

# **The Lighthouse Christian Academy**

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## **PARENT-STUDENT HANDBOOK 2011-12**

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## **WELCOME TO THE LIGHTHOUSE CHRISTIAN ACADEMY!**

**We look forward to the opportunity to partner with you in the Christ-centered education of your child.**

The goals of the Lighthouse Christian Academy are as follows:

1. That every student have a personal relationship with Jesus Christ, thoroughly equipped for every good work (2 Timothy 3:17), so that they may, "go into all the world and preach the gospel" (Mark 16:15).
2. That upon graduation every student would be prepared for entry to a four-year university.
4. That the home, the church and the school form a strong community that works together to accomplish these goals.
5. That the students have a vision for their lives and purpose that is both global and eternal in scope.

Sincerely,

Richard Cornett  
Principal

## **1a. MISSION STATEMENT**

Following the Biblical Hebrew tradition, the Lighthouse Christian Academy's mission is to disciple young men and women to follow in the way established by the word of God, as exemplified in the life of Jesus Christ. Graduates of this church ministry will be equipped to defend their faith and live a lifestyle exemplary in its imitation of true biblical morality. The Lighthouse Christian Academy trains young men and women to have godly character through the constant washing by the word of God. This Christ-centered environment promotes the development of a sincere relationship with God the Father through Jesus Christ and the indwelling of the Holy Spirit to transform the heart and mind.

We believe that men and women of character will be equipped to work wholeheartedly at whatever task they are required to complete. This strong emphasis on character development enables the Lighthouse Christian Academy to educate its students successfully with an academically rigorous college preparatory curriculum.

## **1b. STATEMENT OF THEOLOGY AND PURPOSE**

The Lighthouse Christian Academy (LCA) is a non-profit Christian high school operated as a ministry of the Lighthouse Church.

The LCA serves students who indicate their desire to succeed in a truly Christian environment with a rigorous academic curriculum. Following a liberal arts tradition, the curriculum aims at preparing each student for admission to a four-year university while also providing co-educational opportunities for students interested in careers outside the traditional four-year path+|.

The LCA's curriculum emphasizes the need of person to have a personal relationship with Jesus Christ by focusing on Judeo-Christian values and teaching. The message of salvation and redemption through Christ alone permeates discussions in every academic discipline. Students are encouraged to devote themselves to a life of serving God through obedience to His Word and by the guidance of the Holy Spirit. The LCA emphasizes effective oral and written communication, study skills, critical and interpretive thinking, and the ability to make Godly, rational, and informed judgments by adhering to Biblical tenets when making decisions.

In an attempt to assist students in becoming functioning members of the body of Christ, the LCA provides specific religious instruction that is true to the doctrines of the International Church of the Foursquare Gospel and Christian Fellowship Ministries. The Academy strives to impart the vision of discipleship, world evangelism and church planting into all of its students, and to nurture the spiritual development of the young Christian and non-believer. Students are taught to understand that individuals are justified by the grace of God the Father, through faith in the atoning sacrifice made by Jesus Christ. They are encouraged to come to Christ as sinners, but to be transformed and turn from their life of sin and become Saints by the power of the Holy Spirit.

The LCA recognizes that, as indicated in the Bible, parents are the primary educators of their children. Therefore, the LCA expects the full cooperation of parents/guardians in their children's education. It is our hope that the guidance and discipline they receive through the various academic disciplines and extracurricular activities offered at the LCA will help to solidify the foundation of Biblical teaching the children have received at home.

## 2a. STATEMENT OF PHILOSOPHY OF CHRISTIAN EDUCATION

*Train up a child in the way he should go:  
and when he is old he shall not depart from it.*  
Proverbs 22:6

It is the mission of the Lighthouse Christian Academy to prepare each student for admission to a four-year university. We do so by emphasizing the need of every person to have a personal relationship with Jesus Christ by focusing on Judeo-Christian values and teachings upon which our country was founded.

The message of salvation and redemption through Christ alone permeates discussions in every academic discipline, for it is this message that inflames hearts and minds to reach their fullest academic and moral potential

The LCA attempts to assist students in becoming functioning members of the body of Christ by providing strong examples in our teachers and staff and partnering with families in their student's education. It is the weaving together of this community network of teachers, students, and parents under the authority and grace of Jesus Christ that enables each party to reap the greatest benefits of education, namely to think, judge, and act in accordance with the teachings of Jesus Christ our Lord. .

*“That the man of God may be complete,  
thoroughly equipped for every good work.”*  
Timothy 3:17

## **2b. STATEMENT OF FAITH**

**WE BELIEVE** the Bible to be the inspired, the only infallible, authoritative word of God.

**WE BELIEVE** that there is one God, eternally existent in three persons: Father, Son and Holy Spirit

**WE BELIEVE** in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.

**WE BELIEVE** that for salvation of lost and sinful men, regeneration by the Holy Spirit is absolutely necessary.

**WE BELIEVE** in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life.

**WE BELIEVE** in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life and they that are lost unto the resurrection of damnation.

**WE BELIEVE** that heaven and hell are definite places.

**WE BELIEVE** in the spiritual unity of believers in our Lord Jesus Christ.

### **3. STATEMENT OF NON-DISCRIMINATION**

The Lighthouse Christian Academy admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, admissions policies, scholarships, loan programs, athletic programs or other school administered programs.

## **SPIRITUAL DEVELOPMENT**

### **4a. Church Services/Attendance**

Because the Lighthouse Christian Academy is a ministry of the Lighthouse Church, Bible teaching is an integral part of campus life. Each day at school, students have the opportunity to hear the word of God preached and taught as they examine doctrine, church history, theology, and apologetics. Students will also be responsible for the memorization of Scripture to help them live in harmony with God's word.

In addition, all students of the LCA *are strongly encouraged* to attend weekly services at a Protestant church. Youth group services or activities do not fulfill this requirement, although involvement in this capacity is encouraged if the student desires to develop a closer relationship with Jesus.

Students are not prohibited from attending additional services of other denominations.

### **4b. Academy Trips, Evangelism, and Activities**

Students often build and strengthen their relationships with Jesus Christ through fellowship with other students, teachers and chaperones outside of the traditional educational experience. Experiences outside the four walls of the classroom build strong ties between teachers and students that facilitate the impartation of wisdom and knowledge in the classroom setting. As a result, events organized by the Lighthouse Christian Academy are an integral part of the curriculum. These events may include local outreach, international evangelism, trips to Bible conferences, men's rallies and women's retreats, school ski trips, rafting excursions or other camping related adventures, fellowship at sporting events, and other extra-curricular activities. We strongly encourage students to strengthen their relationship with Christ by becoming involved in the greater school and church community.

### **4c. Community Service**

Each student is responsible for completing ten hours of community service for each semester of attendance at the Lighthouse Christian Academy. Besides traditional participation in community projects, the LCA also encourages students to impact their community by presenting individuals with the Gospel of Jesus Christ. Students are required to complete 20 hours of community service per year, 5 of which must be outside the school/church setting. Students are responsible for documenting their service during each of their four years. Graduating students will not receive a diploma until they complete the 80 total hours required.

## 5a. ADMISSION PROCEDURES

### PLEASE BRING THE FOLLOWING ITEMS UPON REGISTRATION

1. Registration form
2. Appropriate, **non-refundable**, registration fee (first time enrolling students only)
3. Credit/Debit Card Payment Authorization form
4. Signed Authorization to Release School Records
5. Current health records, including Preparticipation Physical Examination form, Physical Examination form and Immunization Record
6. Sports Permission form
7. Copy of Birth Certificate
8. Completed Church Attendance Form

## 5b. WITHDRAWAL/DISMISSAL/GRADUATION PROCEDURES

The official release of transcripts must be requested in writing. **Transcripts and other records will not be released until all debts have been paid and the student's account is current.**

If a student drops a class during **Week Two** of the semester, there will be no penalty. If a student drops a class during **Week Three** of the semester, he/she will receive a Withdraw (W) on his/her transcript. If a student drops a class **after Week Three** of the semester, he/she will receive a Fail (F) on his/her transcript.

## 6a. ATTENDANCE POLICIES AND PROCEDURES

Regular school attendance is essential to successful academic growth, and the fellowship of students in the classroom and participation in class are irreplaceable components of the learning process. The continuity of the learning process is disrupted by absences, excused or unexcused.

### LCA Readmit Procedure:

1. Verify student absence by a signed note from parent/guardian. The note must include the date(s) and specific reason(s) for the absence.
2. Absences will be recorded as unexcused unless cleared within five days of a student's return to school. Unexcused absences will be considered truancy.
3. Students who arrive late without a legitimate excuse will be marked tardy or truant.
4. Student who arrive more than 20 minutes late to their class may be marked absent.

Absence: A student is absent when he/she is not present during a scheduled class period.

Excused Absence: Illness, medical or dental appointments, funeral services for immediate family, justifiable personal reasons, including but not limited to pressing family emergencies, religious holidays/ceremonies, appearances in court, employment interviews/conferences.

Truancy: Unexcused absences from class without school or parent/guardian knowledge or permission. Leaving class without permission before the class is officially over is considered truancy.

Tardy: A student is tardy is he/she is not in his/her correct seat and prepared to begin class when the bell rings.

**Late/Tardy Policy: Every three tardies are equal to one absence.**

**Students absent - excused or unexcused - for 12 school days/classes in one semester will receive an INCOMPETE grade. If class hours are not made up by the end of the following summer session, they will receive a failing grade.**

## 6b. TEST AND HOMEWORK MAKE-UP POLICY

Teachers have discretion when allowing students to make up tests or homework missed during unexcused or excused absences.

It is the student/parents' responsibility to obtain the necessary information to make up any missed tests, homework, or assignments.

A student who knows in advance that they will be absent from school should obtain their assignments before their absence so that they may complete them and turn them in on the day of their return to school.

Parents should make every effort to schedule doctor, dentist, or other appointments for their students after the lunch period at 12:30pm so as to avoid students missing core class periods.

## **7a. BELL SCHEDULE/ACADEMIC CALENDAR**

Classes begin at 7:45 am and end at 3:30 pm. A complete bell schedule can be downloaded from our website [www.theLighthouseChristianAcademy.com](http://www.theLighthouseChristianAcademy.com)

## **7b. PICK-UP/DROP-OFF**

**All cars carrying Lighthouse Christian Academy students must travel from west to east through the alley.** This means pulling into the alley from Harvard Street and out of the alley onto Yale Street – no exceptions.

**Cars must pull up along the north side of the staff parking lot** and then stop to let students out in the designated drop-off/pick-up area. When pulling up to the drop-off/pick-up area, cars should stay as far to the right of the alley as possible in order to allow cars traveling in the opposite direction to pass through unhindered.

**Students must exit their cars in the designated drop-off/pick-up area only, from the right side of the vehicle.** They should be ready to exit as quickly as possible to keep traffic flowing smoothly.

After leaving the designated drop-off/pick-up area, cars must make a **right turn only from the alley onto Yale Street.** Visibility from the alley is poor and making a left turn onto Yale Street is considered unsafe.

A member of the Lighthouse Christian Academy staff will be assigned as a traffic monitor to supervise drop-off and pick-up each morning and afternoon. Parents and students must obey all instructions from the traffic monitor.

All parents and students will be required to sign a code of conduct relating to drop-off/pick-up policies and procedures at the beginning of each school year.

**A \$50 fine will be charged to anyone who violates the drop-off/pick-up policy.**

## 7c. STUDENT PARKING

In general, **students will not be permitted to drive to school.** In some circumstances, however, a Conditional Student Driving Permit may be issued to a student if

(1) the student will be providing carpool transportation for an off-site school event (field trip, athletic event, etc.). In this case, a permit will be issued only for the day(s) of the event.

or

(2) the student has exceptional circumstances which would otherwise inhibit the student's ability to attend school. In this case, the student must that the exception is warranted and that he/she has arranged to park in a lawful off-street parking space.

**All students who obtain a Conditional Student Driving Permit will be required to sign a statement of compliance will all conditions of the permit and provide copies of their driver's license and car insurance.** The permit will be revoked immediately if the student violates any of these conditions.

**The school reserves the two tandem parking spots on the west end of the parking lot for student permit parking. Those spots are available to permit parking each day on a first come, first serve basis.** All other parking spaces are reserved for teachers, staff, and visitors.

A \$50 fine will be charged to any student who drives to school without a Conditional Student Driving permit.

## 7d. SCHOOL PROPERTY/STUDENT SUPERVISION

The Lighthouse Christian Academy attempts to allow students full use of its facilities whenever possible but does not have sufficient staff on campus to closely monitor the activities of students after school hours. As a result, students will not be supervised by LCA personnel after the official end of the school day unless they are involved in a school-sponsored activity.

## 8a. BOOKS

Students are responsible for purchasing all textbooks themselves. Book lists for online purchasing will be available by the LCA's textbook provider. **Students are expected to have all textbooks by the first day of each semester.** Students may also be required to purchase additional reading materials (novels for English classes, etc.) individually throughout the year. In the event that a student loses or damages a book, he/she will be responsible to replace them by the next week. All students are required to have an NIV Bible, Concordance and a dictionary at school at all times.

At the end of the year student's are welcome to resell any of their textbooks to other incoming students or textbook dealers or to donate them to the school.

## 8b. COMPUTER AND LANGUAGE LABS

Computer and language labs are used for different purposes during specific class periods. The computer lab (with 8 student computers) and the foreign language lab are both available for student use only through supervised classroom assignment. Students who use either the computer or foreign language labs inappropriately will be disciplined. **Utilization of the Internet is prohibited under all circumstances unless monitored by a teacher. Violators of this policy will be suspended with the possibility of expulsion.**

## 9a. SCHOOL LOCKERS

The Lighthouse Christian Academy will assign lockers to all students who participate in sports teams or are enrolled in Physical Education classes. All lockers must be locked, and combinations must be made available to the LCA administration. The LCA will provide combination locks on loan on a first come, first serve basis. The LCA reserves the right to inspect student lockers at any time. Students are urged to lock their lockers and to keep their locker combinations to themselves. The LCA is not responsible for property that is not secured. Stickers, writing, decals, photos, etc., are not allowed on the outside or inside of lockers. Lockers are available to students as a place to store materials for athletics, not as a location for personal expression. Students who fail to properly secure or keep up their lockers may have the privilege revoked.

## 9b. DELINQUENT ITEMS

The LCA aims to keep its facility clean and to teach students personal responsibility for their personal items. Student personal items left lying around campus after hours will be placed in a Lost and Found in the School Office. **Students may reclaim their lost item for \$1 each. Items not claimed after one (1) month may be donated to Good Will.**

## **BEHAVIOR POLICIES AND GENERAL EXPECTATIONS FOR STUDENTS**

### **10a. Student Conduct**

In order to create an environment in which young men and women can be free to achieve their spiritual, academic, and athletic potential, it is necessary to maintain a disciplinary system that strives to develop godly character, not just good behavior. The character of an individual is what God knows to be true about that person; it is not the outward appearance of righteousness as seen by man. Lighthouse students are expected to live righteous and moral lives before, during, and after school. Therefore, any student involved in immoral or unrighteous behavior that violates conduct guidelines at any time while enrolled in the Lighthouse Christian Academy will be disciplined.

Conduct guidelines are designed to keep students from sinning against God, causing their brethren to stumble, and succumbing to the temptations of our society that lead to sin. Students who willfully choose to disregard these guidelines will be held responsible for their actions. The LCA has instituted high standards of morality for its students in accordance with Scripture. These biblical standards have been adopted in order to train children in the way they should go (Proverbs 22:26). Discipline is not pleasant at the time of its administration, but it provides the opportunity for students to humbly accept the consequences of their actions. This process helps establish submission to authority, and to instill humility and the ability to repent from wrongful actions and motives.

The LCA does not want students to be disobedient and rebellious, but it recognizes every conduct infraction as an opportunity for change in the character of the student being corrected. Through the process of discipline, maturity and Christian character are developed.

### **10b. Conduct At School Activities**

School-sponsored activities (athletic contests, field trips, etc.), whether at school or off-campus and regardless of time, are under the jurisdiction of the LCA. Those attending such functions, or in the immediate proximity, will be expected to follow school regulations governing proper conduct. Violations of school regulations at school-sponsored events will result in disciplinary action.

## 10c. Dress and Grooming Code

The Lighthouse Christian Academy expects its students to project a positive image of the school. The dress and grooming code is designed to eliminate students' ability to set themselves apart from other classmates strictly by their appearance and focus instead on forming inner character and identity. The dress code is casual. It reflects the weather and style of Southern California and places an emphasis on comfort, practicality, modesty, and neatness. The dress code takes effect for students from the time they step onto campus in the morning until they leave campus at the end of the day.

### General Expectations

All student attire must be neat and clean, properly fitted, and not torn or missing buttons. Hoods or hats may not be worn in class, and sunglasses may only be worn outside. Haircuts and hairstyles must be in good taste and reflect a student's natural hair color. Hair cannot be shaved with a razor or stand in spikes. Existing tattoos may not be exposed. No body jewelry may be worn other than that which is specified below.

### BOYS

<u>Hair</u>	Cut above the eyebrows in the front, above the ears on the sides, and off the collar in the back. Braiding, ponytails, dyeing, and bleaching are prohibited. Facial hair should not be distracting or unkempt.
<u>Pants</u>	Navy blue or tan (khaki) trousers/dockers. No jeans or corduroys. <b>A belt must be worn at all times.</b>
<u>Shirt</u>	Soft-collared navy blue, white, or yellow polo shirt or white, button-down dress shirt (short or long sleeved). White undershirts without a noticeable print may be worn under uniform shirts. <b>Shirts must be tucked in.</b>
<u>Shoes</u>	Close-toed shoes or sneakers of subdued colors must be worn at all times. <b>Shoes should not be distracting:</b> no shoes with images or writing or colored laces. Sandals are not permitted.
<u>Outerwear</u>	Sweatshirts, sweaters, coats, and headwear must be navy blue or white, <b>without any logo</b> (other than the LCA logo) or print. Headwear may only be worn outside.
<u>Accessories</u>	Boys must wear a belt at all times. Boys <b>may not wear any jewelry</b> at any school activity with the exception of a promise ring (which signifies their dedication to remain sexually pure until marriage.) Make-up and nail polish are prohibited.

## GIRLS

Hair	Dyeing (other than natural color) and bleaching (other than natural looking highlights) are prohibited.
Pants	Navy blue or tan (khaki) trousers/dockers. <b>No jeans or corduroys.</b> No low-rider or skinny styled pants or pants with stretch material may be worn. <b>A belt must be worn at all times.</b>
Skirt	LCA plaid or white, blue checkered or khaki or navy. <b>Must reach to the bottom of the knees.</b>
Shirt	Soft-collared navy blue, white polo, or yellow shirt or white, button-down blouse (short or long sleeved). Blouses must be worn with every button except the top one buttoned. <b>Blouses and shirts must be tucked in.</b> White undershirts without a noticeable print may be worn under uniform shirts.
Shoes	Close-toed shoes, sneakers, or boots of subdued colors and style must be worn at all times. <b>Shoes should not be distracting: no shoes with images or writing or colored laces.</b> Sandals are not permitted.
Outerwear	Sweatshirts, sweaters, jackets, or headwear must be navy blue or white, <b>without any logo</b> (other than the LCA logo) or print. Headwear may only be worn outside.
Accessories	<b>Girls may wear one earring in each ear, one ring on each hand, one bracelet on each arm, and one necklace.</b> Only make-up that is natural in color and accents the natural features may be worn. Dark eyeliner and black nail polish are prohibited. Only black, navy blue or white socks, hose (no fishnet, or other racy styles will be permitted), tights, or leggings may be worn under the school skirt.

### Athletic & Game Day Attire

After school, students may change into appropriate athletic attire for participation in Lighthouse sports teams or Physical Education classes. If authorized by the coach of a Lighthouse team, students may wear athletic jerseys to school on game day. Jerseys must have sleeves.

### Violations

Students wearing non-uniform items to school will have those items confiscated. Confiscated items can be redeemed at the end of the school day for \$1.00

Students wearing a uniform violation that cannot be remedied will not be allowed in class and will serve an in-school suspension in the principle's office. The student's parents will be notified.

Female students wearing a skirt in violation of the uniform policy will be asked to wear a loaner uniform and their parents will be notified. If a second violation occurs that students loses the privilege of wearing a skirt for the rest of the year.

Students with multiple repeat violations can be suspended from school.

## 11a. ACADEMIC HONESTY POLICY

Cheating is incompatible with the mission and philosophy of the Lighthouse Christian Academy. Cheating in any form is an unacceptable behavior. A student who uses the work of another person without acknowledging it through proper citation is acting in a dishonest and deceptive manner. They compromise their integrity and diminish what the LCA represents.

Cheating includes:

1. Copying Homework
2. Copying test or quiz answers, assignments, essays or projects.
3. Using another's words or ideas without providing appropriate citations.
4. Students providing inaccurate grade information to the teacher in an attempt to help a classmate or themselves.
5. Copying material from the internet or any other source without providing proper citations.

Neither pressure for good grades, inadequate time to complete an assignment, inadequate supervision during an examination, ignorance, nor unrealistic parental expectations justifies cheating. Cheating places the value of grades over learning.

Cheating will result in an automatic suspension from the Lighthouse Christian Academy, and possible expulsion if premeditation is involved.

Students cannot tolerate cheating by their classmates; they *must* privately report it to the teacher or another school authority. Students who choose to empower their classmates by ignoring the problem or assisting their deceptive activity by not getting involved will be disciplined for their passive involvement.

## 11b. ACADEMIC PROBATION

A Lighthouse student is placed on Academic Probation if one or more of the following is applicable during a quarter grading period:

- A student accumulates two "D's"
- A student accumulates one "F"

Parents will not necessarily receive a letter informing them of their child's probationary status. It is the responsibility of the parent to follow academic progress or regress and to recognize the academic needs of their child. If any of the above conditions are not remedied by the next grading period, the student will risk academic expulsion. The principal will make all final decisions, taking into consideration all available information.

## ACADEMICS

### 12a. College Preparatory Course Sequence

#### Freshmen

Bible/Theology 9 *g*  
 Themes in Literature *g*  
 Algebra I *g*  
 Physical Science *g*  
 Spanish I/French I  
 Intro to Western Civilization *g*  
 Keyboarding & Health *g*  
 Elective *g*  
 P E/Varsity Athletics *g*

#### Sophomores

Bible/Theology 10 *g*  
 World Literature *g*  
 Geometry *g*  
 Biology (lab) *g*  
 Spanish II/French II  
 World History *g*  
 Elective *g*  
 P E/Varsity Athletics *g*

#### Juniors

Bible/Theology 11 *g*  
 American Literature *g*  
 Algebra II *g*  
 Spanish III/French III  
 US History *g*  
 Chemistry  
 Electives in the Fine Arts *g*  
 Electives

#### Seniors

Bible/Theology 12 *g*  
 English Literature *g*  
 Pre-Calculus  
     Apologetics *g*  
 American Gov't/Economics *g*  
 Physics  
 Electives in the Fine Arts  
 Electives

*g*-Minimum Graduation Requirements

### Minimum Graduation Requirements for the Class of 2012

Bible/Theology*	40 credits	<u>Elective Courses</u>
English	40 credits	Pre-Calculus
Mathematics	20 credits	Film
Science	20 credits	Chemistry
Social Science	40 credits	Physics
Fine Arts	10 credits	Theater Workshop
Physical Education	20 credits	Spanish I, II, III
Apologetics	10 credits	Journalism
Health	5 credits	Home Economics
Keyboarding	5 credits	Art & Design
Electives	30 credits	Guitar
<b>Total Credits</b>	<b>230 credits</b>	Internships

\*For transfer students, the requirement is 10 credits of Bible for each year at the LCA.

## **12b. Course Prerequisites**

**Algebra 1:** At least a “C” in 8<sup>th</sup> grade math, Pre-Algebra or Remedial Math.

**Algebra 2:** At least a “C” in Algebra I.

**Chemistry:** At least a “C” in Algebra I.

**Physics:** At least a “C” in Algebra I and Algebra II

**Advanced Math:** At least a “C” in Algebra I, Geometry and Algebra II

**Spanish 2:** At least a “C” in Spanish I

**Spanish 3:** At least a “C” in Spanish II

The competition for admission into any four-year college or university program is growing. Students who merely satisfy the basic minimum requirements will likely have their college application rejected. Therefore, the LCA encourages parents/guardians support their child’s teachers and encourage their child to work diligently at their academic pursuits according to Colossians 3:23. The LCA strives sincerely for academic excellence as well as excellence in Christian character.

## **12c. Requirements for Seniors**

Seniors must have a minimum of 5 semester classes each semester according to Education Code 46145, which reads: “Pupils in grade 12 shall be enrolled in at least 5 courses each semester.” The LCA enforces this code strictly; however, a senior may be enrolled in an ROP course or a community college course as their 5<sup>th</sup> class. Principal approval and written parental consent is necessary in all cases. Furthermore, seniors must have at least 200.0 credits or be short no more than 20.0 credits in required courses in order to participate in the graduation ceremony. Remember that all graduation requirements must be documented and completed in order for a graduate to receive a diploma.

## **12d. Standardized Testing**

All students are required to take a standardized test once a year to help measure academic progress. All students will take the SAT 10 in April/May. Sophomores and juniors may also sign up to take the PSAT/NMQST in October.

## **12e. Homework**

Homework is an essential part of the educational process, and LCA students will be expected to complete frequent homework assignments. The LCA believes that homework should be given in moderation, to promote excellence, and does not give homework merely as busy work. Homework is given as reinforcement of and for the purpose of practicing the various skills learned in school. Students are given individual homework assignments based on their academic needs. It has been found that the most successful students usually have active parental participation in homework and schoolwork. By doing academic work at home, the information becomes linked with both home and school, and this strengthens the importance of learning for the student. Generally, if the parent has an apathetic attitude toward homework, the student does also, and this attitude is carried over to the classroom. Learning requires hard work and perseverance. When a student feels that he/she can master a skill, he/she then feels motivated to tackle the next difficult step. Homework that is given specifically to meet the needs of the student helps to ensure success.

A student’s home study environment is a very important factor in a productive homework time. The student’s study area should be free from T.V., music and other distractions.

## **12f. Grading System**

### **“A” Excellent (90-100% of the available points in the course)**

The quality of work consistently demonstrates a superior comprehension of course content and far exceeds performance standards. The work exhibits exemplary creativity, imagination, initiative and application of material.

### **“B” Above Average (80-89% of the available points in the course)**

The quality of work consistently demonstrates a superior comprehension of course content and exceeds performance standards. The work exhibits noteworthy creativity, imagination, initiative and application of material.

### **“C” Average (70-79% of the available points in the course)**

The quality of work demonstrates an adequate comprehension of the course content and meets performance standards. The work exhibits satisfactory initiative and application of the material.

### **“D” Below Average (60-69% of the available points in the course)**

The quality of the work demonstrates an unsatisfactory comprehension of course content and performance standards. The work exhibits insufficient initiative or application of the material. If a student receives a semester mark of a “D” in any course required for graduation, he/she must retake the course for the semester in which they earned the unsatisfactory grade.

### **“F” Failing (Below 60% of the available points in the course)**

The quality of work demonstrates an inadequate comprehension of course content and does not meet performance standards. An “F” in any semester of any course must be retaken.

## 12g. Grade Reports

The Lighthouse Christian Academy grade point average (GPA) is based on the achievement of the student in the classroom. Grade reports are issued to students and parents at the completion of each quarter. Single-subject progress reports are issued for students in danger of failing or failing a class at the fifth week of each quarter. Semester grades are the only grades reported on the permanent record. The grade reports issued at the end of the first and third quarters, as well as progress reports, are given to indicate academic progress.

It is the responsibility of the parent to follow the academic progress of their child. Teachers are not required, nor should they be expected, to inform parents of missing homework assignments or poor scores on tests.

Calculation of the grade point average is based on all graded courses. Each grade is given a specific number of points described below:

<b>A</b>	4.0 points	<b>C</b>	2.0 points
<b>A-</b>	3.7 points	<b>C-</b>	1.7 points
<b>B+</b>	3.3 points	<b>D+</b>	1.3 points
<b>B</b>	3.0 points	<b>D</b>	1.0 points
<b>B-</b>	2.7 points	<b>D-</b>	0.7 points
<b>C+</b>	2.3 points	<b>F</b>	0.0 points

In order to maintain eligibility for varsity athletic competition, the California Interscholastic Federation Southern Section (CIF-SS) requires student athletes to maintain a GPA of 2.0 or better for the previous quarterly grading period. The day for establishing eligibility for the next quarterly period is the day following the official issuance of report cards. All other criteria for establishing academic eligibility will be found in the CIF-SS Blue Book.

## 12h. Repeating Classes

With the approval of the principal, a student may repeat a course in order to raise his/her grade. The LCA will keep a record of both grades, however only the higher grade received shall be entered on the student's final transcript, and the student shall receive credit only once for taking the course.

## 12i. Summer School

Any course taken during the summer or after school during the regular year must be approved by the principal for the course to be applied to the Lighthouse Christian Academy transcript. Permission must also be obtained by the regular teacher of the class. Any course that was initially taken and failed at the LCA must be retaken at the LCA. If a student wishes to enroll in a class not available to them at the LCA, they may only do so at one of the local community colleges.

All the LCA rules and regulations will be enforced during the summer session, including regulations for dress and appearance.

## **12j. Semester Exams**

At the end of each semester, comprehensive semester exams are administered in each subject. Only students who have a note from a physician will be excused from school during scheduled semester exams. The weight of the various components of the semester grade are determined by individual teachers, but semester exams shall not exceed one third of the semester grade. A Semester Exam schedule will be followed during this testing with 120 minutes allotted for each test. On these days school will typically follow a half-day schedule and end at 12:30pm.

## **12k. Honor Roll/Principal's List**

Each semester, students who excel in classroom performance are honored with placement on the LCA Honor Roll as follows: (GPA calculation is based on non-weighted grades.)

**Honor Roll** – 3.0 to 3.49 GPA on semester report card

**High Honor Roll** – 3.5 or higher GPA on semester report card.

**Principal's List** – Straight A's on semester report card. Student is presented with a certificate of achievement.

## **12l. Valedictorian and Salutatorian**

Academic excellence is important at the Lighthouse Christian Academy. We want to celebrate all students who achieve excellence based upon the high standards that the school, along with our Board of Education and the State of California has set.

For the graduating class, Valedictorian and Salutatorian status is determined by the students' academic GPA. The single individual with the highest GPA will automatically become the Valedictorian, and the runner-up, the Salutatorian.

## **12m. End of Year Awards**

At the conclusion of the school year three awards will be given each recognizing a different aspect of educational excellence. These emphases will be academic excellence, excellence in Christian character and service, and excellence in attendance. All students are eligible for these awards though preference may be given to upper classmen.

## ATHLETICS

### 13a. Athletic Programs

The purpose of the Lighthouse athletics programs is to instill a physical discipline and determination in the students, as well as instructing them in the importance of teamwork so that they might be more adept at fulfilling the purposes of God amidst the trials of life.

The LCA competes against the private schools of the Harbor League and against other private schools under the banner and guidelines of the CIF-SS. The coaches of the respective sports and the athletic director are the primary sources of information concerning practice and game scheduling.

At present, students interested in participating in Varsity Level sports must pay a sports fee ranging from \$100-\$300 per sport. This money pays for travel expenses and facility and equipment needs for the athletes.

<i>Fall</i>	8-Man Football	\$300
	Girls Volleyball	\$200
<i>Winter</i>	Co-Ed Soccer	\$150
<i>Spring</i>	Boys & Girls Swimming	\$100

### 13b. Weight Room

This facility is for the use of student athletes that represent the Lighthouse Saints sports program. Students involved in athletics independent of the LCA will not have access to the work out facility. The weight room is *not* co-ed. Male and female athletes must work out separately during designated times.

The training regimens for each specific sport are designed to enhance the ability of the athletes; they are not designed for the purpose of body sculpting.

Most of the sports at the Lighthouse offer interscholastic competition at the Varsity level. The Head Coach of each sport determines the individual team rosters and depth charts.

Student use of the weight room is predicated on their willingness to follow said policies and maintain its upkeep.

## DISCIPLINE

### 14a. Minor Infractions/Chain of Consequences

The following infractions may result in 1 day in-school suspension:

Dress Code violation, littering; throwing objects; repeated classroom disruptions, inappropriate rowdiness on campus or in local businesses; failure to follow school or class rules or verbal directions from an authority; regular tardiness to class; truancy/unexcused absence from school or classes; gang style “tagging” or “tagging” in general on campus or on personal items; use of vulgar, blasphemous, or obscene language; public displays of affection (holding hands or hugging a student of the opposite sex); infraction while being disciplined for an infraction; cheating on tests and any other classroom assignment; disrespect to the neighbors of the school or their property; and spending time with non-Lighthouse students off-campus during school hours.

1. Parents will be notified immediately of their child’s in-school suspension. Suspension will be served in the Principal’s Office or Main Office. Students are responsible for all work and assignments missed during their suspension.

**After serving an in-school suspension students are considered to be on probation and further disciplinary measures will go into affect if there are further infractions.**

2. Repeat infractions after the first in-school suspension will result in a **5-day Suspension** from school during which time students will be responsible to keep up with their work by contacting their peers and/or teachers for assignments. They will be expected to turn in all missed work on the day of their return.

3. A student who fails to show remorse or change in behavior as a result of a 5-day suspension can be placed on **Home-Stay Suspension** for the remainder of the quarter or semester. Students on Home-Stay Suspension will continue their studies at home under the guidance of their parents or guardians. Their return to the regular classroom is predicated on a definite change in attitude and behavior and them successfully keeping up with their work. While on Home-Stay Suspension students are not allowed to attend any official LCA functions or events.

4. Failure to successfully complete a Home-Stay Suspension will result in expulsion from the LCA.

## **14b. Major Infractions**

Major infractions may result in immediate 5-day suspension depending on the infraction and its severity. Repeated occurrence or correction of the aforementioned minor infractions will result in suspension. The parent/legal guardian must pick-up their child from school on the day of suspension.

The following infractions will result in immediate suspension:

Smoking at any time; dating\*; hosting a co-ed party that is not family oriented or chaperoned by faculty; possession of any soft-core pornographic material; lying or forgery; getting any type of tattoo; extra-body piercings; physically aggressive behavior (pushing or shoving in anger or provokingly), fighting, threatening force or violence toward other students or staff; class pranks, student pranks, or pranks directed toward the school or school personnel; and disrespectful/ belligerent or defiant behavior towards the school, its authority, or its personnel.

\*At the LCA dating is prohibited, but courting is permitted under careful guidelines. Courting involves the following elements: the permission of both party's parents/guardians, the setting of physical boundaries and prohibitions until marriage, accountability by remaining part of a larger group during outings and avoiding compromising situations; and most importantly making stated and ultimate goal of the relationship to seek out another's suitability for marriage.

## **14c. Infractions resulting in Expulsion**

Expulsion, the permanent termination of a student's enrollment, is the most serious penalty the Academy can give and is therefore given only as a last resort. A student who refuses to cooperate with the school officials despite warnings and prior discipline, or a student who has been judged to be guilty of a more serious offense will be asked to leave the school. When a student is suspended and is unwilling to repent, that student will be expelled. Any student that has been suspended previously for an infraction and is subsequently suspended again for the same infraction, will be expelled. Any student being suspended for the third time in one academic year will be expelled.

The following infractions will result in the expulsion of a student:

Theft; the possession, use, or sale of narcotics or alcohol; tobacco products; the possession or sale of fireworks or any weapon on campus; membership in a gang or association with gang activities; regularly failing to pass classes; chronic lying or deceit; habitual or repeated violation of school rules; hazing; chronic attitude of rebellion; sexual immorality; possession of hardcore pornography; any major offense, behavior or attitude considered detrimental to the mission of the Lighthouse Christian Academy and its ability to train students to serve the Lord.

## 14d. Off-Campus Incidents

The Lighthouse Christian Academy does not wish to supervise the lives of its students away from school. Nevertheless, ungodly behavior outside of the school clearly demonstrates ungodly character in a student, and needs to be disciplined. Off-campus incidents can directly affected other students or members of the administration, faculty or staff, or damage the reputation of the school. Involvement in this type of behavior will not be tolerated. Any student that behaves off-campus in a manner disapproved of by the Academy as set forth in the previously stated rules will be disciplined accordingly.

## 14e. Cell Phones & Electronic Devices

Cell phones are prohibited during class and should be stored “off” in their backpacks. **Cells found in use or even on a student’s person during class will be confiscated by the teacher held in the office until Friday and a fee of \$10.00 is paid.** If confiscated on a Friday it will not be returned until the following Friday. Cell phones are allowed outside of class before and after school and during lunch and breaks.

Electronic devices such as iPods, Mp3 players, or handheld game systems of any kind are prohibited on campus at all times including before or after school. **Electronic items found at school, including headphones, will be confiscated and held until the end of the semester and a fee of \$10.00 is paid.** If a cell phone is being used as an Mp3 player or game device it will be confiscated as a violation of the electronic device policy.

## 15. STUDENT SAFETY

In case of an emergency, the emergency contact person(s) will be notified. Accidents requiring immediate medical care will be handled by the 911 Emergency Services.

The Lighthouse Christian Academy does not provide medical insurance coverage for school accidents. **Parent(s) and/or legal guardian(s) are fully responsible for medical bills if their child is hurt during school activities.**

## 16. EARTHQUAKE PROCEDURES

We, as Californians, are aware of the ever-present possibility of an earthquake occurring and creating damage and dangerous conditions. The safety and welfare of our students is of the utmost concern to us. Public safety officials have stated that the school environment provides the safest possible protection during a time of general emergency. In line with this, we have devised specific procedures to follow in the event of a severe earthquake (7.0 or larger) or other life-threatening catastrophe.

Where to locate your child: In the event of a severe earthquake during school hours, students will remain at the school until parents or legal guardians or their authorized representatives have been successfully contacted.

## TUITION AND FEES

### 17a. Schedule of Tuition and Fees

REGISTRATION FEE (non-refundable, for first time enrolling students only)

\$250 (payable upon registration)

Lab FEE (non-refundable)

\$75 (payable with August or Sept tuition)

### TUITION

Tuition is \$500 per month for 12 months (Aug-July)

Students with outstanding balances will not receive report cards or have transcripts released.

**ALL TUITION AND FEES MUST BE PAID BY DEBIT/CREDIT CARD.** The only exception is for families that pay their tuition in advance.

### 17b. Community Service Scholarship Program

The Lighthouse Christian Academy does not offer financial aid to its students. However, each year some students will have the opportunity to participate in community service work at the high school in order to receive a scholarship toward their monthly tuition.

The scholarship positions will be made available first to students with:

1. Financial need
2. Exemplary Christian character
3. Maintain a 2.0 GPA

Students interested in the community service scholarship program should schedule a meeting with an LCA staff member and complete the Financial Information Form and Scholarship Contract Form upon registration.

Scholarship students and parents will be required to serve in the school in various yet specified capacities throughout the course of the school year. This service will be detailed on the Scholarship Contract Form.

Students or parents who do not perform their community service duties at the high school at an acceptable level will lose their scholarship.

## **18. SCHOOL LIBRARY**

At present, the Lighthouse Christian Academy does not have an in-house library. Each student has access to the local public library as well as supervised use of the internet to collect necessary materials.

The Santa Monica Public Library is located approximately two miles from the school, at 601 Santa Monica Blvd., and is easily accessible by the local Santa Monica Big Blue Bus, Line 1. The library is open Monday through Thursday from 10am to 9pm, Friday and Saturday from 10 am to 5:30 pm, and Sunday from 1 pm to 5 pm.

There are a variety of resources available to students through the Santa Monica Public Library, including:

- Access to books and audiovisual materials
- Access to computers with word processing and internet capabilities
- Access to a wide variety of online databases, including eLibrary and the Gale Student Resource Center
- Help from a Children's Librarian – in person, over the phone (310.458.8621) or via e-mail

At the beginning of each year, all students who are not acquainted with the library or do not have library cards will be taken on a field trip to the library, at which time they will be able to apply for library cards and will be given a library tour by a Santa Monica Public Library Children's Librarian.