades K-4, Grades 5-8 should purchase college rule
- Students in grades 6-8 will need a protractor and compass

## **Tuition**

Member of Grace: \$350/student annually

Member of CLC: \$1000/student annually

Non-CLC Member: \$2100/student annually

Payment plans may also be set up on a case by case basis by making your desire known to the school board (church council). Families new to Grace, who enroll a student in any grade from K-8, may wish to pursue the introductory offer available. Families will be offered the member tuition rate if they pursue membership instruction class with the pastor. If they are taking these classes regularly with the intention of becoming members of Grace, they will receive the member tuition rate. If classes are not completed within one year or if there is no intent to become members of Grace, tuition will return to the non-member rate. This is only the billing

status. Membership at Grace is not granted unless requested by the applicant AND the complete course of instruction for membership is completed.

The congregation of Grace Ev. Lutheran Church will pay, upon request, the price of tuition and books for all young members of this congregation who enroll as students in Grace Lutheran School.

Parents of children who do not complete the full academic year at Grace Lutheran School are responsible for the pro-rated balance of the tuition. Payments are based on a ten month schedule (August-May).

Luke Mayhew handles tuition receipts and billing. He can be contacted through phone or email ([lukemayhew7@gmail.com](mailto:lukemayhew7@gmail.com). 402-780-9676).

### **Technology Policy**

Grace Lutheran School is focused on the fundamentals of learning. While there is great value in technology, an over-dependence can be harmful to young minds. Our primary purpose as a K-8 school is to begin with the fundamentals, gaining knowledge, comprehension, logic, and critical thinking as a foundation for further development. Technology will be used as an aid in learning as teachers deem necessary.

Personal cell phones and other devices may be brought to school. However, they are to remain in the student's backpack during school hours. For emergencies, parents may call the teacher or principal.

### **Safety Drills**

Grace Lutheran School will conduct regular safety drills. Faculty and staff are trained and equipped to respond to emergencies.

## **Discipline and Relationships**

### **Conflict Resolution**

Every human relationship has conflicts. This is a reality of our fallen natures and world. We aim to resolve inevitable conflicts between members of our school community with mutual love and patience.

The Eighth Commandment says, "You shall not bear false witness against your neighbor." Luther's Small Catechism explains this commandment thus: "What does this mean? We should fear and love God that we do not tell lies about our neighbor, betray him, or say anything that might hurt his good name and reputation. But we should defend him, speak well of him, and explain all his words and actions in the best possible way."



In accordance with these and other biblical injunctions for handling sin, when any member of the Grace Lutheran School community has been sinned against, we ask that they initially keep the matter between them and the transgressor to avoid slandering the other's reputation. The troubled party should speak with the offender in person.

If a face-to-face meeting is impossible, communication should occur at least voice-to-voice on the phone, never by texting, email, or other impersonal forms that more easily allow for misunderstanding. The offending party should express repentance and ask for forgiveness if shown to have sinned, and the offended party should grant forgiveness. Often both parties will need to repent and forgive each other.

Most conflicts will be resolved after following these two steps. If the two parties in a conflict cannot resolve matters themselves, the next step will typically involve meeting with the school principal. The next level above the principal is the school board (church council). The Pastor may be asked to intervene if the child needs additional spiritual guidance.

All parents, students, employees, and agents of Grace Lutheran School commit themselves to following these procedures for any conflict, from small to major, by enrolling or accepting employment or volunteer service with the school.

GLS asks that parents do not take it upon themselves to resolve behavioral matters that occur during school hours. By not actually witnessing the problem and by only hearing one side of it, further problems will likely arise. In those situations, please contact Mr. Wales at 803-575-2224 to see how you can be part of the solution.

## **Discipline Policy**

Grace Lutheran School faculty will be attentive to students' character and directly and swiftly address poor behavior, for the sake of both parties. Students are expected to keep the Ten Commandments as explained in further detail by Luther's Catechism (e.g., physical violence breaks the Fifth Commandment against murder, disrespect or inattention to teachers breaks the Fourth Commandment) and repent when lovingly confronted with their sin by an authority figure.

Our policy will be to immediately address minor offenses to help prevent rebellious behavior from growing and to clear the ground for virtue. This means students are expected to:

- Obey instructions quickly and with a willing attitude
- Listen attentively to teachers, faculty, and classmates during discussions and develop the habit of focusing on their duty of learning
- Treat all people they encounter during school activities with kindness and respect

**A special note on the topic of scandal:** Older students or those with more exposure to sin through means such as television, video games, movies, neighbors, and friends will often have a greater knowledge of evil than younger children or those in more protected home environments. The average age of pornography exposure in the United States is nine years old. Much of pop culture has become pornographic.

It is highly important for our school to foster a Christian culture that upholds Philippians 4:8, *“Finally, brethren, whatever things are true, whatever things are noble, whatever things are just, whatever things are pure, whatever things are lovely, whatever things are of good report, if there is any virtue and if there is anything praiseworthy - meditate on these things.”* All people deserve to have their consciences protected from gross evil, and especially children should be protected from exposure to psychologically damaging information and images.

Therefore students, teachers, and parents are prohibited from injuring the innocence of any GLS students through the sin that has been named “scandal” in the historic Christian church. Here, we do not understand scandal as giving offense, as it has come to mean, but as conduct that causes or encourages a lapse of faith or of piety in another.

Incidents of this will be immediately addressed in school and may be grounds for immediate expulsion depending on the seriousness of the offense (i.e. sharing pornography). We recommend that all parents of students aged 10 and older discuss this with their children before they begin each school year and install filters on all internet-connected devices their family owns.

Our goal in student conduct is ultimately not merely restraint of evil, but the presence of virtue, as exemplified by Galatians 5:22-23, *“But the fruit of the Spirit is love, joy, peace, longsuffering, kindness, goodness, faithfulness, gentleness, self-control.”*

### **Child Protective Services**

In the event that Child Protective Services becomes involved with a student at GLS, the faculty is not allowed to inform the parent(s) that an interview has or will be conducted. This is for the well-being of the student. Please contact Mr. Wales if you would like more information on the matter.

**May God bless all that we do here at Grace Lutheran School!**

*“But grow in the grace and knowledge of our Lord and Savior Jesus Christ.  
To Him be the glory both now and forever. Amen.”  
(2 Peter 3:18)*