

Revised August 2010

Student Handbook

Cornerstone Christian School

“...equipping
students to
impact society in
a way that
glorifies God...”



MISSION STATEMENT

Cornerstone Christian School is a college preparatory school offering quality education toward a Biblical worldview, equipping students to impact society in a way that glorifies God.

Cornerstone Christian School is honored to be accredited by the following institutions.

SACS – *Southern Association of Colleges and Schools*

(Fully accredited)

ACSI – *Association of Christian Schools International*

(Member school)

AISA – *Alabama Independent School Association*

(Fully accredited)

NCPSA – *National Council for Private School Accreditation*

(Fully accredited)

CITA – *Commission on International and Trans-Regional Accreditation*

(Fully accredited)

School Motto

“Seek ye first the Kingdom of God and His righteousness, and all these things shall be added unto you.”
Matthew 6:33

Teacher/Staff Motto

“Train up a child in the way he should go; and when he is old he will not depart from it.”

Proverbs 22:6

School Colors/Mascot

Our School colors are Purple and Gold. Our Mascot is the “Chargers.”

Non-discriminatory Policy for students

Cornerstone Christian School 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, admissions policies, scholarship and loan programs, and athletic and other school administered programs.

School Leadership—Board of Directors

Chair—Joe Odgers (through June 2011)

Vice-Chair—Roger Riether (through June 2012)

Member—Roy McKinney (Bethel Baptist Deacons Liaison)

Member—Jason Edmondson (through June 2011)

Member—Simon Carden (through June 2012)

Member—Michael Bush (through June 2012)

Vacant Seat (at time of publication)

Ex Officio—Jeff Fortenberry, Bethel Baptist Church Pastor

Ex Officio—Jay Adams, CCS Director and Dean

Ex Officio—Eric Wilson, CCS and Bethel Accounts Officer

The board can be reached at ccschargersboard@gmail.com, or by addressing your letter to them at the school's address.

From the Director

We are so happy that you have chosen to partner with us at Cornerstone Christian School. Our primary goal is to prepare each child for success—as defined Biblically. Our teachers and staff see Christian education as their life mission, stemming directly from our separate encounters with the truth of God and the grace of Christ. We believe that Christian education covers more than academic excellence; we also hope to attend to your child's spiritual, moral, and social education during their time here. As a faculty and staff, we covet your prayers and support as we work with your children on a daily basis. Our desire is to impact your children as they grow up to be Godly young men and women fully capable of impacting a world for Christ's glory.

Thank you for trusting us with your children.

Jay Adams, Director // Dean

To the Parents

The goal of the Student Handbook is to provide students, parents, and staff with a clear and concise statement of the basic philosophy, policies, and procedures of Cornerstone Christian School. **Although the handbook is not intended as a definitive statement on these subjects**, it is written to answer the most frequently asked questions about the

policies and procedures of the school. In the interests of brevity and readability, no attempt has been made to explain the rationale for each policy or procedure; however, it is important to realize that our policies take root in our school's stated mission, and each one has been discussed by both the administration and the board before implementation. The primary benefits of a written code of conduct come in the form of knowledge and justice. Because students and parents are aware of the policies up-front, they are accountable for their knowledge. And although every situation is different, a written handbook provides a framework in which disciplinary consistency is ensured. Commitment to these policies and procedures by students, parents, and staff enables the school to run in an orderly fashion. Students who encounter the same disciplinary philosophy in their home and school life are much less confused and much more consistent in their behavior. The handbook provides a **basic guideline** to enable parents, students, and staff to be "of one mind" in the great privilege of training children to honor God with their whole lives.

Who to Contact

Nearly any question you have about the school should be directed through Mrs. Debbie Collins, our administrative secretary, at 669-7777 or dcollins@ccschargers.us.

For upper elementary:

Dawn Hensley, educator4him@aol.com

For lower elementary:

Rachel Martin, Rachel.martin@ccschargers.us

For testing / counseling / college:

Cyndi Sims, csims@ccschargers.us

For athletics:

Tim Smith, champs05coach@aol.com

PHILOSOPHY

The goal of Cornerstone Christian School is simply the development of young men and women who live Biblically in their daily actions. Because the Bible is clear about the value and nature of wisdom and the Christian's responsibility to pursue it, we choose to influence the next generation through education. Because we believe that the Bible is also clear about the necessity of Christian community for true spiritual growth and maturity, we seek to partner with parents in a cooperative relationship, seeking the best interests of our children and students—nearness to God and academic excellence.

In an effort to ensure that parents clearly understand the school's philosophy, we offer the following set of core beliefs as a definition of a "Biblical worldview." This list, drawn from the research of George Barna, is not intended to be an exclusive list; rather, it is a summary of the Cornerstone on which education is built.

- A) God is the all-knowing and all-powerful creator and sustainer of the universe.
- B) Absolute moral truth exists as defined in God's Word and his Son.
- C) Jesus Christ is the only means to salvation.
- D) Satan is a real being, intent on harm to God's creation, including mankind.
- E) All people (including our students, parents, and faculty) are fallen by nature; therefore, we are sinful from birth, only able to live a life pleasing to God by learning and following his precepts.
- F) All of the principles taught in the Bible are true, indicating the means by which our lives can be lived in way pleasing and glorifying to our Creator.

Based on dedication to the principles above, it is vital that our ministry to the student be well-rounded, introducing him to the redeeming work of Christ and enabling him to appreciate himself, his fellow man, physical property, and God's creation.

SCHOOL OBJECTIVES

Salvation.

Our goal is that students recognize that Jesus Christ is the Son of God. His death and resurrection provide forgiveness of sin and new life through faith in Him.

Discipleship.

As understood by CCS, discipleship is the active process of following Christ in word and deed.

Our desire is to train students who will live like Christ, in fact as well as in theory. (Luke 9:23)

Biblical Knowledge.

The Bible is the divinely inspired Word of God. In addition to the message of salvation, it provides practical wisdom, teaching our students how to live life properly. It is only in submission and to His will, as revealed in the Bible, that our students can experience the fullness of a Christian life.

Academic Excellence.

In training our students to love God with their minds, our school goal is to prepare students for academic success (1 Corinthians 9:25). This includes preparing students for any post-graduate school, college, or university. Students who are the product of CCS should be able to think independently and solve new problems. Additionally, CCS students are taught that they are personally responsible for their education; as such, it is vital that they take responsibility for every academic success and failure in their educational career.

Lifetime Learning.

For the Christian, learning and the pursuit of wisdom is a lifetime habit that does not end at formal education(2 Timothy 2:15) CCS encourages all students to pursue further education.

Christian Education.

In order to engage the world, we must understand the world. To that end, CCS teaches the fundamentals of God's creation (language arts, geography, mathematics, history, science, fine arts, etc.) from a Christ-centered point of view. Additionally, Christian education encompasses Christian discipline; our school holds students to Biblical standards of behavior and conduct, and disciplines according to Biblical instruction when those standards are violated.

The Christian Life.

Our students must understand that Christian living is dependent upon fellowship with Jesus Christ through the same methods He used to interact with His Father: studying the Word of God, prayer, and service to God and others. It is only through constant interaction with the ideals of God that the Christian is able to shape his thoughts, attitudes, and desires to align them with the will of God.

Christian Interaction.

Because the Christian life is not a solitary endeavor, CCS teaches students to work, learn, play, and worship independently and cooperatively.

ADMISSIONS

Cornerstone Christian School does not discriminate on the basis of race, color, gender, or national and ethnic origin. Students must score on grade level and complete the application process to be eligible for unqualified enrollment, although probationary enrollment is available at the discretion of CCS administration. **The school does not provide enrollment to students whose special education or physical needs cannot be met by our existing programs, services, or staff.**

Admission Procedure.

1. Submission of completed application forms and fees by parents or legal guardians.
 2. Copy of last report card, unofficial transcript, and most recent SAT.*
 3. Entrance testing.
 4. Parent/Student interview with administration.
 5. Blue immunization forms (current), birth certificate, and social security card.
 6. References from previous school and church. (6th-12th grades)
- For students transferring from a **non-traditional situation** (such as home schooling), a notarized copy of the transcript/academic records are required.

Once the admission process is complete, parents will be notified of the outcome. Students may be placed on a waiting list, depending on availability. For grades K4 and K5, acceptance will be based on date of application and priority status. For grades 1-12, acceptance is based on a thorough evaluation of the student's qualifications.

Miscellaneous Requirements: Under Alabama Law, children entering a three-, four-, or five-year-old kindergarten class must have reached that age by *September 1 of that current year*. First grade students must be six years old by *September 1*. No exceptions can be made to the September 1 deadline, as this is mandated by the state of Alabama.

Married or pregnant students are not allowed to attend CCS.

Acceptance Criteria.

1. Entrance Exam. CCS administration will review the student's score.
2. Grades. The student's previous grades must reflect a 2.0 on a 4.0 scale to enroll with good standing. CCS students are expected to maintain a 2.0.
3. Behavior. Cornerstone reserves the right to deny admission to any student who has been suspended, expelled, or experienced repeated disciplinary actions at their

previous schools. A student's continued enrollment at CCS will be jeopardized if full disclosure of the child's behavioral history is not made.

4. Family: The student and parents must read, and agree to abide by, the standards laid out by the administration and school board in the CCS Handbook.

Probation

Under some circumstances, it may be the opinion of the administration that a student (new or current) who fails to meet the criteria outlined above may still benefit from enrollment at CCS. Under those circumstances, a student may be allowed a semester on academic, attendance, or behavioral probation at CCS to prove himself. Probationary status may be based on academic, behavioral, or attendance issues.

Drug Testing

Cornerstone reserves the right to drug test any student in grades 7-12 at any time, for any reason, and may use this information to make decisions regarding admission or continued enrollment. This policy is intended to maintain a safe, drug-free environment for our students.

Class Placement

Students' needs and abilities are considered when making all placement decisions. The teachers and the administration will make such determinations, based on the best interests of the students and school; parents are often invited into the conversation, but are expected to support the final decision, which rests with the school. Please do not make requests for specific teachers.

Review of Student Progress

At the end of each semester, student progress will be evaluated on the following criteria: attendance, academic reports, attitude, behavior, and general support and cooperation from parents. A student who demonstrates poor progress, poor attitude, and/or lack of interest in attending CCS may be placed on probation or invited to withdraw.

Promotion/Retention

The goal of school is to learn the necessary material. Students at Cornerstone will not be promoted simply for surviving a school year. Students with academic or behavioral deficits may be held back. These decisions are never made lightly.

Students in K-4 will be assessed each semester to gauge their readiness for our Kindergarten program. **Elementary students** who fail any subject may be promoted only at the discretion of the administration. Students who pass, but are severely below average in English or math may be required to complete summer work and show improvement before being promoted. **Students in grades 7-8** will not be promoted if they fail more than one subject for the year. Students with an F in math or language may be required to repeat, attend summer school, or receive tutoring. **In grades 9-12**, any core semester failed must be repeated.

We do not offer summer school, and our students do not have access to Shelby County summer schools. CCS manages make-up work through online courses. There will be a \$50.00 Cornerstone administrative fee added to all summer courses taken. All students in grades K5-12 must pass Bible to be promoted or to graduate. Each semester of Bible failed must be made up with 60 hours of community service and a school-approved Bible study curriculum, or an alternate plan from school administration.

These policies are designed to ensure that students do not carry a deficit from one year to the next and to maximize their chances for academic success.

Dual Enrollment

Rising juniors and seniors may be allowed to take dual enrollment classes as long as they meet requirements for such classes, and the class does not interfere with CCS classes. Dual enrollment provides an opportunity for high school students to take college classes and receive high school as well as college credit for those subjects. Students may not substitute a college level course for a required high school course offered at Cornerstone.

Work-Study Program

CCS offers a work-study program, similar to dual enrollment, for students who wish to gain experience in the job market before they graduate. The work-study program is governed by the guidelines of the Alabama Independent School Association, and requires careful documentation. Work-study is treated as a graded course, and is considered a privilege rather than a right. Students who are interested should call the office or visit the school's website to acquire the necessary paperwork.

FINANCES

Payment of fees, tuition, and other charges must be made in accordance with the schedule of charges for the current year. It is not our intent to embarrass or to place a student in an awkward situation. Parents are responsible for honoring their financial commitments to the school.

Past Due Accounts

Any account—including extra-curricular activities—not paid in accordance to specified terms is past due. Students with past due accounts may be subject to dismissal after due notice to the parents. Students with accounts more than 30 days past due are not eligible for re-enrollment until satisfactory arrangements have been made. Before the end of the semester, the business office will contact families whose accounts are more than 30 days in arrears. Grades or transcripts will not be released until accounts are current or arrangements are in place. Students in grades 7-12 may not be allowed to take semester exams if their account is in arrears

Collections / Returned Checks

There will be a \$25 Returned Check Fee for all checks returned from the bank for insufficient funds. If collection is turned over to an attorney, the parent or guardian will be responsible for paying all legal fees as well as past due amounts.

FACTS

The FACTS tuition program is an automated system that CCS makes available to its families. It allows payments to be made on the 5th or 20th of the month through bank drafts. Forms are available in the accounting office.

Finances, Exams, and Graduation

Students with an outstanding balance on their account may not be permitted to take exams. Students with any outstanding balance on their account will not be permitted to walk at graduation, and no transcripts will be released.

SCHOOL OPERATIONS

School Hours

K3 – K5	Half Day Students. 7:55 am – 12:00 noon Full Day Students. 7:55 am – 2:45 pm
1st – 12th	7:55 am—First Bell 8:00 am—Tardy Bell 2:35 pm—End of School Day
Morning Arrival	Students may arrive at 7:30. Until 7:50, 7 th through 12 th grade students should remain in the cafeteria; grades 1–6 should report to the sanctuary until the bell. Kindergarten parents may accompany their child for the first two days; after that, we ask that parents stop at the sanctuary door.
Afternoon Pickup	Students not picked up 15 minutes after the bell will be moved to After School Care at the hourly rate.
After School Care	Through 6:00 pm (K4 through 8 th grade only)

Parent-Teacher Fellowship

The Cornerstone PTF exists to support Cornerstone Christian School. Parents are encouraged to join the PTF as they work to meet our school's needs. The PTF Officers and Board meet regularly to plan projects for the improvement of CCS.

Student Records

Records of health, grades, standardized test scores, reports on parent conferences, and disciplinary actions make up most of the content of these records. A copy will be provided upon request from a student's parent or guardian, or from a student who has

reached age 18, provided that the school account is not in arrears. The transcript will include the full high school record of grades plus any typical standardized test scores.

CCS alumni who request transcripts will be charged \$3 to cover mailing and processing costs. Transcripts given to parents or students are unofficial copies.

Release of Records. CCS will release student records upon the written request of an authorized official of another school system. No school records other than the transcript defined above will be released to a student's parents/guardians or any agency other than another school. The confidentiality of school records will be maintained. The professional staff may have access to the records under conditions specified by the headmaster. Parents may view records in the school office with an appointment.

Records and transcripts will not be released when a student's tuition and/or fees are not paid in full by the end of a school year.

Textbooks/Supplies

Textbooks and supplementary books will be provided. These books are the property of CCS. Damage or loss of these materials will result in the full replacement price being assessed to parents/guardians. Students may retain possession of consumable books.

In some courses, especially English, students may be expected to purchase additional books. It is the responsibility of the student to be sure that he has the correct book on the date specified by the teacher.

CCS does not furnish supplies. Students are responsible for supplying their own pens, pencils, and other materials. A supply list will be available before the start of each school year. A school store is available in the Administration Building.

Locker Policy

All high school students will be assigned a locker at the beginning of the year. The school will rent a lock to students for \$10 yearly. Locks that are damaged will be replaced for \$25. **CCS cannot be responsible for the security of items left in lockers.**

The school reserves the right to search lockers. *Items deemed inappropriate by the school will not be allowed in lockers.* Students may not swap lockers or locks, or claim lockers not assigned to them

Pick-up and Parking Procedures

The pick-up procedure will be explained at Open House at the start of school. Parents leaving their vehicle in the morning should make sure that it's parked in an actual parking space. Students may not remain on campus unsupervised.

Visitors

Visitors are welcome at CCS. The following guidelines are in place to ensure the security of our students and the quality of our school day. Student visitors should have their

parents call ahead and provide a legitimate reason for the visit and emergency phone number. Upon arrival, visitors must obtain a visitor's pass in the front office. Visitors must conform to the dress and conduct standards of CCS. Although we want parents and ministers to feel comfortable here, during school hours adults *must* check in at the office.

Student Driving

Students who drive to school will be assigned a parking location. The office will keep a file containing all vehicles' make, color, and tag # for identification and security purposes. Proof of insurance is required for student drivers.

Students must receive permission to drive to school-sponsored events in which they are involved. In addition, students who drive to school.

1. Will not be allowed to sit in their cars once they arrive on campus. Once a student is on campus, he/she is to go to the appropriate area.
2. Will not be allowed to go to their cars during the school day. Students caught violating this rule risk losing parking privileges.

Cellular Phones

Our school has adequate phones and phone lines to allow students to reach parents (and vice versa) under normal circumstances. Although CCS does not prohibit students from having cell phones, they must be off at all times. Cell phones that are seen or heard will be confiscated. Repeat offenders will also have disciplinary consequences. Confiscated cell phones must be picked up by a parent. For multiple offenses, the phone may be mailed COD to the student's house.

School Pictures

Fall school pictures are covered in each student's activity fee. Although Spring pictures are not covered in fees, they will be made available for purchase.

School Office

1. The school office is open from 7:45 a.m. to 3:15 p.m. on school days.
2. Parents may schedule appointments with teachers or administrators by calling the school office or emailing the teacher. Students or parents should never contact a teacher at home or during school, unless they have been invited to do so.
3. Lunches, homework, books, PE clothes, etc., may be left in the front office to be delivered. Please do not interrupt the classrooms.
4. School phones are business phones. Students are permitted to use the office phone when it is needed and available. Incoming calls to students during school hours are limited to emergency messages.

Lost and Found

The school assumes no responsibility for misplaced or improperly stored items. Lost and found articles will be placed in a central location; if not claimed after a reasonable time, these items are donated or sold.

Cafeteria

The CCS menu is available in advance. Since the lunchroom staff bases their preparation on this menu, it should be returned at the assigned time to guarantee a lunch.

Students may also bring a lunch, but CCS cannot be responsible to refrigerate student lunches. The cafeteria has drinks and snacks available for purchase on a daily basis. Microwaves are provided for use during lunch.

Students must pre-pay for lunches as they order, although extras may be sold on a cash basis. One check is acceptable for multiple siblings for lunch orders. Children will not be allowed to charge themselves into debt. No refunds will be given on lunches not served due to absences, early checkouts, or forgotten orders. Refunds will be given when school is dismissed unexpectedly, if requested in writing. If you have limitations on your child's diet, please submit in writing what your child's needs are.

Chapel and Assemblies

At the very heart of Christian education is the spiritual growth of individual students and the body as a whole. Toward this end, CCS students engage in weekly large- or small-group chapels. These are required events, exposing students to the Gospel, the Christian life, and the opportunity for worship and service. Parents and guardians are invited to attend chapel.

Library

Students are encouraged to use the CCS Library for research and reading. Students with overdue or damaged books will face fines or loss of privileges.

Clubs and Service Organizations

High school years are a time when many varied interests should be cultivated. Under the direction of the faculty, many special interest clubs may be formed each year. Parents with special talents and interests in these types of activities are encouraged to make themselves available for leadership and consultation.

Asbestos-Free Facilities

Cornerstone Christian School Facilities were inspected on 8/25/08 and cleared by RainCrow Environmental. RainCrow Environmental has deemed Cornerstone to be asbestos free.

Inclement Weather

During inclement weather, school closings will be announced as soon as possible. In most situations the announcement cannot be made until the morning of the closing of school. **When school is closed for inclement weather, all events for the day—including practice and evening activities—will be canceled.** The following media will officially report the closing of Cornerstone Christian School.

ABC Channel 33/40
WDJC FM 93.7

WBRC Channel 6
WERC AM 960

Additional Inclement Weather Guidelines.

- If Shelby County schools close, CCS will also be closed.
- Make-up days (if needed) will be announced as soon as possible.

ATTENDANCE**Attendance**

Attendance is vital; a student who is not in the classroom simply cannot learn as effectively as a student who is under the instruction of a teacher. Cornerstone is not a public school; we strive to hold our students to a higher standard. Therefore, our policies are more stringent than the current practice in Alabama public schools.

Absence verification.

It is the responsibility of the parent and child to ensure that excuses are provided upon return to school. On the third day, the absence will become and remain unexcused. Work for unexcused absences, including projects and tests, will receive a grade of zero.

EXCUSED ABSENCES

- 1X—Parent note listing an acceptable reason for the absence. The school reserves the right to stop accepting parent notes when the practice seems abused.
- 3X—Doctor's excuse, court excuse. Appropriate documentation must be provided / verified.
- 5X—Pre-approved by principal (4 full days in advance). These absences should be requested in writing. This includes business trips and trips of an educational nature. These trips will not be granted if they cause the student to exceed the allowable number of absences.
- 7X—Death in family.
- 9X—Official business (driver's test, college visit, etc.). Documentation must be provided.

Any other cause will be considered unexcused and no makeup work will be allowed.

UNEXCUSED ABSENCES

- 2X—No note / inappropriate or unverifiable documentation
- 4X—Suspended by school
- 6X—Skipped class
- 8X—Unacceptable reason

Extracurricular eligibility

In most situations, students who do not attend 3.5 hours of the school day will not be allowed to participate in school-sponsored events that evening.

Check-in / Check-out

Students who arrive late or leave early must go through the office. It is the student's responsibility to arrange makeup work with their teachers. When this procedure is not followed properly, students may be marked as absent. Students may not check out to eat lunch off-campus.

Students leaving campus

Students may not leave school without permission from both a parent and the school. Students will only be allowed to drive to a school-sponsored event under abnormal circumstances; typically, they should plan to ride with their team or class. Students will not be allowed to call in the middle of the day to request check-out unless they are ill.

Tardies

Part of preparing our students for life is teaching them to be on time. Please help us in this.

Tardy to school

A student is considered tardy to school if he is not in the assigned area by 8:00 a.m. Tardy students should report to the office. Unexcused tardies include any reason not listed in the excused absence list. Three unexcused tardies in one month will result in a detention and / or assignment to tardy parking. (In elementary grades, other methods may be used.) Parents should be aware that our goal is to teach children that tardiness is unacceptable in the workforce. Excessive tardies may result in required supplemental instruction.

Tardy to class

A student(7-12) is considered tardy to class if he is not seated in the classroom with the appropriate material by the sounding of the tardy bell. If the student was detained by another staff member, he should bring a note from that teacher. Three unexcused tardies in one month will result in a detention. Any work missed during the tardy period will be graded as zero.

PASS / FAIL (1st – 6th)

A student may have no more than twenty TOTAL absences for the year. Any student whose absences exceed twenty may be given a grade of I and may be required to repeat the grade. In order to be counted present for the day, a student must attend 3.5 hours of the school day. This means that late students must arrive by 11:30, and students leaving early must stay until 11:30.

PASS / FAIL (7th–8th)

Beginning in 7th grade, attendance is taken on a class basis. This means that a student may fail one class due to attendance, while passing the rest of his classes. Credit is earned by the year in junior high, so attendance is cumulative throughout the year, up to twenty maximum absences.

PASS / FAIL (9th—12th)

Credit in high school is given on a semester basis. Attendance will be tallied at the end of the fall semester, and again in the spring. Any student receiving a grade of I will be required to make up the class.

College visitation

Juniors are allowed one day, and seniors two days, to visit prospective colleges. The counselor should receive a written request from a parent at least four days in advance of the trip. The note should state the day(s) requested and the colleges to be visited. This should be used only for a serious visit to a school, and not as a vacation. The student must either go with a parent or have a scheduled appointment with an admissions officer, and should expect follow-up from the CCS counselor or principal. Under no circumstances will groups of students be allowed to take the day off unattended to “visit schools.” College visits may not be made in December or May.

Number of Absences

The table below illustrates the allowable absences and associated consequences for grades 7-12.

Grades 7-8 (Taken Yearly)					
Absence(s)	0-20	21-22	23-24	25-26	27+
Consequence	N/A	Loss of 10 points in affected classes	Loss of 20 points in affected classes	Loss of 30 points in affected classes	Incomplete (I) in affected classes
Grades 9-12(Taken Per Semester)					
Absence(s)	0-10	11-12	13-14	15-16	17+
Consequence	N/A	Loss of 10 points from final average	Loss of 20 points from final average	Loss of 30 points from final average	Incomplete (I) will be given in affected classes

Exemption from Absence Policy

In some cases, students may violate the school’s attendance policy through no fault of their own, and should therefore be excused from the consequences. It should be clearly stated that CCS believes these cases are exceedingly rare. Nonetheless, students who feel they fit this category may apply for exemption by filling out an Attendance Exemption Form. This form may be found on the CCS website (<http://www.ccschargers.us>), faxed at your request, or picked up in the office.

INJURY AND ILLNESS

Illness

Parents must keep at home or pick up **children who have a fever (99.5° or higher), who are vomiting, or who show signs of undiagnosed illness (e.g., rash, pink eye, etc.).**

Excuses

CCS students who miss school for injury or illness are expected to provide a doctor’s excuse upon their return. The school will strictly limit the use of “parent notes” in excusing a student’s absence.

Injury

In the event of a major injury, paramedics will be called immediately and parents will be contacted. **Please be sure that the school office has a current list of phone numbers and contacts in case of emergency.**

Infectious Disease.

Any CCS student diagnosed with a contagious / communicable disease that is listed by the Alabama public Health Department as a “notifiable disease / condition” may not attend classes until cleared by a medical doctor. A list of these conditions is on file in the office. Any student who cannot attend class due to such conditions will be offered a home study course to continue classwork until he is cleared by a doctor. CCS has adopted the AISA policy concerning the recommended precautions against the transmission of blood-borne pathogen and other infectious diseases. (A copy of this policy is on file in the office.)

Medication

All medications (prescription, alternative, or over-the-counter) must be handled through the office. Students may not have medication of any kind in their possession. Please bring the medication with the pink “Authorization for Administering Medicine” form (see handbook or school secretary for copies) filled out and turn into office personnel.

Reporting to DHR

All school personnel are required by law to immediately report any alleged abuse, neglect, or threats of harm / suicide to Shelby County DHR.

Parents should address this issue with their children, to ensure that they understand the magnitude of such comments. The school is not legally allowed to assume that a child was not serious in their comments when abuse, neglect, or self-harm / suicide is alleged.

Once DHR has been contacted, the school cannot legally contact parents.

ACADEMICS

Grading Scale/Promotion

Final grade averages are recorded numerically on permanent records. Letter grades are determined on a standard ten-point scale.

Each year, students in grades 9-11 should earn a minimum of 6 credits in order to be classified at the next grade level. Students cannot earn more than 8 credits per year.

English, math, and foreign languages must be passed before proceeding to the next class.

Diplomas

CCS offers Standard, Advanced Academic, and Advanced Honors diplomas

Standard Diploma Requirements.

Bible	4 credits
English	4 credits
Social Science	4 credits
Math	4 credits (incl. Alg. I / Geom.)
Science	4 credits
P.E.	1 credit
Computer	½ credit
Fine Arts	½ credit
Health	½ credit
Electives	1 ½ credits
<hr/>	
TOTAL	24 credits

Advanced Academic Requirements.

**AP classes are strongly encouraged, but not required.*

Bible	4 credits
Advanced English	4 credits
Social Science	4 credits
Math	4 credits (Must include Algebra II.)
Science	4 credits
P.E.	1 credit
Health	½ credit
Fine Arts	½ credit
Computer	½ credit
Foreign Language	2 credits (Must be the same foreign language)
Electives	1 ½ credits
<hr/>	
TOTAL	26 credits

Advanced Honors Requirements.

**Must take AP American Lit, AP Brit Lit, and one more AP class.*

Bible	4 credits
Advanced English	v4 credits
Social Science	4 credits
Math	4 credits (from Pre Alg, Alg I, Geom, Alg II w/trig, Pre Cal, (AP) Calculus.)
Science	4 credits
P.E.	1 credit
Health	½ credit
Fine Arts	½ credit
Computer	½ credit
Foreign Language	2 credits (Must be the same foreign language)

Research & Writing	½ credit
Service (75 hours)	½ credit
Electives	½ credit
<hr/>	
TOTAL	26 credits

Community Service consists of 75 hours of documented service to your school or community. These forms can be obtained from the school counselor, and should be returned to the counselor when completed.

Research and Writing provides for one semester of rigorous guided research, independent research, and the preparation of a completed research project and/or paper. This research and writing will require careful monitoring by a professional in the area of the research and by one trained in writing. Like the Service requirement, this Research/Writing requirement may be fulfilled through carefully documented independent study/research of at least 75 hours, under tutelage of an appropriate professional school employee, and upon the successful completion of a research project and/or paper.

Awards Day

At the end of the spring semester, students are honored on Awards Day. Some awards are strictly numerical; others are chosen by teachers. The Charger Award is awarded to one student in each elementary grade, and one boy and one girl in grades 7-12 who exhibit the Cornerstone Christian ideals of hard work and Christian character.

Make-up Work

Make-up work is only allowed for excused absences. It is the student's responsibility to contact teachers about missed assignments. Students have two days per days absence (with a maximum of ten) to make up any missed work or tests. Work assigned before the absence is due on the student's return. Make-up work is scheduled at the teacher's discretion, including before or after school. Failure to make up work at the scheduled time will result in zeroes. Students with unexcused absences will receive zeroes.

Field Trips

Unless otherwise notified, CCS field trips are **required**. Most field trips occur during the school day, although some special trips may be made after school hours or overnight. Parents will receive written notice of upcoming field trips, costs, and dress codes. Students not properly attired for a field trip will not be allowed to participate. Permission forms must be returned to school by the deadline in order for students to participate. The administration reserves the right to deny field trip privilege to a student with repeated discipline problems. Missed field trips are unexcused absences.

Students must receive permission to drive themselves or others on field trips.

Chaperones on field trips must observe the following guidelines.

1. Students should remain in the same vehicle for the entire trip.
2. Drivers are expected to follow the route (going and returning) designated by the teacher, and are NOT to make stops not on the agenda for the entire class.
3. The primary responsibility of the driver/chaperone is to care for the students in the assigned group and to keep those students together at all times. Chaperones are not to leave any location without having accounted for all students in the group.
4. Because field trips are considered part of the class's academic experience, younger children or siblings from other classes are not to accompany parents on any field trips. Exceptions to this rule may only be made by the Headmaster.
5. When students return to campus, drivers/chaperones are to remain with them until the teacher in charge has arrived and taken full responsibility for the class.
6. Chaperones must be willing to serve as an authority figure. They are to correct any unsatisfactory behavior and to notify the teacher if a student refuses to comply.
7. Parents not serving as chaperones should not "drop in" on a field trip. In elementary classes, our goal is that each parent be able to attend one field trip with their child each year. This means that every parent cannot attend every trip.
8. Chaperones should enforce CCS ideals on trips, especially regarding the music, television, and other entertainment students are exposed to, always taking care to avoid offense.

Class Trips

As part of the education process, some classes may be permitted to take off-campus, overnight trips which have been pre-approved by the administration. These trips include the Beta Club convention, the Washington, D.C. trip, and the senior retreat. Details about these trips will be communicated as soon as possible to parents. Only CCS students, staff, and approved chaperones are permitted on these trips.

Report Cards

Report cards are sent home at the end of each 9-week grading period for grades. Parents can view their student's progress online at any time during the year through the InfoDirect program. Questions about this program should be directed to the Counselor.

Standardized Testing Grades

SAT-10 / OLSAT: K5,1, 2,4,6,8

Explore: 8

PLAN: 10

ASVAB: 11

ACT: required before entering 12th

Honor Roll

Students in grades 4-12 who make the A honor will be awarded a day off with no penalty in the following quarter. In grades 4-6, parents will be notified of the

designated A-Day. In grades 7-12, students and parents are allowed to choose their A-Day if the day is cleared two days in advance by written notice.

Graduation

Seniors will be assessed a graduation fee to cover the cost of baccalaureate and commencement ceremonies. Seniors will be required to attend ALL practices and ceremonies. Students who fall short of CCS graduation requirements will not be allowed to participate in these ceremonies. Senior pranks or acts of vandalism may result in loss of graduation ceremonies, fines to cover damages, or delayed transcript availability.

Valedictorian/Salutatorian

A minimum of four semesters at CCS in grades 9-12 is required to qualify for valedictorian or salutatorian honors. The senior with the highest G.P.A. will be designated as valedictorian; the salutatorian is the senior with the second-highest. Multiple salutatorians may be named, provided their GPA is 3.9 or above. Generally, we will limit these honors to less than 10% of the class. The numerical average of all classes will be used to break GPA ties. All candidates must be receiving Advanced or Advanced Honors diplomas. These seniors will be required to deliver a speech during graduation or baccalaureate ceremonies. The speeches must be read and approved by the senior sponsor or the headmaster prior to being delivered. Any student caught plagiarizing or cheating on any test or major assignment will be disqualified from candidacy for valedictorian or salutatorian.

Exams

Semester exams will be given in grades 7-12. These exams will count 33% of the semester average. Exams are kept on file at the school for one year and are available for student or parent review in the school office.

Seniors with an A average may be exempt from exams during the fall semester. During the spring, this is extended to the entire student body.

Homework

Our goal at CCS is to design instruction that the average student can complete during the school day. Occasionally, students may bring work home, but our philosophy is always to intrude upon family life as little as possible. Major projects, such as book reports, science projects, or research papers, may require more work at home, but are also scheduled much farther in advance.

Infodirect HW disclaimer:

CCS makes grades available online through our InfoDirect system. Each Friday, we'll also email a progress report. Individual teachers should communicate their grading schedule to parents.

Internet Use and Laptops

CCS strives to teach students to use technology responsibly. All internet access on campus is routed through a filter designed to protect the students from objectionable

content. However, students and parents must sign the Internet Agreement Sheet to be allowed to use the internet at CCS. Students may use laptops in the classroom for educational purposes only. Satellite or cellular internet connections are not allowed, as they circumvent our filtering software. Misuse of the Internet or failure to comply with the rules outlined in the agreement will result in discipline or loss of privileges.

Physical Education

PE is a part of every elementary student's day. All high school students must pass one year of P.E. in order to graduate. Each grade level's dress expectations will be outlined by the coach. Students may be excused from P.E. if they are too sick to attend, or if they have a doctor's excuse stating the reason why they cannot attend and when they can return to class. Parent excuses will be taken into consideration. Refusal to regularly dress out or participate in PE will result in lower PE grades, including failing grades.

Elementary Enhancement Classes

Elementary students will have several opportunities for enhancement, including foreign language, art, music, and computer.

ATHLETICS/CHEERLEADING/STEPPERS/BAND

Athletic Eligibility

1. AISA requires student athletes to pass 6 units per year (4 core) to be eligible for athletic competition. In addition, CCS requires student athletes to pass both semesters of Bible.
2. No student who has more than one F in a semester is eligible.
3. Under most circumstances, athletes must be present for at least a half-day of school to participate in athletic events, including practice, for that day.
4. Eligibility will also be determined by any rule set by the AISA
5. Questions about eligibility should be directed to the Athletic Director.

Athletic Booster Club

The Booster Club consists of parents and friends working to improve our program and facilities through fundraising and projects. It also schedules concession and gate workers for each sport. Parents are required to follow Club guidelines for their sport.

Forms

All athletes must have a physical examination on file before tryouts. Additionally, all CCS athletes must file a parental consent form before participating in CCS athletics.

Insurance

Student accident insurance is provided for all students participating as a member of an intramural or interscholastic athletic team.

Athletic Rules and Discipline

The headmaster and athletic director are in overall control of the athletic program. They, along with the coaching staff, will develop rules and regulations governing the conduct and expectations of student athletes. Practice and game schedules will be included in the set of rules for each sport. Parents will be notified of any changes in the scheduling. Coaches will be directly in charge of all practices and games. Decisions about who will play, when, and for how long are made by the coach.

Sportsmanship

An attitude of good sportsmanship is expected from CCS fans as well as from its students, and it is mandated by AISA regulations. This Sportsmanship Rule is based on state law. CCS athletes, fans, or parents who violate the rule may be fined or disciplined by the school or the AISA.

Alabama Independent School Association

Sportsmanship Statement

CORNERSTONE CHRISTIAN SCHOOL AND THE AISA WILL NOT TOLERATE OR CONDONE DEMONSTRATIONS OF POOR PROFESSIONALISM OR SPORTSMANSHIP BY PARENTS, FANS, PLAYERS, OR COACHING STAFF, ESPECIALLY DISPLAYS WHICH LEAD TO ALTERCATIONS AND/OR FORFEITURE. CORNERSTONE CHRISTIAN SCHOOL, THE AISA ATHLETIC COMMITTEE, AND THE AISA STATE BOARD WILL TAKE A VERY FIRM AND RIGID STAND IN MATTERS OF THIS CONCERN.

Any person guilty of unsportsmanlike involvement with the players, coaches, officials, fans and/or others before, during, or after any AISA interscholastic event may be fined \$500 and the school(s) represented by the involved may be placed a minimum of one (1) year probation and receive additional sanctions.

DRESS CODE

Introduction

The CCS Dress Code is a visible reminder of our school's adherence to higher ideals. Dress is an important issue to young people; our dress code is not designed to stifle creativity or individuality. Rather, it is intended to minimize distraction and maximize professionalism, readying our students for entrance into the workforce. Therefore, the School Board has chosen some standards designed to bring Biblical principles to bear on this very important issue. Please consider the following ideas behind our standards.

1. The appearance of our students communicates many things about our school and our students to the community.
2. There is an appropriate way to dress for school. A mature individual is able to manage his personal tastes to fit each of life's situations.

Students who arrive at school out of code will be sent home or barred from class until the situation is resolved. Any missed work / tests will be given a grade of zero, and their absence will be marked unexcused.

The Dress Code in One Sentence.

Students at Cornerstone are expected to remain neat, modest, and respectful in attire.

Boys: Only neatly-fitting collared shirts may be worn untucked; all else should be tucked.

Girls: Shirts must be of modest style and cover the shoulders. In addition, they shall not reveal the chest, cleavage, underarm areas, midriff, or expose undergarments. T-shirts must be tucked in.

All:

- All clothes should fit appropriately
- All shirts, tops, and dresses must have sleeves and cover the top of the shoulders.
- Backs should be covered.
- No see-through apparel is allowed.
- No skin may show between the top of the pants or skirt and the bottom of the shirt.
- Sweatshirts may be worn as outerwear provided they do not have offensive slogans or graphics.
- References to alcohol, tobacco products, or drugs are not permitted on any student clothing.
- Cornerstone or collegiate apparel is fine; clothing from other schools is not.

Slacks.

- Boys and Girls may wear slacks, corduroys, or blue jeans.
- We do not permit jeans with holes and frayed hems.
- All pants should be properly hemmed and or cuffed.

- Warm-up pants and sweatpants are not permitted, unless special permission is granted to team players on game day.

Shorts.

- Students may wear walking shorts with a modest length, typically no more than 4" above the knee.
- Shorts should be made of quality fabric such as cotton twill.
- Bike shorts, gym shorts, sweats, and cut-offs are not acceptable.

Skirts, Suits, Dresses.

- Women may wear skirts, suits or dresses to school.
- Skirt length may be no shorter than 4" above the wearer's knees and must remain at that length all day.

Shoes and socks.

- Shoes appropriate for school must be worn at all times.
- Athletic shoes must be worn during PE.

Hair.

- Hair should be neat, clean, and of modest style.
- Men's hair should not touch a standard shirt collar and must be above the eyebrows.
- Ladies' hair should be kept out of the face and eyes.
- Hair styles that are distracting to the learning environment—those with extreme colors, for example—are not permitted.
- Male faces should be clean-shaven.
- Sideburns should be neatly groomed and not distracting.
- Hats, caps, and visors are not allowed to be worn during school and will be confiscated.

Jewelry.

- Males may not have pierced ears. Females may have one earring per ear.
- Visible body piercing, tattoos, and markings may not be worn on campus or at any school-sponsored event.

The administration reserves the right to make any decision and interpretation concerning items not covered in this dress code. Their decisions and interpretations are final and are supported by the CCS School Board.

DISCIPLINE

Introduction

All discipline is a judgment call. If you have children, you recognize this fundamental truth—no set of rules is good enough to make life as simple as looking it up in a handbook. The maturity we strive to develop in our students involves recognizing the spirit of the law; immaturity involves searching the letter of the law for loopholes. Because of this, CCS asks its parents to recognize that no disciplinary decision is ever

undertaken lightly, without weighing the impact on the child against the impact on the school. With that understanding, some general guidelines follow.

Discipline is necessary for the welfare of the student and school. Teachers are given the liberty of enforcing classroom regulations that fall within the guidelines of the handbook. CCS strives to give each student general guidelines regarding what is expected of them regardless of where they are on campus. However, it would be impossible to make rules to govern every type of infraction. Our men and ladies are expected to observe the following general rules of conduct.

1. Respect the authority of all adults on our campus. Students are expected to address adults by “ma’am” and “sir.”
2. Respect the ears of others. Vulgar and distracting talk have no place in school.
3. Respect the bodies of others. Horseplay and fighting are out of order at all times.
4. Respect the property of others. Willful destruction of property will not be tolerated. Damaged property, whether intentional or accidental, should be reported by the student as honor requires.
5. Students are expected to conduct themselves as Christian ladies and gentlemen while in school. They should exemplify Christian unselfishness and kindness in their dealings with faculty and with fellow students.
6. Proper conduct with the opposite sex is a must. Couples should not wander, loiter, or be alone on campus. Neither should they hold hands or have physical contact at school; it’s simply not the place for romance.
7. Most importantly, students are to have an appropriate attitude at all times, since a good attitude is a fundamental characteristic of the Christian life. Therefore, a destructive, critical and cynical attitude is detrimental to Christian fellowship and cannot be allowed at CCS. It is understood that the school may take the appropriate action in dealing with any student concerning his or her conduct or attitude.

Out of School

Because CCS students represent our school and its families, and carry its reputation beyond the school hours, the school reserves the right to impose disciplinary action on students for off-campus actions. Our goal is to protect the image of our school and its families, not to intrude into students’ nonacademic lives. Students found to be out of line with Cornerstone’s vision of Christian behavior may be invited to withdraw.

CCS students are expected to refrain from cheating, stealing, indecent language, smoking, drinking alcohol, selling and/or using narcotics, pornography, premarital sex, or pressuring others to do so.

CCS students are also expected to maintain Christian standards in courtesy, kindness, honesty, morality, modest attire, orderly behavior, and respect.

Disciplinary Actions

- **Classroom Level.** Generally administered in the classroom by the teacher. Consequences in the classroom will vary based on teachers' individual personalities. These situations typically include: tardiness, chewing gum, failure to return signed tests, disobedience, disrespect, food and drink in class, gossip, horseplay, etc.
- **Department Level.** Administered by the teacher or administrator after consultation with the department head. This level will typically involve detention, corporal punishment, dismissal for the day, or in-school suspension. Corporal punishment will never be administered in the presence of other students. Causes include damaging property, a pattern of disobedience or disrespect, lying to an adult, etc.
 - **Corporal Punishment Guidelines.** We believe the Bible teaches the use of corporal punishment in the discipline of young people. We will use the paddle whenever necessary, but always in love with another adult as a witness. **Parents who enroll their children at CCS do so with the understanding that corporal punishment may be used after parental notification** and they express their support of this tool when they enroll their children.
- **Administrator Level.** Administered by school administrator upon parental notification. This level typically involves suspension, corporal punishment, or dismissal for major infractions in or out of school. Suspensions will generally take place beginning the day of the infraction. Suspensions may last for a period of 1 to 5 days, with a zero on any missed work during that period. Causes include fighting, abusive or disrespectful language or conduct, cheating on any test or assignment, skipping class or school, repeated detentions, reckless driving, student pranks, a severe pattern of behavior problems, sexual misconduct, etc.
- **Board Level.** Administered by the headmaster upon notification of the parent and School Board. Severe discipline results in expulsion. An appeal of an expulsion may be made in writing to the School Board within 3 days of the expulsion. A student may not attend class during the appeal. The decision of the executive committee of the Board is final. Expulsion may occur for drug or alcohol-related offenses, repeated suspensions, threatening behavior or language, gross sexual misconduct, possession of weapons, theft, or any other major offense as determined by the administrator.

Immediate Expulsion

The CCS School Board has established that any student who threatens to kill a student or employee, makes a list of students or employees to kill, or makes a bomb threat to the school, may be immediately expelled by the administrator and the appropriate authorities called.

Readmission or Continued Enrollment

Any student leaving CCS due to expulsion/mandatory withdrawal will normally not be allowed to apply for readmission. Requests for readmission should be made in writing to the administrator, who will consult with the Board on such requests. CCS reserves the right to deny enrollment to any student. Re-enrollment after expulsion will be handled on a case-by-case basis. The School Board may also include additional discipline as they see necessary.

Property / Vehicle Searches

The school will use canine searches and search lockers, backpacks, purses, cell phones, and personal effects during the year to ensure the safety of your children.

Confiscation of Property

Items that detract from the educational process may be confiscated and held as long as the administration deems necessary.

Referral System

In grades 7-12, teachers refer discipline problems above the classroom level to an administrator, who handles them on a case-by-case basis (with the following intended as a general guide)

1st offense: warning

2nd offense: detention

3rd offense: detention, loss of field trip privileges

4th offense: 1 day suspension (in or out of school, all grades equal zero)

5th offense: 1 day suspension (in or out of school, all grades equal zero)

6th offense: 3 day suspension (in or out of school, all grades equal zero)

7th offense: Expulsion from Cornerstone

Referrals reset at the beginning of each new quarter.

HANDLING CONFLICT

Parent-School Relations

Parents are encouraged to meet with teachers to discuss their child's progress. Parents should call the school office **to set up an appointment**. If a telephone conference is desired, please leave your number and the teacher will return the call at his/her earliest convenience. Parents are encouraged to communicate via email, which can be done through our school website: www.ccschargers.us.

Parents/guardians are invited to visit any classroom if they obtain administrative permission in advance. Anyone visiting the campus must first check in at the office; **conflict should never be “sprung” on a teacher during their school day.**

The school is committed to effective communication. If a parent needs further information concerning school activities, please call the school office.

Informal Grievance Procedure

Complaints or problems will be considered in no other way than prescribed below (cf. Matthew 18:15-17).

1. All questions, problems, or complaints should first go directly to the individual.
2. In upper grades (7-12), problem resolution should originate with the student; teaching children to become adults involves teaching them to address problems as adults, rather than expecting an adult to fix the problem for them. An exception may be made for situations in which the student feels threatened by the teacher. In this event, resolution should be attempted with a parent by their side.
3. If the situation is not resolved through direct contact, it should be brought to the attention of the department head (K-6) or administrator.
4. If parents are still not satisfied with the outcome, they may follow the formal grievance procedure outlined in the following pages.

Petitions are an unacceptable way to resolve conflict, unless all steps above have been taken.

Formal Grievance Procedures

The main purpose of the grievance procedure is to provide parents and students with a framework to resolve formal complaints. This procedure is intended for complaints that relate to a situation where there has been a violation, misinterpretation, or inequitable application of the handbook.

Level One. (Informal Procedures) Following the Matthew principles (Matthew 18:15-17), resolution should first be sought with the offender as outlined earlier. Grievances should first be addressed with the teacher or person responsible. This is the scriptural method of solving any difficulty. It is never appropriate (and often compounds the problem) to discuss problems with uninvolved parties. Gossip only worsens a problem. If there is no resolution at this point, the area principal or headmaster may be involved.

Level Two. (Formal Procedures) If the matter is not resolved through the Level One process, a formal grievance in writing to the Headmaster should be delivered within 5 days. The written document should include both the specific complaint and the recommended solution.

Level Three. If the family is still not satisfied with the decision rendered, they may file the grievance in writing to the School Board after giving the administrator at least 5 days to respond. The decision of the School Board will be final.

Parent Complaints about Other Students

Parents should communicate complaints to the other student or his parents first. The school is not an appropriate vehicle to resolve inter-family conflict. When the situation affects the school's health as a whole, the administration may investigate credible information and act upon the information given.

- A. No information is acted upon without an investigation. Date, place, time, action, witness, and affected parties are usually known before any meeting with students/parents occurs.
- B. Parents are contacted to attend a meeting where information will be presented.
- C. It is not necessary that the person who has given information be present or identified during an investigation process.
- D. School policy is written to serve and help people. When disciplinary action is needed, it will be taken. Although the discipline may be firm, it is intended to benefit the student and assist him/her in developing life skills that result in an understanding of the consequences for right and wrong.
- E. Persons may provide information in confidential fashion if they desire; however, information provided in such a manner will not provide the sole basis for discipline.

Withdrawals

If a student is voluntarily withdrawn during a school year, the entire year's tuition is due and payable. No records or transcripts will be forwarded until this obligation is met in full. The only exceptions to this policy are:

- 1. Students asked to withdraw or expelled by the administration.
- 2. Families with legitimate, work-related moves.

Students who are withdrawn due to dissatisfaction with teachers, staff, or the school in general may not be readmitted for a period of one year except by recommendation of the school administrator. To be eligible for the exception, the entire year's tuition must be paid in full.

A completed student withdrawal form must be in CCS's possession before any school records will be forwarded. The parent/guardian must sign this form. The official school records will be forwarded to the new school after the withdrawal process is completed or when requested as described above.

Handbook Changes / Interpretation

The Student Handbook is revised as needed. The Dress Code will be reviewed by the Board when deemed necessary. Comments from parents on any segment of the Handbook are welcome and should be submitted in writing to the Headmaster.

CCS reserves the right to make any changes or adjustments in the Handbook throughout the school year for the benefit of the students, teachers, and school.

This handbook serves as a general guide rather than a definitive statement.

HISTORY

Cornerstone Christian School is here today because of the vision, prayers, and hard work of many people. Shortly after becoming pastor of Bethel Baptist in 1988, Brother Allen Dennis had a vision concerning the ministry of Bethel in the years to come. That vision included a Christian school.

In 1993, plans were made to open a school by August 1994. Dr. Byrle Kynerd, Superintendent of Briarwood Christian School, was hired as a consultant to lead us through the planning, organization, and structuring necessary to start a new school. Surveys indicated that parents of about 300 children were interested, so we proceeded to the next steps: electing a school board, having a public meeting with interested parents, and beginning pre-registration.

The meeting took place in March 1994. The response was underwhelming. It was decided that the school could not start in the fall, and we put our information in a file cabinet and waited to see if the Lord would allow us to open the school.

In 1995, we began planning and building our new facilities with classrooms that could accommodate schoolrooms. In March of 1997, as our building neared completion, it was decided that God was ready for our school to open in the fall and things began to fall into place.

The first year CCS had 103 students in grades K-8. The second year we saw 174 students enrolled in K-9, and the third year CCS grew to 234 in grades K-10. We continue to grow and to see God's mighty hand at work. We have seen eight classes graduate, and what a blessing it is to know that Cornerstone alumni are taking Christ with them into college and the workforce! Several of our alumni are now college graduates moving on to higher education or the workforce.

The gym was completed in 2005 thanks to the faithfulness of families at Cornerstone and members of Bethel Baptist. For what we see now by sight, and see in the future by faith, we praise God. We thank Him for everyone who has had a hand in this ministry. We know that this would not be possible without God; therefore, we give Him all the praise, honor, and glory.

In the summer of 2007, CCS worked with Bama Truss Company (now Builders First Source) to complete Charger Hall. This building enabled CCS to continue growth by providing eight new technology-ready classrooms.

We are grateful for the hard work and dedication of everyone who has contributed to our school's first decade, and we look forward to seeing God work through all of us to impact Shelby County for his glory
