

# **North Iowa Christian School**



## **2017-2018 Parent/Student Handbook**

**680 6<sup>th</sup> St SE  
Mason City, IA 50401  
(641) 423-6440  
nicschooloffice@gmail.com**

# Who We Are

## Our Vision:

Our vision is to lead students to faith in Jesus Christ and to develop young men and women who adhere to a Christian worldview, prepared to participate as Godly members of home, church and society.

## Our Mission:

As parents, teachers, and leaders, we strive to equip our children to live lives that glorify God, to be servant leaders with character, and to realize their God-given potential through Biblical, Christ-centered education.

## Our Core Values:

- God-centered focus: God will be first in everything we do.
- Commitment to Scripture: All instruction and activities will be centered in God's Word.
- Culture of Prayer: Prayer will be integral to the day.
- Family Orientation: School and home will work fully together to grow faith and academics.
- Heart of Serving: Students will be actively involved in living a servant life and engaging the community.
- Passion for Excellence: We will encourage students to achieve their best in academics, faith, activities and service.

## Statement of Faith

### We believe:

- The Scriptures, both Old and New Testaments, to be the inspired Word of God, without error in the original writings, the complete revelation of His will for the salvation of men and the Divine and final authority for Christian faith and life.
- In one God, Creator of all things, infinitely perfect and externally existing in three persons; Father, Son, and Holy Spirit.
- That Jesus Christ is true God and true man, having been conceived of the Holy Spirit and born of the virgin Mary. He died on the cross, a sacrifice for our sins, according to the Scriptures. Further, He arose bodily from the dead and ascended into heaven where he is now our advocate with the Father.
- The ministry of the Holy Spirit is to glorify the Lord Jesus Christ and, during this age, to convict men of sin, regenerate the sinner who believes, indwell, guide, instruct, and empower the believer for godly living and service.
- Man was created in the image of God but fell into sin and is, therefore, lost. Only through regeneration by the Holy Spirit can salvation and spiritual life be obtained.
- The shed blood of Jesus Christ and his resurrection provide the only ground for justification and salvation for all who believe, and only such as receive Jesus Christ are born of the Holy Spirit and thus become children of God.
- Water baptism and Lord's Supper are to be observed by the church during the present age. They are, however, not to be regarded as means of salvation.
- The true church is composed of all persons who have a saving faith in Jesus Christ and are united together in the body of Christ, of which He is the head.
- In the personal and imminent coming of our Lord Jesus Christ and that this "Blessed Hope" has a vital bearing on the personal life and service of the believer.
- In the bodily resurrection of the dead; of the believer to everlasting blessedness and joy with the Lord; of the unbeliever to judgment and everlasting conscious punishment.
- We believe that God created everything, and in that He crowned creation with the making of human beings. He created them to be holy and unique, and to rule over the world. He also did not leave them one dimensional but created man first, and then from man He created woman. These two genders would together reflect His glorious image upon this earth. He created man and woman to rule the earth, to worship Him, and to help each other. He also defined a special relationship known as marriage, which could only be achieved in sexual union between one man and one woman. In this union the creation of children would be made possible, each one would be created either male or female. This would

be defined in every womb by God and revealed at the time of the birth. Gen. 1:27, 2:24; Mal. 2:14-15; Matt. 19:4-6; Mark 10:6-8; 1 Cor. 7:39; Rom. 7:2; Eph. 5:31

*(If a fuller definition of the above belief statement is desired please request our Biblical Gender Identity Statement and the Colorado Sexuality Statement.)*

## North Iowa Christian School Rules

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### ***Student Concerns***

#### **Character**

Because we respect each other as unique creations of God, no “put-downs” are allowed and all teachers and fellow students are to be treated with respect in words, actions, and attitudes.

No offensive, rude, or blasphemous language is allowed so that we may “keep our tongues from evil” and honor God with our works. In the same way, no gossiping, “Secret telling”, or inappropriate talk will be allowed.

No hitting, kicking, tackling, or rough play of any kind will be allowed at any time. No physical fighting of any kind will be allowed.

No public display of affection between students.

#### **Communications** *(more detail will be found in the official policy manual)*

**User Responsibilities:** Network/internet users (students and NICS employees) are responsible for their actions in accessing available resources. The following standards will apply to all users (students and employees) of the network/internet:

- The user in whose name a system account is issued will be responsible at all times for its proper use. Users may not access another person's account without permission from an administrator or immediate supervisor.
- The system may not be used for illegal purposes, or for any other activity prohibited by school policy.
- Users may not redistribute copyrighted programs or data without the written permission of the copyright holder or designee.
- A user must not knowingly attempt to access educationally inappropriate material. If a user accidentally reaches such material, the user must immediately back out of the area on the Internet containing educationally inappropriate material.
- A user may not disable internet tracking software or implement a private browsing feature on school computers or networks.
- Browsing history shall only be deleted by authorized staff.

**Electronic Communications with Students:** Employees are prohibited from communicating with students who are enrolled in NICS through electronic media. An employee is not subject to this prohibition if the employee has a family relationship with the student.

The following definitions apply for purposes of this section on Electronic Communication with Students:

“Employees” includes classroom teachers, principal, coaches, and any other employee designated in writing by the school board.

“Communicate” means to convey information and includes a one-way communication as well as a dialogue between two or more people. A public communication by an employee that is not targeted at students (e.g., a posting on the employee’s personal social network page or a blog) is not a communication; however, the employee may be subject to NICS regulations on personal electronic communications. Unsolicited contact from a student through electronic means is not a communication.

“Electronic media” includes all forms of social media, such as, but not limited to the following: text messaging, instant messaging, electronic mail (email), web logs (blogs), electronic forums (chat rooms), video sharing websites (e.g., YouTube™), editorial comments posted on the Internet, and social network sites (e.g., Facebook™, MySpace™, Twitter™, LinkedIn™), and all forms of telecommunication such as landlines, cell phones, and web-based applications.

**Limited Electronic Communication with Students:** Employees may communicate through electronic media with students who are currently enrolled in the NICS only within the following guidelines:

- If an employee receives an unsolicited electronic contact from a student, the employee shall not respond to the student using any electronic media except to address a health or safety emergency.
- The employee is prohibited from communicating with students through a personal social network page; the employee must use the official NICS social network page (“professional page”) for this purpose. The employee must enable administration and parents to access the employee’s professional page.

### **Dress Code**

Standards for dress are stated by the school, but the primary responsibility for observing these standards falls on the parents. The school’s personnel are responsible for monitoring compliance and informing parents and children when standards are not met. In the event of a flagrant violation of code, the parent may be asked to bring the child different clothing to wear. In choosing clothing, we encourage the students to consider what Jesus would be willing to wear. The following Biblical guidelines are used in establishing dress policies: modesty and decency, appropriateness (for school and health purposes), cleanliness and neatness, inoffensiveness and not extreme or influenced by ungodly segments of society and the fads they produce. (1 Tim 2:9; Matt 5:27-30; Matt 6:28-34; Rom 14)

With these guidelines in mind, the following instructions will be observed:

- Clothing should be modest in cut.
- Tops should tuck in or overlap so there is no separation at the waist.
- All shirts must have a sleeve-no sleeveless shirts or tank tops permitted.
- Tops with any obviously questionable slogans or pictures are not acceptable.
- Shorts and Capri length pants may be worn in August-October 15<sup>th</sup> and April 15<sup>th</sup> – May.
- Shirts, dresses & shorts must be knee length (approaching the knee)
- Jeans and dress pants may be worn any time of year.
- Leggings worn as pants will not be allowed. (Leggings may be worn as tights, under a shirt or dress of the appropriate length)

### **Kindergarten through 6<sup>th</sup> grade**

- If dress/dresses are worn, consider wearing shorts underneath for the sake of modesty.
- Acceptable footwear includes shoes that have an enclosed heel or a back strap.

### **7<sup>th</sup> through 12<sup>th</sup> grade**

- Neat and clean clothing is to be worn.
- The following clothing is unacceptable:
  - low rise fit
  - midriff exposure
  - low neckline in front or in back
  - tight fitting clothing
  - holes in jeans
  - grungy look
- Shorts, skirts, and dresses must be to the knee in length
- Middle and High School students will have P.E. two days each week, and will be expected to bring the appropriate clothes and shoes to change in to at class time (they are not to wear their P.E. clothes the entire day).

- P.E. attire:
  - modest top
  - athletic shorts (no bike shorts)
  - athletic shoes
  - pants
  - sweats
  - nylon pants
  - hats are not to be worn inside the building
- Hair:
  - neatly trimmed
  - out of the eyes
  - extreme hairstyles/colors are not acceptable
  - Boys' hair:
    - should not fall below the collar
    - entire ear lobe should be showing
    - above eyebrows
    - must be clean-shaven at all times
    - sideburns should not be longer than bottom of the ear
- Girls may wear earrings (up to two per ear).
- Students are not allowed to wear jewelry in other body piercings (Such as lip, nose, eyebrow, navel, etc.).
- Tattoos are strongly discouraged; if present, must be covered at school functions.

### **Electronic Devices**

All electronic devices (cell phones, iPods, video games etc.) must be turned into the teacher at the beginning of the school day. If a student is found using an electronic device, it will be given to the teacher. At the second offense and each time thereafter, the device will be turned into the office and a parent or guardian will be required to come to the office to reclaim the device.

### **Facilities**

Students are expected to treat all materials and parts of the building with care and respect. Because of fire regulations, students will NOT be allowed the use of the refrigerator and microwaves. Teachers are not able to spend their lunchtime monitoring the microwave. If lunches or drinks must be kept cold, put an ice pack in the lunch box. Please remember to pack utensils for your child as the utensils donated by families are to be used only on hot lunch days.

### **Weapons/Tobacco/Alcohol/Controlled Substances**

These items will not be allowed on school grounds. Possession of a weapon will result in immediate suspension for a period of three days for the first occurrence, with the board addressing each situation and using its discretion for possible further disciplinary action.

### **Transportation**

Students must have written permission on file if they are driving themselves to and from school. Students transporting other students must have written permission by both sets of parents in advance. This form is available in the office.

### **Medications**

Over-the-counter medications (in the original containers) need to be given to the school secretary along with a note from a parent stating that the student may take the medication and when it is to be taken. School personnel will administer the medication/supervise it being taken. In the case of regular use of a medication, written documentation must be made to the school to give guidelines for the administration of the medication.

## **Recess Rules**

- Be a good sport, be kind, and include everyone.
- Students who are too rough or break rules will lose recess privileges.
- The teacher/aide on duty has discretion on all rules. Obey them and do not be bossy.
- Students should be properly dressed for outside recess (Jackets if necessary; no flip-flops; shoes must have a back strap).
- No secret or exclusive “clubs.”

## **Playground Rules**

- Only one person on a swing sitting in an upright position. No twisting, underdogs, jumping off or saving of swings.
- Only K-4 students allowed on small play set.
- All students should leave plants, trees, insects, animals, and rocks alone.
- Games involving pushing or tackling may not be played.
- No snowball throwing at any time.

## **“Gym” Rules**

- Balls should not be kicked in the “gym”.
  - Be careful not to cut through someone’s game.
  - Use an inside voice when playing. Do not scream.
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## ***Parental Concerns***

### **Absences**

Parents are asked to notify the school by 8:30 a.m. if their child is to be absent. Parents are asked to send a note of explanation for the absence to the child's teacher. Please notify the teacher in advance if it is a planned absence. If a student arrives after 10:00 or leaves before 2:00, it will be counted as a half-day of absence.

### **College Classes**

Contact Brian Wogen, Director of School Partnerships at NIACC (North Iowa Area Community College) by phone at 1-888-466-4222 ext. 4177 or email Brian at [wogenbri@niacc.edu](mailto:wogenbri@niacc.edu). You may also check the NIACC website [www.niacc.edu/careerlink](http://www.niacc.edu/careerlink) for information on taking college classes while still in high school. Permission from the Principal is required for all students desiring to take any off-campus class during the school day. See the office for a permission form.

NICS also offers college classes available online from Northwestern University in St. Paul.

### **Committees**

As part of the North Iowa Christian School family, at least one parent for each family is required to participate in one of the following committees to support the school by various endeavors.

- **Public Relations Committee:** The goal is to promote our school to the community through various ways such as holding our annual Soup Supper; building floats for the parades, developing the school website, new school video, etc. The public relations committee regularly looks for and discusses feedback they receive or obtain. The public is informed about different events, policies, and strategies taken by North Iowa Christian School through public releases of information given to all local radio stations, TV stations, and Papers.
- **Finance Committee:** The finance committee's purpose is to put together a school budget to submit to the board for approval. We also review financial aid resources and requests and make recommendations to the board for their final approval of all expenditures.
- **Parent Teacher Committee:** The PTF (Parent Teacher Fellowship) Committee is designed to encourage and build a relationship between the teaching staff and parents of NICS. Some of the responsibilities of this committee are to provide a meal for teachers on conference days. To organize refreshments for the Christmas program and the spring Open House. We acknowledge teachers during Teachers' Appreciation Week and the secretary during Secretary Appreciation Week. Also, the chairperson of this committee organizes the people who pick up lunches from Newman.
- **Fundraising Committee:** The Fundraising Committee is responsible for planning, organizing, and enlisting help for various fundraising events throughout the school year (i.e. Fall Banquet, Auction, Dinner Theater, etc.)
- **Buildings & Ground:** This committee oversees various projects and needs in and around the school.

### **Concerns**

If there are questions or problems, parents are expected to follow the guidelines given in Matthew 18 by going first to the teacher to voice concerns, then to the Principal. If they feel further action is needed, they may contact the School Board President.

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**Dual enrollment** Families wishing to participate in sports, music or any other extra-curricular activities may dual enroll with the school of their choice. To dual enroll with Mason City High School, contact Dave Versteeg, Superintendent of Mason City schools, at 421-4402 or [dversteeg@mason-city.k12.ia.us](mailto:dversteeg@mason-city.k12.ia.us). Families are responsible for making transportation arrangements and paying any registration fees for involvement in any extra-curricular activities.

Permission from the Principal is required for all students desiring to take any off-campus class during the school day. There will be a one month trial for students taking off-campus classes during the school day. Students need to maintain a 2.0 GPA both in NICS' classes and in the off-campus class they are taking, with no failing grades in either. NICS has no financial obligation for classes withdrawn from because of grades. See the office for a permission form.

**Drop off and Pick up directions:** Please be aware there is a railroad crossing with no lights, so use caution when approaching these tracks. Trains do use their whistle.

*Drop off in the morning (time):* Students may be dropped off at 8:00 a.m. at the earliest and should go to the chapel for study time, where a supervising teacher will be available until 8:15 a.m. Students will then be dismissed to their homeroom to prepare for the day.

*Drop off in the morning (location):* From 6<sup>th</sup> St, enter thru the gate and stay to the right. Loop around the outer buildings and then head to the back side of the school to drop off your child(ren) at the NE entrance. Please wait to make sure your child has entered the building before leaving. Exit the school grounds through the gate. The gate will be locked by 8:30 a.m. and students arriving after should enter the front door and check in with the secretary.

*Students driving to school:* If a student is driving to school and needs to leave during the day for an appt. or class, they are to park along the grass (facing west) at the front of the school and enter through the front door. The gate will be locked during the day and they will not be able to get out. *Students who drive and do not leave campus will park inside the gate on the South East edge of the fence/property. (eventually there will be signage)*

*Pick up:* Same as morning drop off as far as where to drive. The gate will be unlocked at 3:10 p.m. Students will be dismissed to the chapel at 3:20 pm. One teacher will be at the back door and another will monitor the chapel. They will let students in the chapel know if their ride is there. Parents may park in the student lot if they prefer but need to come into the building to get their children. We will not let them run out into the parking lot.

Students who drive may leave at 3:20 with their siblings. Please let us know if someone else will be picking up your child(ren). It will also be helpful to know what type of vehicle they will be driving.

### **Equal Opportunity**

No person shall, on the grounds of race, color, gender, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity of NICS.

### **Finances**

Tuition is due in the office on or before the 10<sup>th</sup> day of each month. Tuition and fees must be paid at the end of each quarter before the student is allowed to continue at NICS. The school board will address situations of habitual late payments or non-payments of tuition. If you have questions concerning this policy, please contact a school board member.

Because tuition does not cover costs, all families are expected to participate in fundraisers to meet the needs of the school.

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### **Local Bussing**

As a small private school, we do not have our own bussing system. If you are unable to connect with another family within the school to make transportation arrangements for your child(ren), bussing is available for local transportation thru the Mason City school system. Contact Randy from MC Schools at 641-421-4428 to find out more about this program and fees charged. State guidelines require those requesting bussing services for those in grades K-8 live within 2 miles (from home to school) to pay for bussing. Those outside of the 2 mile range, there is no charge for families. For those requesting bussing services for grades 9-12, the range increases to 3 miles. If they live further than 3 miles away, bussing is free. Families can fill out the Transportation Form online at [www.masoncityschools.org](http://www.masoncityschools.org). The cost can be paid by quarter, semester or yearly.

### **Visits**

To enable the teachers to adequately plan for each day, we ask parents to call the day before if they plan to visit the classroom or bring a pet to school. We encourage parents to visit!

### **Volunteer Hours**

The following tuition discounts are offered to school families: families who cannot afford full tuition rates may apply for tuition aid through the Board. Families receiving tuition assistance/financial aid are expected to volunteer a minimum of 20 hours of their time during each school year they receive assistance. These volunteer hours must contribute to NICS in some way and are in addition to any hours they may volunteer because of their student(s) involvement in NICS athletics. Families receiving tuition assistance/financial aid are responsible for keeping track of their own volunteer hours and must submit a log of their volunteer hours to the NICS secretary prior to the last day of school each calendar year. Families receiving tuition assistance/financial aid who enroll after the first semester must only complete 10 hours of volunteer work. However, if they enroll after the start of the school year, but prior to the end of the first semester, they will still be required to complete 20 hours of volunteer work prior to the end of the second semester. Families receiving tuition assistance/financial aid who do not complete the 20 hours of volunteer service by the end of the calendar year or who do not submit their logs by the last day of school, may not be eligible to receive financial aid for the next calendar year at the discretion of the NICS Board.

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## School Board

<b>President</b>	Jani Dahlin	105 10 <sup>th</sup> St NW Mason City, IA 50401	(641) 494-9669	nics.board.president@gmail.com
<b>Vice-President</b>	Jeremy Barkema	16239 34 <sup>th</sup> St SE Mason City, IA 50401	(641) 430-0343	nics.vicepresident@gmail.com
<b>Secretary</b>	Dave Wheatcraft	512 14 <sup>th</sup> Ave N Clear Lake, IA 50428	(641) 231-1571	nics.secretary1@gmail.com
<b>Treasurer</b>	Jacque Barkema	195 Lakeview Dr Mason City, IA 50401	(641) 425-6790	nics.treasurer@gmail.com
<b>Member</b>	Amy Reynolds	1500 E Lake St Ventura, IA 50482	(515) 250-7054	nics.member1@gmail.com
<b>Member</b>	Adrian Stevens	1616 S Delaware Ave Mason City, IA 50401	(641) 512-0821	nics.member2@gmail.com

## Faculty and Staff

<b>Adams, Rachel</b>	7 <sup>th</sup> & 8 <sup>th</sup> Grade Homeroom	1054 6 <sup>th</sup> St SW Mason City, IA 50401	(307) 620-2752	nicsjh@gmail.com
<b>Anderson, Jenni</b>	Kindergarten	110-1 <sup>st</sup> St NW PO Box 644 Nora Springs, IA 50458	(641) 425-4439	nics.kindergarten@gmail.com
<b>Barkema, Jeremy</b>	Basketball - Girls	16239 34 <sup>th</sup> St SE Mason City, IA 50401	(641)430-0343	barkemaj@msn.com
<b>Bram, Christy</b>	11 <sup>th</sup> & 12 <sup>th</sup> Grade Homeroom	18325 195 <sup>th</sup> St Mason City, IA 50401	(641) 420-8945	nicshs2@gmail.com
<b>Bram, Louie</b>	Basketball – Boys	18325 195 <sup>th</sup> St Mason City, IA 50401	(641)494-7444	nicshs2@gmail.com
<b>Ewy, Cindy</b>	Secretary	215 S Rhode Island Mason City, IA 50401	(641) 583-2636	nicschooloffice@gmail.com
<b>Jara, Carol</b>	3 <sup>rd</sup> & 4 <sup>th</sup> Grade	208 East St PO Box 137 Hanlontown, IA 50444	(641) 896-2757	nics.grade3and4@gmail.com
<b>Lueders, Linda</b>	5 <sup>th</sup> & 6 <sup>th</sup> Grade	910 Buddy Holly Pl Clear Lake, IA 50428	(641) 512-0326	nics.grade5and6@gmail.com
<b>Miles, Jim</b>	Physical Education	821 S Carolina Pl Mason City, IA 50401	(641) 530-0433	nics.pe.812@gmail.com
<b>Miner, Jason</b>	Principal	716 9 <sup>th</sup> St NE Mason City, IA 50401	(641) 583-3166	nics.k12.principal@gmail.com
<b>Miner, Joanna</b>	Custodian	716 9 <sup>th</sup> St NE Mason City, IA 50401	(641) 530-2511	nics.k12.janitor@gmail.com
<b>Rust, Diane</b>	1 <sup>st</sup> & 2 <sup>nd</sup> Grade	2340 Mallard Ave Sheffield, IA 50475	(641) 892-4942	nics.grade1and2@gmail.com
<b>Veach, Darlene</b>	9 <sup>th</sup> & 10 <sup>th</sup> Grade Homeroom	4660 N Shore Dr Clear Lake, IA 50428	(641)357-4251	nicshs@gmail.com
<b>Voss, Janna</b>	Administrator (Timothy Christian)	18000 D Ave PO Box 70 Wellsburg, IA 50680	(641) 869-3679	jvoss@timothychristianschool.net



## Things To Remember

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### Sick Policy

Your student should stay home to recover if...

1. they are running a fever
2. they are too sick to go out for recess
3. they didn't get adequate sleep from coughing or such and need a day of rest
4. they have thrown up at all in the last 12 hours, please wait a day to return to school.

*Since we do not have a room where sick students can rest please be sure we have complete information on who to contact to pick the child up from school.*

### Bad weather school closings

Listen to KIMT TV (channel 3), KAAL TV (channel 6), KGLO 1300 AM, KJCY 95.5 FM or go to [www.kimt.com/weather/weatherclosings](http://www.kimt.com/weather/weatherclosings). Delays or cancellations will also be posted to our Facebook page. If we have to release students early, because of bad weather, parents will be notified by telephone.

### School office hours

Cindy Ewy will be in the school office Monday-Friday from 8:00 a.m. to 3:30 p.m. Teachers will be available until 4:00 on school days to answer any questions you may have regarding your student and their class work.

If you get the answering machine, someone will get back to you as soon as possible.

## Tuition for NICS 2017-2018

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To learn about opportunities available to lower your cost of tuition, talk to a member of the school board or the finance committee.

	<b>1st child</b>	<b>2nd child</b>	<b>Additional child</b>
<b>Kindergarten</b>	<b>\$2,255.00</b>	<b>\$1,924.00</b>	<b>\$1,605.00</b>
<b>Grades 1-8</b>	<b>\$3,607.00</b>	<b>\$3,095.00</b>	<b>\$2,569.00</b>
<b>Grades 9-12</b>	<b>\$3,796.00</b>	<b>\$3,287.00</b>	<b>\$2,700.00</b>
<b>Max family tuition cap \$9736</b>			
<b>Fees \$125 per child per semester (books, cleaning, supplies, lab)</b>			
<b>Registration \$100 per child</b>			