

2014-2015



# Home School Partnership

MT. AETNA ADVENTIST SCHOOL

PRINCIPAL – ROD KERBS II

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### **PHILOSOPHY & VALUES**

#### **Philosophy**

The mission of the Seventh-day Adventist Education System is to develop our young people physically, mentally, socially, and spiritually. The staff and faculty model God’s character as they work to shape each child’s potential. We seek to provide an atmosphere where each student may develop an understanding of healthy living, have the opportunity for physical activity, and grow their mental facilities. We support our students in developing a positive self-image and encourage them to grow and become successful, productive adults. We encourage our students to take an active interest in their community, to develop positive attitudes toward work, to appreciate cultural differences and acceptance of others, thus guiding them to develop a Christ-like character. Mt. Aetna’s staff and faculty train each student to develop an appreciation for whatsoever things are true, honest, just, pure and lovely.

#### **Objectives**

The following objectives reflect and expand the philosophy of Seventh-day Adventist Education System in general and Mt. Aetna Adventist School (MAAS) in particular:

## **Spiritual**

1. To help students to know God as their Creator, Savior, and Friend and to love reading the Bible as God's written Word.
2. To provide an environment where students develop a Christian character through a personal relationship with God.
3. To help students develop habits of faith, prayer, worship, and service to others (mission).

## **Mental**

1. To help students acquire advanced skills in reading, mathematics, and communication.
2. To provide opportunity for students to develop aesthetic values and talents.
3. To encourage students to become academically curious and challenge them to reach their individual potential.
4. To encourage students to develop skills in critical thinking and to be able to make decisions based on moral and ethical values as well as on accumulated facts.

## **Physical**

1. To help students develop habits of healthful living and develop good judgment in the use of their leisure time.
2. To provide opportunities for students to develop an appreciation for the value and dignity of labor.

## **Social**

1. To encourage students exhibit unselfish acts of kindness toward others through service to their community, country, and world projects.
2. To provide opportunities for social growth within the context of the strong moral and ethical standards of the church.
3. To help students appreciate, understand, and accept those who are different from themselves.

## Benefits and Features

As part of the home school partnership, your child will receive two portfolio evaluations during the course of the year. By state law we are required to ensure that home schooled students receive training in English, mathematics, science, social studies, art, music, health and physical education. This need is satisfied by providing your evaluator with a portfolio that contains evidence of such instruction. The first portfolio evaluation will occur in the fall and will establish a baseline for future performance evaluations. The second portfolio evaluation will occur in the summer and will be held at Mt. Aetna Adventist School.

In addition to the evaluation aspect of the home school partnership, students in HSP will have full access at no additional charge. Here are some of the main opportunities that other home school students have enjoyed in the past:

- Afternoon Swimming - Aug 20-22nd
- Outdoor School (5th & 6th grade) - Aug 25-27th
- Outdoor School (Pk - 4) - Sept 3-Oct 2nd
- Intramural Soccer - Monday Nights 5:30-6:30pm Sept-October
- Friday Morning 8:15-9am Chapel
- Week of Worship - Fall & Spring
- All regular field trips - TBD
- Field Day/Olympic Day - April 24th
- Thanksgiving Feast - Nov 20th
- PE Class 5th-8th Grade - Mondays and Wednesdays
- Library Class - All Grades - TBD
- Service Projects
- Art Class - Fridays
- Ice Skating - Roller Skating Field Trip
- Music/Bells/Recorders/Chimes/Choir/Band - Two days a week
- Online Math Course Subscription - ALEKS for grades 5-8 and Dreambox for grades K-4

In addition to these activities we also offer a few a la carte items that do carry an additional cost:

- Overnight history study tours - Cost varies
- IOWA Standardized Achievement testing - Cost varies
- Robotics Club - Cost varies
- Junior Varsity basketball - Cost varies
- Skiing - Cost varies

If you find that this partnership would be something that would work for your family, please visit our website at [www.mysdaschool.org/admissions](http://www.mysdaschool.org/admissions) and complete an online application for your student. In the drop down box that asks for the grade just select the HomeSchool Partnership option. You may submit payment at our website as well. Just click on the paypal link found at the bottom of our homepage.

## **ADMISSIONS & FINANCES**

### **Admission Policy**

This school is open to the children of all religious faiths if they come for the purpose of doing earnest and faithful work and when they have a desire to develop their characters based upon Christian values. Students are welcome to attend, providing they show due respect for the Word of God, maintain a reverent attitude during religious exercises, and observe the regulations of the school as outlined in this handbook. All applications are prayerfully considered by the admissions committee, with admissions finalized by the local school board.

1. Please apply only if you are in agreement with the standards of the Seventh-day Adventist Education System.
2. MAAS is not staffed to accept students with *severe* mental, physical, social, or scholastic challenges.
3. The local school board reviews all applications and approves each student's admission.
4. Home school partnership admissions are processed in the order they were received.
5. Some class opportunities may be limited due to class size restrictions.

### **Finances**

Tuition for the Home School Partnership Program is due by the first day of school. The amount per child is \$500/year for the first child, \$400 for the second child, progressively continuing with a \$100 discount applied to each additional child from the same family. This amount is to be paid in full for the whole year and is non-refundable. If you are looking for something other than a comprehensive umbrella program please contact administration for all a carte options and pricing structures.

### **Accreditation and Curriculum**

MAAS is accredited by the North America Division of Seventh-day Adventist, the National Council of Private Schools and the Middle States Association of Colleges and Schools Commission on Elementary Schools. It is recognized by the State of Maryland as an educational institution. The curriculum meets all state and denominational standards and requirements.

## **POLICIES & PLEDGES**

### **Pledges**

1. Student's Pledge: I pledge to abide by all guidelines as defined in the MAAS Handbook, and to honor Jesus in all that I do. I will maintain a cooperative and willing spirit, treating the entire school community with respect. I will do my best to make positive contributions to the school program. Breaking this pledge jeopardizes my right to remain at Mt. Aetna Adventist School. (All students entering the third through eighth grade must sign the Application Form, which states they have read this handbook and are prepared to abide by the school policies outlined herein.)

2. Parent/Guardian's Pledge: I have read the answers on the student application and find that they are correct. I agree to support, the regulations and policies of the school as listed in the MAAS Handbook, policies announced by the administration during the year, and will encourage my child to do so. I agree to assume the financial responsibility for my student, and to pay my bills promptly. I understand transcripts will not be released unless my child's account is paid in full.

### **Policy Changes**

Regulations/schedules/other pertinent information are published in the weekly In-Touch newsletter during the school year, and carry the same force and effect as information published in the handbook.

### **Non-discrimination Policy**

Recognizing that all people are children of God, MAAS admits students of any race, color, national or ethnic origin, to all rights, privileges, programs, and activities generally accorded or made available to students at the school. This school does not discriminate on the basis of race, color, national or ethnic origin in administration of their educational policies, admissions policies, scholarship, or other school-administered programs.

### **School Hours**

School begins at 8:10 a.m. and dismisses at 3:15 p.m. Monday through Thursday. On Fridays school dismisses at 2:00 p.m. Students are not to arrive before 7:50 a.m. and should leave within 15 minutes after dismissal. Teachers have other duties and will not provide supervision beyond the normal school hours. The school provides before and after school services for an additional fee; students who come before 7:50 a.m. or stay after 3:30 p.m. (2:15 p.m. on Friday) will automatically be enrolled in the Before/After School Care program. This fee will be added directly to your school bill.

### **Before/After School Care**

Supervised child care will be provided from 7:00-8:00 a.m. and 3:30-6:00 p.m. (Monday through Thursday), and 2:15-6:00 p.m. on Friday for an additional fee of \$7.00 per hour (fractions of hours are also charged). When Daylight Savings Time ends in November, Before/After School Care will close at 4:00 PM on Fridays until it resumes in the spring. The parent is required to sign the child in and out when arriving and on departure. Additional Before/After School Care information is available at the front office. Fees incurred will be charged to the student's account monthly.

### **Cancellation of School Due to Inclement Weather**

Any cancellation or delay of school because of snow or ice will be announced over local radio station WCRH and TV station NBC 25, and posted on our facebook page at [www.facebook.com/mysdaschool](http://www.facebook.com/mysdaschool) MAAS policy is to follow the closing procedures of Washington County public schools. If severe weather occurs while school is in session an early closing may occur. In case of an early closing, all parents will receive an email announcing the procedure but it is the responsibility of the parent to check for school closing as announced on the radio and pick up his or her child at school if school closing has been announced.

## **RESPONSIBILITIES & RULES**

It is essential that Seventh-day Adventist schools operate in harmony with the general and specific objectives of Christian education as contained in the Bible and the Spirit of Prophecy and as outlined by the General Conference Department of Education. To ensure the success of our school and the best welfare of each individual student enrolled here, it is important that parents, teachers and the school administration work together harmoniously. Communication is essential to assure that goals and expectations are clear. We are eager to take part in educating your child, but we will be more effective if all of us make the effort to work together.

### **Responsibilities of Parents**

To best facilitate a balanced school program, we ask that parents work with us in the following ways:

1. Uphold in the home the ideals taught in the school and outlined in the school handbook.
2. Always uphold the school and the teachers in the presence of children. Discuss any criticisms of the school with the teacher rather than with the children.
3. Confer privately with teachers in person or by phone after school hours, not before school, during classes, or at recesses.
4. Keep students home who show symptoms of sickness.  
\*Parents will be called to pick up their children if symptoms develop at school.
5. Encourage your children by showing interest in and concern for their daily progress.
6. Be responsible for what your child wears to school (see dress code) and help your child make appropriate choices.
7. Be aware of the need for good health habits in your children:
  - \*sufficient sleep and rest
  - \*supervised entertainment/recreation/video games/TV
  - \*healthy meals, including a good breakfast
  - \*plenty of outdoor exercise
  - \*no caffeinated beverages are allowed at MAAS or at any activities associated with the school
8. Supervise your children during all school events, programs and meetings, before and after regular school hours

### **Responsibilities of Students**

1. Each student is expected to be reverent at all religious services. It is expected that the student will obey all school rules and regulations and render prompt and cheerful obedience to the directions of the teachers.
2. Experience has shown that there are some behaviors that cannot be tolerated in Seventh-day Adventist schools. Since this school does not knowingly admit a student who practices these behaviors, the first offense on any of the following fundamental points will result in suspension and/or dismissal:
  - a. Spreading atheistic ideas or undermining the religious ideals or faith upheld by the school.
  - b. Swearing or using indecent language, indulging in vulgar conduct or suggestions, possessing or displaying obscene pictures or articles.

- c. Distribution, possession and/or use of tobacco, alcohol, or recreational drugs.
- d. Gambling or betting.
- e. Dishonesty, including theft, willful deception regarding violation of school rules, cheating on examinations or class work or any phase of school business.
- f. Improper sexual conduct.
- g. Discussion of inappropriate topics found in theaters, videos, books, TV programs, etc., is not permitted on the school grounds.
- h. Aggressive behavior that leads to the physical harm of any other student.

3. Respect for property is basic. The student(s), as well as the parent(s) or guardian(s), will be held accountable for any damage done by the student to school property.
4. Respect for MAAES teachers, staff and other students is mandatory.
5. No student may leave the school during the school day without permission from his or her parents and specific approval of the principal. Requests should be sent to the school in writing.
6. Play equipment and play areas may not be used except during school hours and then only with teacher supervision. At no time should a child be left unsupervised in the play areas.
7. Students may not ride bicycles during school hours. These must be kept in the designated area. The school cannot be responsible for their safekeeping.
8. Cell phones and other electronic devices are welcome at school when used for approved educational purposes. All devices used without permission or used improperly will be confiscated. Confiscated devices will be returned in one of two ways 1) after a 24 hour period 2) item may be picked up before the 24 hour period by parent/guardian. Unannounced locker/backpack checks will be conducted regularly. During field trips and at the discretion of the field trip administration, electronic devices may be used for specific educational or entertainment.
9. Skateboards, roller blades, and Heelies must not be brought to school.
10. Knives, guns (real, toy, gesture or any facsimile thereof), or anything that might normally be used as a dangerous weapon are NOT ALLOWED AT SCHOOL.

### **Discipline Policy**

All faculty and staff are responsible for shaping the character of each student enrolled at MAAS. Students on MAAS campus, or at MAAS events are required to comply with directions given by the faculty and staff. Parents are asked to help the students understand the need for orderly conduct. In addition, a regular classroom management program is in effect in each classroom. When and if a student continues to act inappropriately after all these techniques are exhausted, the principal may use extended time-out, in school suspension, community service hours, external suspension, and/or expulsion, in order to protect the learning environment.

## **Eighth Grade Home School Graduation Participation**

### **1. Diploma**

Home school students are invited to take part in graduation exercises but they will not receive a diploma. Instead, home school students receive a certificate from the school acknowledging their participation during the school year. Home school students receive matching graduation attire at an additional cost but may not receive honor cords or medallions like traditional students.

### **4. Participation in Public Graduation Exercises**

Students are not automatically granted the privilege of participating in the public graduation exercises. This privilege may be withheld for the following reasons:

- a. An outstanding school account.
- b. Behavior during the final days that results in suspension from school.

## **MISCELLANEOUS INFORMATION**

### **Hot Lunch Program**

Hot lunch is served Monday through Friday. If you choose not to participate in the Hot Lunch Program, your children will need to bring a sack lunch. Lunch may be purchased on Monday for the entire week of hot lunch or the morning of any specific day that hot lunch is desired. The hot lunch program will begin the second week of school and will end the week before school is out.

### **Field Trips**

Most class trips in grades PK-8 are limited to single-day trips. Drivers are often needed to help transport children on field trips. In order for a small child to attend a field trip, parents must furnish appropriate car seats according to Maryland law. All vehicles transporting Mt. Aetna students must carry sufficient insurance. See the front office for more information.

History study tours to distant American sites are available for upper grade students. These are overnight trips under strict supervision, providing hands-on learning for MAAS students. A child who is unable to attend is required to complete comparable assignments at home. Parents will be informed in advance of all field trips in Grades PK-8. A permission slip signed by a parent is required before a student will be permitted to go on a field trip.

### **First Aid and Medication**

In case of accident or sickness, only minimal first aid may be rendered by the staff. No medication will be dispensed by school officials. By law, the staff of MAAS is not permitted to dispense any medicine (prescription or over-the-counter medications). If your child must have a medication during the school day, a parent must come to the school and administer that medication. The only exceptions are inhalers and epipens.

### **Library**

Students are not permitted in the library unless accompanied by a teacher or the librarian. Books are not to be removed from the library unless they are properly checked out. There is a \$10.00 fee for possession of a library book that has not been properly checked out. The first year that a new book is in the library and is lost by a student, the replacement cost will be charged. After the first year, the original cost, age and condition of the book will determine the amount to be charged.