



BULLDOG BONES

STUDENTS

CHANGE YOUR BEST!

- 1 Accept correction and advice and learn from it. Show **APPRECIATION**.
- 2 Embrace our motto of "Change your best!"
- 3 Follow the Essential 23.
- 4 Don't procrastinate
- 5 Pick up trash and show pride in keeping the school clean.
- 6 Cheer for your classmates and celebrate their success.
- 7 Avoid jealousy.
- 8 Be **CURIOUS**.
- 9 Show good character and make good choices when no one is looking.
- 10 Take advantage of the clubs, trips, lessons, and opportunities at NCA.
- 11 Avoid cliques and befriend all.
- 12 Realize that the **ENERGY** you place into your environment is the energy that is returned you.
- 13 Apologize with sincerity and mean it.
- 14 Thank every staff member and chaperone at the end of the trip.
- 15 Approach guests and welcome them with a firm handshake, eye contact, and passion.
- 16 Find solutions; don't make excuses.
- 17 Use proper etiquette at lunch: napkin in the lap, mouth closed while chewing, etc.
- 18 Love your house and represent it with pride.
- 19 Don't be scared to struggle at something new.
- 20 Do not feel entitled.
- 21 Always be professional and neat in appearance at every NCA event, from visitor days to field days; no tank tops, designs in boys' hair, hats on indoors, shorts/skirts of inappropriate length, or tight pants (a marble should be able to fit easily between the fabric and the leg).
- 22 Keep well groomed at all times; keep nails clean and trimmed, use deodorant, brush and floss teeth, shower daily, and take pride in looking your best.
- 23 Ask for help.
- 24 Speak the truth in love. At NCA lies are abhorred. The truth is rewarded and with it comes reduced punishment as well as respect.
- 25 Don't walk slowly. "People that walk slowly have nowhere to go."
- 26 Represent the NCA ideals of respect and discipline everywhere: on the court, in the mall, in the van, and throughout your life.
- 27 Honor your character outside of school when using social media. Realize that nothing is ever really gone once it has been posted.
- 28 Be a **FRIEND** to get a friend.
- 29 Do not whine or complain
- 30 Show appreciation for the things you have been given by not leaving them on

the floor in classrooms, etc. Take care of your uniforms, supplies, coats, etc.

- 31** Stand together against bullies. Never tolerate it at our school, and let it be known, loud and clear, when you are unhappy with treatment that you witness.
- 32** Don't ask for or expect a reward for hard work. The reward is that you are being educated.
- 33** Show appreciation and thank your teachers for great lessons at the end of the class period.
- 34** Seek to know your teachers and staff members better. You are responsible for developing the student-teacher bond as well.
- 35** Uplift others and seek to make the world a better place. **EMBRACE SERVICE.**
- 36** Mentor your underclassmen and realize your responsibility to keep the NCA spirit alive.
- 37** Realize it's not all about you.



BULLDOG BONES

Parents

CHANGE YOUR BEST!

- 1 Let kid business be kid business.
- 2 **TRUST** the process.
- 3 Realize that not every child deserves a cookie, and your child may not get one.
- 4 Be on time for school in the morning and when picking up your child.
- 5 Be more focused on your child getting a good education rather than your child getting good grades.
- 6 Realize that we are guaranteeing to provide your child with an education. Nothing else is promised or guaranteed, and anything extra should be seen as a wonderful bonus.
- 7 Allow NCA to push your child.
- 8 Keep social media posts **POSITIVE**.
- 9 Show appreciation to the teachers and staff often.
- 10 Speak positively about staff members and the school in front of your child at all times.
- 11 Don't call or email when you're angry.
- 12 Realize grades aren't given; they are earned.
- 13 Encourage your child not to complain; tell them to "get over it" and move on.
- 14 Don't make excuses for your child.
- 15 Read your emails from the school thoroughly.
- 16 Encourage your child to take advantage of the clubs, trips, lessons, and opportunities at NCA.
- 17 Don't become a negative voice in your class – there is usually one.
- 18 Run when you see that negative person coming.
- 19 Contribute no more than 15% of the ideas and work to any of your child's projects or papers.
- 20 Avoid giving too much to your child.
- 21 Don't be a penny parent. You can't come into NCA and show a face of appreciation and love and then go into the community and show a different side.
- 22 Don't bail; let them fail. Don't save your child every time. It is when they have to handle issues themselves that they learn to fight their own battles.
- 23 Recognize that we treat every child fairly, but they may not all be treated equally. At NCA, the best players are put in the game, the ones who deserve it receive the recognition, and the ones who impress us receive the **PRAISE**. We are not trying to reward them all equally because it's not deserved equally.
- 24 Realize that all children have the capacity to lie, even yours.
- 25 Attend NCA games and events and **CHEER** with wild abandon, but also support our competitors as well. No yelling at refs, other schools, free throw shooters or presenting yourself in a negative way.
- 26 Breathe
- 27 Realize that we are about your kids. We have dedicated our lives to nurturing them, supporting them, loving them, and guiding them. It is our purpose, and it is our vow to you.

NCA STATEMENT OF FAITH

We believe the Bible to be the inspired, only infallible, authoritative, inerrant Word of God (2 Tim. 3:15; II Pet. 1:21)

We believe in the deity of Christ (Jn.10:33); His virgin birth (Isa. 7:14, Mt. 1:23, Lk. 1:35); His sinless life (Heb. 4:15, 7:26); His miracles (Jn. 2:11); His vicarious and atoning death (I Cor. 15:3, Eph. 1:7, Heb. 2:9); His bodily resurrection (Jn. 11:25, I Cor. 15:4); His ascension to the right hand of the Father (Mk. 16:19); and His personal return in power and glory (Acts 1:11, Rev. 19:11).

We believe that there is one God, eternally existent in three persons: Father, Son and Holy Spirit (Gen. 1:1, Mt. 28:19 and Jn. 10:30).

We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature; that men are justified on the single ground of faith in the shed blood of Christ and that only by God's grace and through faith alone are we saved (Jn. 3:16-19, 5:24; Rom. 3:23, 5:8-9; Eph. 2:8-10 and Tit. 3:5).

We believe in the resurrection of both the saved and the lost; they that are saved unto resurrection of life, and they that are lost unto the resurrection of damnation (Jn. 5:28-29).

We believe in the spiritual unity of believers in our Lord Jesus Christ (Rom. 8:9, I Cor. 12:12-15, Gal. 3:26-28).

We believe in the present ministry of the Holy Spirit by Whose indwelling the Christian is enabled to live a godly life (Rom. 8:13-14, I Cor. 3:16, 6:19-20; Eph. 4:30, 5:18).

We believe in the biblical definition of marriage and physical relationships as being between one man and one woman. (Rom. 1:26-28, Jude 1:7-8, I Tim. 1:8-11, Mk. 10:6-9, I Cor. 7:2, I Cor 6:9-11, Lev. 18:22, I Cor. 6:17-20)

Since Nebo Crossing Academy is interested in enrolling a specific type of student, all students must give complete support and cooperation to the school administration in order for them to attend the school.

Students enrolled in Nebo Crossing Academy may not at any time participate in smoking, drinking, use of narcotics, a physical relationship with a member of the opposite or same sex, or any type of behavior that is considered to be immoral by the administration of Nebo Crossing Academy. This applies not only to acts committed on the school property but off the school property as well.

Attendance at Nebo Crossing Academy is a privilege and not a right, which may be forfeited by any student who does not conform to the standards and regulations of the institution. The school may request the withdrawal of any student at any time, which, in the opinion of the school, does not fit into the spirit of the institution, regardless of whether he conforms to the specific rules and regulations of the school.

Should legal action, for any reason, be taken against Nebo Crossing Academy or any employee or agent thereof on a child's or parent's behalf, and the school or its agent not be found at fault, the parent or legal guardian agrees to pay any attorney fees, court fees, damages or other costs that Nebo Crossing Academy or its agent should incur to defend itself against such action.

OUR PHILOSOPHY OF CHRISTIAN EDUCATION

We are a Christian school. First and foremost, we are Christian. We strive to incorporate biblical principles throughout our curriculum in order to establish a biblical world view in our students. We hold the Word of God as the final, unchanging truth and teach students to frame their life by that Truth.

Secondly, however, we are a school. Therefore, academic standards must remain high. Our graduates should be prepared for college level academics, workloads, and responsibility. If we produce graduates who know *only* Jesus and little else, we have failed in the realm of Christian education. While parents should be seeking spiritual guidance for their children from church as well as their own personal relationship with Christ, we realize that we are most likely the sole source of academic guidance for their child.

As Christian educators we strive to develop the whole student as described in Luke 2:52. "In wisdom," academically, we use strong curriculum without taking shortcuts to simplify the demands. "In stature," physically, we provide organized physical activities as well as free play to promote physical fitness. "In favor with God," spiritually, we help each student find and grow in a personal relationship with Christ. "And man," socially, we teach students to apply biblical guidelines for social relationships while providing them with a protected social environment.

Nebo Crossing Academy strives to produce students able to govern themselves by biblical principles through the leading of the Holy Spirit. The fruit of the Spirit (Galatians 5:22-23) in their lives will be the evidence of a Spirit-controlled life. In civil government, we strive to produce students who can and will contribute a bold and compassionate spiritual voice. Our students will understand what it means to be a light to this world in a manner that will glorify our heavenly Father and draw others to Him (Matthew 5:13-16).

While we do not take lightly our ministry of education, we fully understand that the command to teach and train children is given by God to the parents. We realize that it is never our job to replace the parent in the rearing of a child. It is our goal to partner with the parents, equipping them to fulfill this biblical command. We will not bypass the parents in our effort to fully educate our students; rather, we will incorporate the parents into our process. When points of disagreement arise between families and school, we will practice a policy of unity in the biblical mandates, of liberty in the preferences, yet of charity in all things.

NOTICE OF NONDISCRIMINATORY POLICY AS TO STUDENTS

Nebo Crossing 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 and ethnic origin in administration of its educational policies, scholarship and loan programs, and athletic or other school-administered programs.

NCA Core Values

We are committed to. . .

Customer Service- We are committed to pursuing open & engaging lines of communication that will enable us to address the problems and concerns of our parents as well as receive and consider any points of criticism they may have. We strive to communicate in a professional and kind manner through as many avenues as our various parents deem necessary.

Excellence- We are committed to the pursuit of excellence in our academics, our image, & our personnel. We are first & foremost a school committed to providing a high-quality education. We are committed to a spirit of excellence in our work ethic; our responsibilities as educators are our focus & priority in our workday agendas. Our goal is to build a faculty based on their qualifications & personal commitment to excellence rather than simply on their availability. We seek to be first class in all our endeavors.

A Spirit of Unity- We are committed to cultivating & maintaining a cooperative spirit amongst our faculty. We will do this through open communication & group fellowship. We strive to function as a team, ready to do & accomplish for the greater good of the whole.

Cultural Relevance- We are committed to being culturally relevant in an ever-changing world. We will not lock ourselves into a traditional way of educating if there is a benefit to be gained through technological advancements. We strive to remain engaging & up to date with our students and their lives.

Being Teachable- We are committed to maintaining a spirit of teachableness. The greatness of a faculty can be measured by the willingness to learn and implement new ideas as well as accept and grow through constructive criticism and instruction. We must stay flexible that we may be able to best meet the educational needs of the families we partner with. Change is a constant guarantee that we must be ready to embrace & adapt to on a daily basis.

Academic Integrity- We are committed to establishing and maintaining academic integrity through the accurate use of superior curriculum. Thorough preparation for each lesson is a must. We will not institute grading shortcuts that degrade the academic demands of the curriculum. We will demand our students achieve an education not supported by various academic crutches. We strive to educate to the best of our ability in a way that addresses the individual learning styles of our students.

A Protective Environment- We are committed to providing a protective environment for our students both physically, emotionally, & socially. We strive to develop and maintain discipline without damaging the spirit of a student. We recognize the value of confidentiality & strive to protect the privacy of our students.

NCA Essential 23

Rules essential for success in school and in life

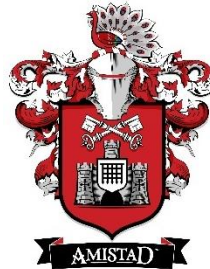
- Rule 1** When responding to any adult, you must answer by saying “Yes, ma’am” or “No, sir.”
- Rule 2** When speaking to an individual or group, stand up straight, make eye contact, and speak out at an appropriate volume.
- Rule 3** When meeting someone, extend your hand for firm handshake. Look the person in the eye and introduce yourself and ask his name. Make every effort to remember his name and use it within the next few minutes of conversation.
- Rule 4** Make eye contact. When someone is speaking, keep your eyes on him or her at all times. If someone makes a comment, turn and face that person.
- Rule 5** If someone in the class wins a game or does something well, we will congratulate that person. If you win or do well at something, do not brag. If you lose, do not show anger.
- Rule 6** During discussions, respect other students’ comments, opinions, and ideas.
- Rule 7** If you are asked a question in conversation, you should ask a question in return. It is only polite to show others that you are just as interested in them as they are in you.
- Rule 8** Do not smack your lips, tsk, roll your eyes, or show disrespect with gestures.
- Rule 9** Always say thank you when given something. Never insult that person by making negative comments about the gift or by insinuating that it wasn’t appreciated. There is no excuse for not showing appreciation.
- Rule 10** Answer all questions with a complete sentence.
- Rule 11** At times throughout the year, we will give rewards for good behavior, academic performances, and other acts worthy of praise. If you ever ask for a reward, however, it will not be given. It is rude to ask if you are getting something for good behavior.
- Rule 12** Subject transitions are to be swift, quiet, and orderly.
- Rule 13** You will make every effort to be as organized as possible.
- Rule 14** When homework is assigned, there is to be no moaning or complaining. This will result in a doubled assignment. All homework must be completed on time.
- Rule 15** Know the teachers’ names and greet them as well as any visitors in the hallways.
- Rule 16** Do not save seats in the lunchroom.

- Rule 17** We will clean up after ourselves whether in the lunchroom, restroom, or on a field trip. It is important to be responsible for your trash no matter where you are and to be sure not to litter.
- Rule 18** When someone bumps into you, say excuse me even if it was not your fault.
- Rule 19** Elementary classes will walk in a line; walk single file, two or three feet behind the person in front of you with your arms at your sides. You should face forward at all times. There will be absolutely no talking.
- Rule 20** If any child in this school is bothering you, let a teacher know. We are here to look after you and protect you.
- Rule 21** Accept that you are going to make mistakes. Learn from them and move on.
- Rule 22** No matter the circumstances, be honest.
- Rule 23** Be the best person you can be.

NEBO CROSSING ACADEMY HOUSES



**The green house
of
COURAGE**



**The red house
of
FRIENDSHIP**



**The blue house
of
DREAMERS**



**The black house
of
GIVERS**

The House system is used for many things at NCA from rewarding good behavior to fostering a family feel to adding fun. Each student will be inducted into a house on his first day of school and will be a member of that house for his duration at NCA. Students will be able to earn points for their house in a variety of ways on a daily basis.

The Houses will be something that students will enjoy being a part of as they take part in the team spirit and hype of each house.

School Attendance Guidelines

APPROVED/UNAPPROVED ABSENCES (1st – 12th grades)

- In case of an absence, the day the student returns, the parent should send communication to the teacher explaining the reason for the absence. **Students are allotted 6 absences per semester for a total of 12 in the school year. All absences will be approved until they have reached the allotted total.**
- We strongly encouraged parents to communicate an absence ahead of time whenever possible. This is a benefit for the following reasons:
 - *Missing special days/events*
 - *Having more time to make up missed work*
 - *Unaware of test or review days*
- Students are given the same number of days to make up assignments as they missed.
- Summer school will be required for promotion for any student who over-absences any class.

Middle & High School Absences

- Attendance is based on each class, not day. Since each class stands alone, a student may over absence a given class even though he did not miss more than the allowed days.
- Any class may be missed 6 times per semester. Any absences over the allotted amount will result in an over-absence of the class. The class will then have to be re-taken. **Being tardy twenty (20) minutes or more to any class or leaving twenty (20) minutes or more early will constitute an absence.**
- Any student who accumulates more than 6 absences during a semester, **MAY LOSE CREDIT FOR THAT SEMESTER. This includes whole days or the accumulation of partial days.**
- In the case of a student's absence, *it is the responsibility of the student* to obtain missed work. Missed work may be obtained once the student returns to school or by emailing the student's teachers. Once a teacher has been emailed, it is the teacher's responsibility to respond within the next 24 hours.

TARDIES

- Tardies are disruptive to the classroom and also have an adverse effect on your child's educational progress. Any student arriving after 8:00 AM must check in through the office.
- If a parent feels that the tardy could be approved, he/she may go by the school office with an explanation of the tardy. The school office will not accept any handwritten explanations. Any student receiving an "approved" tardy will not have that tardy counted against them. All other "unapproved" tardies will count against the child.
 - In the K-12 grades, **5 unapproved tardies will result in a \$5 fine, 10 tardies will be \$10, etc.**
 - In grades 7-12, **every fifth tardy to any given class period after the initial arrival to school will result in a one-hour, after-school detention.**

- **Elementary Only:** When signing in or out, the following chart will be used:

8:10 – 8:30 a.m.	Tardy	1 Day
8:31 – 9:55 a.m.	¼ Day	1 Day
9:56 – 11:40 a.m.	½ Day	¾ Day
11:40 – 1:25 p.m.	¾ Day	½ Day
1:25 – 3:05 p.m.	1 Day	¼ Day

EXCESSIVE TARDINESS

If a student is tardy 15 times, a meeting with the administration will be held. Continued tardiness will result in loss of credit and the need for summer school or dismissal from NCA.

Disciplinary Procedures

GENERAL BEHAVIORAL EXPECTATIONS

Nebo Crossing Academy has a high standard for student behavior. An NCA student is courteous and polite and treats others with dignity and respect. All rules apply at all times when the student is on campus and/or otherwise representing the school off campus. While each student's actions in his/her daily life reflect in some measure on NCA, the school cannot be responsible for the consequences of behavior off campus for activities that are not school related or sponsored. However, if a student engages in non-school related and/or social activity that impact negatively on NCA or its students in any way, or if a child behaves in a way that is excessively contradictory to the character traits that we instill in our students, NCA reserves the right to take such steps as it deems appropriate, including the power to dismiss, expel, or remove a student from enrollment at any time. This includes the inappropriate use of technology or social media. For example, if a child posted lewd, crude, or hateful messages on social media, this could be considered an infraction that could lead to dismissal from the Academy. Any student who conducts or publicizes an off-campus activity in which he/she commits offenses not permitted by the school code of conduct is liable for the number of demerits corresponding to each particular offense occurring at the activity in question.

DEMERITS

NCA uses demerits to address any violation of classroom or school rules. Demerits will be sent home daily and will state the violation and demerits issued for that infraction. The principal or teacher will contact parents of any student that receives ten or more demerits for a single offense. If there is a recurring problem with any student, he/she should expect a conversation with the administration. We highly recommend that you set disciplinary alerts on the Gradelink App under the Settings tab.

- If a child is deemed unruly or uncontrollable, the parents will be asked to pick up their child from the school.
- If a child must be expelled, re-admittance will not be granted until the administration and the school board have approved it.
- Any child receiving his third demerit in one day for a behavioral issue or his tenth demerit in one week will be seen that day by the principal.

Code of Conduct

It is assumed that each student will maintain a high standard of personal activity and that only a minimum of disciplinary action by the school will be necessary.

BEHAVIORAL EXPECTATIONS

RESPECT FOR INDIVIDUALS

- Students are expected to conduct themselves in a respectful and orderly manner to all adults and students.
- Students are not to use obscene, profane, or intimidating written or verbal language.
- Harassment, including teasing, "put-downs," and sexual harassment, is inappropriate.
- Conduct at all school-sanctioned events (athletic, academic, and extracurricular) should reflect positively on the school.

RESPECT FOR PROPERTY

- Students should dispose of all trash in appropriate containers.
- Students are not to damage or abuse school property or personal property of others.
- Chewing gum is not allowed on campus.

RESPECT FOR HONOR

- The NCA Honor Code is in effect at all times.
- Activities which violate this Honor Code include but are not limited to:
 - Taking books or any other material from another person's locker
 - Copying homework
 - Revealing information about a test to someone who has not yet taken the test
 - Misleading anyone about any school business

RESPECT FOR LAW

- The possession of firearms, explosives, or any weapon is prohibited on campus at any time.
- The possession or use, as well as being under the influence of alcohol, illegal drugs, or narcotics is strictly prohibited on campus or at any school-sanctioned event.

Please note that in addition to the Essential 23, students are expected to adhere to exemplary behavior. They must respect adults, fellow classmates, and the traditions of NCA at all times. Behaviors that will result in disciplinary action include, *but are not limited to*, the following:

Students may not. . .

- Attempt to assault any student, staff member, adult;
- Intentionally cause physical injury to another person, except when student's actions are reasonably necessary to protect himself/herself from injury;
- Abuse or vandalize school property or the property of others;
- Endanger the physical safety of another by the use of force or threats of force, which reasonably places the victim in fear of imminent emotional or bodily injury;
- Engage in conduct that disrupts school or classroom activity or endanger or threaten to endanger the health, safety, welfare, or morals of others;
- Engage in insubordination;
- Fail to complete assignments, carry out directions, or comply with disciplinary sanctions;
- Engage in dishonest behavior;
- Cheat on assignments or commit plagiarism;
- Use forged notes or excuses;
- Falsely accuse or defame others;
- Steal, or attempt to steal, or possess property known by the student to be stolen;
- Commit extortion;
- Engage in gambling;
- Use inappropriate, obscene, or abusive language or gestures;
- Engage in acts of verbal, written, or physical sexual harassment;
- Make threats about endangering the mental or physical wellbeing of others;
- Engage in activity on social media that bullies, mistreats, threatens, or harms other;
- Commit any other act which school officials reasonably conclude disrupts the learning environment of the school;
- Repeatedly commit minor behavioral infractions, which, in aggregate, may be considered an infraction subject to formal disciplinary action;
- Possess, use, attempt to use, or transfer any firearm, knife, razor blade, explosive, mace tear gas, or other dangerous object of no reasonable use to the student in school;
- Commit or attempt to commit arson on school property;

- Possess, sell, distribute, or use any alcoholic beverage, controlled substance, imitation controlled substance, or marijuana on school property or at school-sponsored events;
- Engage in inappropriate physical contact or lewd or sexual behavior;
- Violate rules on trips, such as leaving one's room without permission;
- Continue to repeat student infractions after repeated warning/consequences.

Additionally, students may not bully, harass, or intimidate others or make comments about other students' race, color, religion, ancestry, national origin, gender, or mental, physical, or sensory disability, or by any other distinguishing characteristic. This includes activities that take place on school property or at any sponsored function. This also includes events where any NCA students are present and all online platforms.

Nebo Crossing Academy reserves the right to expel students for the behaviors deemed detrimental to our learning environment. The progression of disciplinary actions may be accelerated by the seriousness of infractions committed. In some cases, immediate expulsion may be necessary in order to safeguard the interests of the Nebo Crossing Academy and our students.

A student may be removed immediately from a class or event by a teacher or administrator without other forms of corrective action and sent to the office provided that the teacher or administrator has good and sufficient reason to believe that the student's presence poses an immediate and continuing danger to the student, the student body, or staff, or if the student's presence poses an immediate and continuing threat of substantial disruption of the class, event, or educational process of the school.

When student behavior is in possible violation of the law, NCA will contact law enforcement in addition to issuing school consequences.

Behaviors that could result in expulsion include, *but are not limited to*, the following:

- Engaging in continued and willful disobedience;
- Demonstrating open defiance to adult staff members;
- Engaging in conduct of such character as to constitute a continuing danger to the physical or emotional well-being of other pupils;
- Committing physical assault upon another pupil;
- Bullying or threatening other pupils, including through the use of social media;
- Taking, or attempting to take, personal property or money from another pupil or from his presence by means of force or fear;
- Willfully causing, or attempting to cause, substantial damage to school property;
- Initiating or participating in the dissemination of inappropriate messages or images, including transmitting, viewing, or possessing images of a sexually explicit nature on an electronic device;
- Possessing or consuming alcoholic beverages or controlled dangerous substances on or off school premises, or being under the influence of intoxicating liquor or controlled dangerous substances while on or off school premises;
- Possessing weapons;
- Possessing or using lighters or other potentially dangerous items on school property or during school sponsored activities unless given permission from his/her instructor. Such items may be confiscated by a school employee and returned to the student's parent upon request.
- Defying authority on field trips and participating in behavior that jeopardizes student safety, such as sneaking out of one's room without permission;
- Involved in a relationship with a member of the same sex or discussing or promoting the desire to be;
- Engaging in any type of sexual activity on or off campus.

BULLYING BEHAVIOR

At NCA, we have zero tolerance for bullying or cyberbullying in any form and consequences will be given whenever we see it occur.

What is bullying?

Bullying occurs when a child or group of children takes advantage of the power they have to hurt or reject someone else. These actions can be unwanted, aggressive, subtle, physical, verbal, intentional, and/or repetitive in nature. Some of the ways children bully another child include name-calling, saying or writing nasty comments, excluding others from activities or not talking to others, threatening others, or making other students do things that they do not want to do.

What is cyberbullying?

Cyberbullying includes, but is not limited to the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another person by sending or posting inappropriate and/or hurtful email messages, instant messages, text messages, digital pictures or images, or website posting, including blogs and online multiplayer games. It is also recognized that the author (poster or sender) of the inappropriate material is often disguised (logged on) as someone else.

In situations in which the cyberbullying originated from a non-school computer or device, on campus or off campus, and brought to the attention of an NCA administrator, any disciplinary action may be based upon whether the conduct is determined to be disruptive of the educational process so that it markedly interrupts or severely impedes the day-to-day operations of the school.

Disciplinary action may include the loss of technology privileges, detention, suspension, or expulsion for verified perpetrators of cyberbullying.

Why is bullying harmful?

Some people think bullying is just a part of growing up and a way for children to learn to stick up for themselves. But bullying can make children feel lonely, unhappy, frightened, and unsafe. It can lead children to believe that there must be something wrong with them; it can even lead to depression or suicidal thoughts.

Why are some children bullied?

Some young people are bullied for no particular reason, but sometimes it is because they are different in some way – perhaps it's the color of their skin, the way they talk, the way they walk, their size, or even their family members. Sometimes young people are bullied because they look like they won't stand up for themselves.

Why do some children bully?

There are a lot of reasons why children bully. They may see it as a way of being popular, showing off, or making themselves look tough. Some children bully to get attention, and some just like making other people feel afraid of them. Others might be jealous of the person they are bullying or might be being bullied themselves. They may not even realize that what they are doing is wrong and how it makes their victims feel.

DETENTION

Detentions are given for accumulation of demerits, misbehavior, lack of responsibility, failure to turn in previous detention forms, and other violations of the NCA code of conduct. Students who receive a detention for any reason will serve it according to the guidelines below:

- 10th demerit is a silent lunch**
- 20th demerit is an in-school detention (2:30-3:10)**
- 30th demerit is a 2-hour Saturday school**
- 40th demerit is an after-school detention (3:30-4:30)**
- 50th demerit is an in-school suspension**
- 60th demerit is a 2-hour Saturday school**
- 70th demerit is an out-of-school suspension**
- 80th demerit is a meeting with Mr. Likins and possible dismissal**

Failure to serve an after-school detention:

Saturday School

Failure to serve a Saturday-school detention:

Suspension + \$25 fine

This will appear on the student's permanent record. Please be reminded that multiple suspensions may result in expulsion.

A Saturday school may be rescheduled one time each year but will result in a \$50 rescheduling fee.

- **After-school detention forms will be sent home the day before a detention.** If a student is absent, the parent will be notified via phone or email. The form will indicate how many detentions were received, why they were received, and the required time(s) that the student must serve detention.
- **Forms must be signed and returned to the office at the beginning of school on the day of detention.** If a student fails to bring the signed form, the student's parent will be notified, and the student will still be required to attend detention. In addition, the student in grades 3-6 will lose recess for one day; the student in grades 7-12 will have a silent lunch for one day.
- **Students may reschedule only one detention each school year.** Using their one chance to reschedule a detention will result in another detention being served immediately following the rescheduled detention (3:30-5:00). Students will be allowed to reschedule only once a school year. Please notify Mr. Banuelos with any questions.
- **If a student is absent due to illness on a day that detention is served, it may be rescheduled if he/she has a doctor's note.**
- **We realize that Saturday school is a major inconvenience to you, but it is our hope receiving a detention will also result in strict consequences at home that will help to deter our student from receiving detentions in the future.** Students may not leave detention early or arrive late; if they do, they will receive additional detention.
- **Students may not have snacks during detention.**
- **When students serve Saturday School, they are to wear their regular school uniform.**

HANDLING OF GRIEVANCES

Step 1: If a student feels that something was handled incorrectly, he/she should request to speak to the teacher to address it.

Step 2: If a resolution is not met, parents may request a meeting with the student and teacher.

Step 3: If a resolution is still not met, parents may request a meeting with the administration.

All grievances must be addressed within one week of the infraction.

School Dress

Specific questions about uniforms should be directed to the following people:

Girls – Jen Bassett

Boys – David Likins

Students must wear uniforms daily and must adhere to NCA's guidelines for appropriate ways to wear them. Non-NCA uniform apparel cannot be worn in place of the regular NCA uniform. It is imperative that students appear clean and well-groomed at all times. Uniforms should be washed regularly and should be ironed if necessary.

The dress uniform is as follows:

Any solid color polo shirt with the school logo embroidered on it through Debbie's Embroidery Chino pants, Chino/Bermuda shorts, or skirts in navy, khaki, or black (NO cargo, carpenter, joggers, leggings, spandex, etc.) Elastic waists for K-3 only. All pockets must be interior. All pants should be straight leg cut or looser (no skinny or slim fit).

Belt, socks, and shoes

Optional half-zip pullovers from Debbie's Embroidery.

The PE uniform is as follows:

Students must wear the athletic shorts and a Bulldogs PE shirt (ordered through the Bulldog Team Store located in the school office).

Any black or gray athletic pants (not yoga or other form-fitting styles) would be acceptable for cold weather days as well as a Bulldog hoodie or half-zip pullover.

Bulldog uniform for Fridays is as follows:

Bulldog or House shirt or hoodie

Any bottoms that follow the fit and length guidelines of NCA

Any denim cannot have rips above the knee even if patched.

Dress down day attire is as follows:

Anything following the fit and length guidelines

SHOES

Tennis shoes or casual shoes that are neat in appearance. **NO** flipflops, Heelys, Crocs, or open-toed shoes.

UNDERSHIRTS

Undershirts or long-sleeve shirts can be worn with all polos. We do ask that the color be complimentary to the color of the polo shirts being worn.

DRESS

All tops must not be form fitting.

The length of all skirts and shorts must be no shorter than 2" above the knee and must remain appropriate throughout the school day.

Girls: We **require** elementary girls to wear shorts under their skirts; however, the shorts should not be longer than the length of the skirt.

The blouse neckline should be no lower than three fingers below the clavicle. No spaghetti straps. Uniform shirts must be tucked in at all times.

COATS/JACKETS

Coats and jackets may be worn to and from school; however, once the instructional day begins, they must be left in the student's locker or cubby.

HAIR

Boys: Hair must be clean and well groomed, of a natural color, and not extreme in style. Boys' hair length must be above the collar, out of the eyes, and not covering the ears.

Boys are to remain clean-shaven.

Girls: Hair must be clean and well groomed, of a natural color, and not extreme in style.

JEWELRY

All jewelry worn should be tasteful and professional in appearance, and cannot be bizarre or extreme.

Boys: Piercings are not permitted

Girls: Piercings should be in the ear only. Body piercing and gauge piercing is not permitted.

MAKEUP

Boys: Makeup is not permitted

Girls: All makeup worn should be tasteful and professional in appearance, and cannot be bizarre or extreme. We will allow bright colors and designs to be worn on spirit days.

FORMAL EVENT ATTIRE

Boys: Tie and/or suit coat; no jeans

Girls: Length (including slits) must be below fingertips when hands are at your sides; cleavage covered; back opening no lower than the waist; no cut-outs

All changing of clothes for games or practices must happen at the gym.

Willful disregard for the uniform will result in the student's being sent home to change.

Any student out of uniform or deemed immodest or defiant will result in the student being asked to return home to correct it. Parents may also be notified to bring a change of clothes to the school office.

Academic Policies

K-8 GRADING SCALE

A+	100 – 99 %	C	82 – 78 %
A	98 – 95 %	C -	77 – 76 %
A -	94 – 93 %	D+	75 – 74 %
B+	92 – 91 %	D	73 – 72 %
B	90 – 87 %	D -	71 – 70 %
B -	86 – 85 %	F	69 – below
C+	84 – 83 %		

HIGH SCHOOL CREDIT GRADING SCALE

These grades use the 10-point grading scale; however, *credit is only earned for classes that are finished with a 70% average or higher.*

LATE WORK

Students are expected to have their assignments completed on the specified due date. Failure to turn in homework on time will result in a zero. Failure to turn in a project on time will result in a lowered grade of 10 points for each day. After 3 days, late project will result in a zero, but they must still be turned in to earn credit for that class. Extra credit is not given for students who failed to turn in assignments. Students may not call home to retrieve missing or late assignments. Parents are not to drop off late student work at the front desk.

SPORTS ELIGIBILITY

Students having two Ds or one F will be facing ineligibility. Grades will be checked every two weeks during the sport's season.

- 1st Offense: two-week probationary period
- 2nd Offense: one-game suspension
- 3rd Offense: two-game suspension
- 4th Offense: three-game suspension

Suspension is defined as follows: student will attend the game and sit on the bench in coach-designated apparel.

If a student is facing suspension and the game is canceled, the student will serve his suspension the next game.

TEXTBOOKS

Textbooks will be issued to each student as needed. These are the property of NCA. Students are not to damage, write in, or lose these books. We encourage students to use a book cover for each of their textbooks. **Parents will be held responsible for the replacement costs of lost or damaged books.**

GRADE SUMMARIES

Grade summaries are issued at the end of each nine-week grading period. All grade summaries will be held in the office for students who have delinquent accounts with the school. **There will be a \$3.00 fee for any lost grade average after three days.**

We highly recommend that you use the Gradelink App under the Settings tab. This will allow you to see any grades within 24 hours of their being taken. This app will also allow you to set alerts for any alarming grades.

HONOR ROLL

NCA recognizes students who receive Honor Roll each nine weeks.

Requirements:

High Honors Honor Roll	A's in all subjects
Academic Honor Roll	B's or higher in all subjects

General School Guidelines

ACCIDENTS & INJURIES

Parents will be notified immediately of any major injury that may occur to their child. If medical attention is obviously required, the faculty will arrange transport to the hospital. If medical attention is not obviously required, the parent will be consulted.

Any minor injuries will be promptly treated through first aid measures. Parents will still be notified via a phone call or note in the student's assignment book.

AFTERCARE PROGRAM

The AfterCare Program has been set up so that it may be of special help to those parents who work. After-school services are available only for students enrolled at Nebo Crossing Academy.

The hours for the AfterCare Program are 3:30 to 5:30 p.m. **Any students, K-12th, (including carpools) who have not been picked up by 3:30 p.m. will be taken to the AfterCare services and charged accordingly.**

The rates for the program are as follows:

- \$3.00 per hour, per child
- **Semester rate of \$400.00 per single-child family or \$600 per multi-child family**

Late fees are not included

PLEASE NOTE:

\$5.00 for every fifteen (15) minutes or portion thereof will be charged for those staying past 5:30 p.m.

BIRTHDAYS

Parents may bring cupcakes and punch on a child's birthday. The office and the **teacher must be notified in advance**. The administration has deemed the child's lunchtime to be the appropriate time for parties. Any other class parties must take place during lunch.

BOOKS/MAGAZINES

Books are not to be brought to school unless they are a part of the student's class work or have been approved by the teacher. Any student who brings a book or magazine to school without permission, which is in the opinion of the school inappropriate, will receive a minimum of ten demerits. Literature containing wording or pictures that are suggestive to sexual experiences or have pictures of a boy or a girl improperly dressed, are subject to severe penalties.

COMMUNICABLE DISEASES

Students who have missed days due to sickness or who have been sent home from school due to sickness may not return to school until they have not been medicated for a fever and without a fever for at least 24 hours. Therefore, when a student is sent home with a fever, he may not return to school the next day because he will not have been free of a fever for at least 24 hours.

In addition, anytime an illness is traveling through our student body, any child complaining of symptoms related to the illness will be sent home regardless of temperature.

Upon having the following diseases, a student must have written consent from either a physician or the Health Department to return to school:

- Measles

- Ringworms
- Mumps
- Scarlet fever
- Whooping cough
- Streptococcal sore throat
- “Pink Eye” conjunctivitis
- H1N1 (Swine Flu)

A physician, the Health Department, or the principal may re-admit a student to school upon having the following:

- Chickenpox
- Influenza
- Colds
- Head lice – **In order for the student to be readmitted to school, the student must bring an empty bottle of lice treatment showing they were treated.** The office will also recheck the student’s hair. If there is evidence of bugs or nits still present, the student will be sent home.
- Pneumonia

COMMUNICATION

It is imperative that we have accurate parent contact information on file at all times. Most correspondence will be sent via email; therefore, we ask that you give the school a working email address. If you have changed your email address, home address, or phone numbers, please notify Christina Likins immediately.

We encourage communication with the home but feel it is important to respect your time in the evening with your children and our staff’s time in the evening with their families. You are welcome to communicate in any way necessary from 7:30 am to 5:00 pm. Outside that time period, email would be the appropriate means of communication unless it is an absolute emergency. There is also no expectation for staff to answer work-related questions sent through their personal social media accounts. Please know that these same principles apply to our staff communication with the families in our school.

Please note that our child protection plan does not allow our staff to correspond with students directly. All communication should come through parents or have them included.

If you would like to meet with an individual teacher, please contact him/her for an appointment. We would be happy to work out a time to discuss how we can best help your child.

While we embrace ongoing interaction with our parents, we also hope to foster independence in our students. Please help your child become responsible for sharing information with you. For example, students should be responsible for writing down homework and getting details for assignments; this is not a parent’s responsibility.

ELECTRONIC DEVICES

NCA does not allow personal electronic devices to be used by students at school. The only exception would be students taking online courses. If students abuse this privilege, they will lose it. Cell phones

and smart watches should not be seen, heard, or used during school hours. If they are, the device will be confiscated. The student will receive a detention, and the device may be picked up from the school office by a parent.

FIELD TRIPS

All students are expected to attend any scheduled field trips their class may take. Field trip attendance follows the same standard and requirements as regular school attendance.

INCOMING TELEPHONE CALLS

Neither teachers nor students will be called from the classroom for phone calls. In case of an emergency, a message may be left with the office.

LOCKERS

Students will be assigned a locker at the beginning of school. The school administration reserves the right to search it at any time.

LUNCHES

Students may bring their lunches in a sack or lunch box clearly marked with their name or order lunch through the school's hot lunch program. Microwaves will be available for student use. **Girls will be able to use microwaves on Mondays, Wednesdays, and Fridays. Boys will be able to use microwaves on Tuesdays, Thursdays, and Fridays.** Any lunch item requiring the microwave must be something that can simply be uncovered and then placed into the microwave for 90 seconds or less. Any child with items requiring several minutes of total cook time or multiple preparation steps will have to wait until all other students in his class have used the microwave. Continuing to bring such items will result in the loss of microwave privileges.

If a lunch is brought to a student during the school day, it must be taken to the school office. **A parent should deliver no lunch to a student in a classroom. All lunches need to be brought to the school office.**

Parents may eat with their child on any day without prior notification.

MARKING POSSESSIONS

All sweaters, lunch boxes, lunches, etc. should be clearly marked with the student's name. NCA is not responsible for lost or stolen articles.

MEDICATIONS

If a student is to take **any medication** while at school, he must have on file in the office an authorization for the administration of medication. The medication to be dispensed will be kept at the school office and will be dispensed by the school secretary. Medicine must be properly labeled.

PARENT/SCHOOL RELATIONSHIP

Although the office is willing to deliver forgotten items such as clothing, etc. to students, kindly understand that we cannot be responsible for lost articles, as inadvertently things may be picked up by the wrong students, etc.

Any parent may request a conference with a teacher whenever he/she deems it necessary.

Any parent experiencing a problem with a teacher should first meet with that teacher to seek a resolution. If a resolution is not found, the parent may request an appointment with the administration in order to achieve a resolution.

PRINTED MATERIALS

No newspapers, books, brochures, or any type of printed material are to be passed out to students of Nebo Crossing Academy without permission from the principal.

PROTECTION OF CHILDREN

We are asking that parents do not remain on the property after dropping children off. This request is strictly for the protection of your children.

When there are adults waiting on the property, we cannot be certain of who should really be here. Of course, if we allow some parents to stay on the grounds, we would have to allow everyone to do this. We would not want to have a child taken off the school grounds by an adult who appeared to be a parent. It really is safer for your child if we keep the property clear of adults other than teachers and staff members. This is true throughout the school day.

Whenever students are taken to the playground, teachers will make sure to do a roll call in order to assure that each student is present before leaving.

RESPECT TO TEACHERS

Teachers should always be addressed as Brother, Mr., Miss, or Mrs. Students should address teachers in this manner both on campus and off campus, during school hours, and after school hours. No type of nickname will be tolerated in reference to a teacher or administrator. Any form of disrespect to teachers or staff members may bring immediate suspension or expulsion.

SMOKING

There is no smoking or vaping allowed anywhere at any time on NCA property.

STUDENT ORGANIZATIONS

Extra-curricular clubs will be held on various days from 3:15-4:15 for the following quarters: 2 & 3. Club participation is strongly encouraged; however, it is not mandatory. The clubs offered will change each quarter allowing students to sample and experience a wide range of interests.

Fees and supply costs for any club will be kept to a minimum. All clubs will fill on a first-come-first-served basis.

TELEPHONE/CELL PHONE USAGE

Students must be accompanied by an adult when using the telephone. If a student needs to make a call, he/she must obtain permission from an adult to use the phone in the front office. Calls should be made for emergencies only; students may not call home to obtain missing schoolwork. Phone calls should be made during a student's break, not during class time.

Cell phones and smart watches are not permitted to be turned on during the school day. Students are required to turn them off and put them away during school hours and activities unless otherwise stated. They may not text, use social media, play games, or engage in other activities unless a teacher asks them to do so. If a student is seen using one of these devices without permission, they will receive a detention, and the phone or watch will be confiscated by the staff member. The school reserves the right to check these devices for activity, text messages, or phone calls made to other students during the day. On the first offense, the device will not be returned until the parent comes to get it, and the student will receive a detention. On the 2nd offense, the device will be held for 7 days from date of confiscation. For repeated offenses, additional consequences may be given.

There may be trips or occasions that phones are not permitted whatsoever.

VEHICLE REGULATIONS

Those students driving a motorized vehicle must obey the following list of regulations:

Speed limit on campus – 5 miles per hour

Once a student arrives at school in the morning, he is not to leave school (in or out of the car) without permission from the office.

No student is to sit in any car after he first arrives in the morning until he leaves for home.

- Any student use of a vehicle that endangers the safety of our students or disturbs classes will not be tolerated.
- Demerits may be given for improper driving on school property. If, after one warning, a student disobeys any of these rules, he may not be allowed to drive his vehicle to school.
- Students must park in the assigned parking lot.

Student drivers will be dismissed at 3:30. This is a measure of safety taken to ease the traffic congestion during our dismissal/pick-up time.

VISITORS

All visitors must check in at the school office to obtain a visitor pass before helping in any classroom. If you wish to meet with a staff member, please call or email to schedule an appointment in advance. Please do not expect a meeting without prior arrangements; our teachers and staff members may be involved with students or other responsibilities at the moment.

WEATHER POLICY

In cases of inclement weather, the administration will decide when/if to close NCA. Please look for our school on all major Asheville and Charlotte TV stations. A text message will be sent to parents informing them of school delays and closures by 6:15 the morning in question. You may also check our Facebook page for any closings or delays.

Please do not text or call teachers or administration to request if school is closed. Parents will be notified through the ways mentioned above once a decision has been made.

Finances

TUITION PAYMENT SCHEDULE

For your convenience, tuition payments may be divided into ten (10) or twelve (12) months or paid in full upfront for a 5% discount.

All tuition is due on the first (1st) of each month.

- On the eleventh (11th) of each month, any tuition not received will be considered late. At that point, you will receive a late fee charge of \$25.00 (on your monthly tuition).
- Any tuition or fees that have become one month overdue will result in your child's being "financially withdrawn" and not allowed to attend school until the bill is made current.
- No student will be allowed to take finals either semester until all billed tuition and fees have been paid.

Transcripts and records will be held for any student withdrawing from NCA until all tuition and charges are made current.

There will be a charge for any checks that are returned to the school from the bank. The first returned check charge would be \$25.00. The second returned check charge would be \$50.00. Anytime thereafter, only cash, money orders, or cashiers' checks will be accepted for payment.

Refunds for those paying a year in advance will incur a 25% penalty. This refund **does not include** registration and/or book fees.

All bills must be paid in full before a child may start the next school year.

Because our teachers are hired on a yearly basis and the tuition is an annual fee, we will be unable to provide a reduction in the case of a prolonged absence.

Please make all monies (cash, check, money order, cashiers' check) payable to Nebo Crossing Academy (NCA).

Faculty & Staff Contact List

Banuelos, Christian	christian@nebocrossingacademy.com	Grade 4-6 Teacher
Banuelos, Karen	karen@nebocrossingacademy.com	Elementary PE
Bassett, Jennifer	jen@nebocrossingacademy.com	MS & HS English Teacher
Bright, Seth	seth@nebocrossingacademy.com	Grade 4 Teacher
Burleson, Doris	doris@nebocrossingelementary.com	Teaching Assistant
Burleson, Kevin	kevin@nebocrossingacademy.com	MS & HS History
Byrd, Kecia	kecia@nebocrossingelementary.com	Teaching Assistant
Condrey, Alec	alec@nebocrossingacademy.com	Athletics
DeLeon, Elizabeth	elizabeth@nebocrossingelementary.com	Grade 2 Teacher
Dietrich, Loren	loren@nebocrossingelementary.com	Grade 1 Teacher
Hastings, Keisha	keisha@nebocrossingacademy.com	Admissions & Events Coordinator
Ledbetter, Maria	maria@nebocrossingacademy.com	Grade 2 Teacher
Likins, Christina	christina@nebocrossingacademy.com	School Office
Likins, David	david@nebocrossingacademy.com	Administrator & HS Math Teacher
McGarity, Claudia	claudia@nebocrossingelementary.com	K5 Teacher
Queen, Sandra	sandra@nebocrossingacademy.com	Grade 6 Teacher
Reed, Denise	denise@nebocrossingacademy.com	Grade 3 Teacher
Reed, Glenn	glenn@nebocrossingacademy.com	Grade 5 Teacher
Salyers, Mindy	mindys@nebocrossingacademy.com	School Counselor
Sexton, Marcy	marcy@nebocrossingelementary.com	K5 Teacher
Spolarich, George	george@nebocrossingacademy.com	MS & HS Art Teacher
Tipton, Punkie	punkie@nebocrossingelementary.com	Grade 3 Teacher
Walker, Greta	greta@nebocrossingacademy.com	MS Math Teacher

Please respect the communication boundaries expressed by your child's teachers.

Please contact these staff members for additional questions about any of the following topics:

For discipline issues contact the teacher first; then if needed, the department supervisor

K-2 Dept Supervisor = Loren Dietrich

4-6 Dept Supervisor = Christian Banuelos

7-8 Dept Supervisor = Jennifer Bassett

9-12 Dept Supervisor = David Likins

For uniform questions contact Greta Walker

For finance & general information contact Christina Likins

For admissions contact Keisha Hastings

For school counseling contact Mindy Salyers

