



First Baptist School

Secondary Parent-Student Handbook

***Reach the students.
Glorify Christ.
Transform the world.***

2025 -
2026



DEDICATED TO:

*Well-rounded Spiritual, Mental,
Physical and Emotional Development
Sound Christian Character
High Academic Achievement
Loving, Firm Discipline*

First Baptist School (FBS) was established in 1955 as a ministry of First Baptist Church (FBC). It is fully accredited by the Association of Christian Schools International (ACSI) and Cognia. ACSI & Cognia are recognized by the state of Texas as approved accrediting bodies for private schools in Texas.

First Baptist School does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational and admissions policies, scholarship programs, athletic opportunities, or other school-administered programs.

FIRST BAPTIST SCHOOL

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TABLE OF CONTENTS

Mission Statement and Statement of Philosophy:	4
Core Values	4
Goals and Objectives	4
Statement of Faith	5
School Committee – Faculty and Staff	5
Financial Information.	5
Medical Information.	6
School Pictures	7
Lunch Program	7
Parent Visits and Conferences.	7
Attendance	7
Arrival.	8
Driving and Parking on Campus	9
Grading	10
Report Cards	11
RenWeb	11
Testing	11
Promotion Criteria	11
High School Program	12
Honors and College Dual Enrollment Program	12
High School Graduation Requirements	13
Diploma Endorsements	14
Dress Codes and Policies	16
Field Trips – Chapels – Physical Education – Athletics	17
Conduct and Discipline Policies.	18
Merit System	18
Bullying Prevention Policies	20
Secondary Code of Conduct	22
Appendix B (Technology Policy)	23

Disclaimer: FBS reserves the right to make changes to this parent/student handbook at any given time as deemed necessary by the school's administration and/or by the FBS Committee/School Board.

MISSION STATEMENT

First Baptist School exists as a ministry of First Baptist Church to students in Brownsville, Matamoros, and the surrounding areas. First Baptist School is committed to glorifying God by providing a biblically-based education so that students are transformed and equipped to meet the challenges of post-secondary education and career advancement, while serving and impacting the world for the Kingdom of Christ.

STATEMENT OF PHILOSOPHY

First Baptist School bases its philosophy of education on the Bible, the infallible, inerrant Word of God and develops its curriculum not contrary to the faith and practice of First Baptist Church. Each child is created in the image of God and yet has a fallen nature. Therefore children are treated with love and respect and given appropriate instruction for proper Christ-like behavior. The home is the primary instructional environment for children and so a quality, cooperative relationship between home and school is sought.

The highest level of academic instruction, appropriate to the variety of learning styles and developmental needs of the students is provided. Teachers model in lifestyle and daily practice their living and vital relationship with Jesus Christ as they provide a positive, godly learning environment for their students.

CORE VALUES - Crusaders are ...

Christ-like – We will choose to be like Christ in word and deed
Respectful – We will respect God-given authority
Unselfish – We will prefer others over ourselves
Steadfast – We will be firmly loyal and constant
Aware – We will know that God is working in & through us and our world
Disciplined – We will practice self-control and obedience
Enthusiastic – We will be zealous and motivated
Responsible – We will be reliable and trustworthy
Sincere – We will be genuine and true

GOALS AND OBJECTIVES

First Baptist School has as its primary goal to glorify God through making disciples of the Lord Jesus Christ. This goal leads to the following objectives:

- ☐ Present clearly and positively the claims of Christ to the students, the parents, and every other person associated with First Baptist School.
- ☐ Help develop students' practice of regular devotional Bible study and to apply the Bible's truth to their everyday lives.
- ☐ Involve students in consistent Bible memorization.
- ☐ Teach students how to share their faith and provide opportunities to do so.
- ☐ Challenge the students' spiritual growth through meaningful and relevant chapel services.
- ☐ Strongly encourage students' involvement in an evangelical church.
- ☐ Warn the students of the dangers of an impure lifestyle and encourage a separation from all that could harm their spiritual growth.
- ☐ Equip students to overcome sin.
- ☐ Teach students how to gain a clear conscience.
- ☐ Teach students the importance of respect and submission to God-given authorities.
- ☐ Challenge students to embrace the goal of making disciples throughout the world.

First Baptist School endeavors to prepare students academically for a lifetime of learning. This goal leads to the following objectives:

- ☐ Provide experiences in which each student can develop fundamental skills in listening, reading, writing, speaking, and mathematics.
- ☐ Promote high academic standards and to encourage students to maximize his God-given potential (II Timothy 2:15).
- ☐ Develop critical, creative, and logical reasoning within the guidelines set out in the Word of God.
- ☐ Foster an understanding of, as well as love and respect for, our Christian and American heritages.

- ☐ Put current issues and trends in the perspective of the Word of God and His eternal plan for mankind.
- ☐ Encourage an appreciation for art, music, literary and dramatic forms as expressions of the God-given creativity that each student possesses.
- ☐ Teach methods of independent research in addition to good study habits.

First Baptist School recognizes the value that God places on the individual and desires to see students develop emotionally and socially. This goal leads to the following objectives:

- ☐ Teach students that their greatest potential in life can be achieved as they learn to place daily confidence in God's leadership.
- ☐ Help develop a personality that reflects God-given values of life, morality, and self-esteem.
- ☐ Instill the value of time in both work and leisure activities and teach that there must be a healthy balance between the two to enjoy life.
- ☐ Promote a healthy view of society, not only local but worldwide and encourage students to participate in creating a society that is based on God's principle: to love our neighbor as ourselves.
- ☐ Teach students to value the opinion of others, to accept the majority rule as it follows God's principles, and to stand alone when those principles are challenged.
- ☐ Encourage the development of open communication within families. The family is God's umbrella of protection with authority and responsibility given to parents for the safety, nurture, and guidance of children. The seeds of God-honoring families must be nurtured in our children today.
- ☐ Develop an understanding for God's economic system: All that we have belongs to God and is intended be used for His glory.

STATEMENT OF FAITH

We believe and unqualifiedly affirm:

- ☐ The inspiration of the Bible, equally in all parts and without error in its origin;
- ☐ The one God, eternally existent Father, Son and Holy Spirit, who created man by a direct immediate act;
- ☐ The pre-existence, incarnation, virgin birth, sinless life, miracles, substitutionary death, bodily resurrection, ascension to Heaven, and the second coming of the Lord Jesus Christ;
- ☐ The fall of man, the need of regeneration by the operation of the Holy Spirit on the basis of grace alone, and the resurrection of all to life or damnation;
- ☐ The spiritual relationship of all believers in the Lord Jesus Christ, living a life of righteous works, separated from the world, witnessing of His saving grace through the ministry of the Holy Spirit.

SCHOOL COMMITTEE

First Baptist School is governed under a nine-member School Committee who is very interested in the operation and growth of the School. The School Committee is authorized by FBC to provide personnel oversight and to be the policy-making body of FBS. The policies of the school are subject to change at any time at the discretion of the school committee. The Superintendent reports directly to the School Committee.

FACULTY AND STAFF

The chief administrative officer of FBS is the Superintendent. The Superintendent ensures the implementation of policy and oversees the daily operations of the school. First Baptist School follows the high standards set forth by ACSI for the requirements for teacher certifications. As well, our teachers and staff serve as role models of Christian service and discipleship in their daily lives.

FINANCIAL INFORMATION

REGISTRATION: Pre-registration for the following year begins February 1st. On March 1st, new students will be accepted to the capacity of each class. An annual registration fee must be paid before any student can be considered enrolled in a class. There will be no refund of the registration fee, unless the child is subsequently not accepted for admission. Students with outstanding balances will not be permitted to register at the discretion of the administration.

FEES: The annual fees (books and facilities) for each student are due by **July 1st**. Late payment may result in a 10% late charge. Student accident insurance covering all students is included in the fee.

PAYMENTS: Payments are made in 10 monthly installments beginning **August 1** and ending **May 1**. Upon payment of the registration fee, the student's name will be added to the class list.

Because the school budget is funded almost exclusively by tuition and fees, it is very important that payments be made on time. Payments are due on the 1st of each month and are considered delinquent after the **10th**, even if the 10th falls on a weekend or during a holiday period. A 10% late fee will be assessed on the balance of all accounts after the 10th unless arrangements have been made with the office. Students whose tuition is more than 2 months in arrears will not be allowed to remain in school unless satisfactory arrangements are made for payment. The final payment must be in the office before final report cards or transcripts are issued at the end of the school year. Academic records will not be released until the account balance is cleared.

Payments can be made in cash, with a credit card or check in the school office or electronically through RenWeb. The school is not responsible for tuition sent with the students. Please make checks payable to First Baptist School. A \$25 fee will be assessed for any returned checks.

REFUNDS: There is no refund for absences due to illness or other causes. If a student is withdrawn from school for any reason, a refund may be made subject to the status of the family's account and the amount of time remaining in the school year. *At least one week's notice must be given to the school office prior to withdrawal of any student.* Failure to provide sufficient notice will result in the forfeiture of any refunds and a delay in receiving transfer records.

EARLY ARRIVAL FEE: Any student who arrives at school before 8:00 A.M. should report to the library. A daily fee will be assessed per child for early arrival unless the child is already enrolled in the extended-care program. No child should arrive before 7:30 A.M. as there is no supervision before that time.

EXTENDED-CARE FEE: The cost of morning extended care is \$30 per month. Afternoon extended care is \$90 per month. If both morning care and extended care are needed, there is a discount rate of \$110 per month. These fees should be paid on a monthly basis under the same guidelines as the tuition. Special arrangements must be made on an individual basis with the administration.

DISCOUNTS: (Apply to tuition only)

Discounts apply only to:

3 rd child enrolled at First Baptist School	10%
First Baptist Church Members	10%
Pastor from other Evangelical churches or in paid full time evangelical ministry	25%

MEDICAL INFORMATION

The school attempts to provide an environment in which the child will be safe from accidents. If a minor accident occurs, first aid will be administered by a member of the school staff. No care, beyond first aid - defined as immediate, temporary care - will be given by school personnel. If an emergency occurs, every effort will be made to contact the parents. Please make certain that the school is aware of changes in your telephone numbers at home and work. If parents cannot be reached, appropriate medical attention will be secured by the superintendent or his designee.

An immunization record must be filled out by your physician and submitted to the school office with the application. Students must be vaccinated with the state mandated vaccinations before school begins. All students are required to have a valid physical on file with the school office.

No staff member will be permitted to administer any medications, aspirin, etc., to any student for headaches, fever, or other reasons without parent authorization. An authorization in the admission application permits office personnel to administer antacids/Tylenol without specific parent authorization. **All medication, prescription and over-the-counter, must be kept and administered at the school office.** For safety reasons, students will not be allowed to keep medications with them in the classroom without permission from the administration. Prescription medication to be taken at school requires a written authorization from the doctor.

Children with colds (coughing, sneezing, and fever) or any other communicable illness or disease will not be permitted in the classroom. If there is any indication of such, the child will be isolated from other children while the parents are notified and until some authorized person comes to pick up the child.

As the need arises, students will be screened for head lice. Any students found to have lice must be picked up immediately and instructions will be given to the parent as to how to secure immediate treatment. Students may not return to school while live lice or nits are still present.

SCHOOL PICTURES

School pictures are taken in September. Retakes of individual pictures are taken for students who were absent or whose photo did not turn out. A \$1 fee will be charged for all retakes. In the spring, class and group pictures will be taken. Parents will have the opportunity to order by turning in the proof form to the school office or going directly to the website of the photography company.

LUNCHES

FBS provides a lunch program for all students who choose to participate. Students who choose not to purchase lunch must bring lunch from home. Parents will be contacted for instructions if a student does not buy or bring lunch to school. If attempts to contact parents are unsuccessful, the student will be given a lunch and the parents will be charged. Parents should contact the school office about special arrangements.

PARENT VISITS AND CONFERENCES

All parents visiting the school grounds for any reason, including lunch, **must report to the office as soon as they arrive on campus to receive a visitor pass.** All visitors to classes or lunch must have valid background checks on file in the school office. All persons entering the School should be properly dressed.

Parents **should not** interrupt any class to confer with a teacher. Any parent desiring a conference with a teacher or the principal about a student is asked to contact the office to arrange the conference at a mutually convenient time.

ORIENTATION and OPEN HOUSE:

Meet the Teacher Open House, usually in the afternoon before the first day of classes, allows parents and students to visit the school, see the child's classroom and meet the child's teacher(s).

PROGRAMS

First Baptist School presents several performance programs each school year as part of our curriculum. These offer students the opportunity to celebrate and share their abilities with others. If a student's class is involved, they are required to attend and participate. We also invite and encourage parents and other family members to attend if at all possible. Students who do not participate may be required to complete an assignment to make up for their absence.

ATTENDANCE

SCHOOL HOURS:

	Regular School Day	Noon Dismissal	Secondary Test Schedule
Grades 6 th – 12 th	8:30 am – 4:00 pm	8:30 am – 12:00 pm	8:30 am – 12:15 pm

ABSENCES: While students should not be in school when they are ill, being absent places the student at a disadvantage because of the difficulty of making up the work missed during the absence.

Whenever a student is absent, please notify the school office in person or by phone to request that the absence be excused. Homework and classwork assignments can be accessed through Google Classroom and RenWeb..

If the absence is foreseeable, the parent should inform the teacher and secure as much work as possible to be completed during the absence to minimize the amount of make-up work upon the student's return. **Doctor, dental, and other appointments are to be made after school hours, except in the case of an emergency.**

Upon the student's return to school, a note signed by the parent/guardian must be presented in the school office stating the dates of absence and the reason for the absence. Without proper notification a student will be given an unexcused absence. If the student brings a parent excuse the following day, an excused absence will be issued.

EXCUSED ABSENCES:

Students will be given a day for each day of absence plus one extra day to make up the work that was missed (if a student misses 2 days, they will have 3 days to make up work). It is the student's responsibility to go to the teacher to obtain missed assignments. Any work which is not made up will be recorded as a zero (0). The total number of absences allowed for any semester is 9 at all levels regardless of reason, unless prior permission is obtained from the administration. Upon reaching the 10th absence, the grade in the affected class(es) will be lowered ten full grade points.

An exception to this policy may only be granted by the Superintendent with a formal parental written request made within 30 days of receipt of the report card.

UNEXCUSED ABSENCES: Students will receive a grade of zero (0) on all work missed during an unexcused absence.

PERMITTED ABSENCES: Students missing class for official school sanctioned events (science fair, participation in school sponsored athletic events, field trips, etc.) will be granted a permitted absence. These absences are not considered as part of the count for loss of credit/grade or perfect attendance.

COLLEGE DAYS: Secondary students grades 11-12 are allowed (2) college days per year. These days will be considered as permitted absences. **The student must turn in a written request 1 week prior to the visit, indicating the college/university they intend to visit as well as documentation of their visit.**

TARDINESS: All students must arrive at school on time. Entering the class late interrupts the teacher and the entire class. **A student is considered tardy if he is not seated in the classroom when the tardy bell rings.** Continued tardiness will necessitate a conference with parents and principal. The student arriving late must bring a handwritten excuse, signed by the parent, to the school office late. He will then be issued the tardy slip, which will be marked "excused". **Without an excuse signed by the parent, the student will automatically receive an unexcused tardy slip.** If a parent excuse is brought the following day, the student will be reissued an excused tardy slip. Tardies will be counted at the end of each grading period.

- ☐ Three (3) unexcused tardies will constitute one (1) unexcused absence.
- ☐ Three (3) excused tardies will constitute one (1) excused absence for all grades.
- ☐ Students who through tardiness have exceeded the absence limit will be subject to the academic penalties prescribed by school policy.
- ☐ Secondary students arriving 15 minutes late or leaving 15 minutes early for any class will be marked absent for that class..

CHANGE OF PERSONAL INFORMATION

It is very important to notify the school office immediately as to any change of physical address, email, and mobile and/or home telephone number. The majority of official communication from FBS will be through email or text message.

ARRIVAL: Normal arrival time is between 8:00 and 8:20 am. Students arriving before 8:00 am will be assessed the Early Arrival Fee. If secondary students do not report to the morning care supervisor, the school is not responsible for their welfare. Weather permitting, children arriving after 8:00 should report immediately to their assigned waiting areas and remain there until the bell rings or their teacher picks them up.

DAILY DEPARTURE: Students should be picked up PROMPTLY. Students may not wait unsupervised anywhere on the campus. Secondary students are assigned to the West parking lot. Parents should not come into the hallways or stand outside the rooms waiting for the students to be dismissed. Please wait outside, out of the view of the children.

EARLY RELEASE OF STUDENTS Parents who *must* pick up students during school hours should follow these guidelines.

- ☐ Go to the school office to sign out the child.
- ☐ A slip will be issued authorizing the teacher to release the student. No student will be released without authorization from the school office.
- ☐ If someone who is not listed on the enrollment form is to pick up the child, parents must call the school office authorizing that person to take the child.
- ☐ Identification may be requested of someone who is not recognized by school personnel.
- ☐ The administration should be informed of any person whom the parent/guardian does not want to pick up the child.

TRAFFIC FLOW AND PARKING

Because of the number of vehicles that flow through the parking lots each day, it is very important that drivers observe the following guidelines:

- ❑ **IMPORTANT** Please obey all posted entrance and exit signs. Do not enable others to enter and exit improperly. This is for your safety and security.
- ❑ Drive very slowly while entering, crossing and exiting the parking lots. Adults and children are walking through the lots and with many cars it is sometimes difficult to see.
- ❑ **If the driver is going to get out of the car for any reason, please park in the parking spaces.** Do not block or impede traffic flow by parking or standing in traffic lanes.
- ❑ Respect the no-parking zones and restricted-parking spaces, such as fire lanes, handicapped parking, church-visitor parking and church-staff parking. Unauthorized vehicles parked in these areas will be asked to move
- ❑ Respect the authority of any school or church staff that is patrolling the parking lots. They are there to protect your child from danger.
- ❑ If you are asked to move your car or follow a different traffic pattern, please follow their instructions.

Permission to drive on to school property and utilize school parking is a privilege extended to (10th - 12th Grade) students by First Baptist School.

Students driving vehicles to and from campus must

- ➔ have a valid driver's license and proof of insurance on file in the school office.
- ➔ have received administrative approval to park on school property.
- ➔ park in the designated student parking areas

Failure to comply with School policies will result in restriction and or revocation of parking privileges. Violators will lose the privileges and be subject to disciplinary action.

1. The safety of all students, faculty and staff is of primary importance.
2. All traffic control signs on campus must be observed. Students are assigned to park on the concrete parking lot. The school is not responsible for damage to vehicles while on the campus.
3. Students must obey instructions given in the form of verbal commands or hand signals by faculty or security personnel.
4. The **maximum speed limit** on campus is 10 mph.
5. Students may not loiter in the parking lot before or after school.
6. Students are not permitted to return to their cars/parking lots during the school day for any reason without faculty permission.
7. Loud music is not permitted.
8. Cars incorrectly parked are subject to a \$20.00 fine and may be towed at the owner's expense.
9. Cars with bumper stickers displaying inappropriate language or gestures will not be permitted on campus. These stickers will be removed immediately.
10. Cars may not be left on campus overnight without permission.
11. The school reserves the right to search any vehicle. Students have full responsibility for the security of their vehicles. Students will be held responsible for any prohibited objects or substances, such as alcohol, drugs, drug paraphernalia, and weapons that are found in their vehicles, and will be subject to serious disciplinary consequences. Search may be conducted at any time there is reason to do so, with or without the student present.
12. Students are strongly advised to keep valuables, left in a car, locked and out of sight.

ACADEMIC POLICIES

First Baptist School strives to provide the best academic environment possible for our students, with high expectations and a rigorous curriculum. In addition to the use of traditional textbooks and workbooks, a number of technology platforms are utilized to further that goal.

Google classroom is heavily employed to facilitate both the distribution of assignments and the submission of them. All of our students are issued a school email account for use in all school related communication either through email or chat. While Google Classroom is not used to maintain grades, grades on individual assignments can be found there. Parents can be given access to their student's GC account on a class by class basis and are encouraged to do so to keep current on assignments and the quality of work being submitted. Should a student be absent from a class, most of the time their assignments are on Google Classroom and can be accessed from home.

IXL® is used at both the elementary and secondary levels to provide individualized instruction in a digital format. Students are tested and then assigned based on their level of comprehension. The program then continues to reinforce and challenge the student based on their own effort and ability.

GRADING

6th-12th Grade

Students in grades Kinder 5-12th receive grades on the following grading scale:

A - 100 – 90

B - 89 – 80

C - 79 – 70

F - 69 and below FAILING

SECONDARY GRADING WEIGHTS

Grades 9-12

Each semester will be divided into two (2) nine-weeks grading and reporting periods. In computing the final grade for the course, all grades will be determined in the following manner:

1st Nine Weeks - 40%

2nd Nine Weeks - 40%

Final exam - 20%

Dual Enrollment courses may not follow these grading weights

Grades 6-8

Each semester will be divided into two (2) nine-weeks grading and reporting periods. In computing the final grade for the course, all grades will be determined in the following manner:

1st Nine Weeks - 45%

2nd Nine Weeks - 45%

Final exam - 10%

SECONDARY SEMESTER EXAMS:

Semester and end-of-year exams are designed to test the main concepts taught during the whole semester or the whole year. All exams for grades 9-12 will be given during a period of time not less than 90 minutes, which will account for 20% of the semester grade.

Students, who have one or less absences in any class for the semester, will have 10% added to the score of their final semester exam for that class. Students who have three or less absences in any class for the semester, will have 5% added to the score of their final exam for that class-

GRADING AND HOMEWORK

Students in our school work hard during the school day with the primary emphasis being upon the academic and spiritual needs of the child with adequate weight upon their emotional, social, and physical needs. In order to prepare the student for future work, homework will be required for all Elementary and Secondary students.

REPORT CARDS

Our grading system is designed to give parents a true indication of the student's progress or lack thereof. Report cards are given to students the Friday following the end of each grading period. The report is to be signed by the parent and returned to school promptly. Signing the report card is not an indication that the parent is in agreement with the contents, but that he has seen the report. Parents will receive a progress report through email every three weeks. Final secondary report cards are issued on the Wednesday following the end of the school year.

RENWEB



As part of our mission to support parents as they teach and train their children, our school has implemented the RenWeb program. RenWeb is an internet-based school administration program. Daily assignments, grades, conduct and teacher contacts are all available through this program. Each family must provide a valid email address to the office to have access. Grade books are disabled during the week of report cards and in the case of excessive balances.

HONOR ROLL

At the end of each semester, honor roll students for grades 6th -12 will be announced. Students who receive grades of 95 or higher in all subjects, who are performing to their potential in handwriting and whose citizenship grade is 90 or above will be placed on the Principal's Honor Roll. Students who receive grades of 90 or above in all subjects, who are performing to their potential in handwriting and whose citizenship grade is 90 or above will be placed on the "A" Honor Roll. Students who receive grades of 80 or above in all subjects, who are performing to their potential in handwriting and whose citizenship grade is 90 or above will be placed on the "B" Honor Roll. The end-of-year honor rolls are based on the projected year-end average.

Valedictorian and Salutatorian The seniors with the highest and second highest GPA (averaged to the nearest hundredth) will be recognized as the Valedictorian and Salutatorian, respectively. Students must be in full-time attendance at FBS for their sophomore, junior and senior years to be eligible for this honor. These honors will be determined after the **Fall semester** of the senior year. (If a tie occurs multiple recipients will be selected.)

Testing

First Baptist School students verify the levels of academic excellence taking place in the classroom through annual results on a standardized test, the ITSB (Iowa Test of Basic Skills). These are normally administered during the month of April. Parents should ensure that students are in school all the days of testing and are well rested.

The average First Baptist student scores almost two years above public school national averages. Although standardized test scores only measure one aspect of a student's progress, these results help the school evaluate school-wide academic programs. **Students testing below the 40th percentile are highly recommended to attend summer classes. Students testing below the 20th percentile may be required to attend summer classes.**

Secondary students in grades 9 – 11 also take the **PSAT** in October. This is a practice test in anticipation of the **Scholastic Achievement Test (SAT)**, which is taken for college admissions. Secondary students will also be required to take the **TSI** test through the university to qualify for dual enrollment status. The ASVAB vocational test is given to junior and senior students in alternating years.

PROMOTION CRITERIA

Students who work hard and show acceptable progress - (as determined by consultation with the classroom teacher and administration) - during the school year in the core subject areas will be promoted to the next grade. Students in Grades 1-8 who fail two subjects for the year will be promoted to the next grade on the condition that they will attend and pass summer school during the summer. A student who fails three or more core subjects for the year will not be promoted to the next grade. It will also be recommended that they receive summer help in the subjects failed. The Principal must approve any summer school program to ensure that the student will be helped in the areas needed.

Students in grades 9 – 12 may attend an FBS approved summer school to make up credits lost during the regular school year. The grade earned in summer school will be averaged with the highest semester grade in that subject to determine whether credit will be granted. Transfer students missing requirements or students failing classes may be required to take additional courses to complete their course of study prior to graduation. Seniors missing up to two semesters of credit (total of 1 credit) will be allowed to participate in the graduation ceremony but will not be given their diploma or have their transcripts indicate graduation until verification of course completion is furnished to the principal for evaluation. **Seniors exceeding that limit will not be allowed to participate in graduation.**

Students who score below the 20th percentile on the annual standardized exam in any core subject area will be required to attend a summer school program for that subject. Students who score below the 40th percentile are recommended to attend a summer school program.

Students may be placed on Academic probation for failure to achieve passing (70) grades in multiple classes for any term. The terms of that probation will be established at the time it is imposed. Failure to meet the terms of academic probation will result in a student being asked to leave FBS for a minimum of two semesters.

Requirements to be considered at each class level the following credits must have been earned before the beginning of the fall semester.

- Sophomore (10th grade): 6
- Junior (11th grade): 12
- Senior (12th grade): 18

First Baptist School offers a fully accredited high school program. Students have the opportunity to earn a high school diploma with both endorsements and levels of distinction as well as college credits for high school course work. There are three levels of diploma offered: Foundation (22+); Outstanding Foundation (28 credits); Distinguished (28 credits).

Transfer Credit

FBS does not accept for high school credit any course work done outside FBS except those transferred from an accepted high school. Dual enrollment classes offered by FBS may not be replaced by outside sources.

FBS Honors Program

In combination with the Dual Enrollment Program (DE), the program is designed for students who have demonstrated above average academic ability, motivation and interest for further advanced secondary study. To be considered for these courses, students must have standardized test scores in 85%, an academic record of high achievement and the recommendation of the faculty. Students must maintain a grade of C or better in HP courses, maintain good conduct and enroll in at least one HP/DE per year. HP and DE courses are graded on a 5-point scale for GPA purposes. This will affect class ranking, honors/awards, valedictorian and salutatorian standing.

Dual Enrollment Program

Students in the 10th - 12th grades have the opportunity to qualify for Dual Enrollment classes and earn college credits. These classes are offered in conjunction with the Honors Program to provide the opportunity for advanced students to excel and earn college credit while still in high school. Students must pass the Texas Success Initiative Assessment (TSI) and complete the Dual Enrollment requirements of Texas Southmost College to qualify for these classes. Advancing 10th & 11th grade students with a 3.5 gpa or higher, passing TSI scores and administrative approval, are eligible to take classes through UTRGV during the summer. To be considered for *high school credit*, college classes must be taken on the FBS campus.

Students successfully completing DE classes receive a 10-point bonus on grades for the high school course. Dual Enrollment courses do not follow the typical grading and exam schedule.

Endorsement Electives

High school students must choose and specify in writing which endorsement they intend to pursue to earn an endorsement for their high school diploma.

First Baptist High School Graduation Plan			
Four credits: ½ credit per semester at FBS			
Bible I	Bible II	Bible III	Bible IV
Four credits:			
English I or English I	English II or English II	English III or DE Comp or English III	English IV or DE Comp or Lit or English IV
Four credits:			
• Algebra I or Algebra I	Geometry or Geometry	Algebra II or DE Col Alg or Algebra II	• Math Elect/Pre-Cal/DE CA/DE PC or Pre-Calculus
Four credits:			
• Biology or DE Biology IPC	Chemistry	Science Elect/Anatomy/DE Bio/DE A&P	

Four credits:		
• U.S. History	U.S. Government (one-half credit) World History World Geography	Economics (one-half credit)
One and one-half credit Physical Education (Athletic Team membership – ½ credit)		
Two Credits of the same language other than English:		
One-half credit of Health	One-half credit of Speech	One-half credit of Technology
Two Credits of Electives within the selected endorsement required for Outstanding and distinguished diplomas		
Total Credits Required: 28		

	First Baptist High School Diploma
Endorsements	<div> A student may earn an endorsement by successfully completing the two elective credits from one of the endorsement areas. </div>
STEM	<p>A coherent sequence or series of courses selected from one of the following:</p> <ul style="list-style-type: none"> • Computer science Mathematics Science • CTE courses with a final course from the STEM career cluster <p>A combination of no more than two of the categories listed above</p>
Business and Industry	<p>A coherent sequence or series of courses selected from one of the following:</p> <ul style="list-style-type: none"> • CTE courses with a final course from the Agriculture, Food, & Natural Resources; Architecture & Construction; Arts, Audio/Video, Technology & Communications; Business Management & Administration; Finance; Hospitality & Tourism; Information Technology; Manufacturing, Marketing; Transportation, or Distribution & Logistics CTE career cluster • Technology applications <p>A combination of credits from the categories listed above</p>
Public Services	<p>A coherent sequence or series of courses selected from one of the following:</p> <ul style="list-style-type: none"> • CTE courses with a final course from the Education & Training; Government & Public Administration; Health Science, Human Services; or Law, Public Safety, Corrections, and Security Ignitia courses • One credit can be earned by serving as a student aide when accompanied by two semester courses in education.

Arts and Humanities	<p>A coherent sequence or series of Ignitia courses selected from one of the following:</p> <ul style="list-style-type: none"> • Social studies, in • Two levels in each of two languages in Languages other than English
Multidisciplinary Studies	<p>A coherent sequence or series of courses selected from one of the following:</p> <ul style="list-style-type: none"> • Four credits in each of the four foundation subject areas to include English IV and chemistry and/or physics <p>Four high school credits in dual credit selected from English, mathematics, science, social studies, economics, languages other than English, or fine arts</p>
Biblical Studies	<p>A coherent sequence or series of courses selected from the following to include two credits:</p> <ul style="list-style-type: none"> • Two additional credits in Biblical Studies distance education courses. (6 total) • One half credit can be earned through participation in an FBS recognized or sponsored mission trip. • Up to one credit can be earned through ministry internship in an FBS approved or sponsored ministry.
	Total Credits w/endorsement - 28
Distinguished Level of Achievement	<ul style="list-style-type: none"> • A total of five credits in math, or A total of three credits of the same FL or <ul style="list-style-type: none"> • A total of 12 or more DE hours • Completion of curriculum requirements for at least one endorsement <ul style="list-style-type: none"> • <u>And a GPA of 3.25</u>
Performance Acknowledgement	<p>For outstanding performance:</p> <ul style="list-style-type: none"> • in a dual credit course • in bilingualism and biliteracy <ul style="list-style-type: none"> • on an CLEP test • on the PSAT, the ACT-Plan, the SAT, the ACT, or TerraNova (placement at the 90% level on these tests) • For earning a nationally or internationally recognized business or industry certification or license •

INTERNET USAGE POLICY See Appendix B

DRESS AND PERSONAL GROOMING

Proper grooming is taught along with other rules of manner and morals. First Baptist School strives to help our students avoid distractions caused by clothing decisions, while maintaining a reasonable uniform policy. The emphasis is on Extra-curricular activities and special events may have specific dress guidelines as designated by the administration.

Because we always want to present a good example before the students, *proper dress for those calling for children is required*. Anyone dressed immodestly or offensively will be asked to leave the campus and not return until they are properly attired.

In the same light, visible tattoos and body piercings (including abnormal or excessive ear piercings) cannot be displayed in any fashion while enrolled at FBS. If a visible tattoo or body piercing was obtained prior to enrollment it must be removed or covered while on campus or during off campus school activities, including formal activities. Failure to do so may result in the student being sent home until the matter is remedied.

FBS Uniform components are listed on the school website (fbscrusaders.net) with ordering information. Please label all uniform components with at least the child's last name so that any items that are misplaced or lost can be returned to the child.

UNIFORM POLICY FOR BOYS

1. Uniform shirts and pants designated for the grade level of the boy should be worn every school day. Pants may not have zippers or flaps on pockets nor patch pockets on the pants leg or back.
2. Shirts must be worn tucked into the pants and a belt must be worn with the trousers.
3. Socks and shoes must be worn at all times. Athletic shoes are preferred as they will be required for all P.E. classes; otherwise, he will have to change his shoes for P.E. Sandals, backless shoes or Crocs of any kind are not to be worn.
4. P.E. uniforms will be required for all students beginning in grade 1. Younger students may wear shorts under their uniforms to use in P.E.
5. Hair must be kept clean and neat, off the collar, out of the eyes, and not longer than the middle of the ear. No unusual or bizarre hairstyles or colors will be permitted. **At the high school level, facial hair must be kept neat and trim.**
6. Hats or caps are not permitted during school hours.

UNIFORM POLICY FOR GIRLS

1. Girls must wear the designated uniform components for their grade level each school day.
2. Shirts or blouses with tails shall be tucked in. They may not be too tight or short. Undergarments may not be visible or of a color which draws attention to them.
3. Socks and shoes must be worn at all times. Athletic shoes and socks are preferred as they will be required for all P.E. classes; otherwise, students will have to change their shoes for P.E. Sandals, backless shoes or Crocs of any kind are not to be worn.
4. P.E. uniforms will be required for all students.
5. Hair must be kept clean, neat and out of the eyes. No unusual or bizarre hairstyles or colors will be permitted.
6. Hats or caps are not permitted during school hours.
7. Skirts are to be worn at an appropriate length. Appropriate is defined as no more than 2" above the top of the knee. Shorts also are to be worn at an appropriate length. Appropriate is defined as no more than 3" above the top of the knee. Students who come to school with an inappropriate length skirt or short will be issued a uniform violation. Repeated offense will result in a student being sent home.

GENERAL POLICY

1. Students who come to school dressed improperly will be required to change clothes, even if it necessitates parents bringing proper clothing from home.

2. If questions concerning personal grooming arise, the staff and administration will be happy to assist the family.
3. The final decision on all questions relating to dress, hair and conduct shall be made by the administration.

FIELD TRIPS

Required off-campus field trips may be taken throughout the year. Parents may attend field trips with proper approval. Signed permission slips are required for off-campus field trips.

CHAPEL

Each week chapel will be held for all students and faculty.

PHYSICAL EDUCATION AND SPORTS

A program of physical education is provided NO student will be exempt from P.E. without a written excuse from the doctor and/or parent. **The note must state the amount of time the student is to be excused from P.E. and in what type of activities the student can participate.** A current physical must be on file in the office for students each year.

BACKGROUND CHECKS

Background checks are required for parents and other volunteers to participate in school-related activities (e.g. field trips, coaching, elementary specials, visiting at lunch, etc.).

CHRISTIAN PATRIOTISM

First Baptist School believes that patriotism (love of and loyalty to one's country) is a biblical concept (1 Timothy 2:1-4). It places emphasis upon the greatness of America's heritage and sacrifice of its heroes. America is a nation which guarantees liberties to educate to preserve freedom. This school unashamedly teaches the Biblical doctrines of self-discipline, respect for those in authority, obedience to law, attitudes which promote respect for the flag, and love of country. As such, students will show proper respect during pledges and flag ceremonies.

DISCIPLINE

Levels of Discipline

1. Each teacher should have and enforce an approved discipline plan which is communicated to the parents and students. This plan shall include a graduated system of positive rewards and negative consequences.
2. If a student is referred to the administration, the administration will administer discipline that is appropriate to the offense. Corporal punishment may be administered at the discretion of the principal.
3. If the student's behavior does not improve, the parents will be advised that the student faces a possible suspension of up to ten (10) days.
4. The administration has the authority to suspend a student for up to ten (10) days at any time if the severity of the student's actions warrants such. Students will receive a grade of zero "0" on all daily work for the duration of the suspension. Tests and quizzes given during this time will be made up under the same conditions as an excused absence.
5. The administration has the authority to expel or withdraw any student at any time indicating the student's or family's incompatibility with the purposes and standards of First Baptist School.

Secondary Merit System

The merit system is a guide for discipline for grades 6 through 12. It is our desire to help students learn to discipline themselves in order to have an effective and productive life.

Students begin each semester with 100 merit points. Inappropriate behavior will cause the student to lose merit points in accordance with their offense. After dropping below 100 points, students in 10th through 12th grade will be awarded 2 merit points for every 5 consecutive days that merit points are not deducted for misbehavior. Students in 6th through 9th grade will be awarded 5 merit points for every 5 consecutive days that merit points are not deducted for misbehavior.

Below is a list of those offenses covered by the merit system. This is list not meant to be all inclusive. The administration reserves the right to make the final decision concerning the assignment of any loss of merits for a student's behavior.

Offense:	1	2	3	4	5	6	7
Tardiness*	1	1	1	2	2	2	3
Unprepared	1	1	1	2	2	2	3
Inappropriate conduct	1	1	1	3	3	3	5
Hall violation	1	1	1	3	3	3	5
Dress code violation	3	3	3	4	4	4	5
Horseplay	5	5	5	10	10	10	10
Disrespect (of peers)	5	5	10	10	10	10	15
Inappropriate language	10	10	20	20	20	20	20
Disobedience (willful)	10	15	20	20	20	20	20
Disrespect (of adults)	10	15	20	20	20	20	20
Violation of Technology	1	3	5	10	10	10	10
Lying (10-50)							
Personal Communication Violation	10	20	30	40	50	60	70
Cheating (10-50)							
Other serious offense (10-50)							
Inappropriate acceptance of merit loss	5	5	10	15	20		

CONSEQUENCES/PARENT NOTIFICATION:

When a student reaches the following levels of merits, these procedures are followed:

90 merits & each loss of 10: the parents will be called/e-mailed and the student will have a 45 minute AFTER SCHOOL detention.

75 merits: the parents will be notified by letter/e-mail; one-day in-school suspension

50 merits: a student is placed on **conduct probation** and parents are informed by telephone; parental conference with a member of the administration; two-day in-school suspension

Conduct Probation:

- removal from all extra-curricular activities, including NHS
- removal from class office or student council

25 merits: parents are contacted by administration; 3 day out of school suspension

10 merits: Automatic detention

0 merits: dismissal from FBS for a minimum of 2 semesters

At the Secondary level, when detention is assigned:

1. Students will serve 45 minutes per day in detention, beginning at 4:15 on regular school days Monday, Tuesday and Thursday.
2. Students will report to the teacher assigned detention monitoring.
3. Students may be given classroom work or work assignments associated with campus maintenance.

Substance Abuse Deterrence

As a deterrent to the sale, distribution, possession and use of alcohol, drugs, drug paraphernalia, and tobacco by First Baptist Students, the following measures can and will be employed by the administration: Students must respect the rights and property of others.

- ☐ **Unannounced inspections of students, lockers, automobiles, schoolbags and school facilities with and without the use of trained drug-detection dogs.**
- ☐ **Drug testing of any student selected by the Administration (with or without probable cause) which, at the discretion of the Administration, shall be performed at the student's expense, including on-site testing.**

By enrolling at First Baptist School, parents and students agree to submit to these deterrence measures. Positive drug test results will be reported to parents and proper authorities and may or may not result in disciplinary measures.

Campus Wide Discipline Policies:

1. Disrespect toward any First Baptist School staff member will not be tolerated.
2. Students will address all adults with "Yes, ma'am"; "No, ma'am"; "Yes, sir"; "No, Sir".
3. The use of inappropriate language will result in disciplinary action.
4. We maintain a closed campus. No child shall leave the school grounds after arrival in the morning except by special permission from the parents and principal or a faculty member.
5. All students must strive to keep school grounds, playground, classrooms, hallways, restrooms, and lunchroom clean. Trash must be placed in receptacles provided. Parents may be held liable for damage caused by students. Eating and drinking are permitted only in designated areas. **Students may not eat or drink during classes or on the playground.** Bottled water in clear bottles or containers may be permitted in the classroom *with teacher permission*
6. Chewing gum is never permitted on the school grounds.
7. Students must help keep property in good repair by never defacing it, and reporting anything that is damaged or lost. Students who deface or damage church/school property will be required to place the repair/replacement costs as well as complete work assignments on the grounds.
8. Students are NOT to be in the building before or after the designated time without permission from the office. Students should never enter a building, including the gym for P.E. where an adult is not present. All students must remain in assigned areas only.
9. Shouting, loud talking, running, shoving, or horseplay in the building or hallways is not permitted.
10. Cell Phones, Electronic devices, smart devices (watches, etc.) and music players as well as video entertainment devices are not to be used on campus during the school day except for an academic purpose, and then only with teacher permission. This includes extracurricular and school-related activities. These devices will be confiscated and kept in the school office. Parents may be required to pick the item up in the office. A fine of \$10 per incident will be charged for violation of this policy, in addition to loss of merit points.
11. Weapons, matches, lighters, electronic smoking devices, knives or any articles pertaining to the use of drugs are not permitted on campus.
12. First Baptist School is a smoke-free and drug-free institution. Therefore, tobacco products, cigarettes or vaping products and alcohol products are not permitted on campus.
13. Students are not allowed to sell anything to other students unless it is a **school-sponsored sale**.

Personal Communication Device Policy

In compliance with state law and to ensure a focused learning environment, First Baptist School is implementing new rules regarding the use of personal communication devices during the school day.

Prohibited use:

- Students are not allowed to use personal cell phones or any school issued devices for personal communication during the instructional day.
- This includes any time they are on campus between the first bell at 8:00 and last bell at 4:00 pm. Including lunch, restroom breaks, hallways, and in between classes.
- All devices must be turned off, out of sight in your backpack or in your locker.

Emergency Contact Procedures:

- If parents or guardians need to reach their child during the school day. Please call the school office. Staff will be available to deliver **urgent** messages promptly to your child

Prohibited Devices:

- **Cell phones**
- **Smart Watches**
- **Tablets**
- **Paging Devices**
- **Headphones & Ear Buds**
- **Any other alternative electronic devices.**

Note: Consequences for violations of this policy will be handled according to First Baptist School Demerit System.

Academic Dishonesty

Academic dishonesty undermines the learning experience and violates the Christian moral and ethical standards of First Baptist School.

Academic dishonesty includes but is not limited to the following:

1. Plagiarism- presenting another's work as your own, including but not limited to quoting, paraphrasing, and utilizing published works without proper acknowledgement. This also **includes the use of AI (artificial intelligence)**, signing in to another student's account to submit work for them, or sharing assignments not authorized for sharing.
2. Fabrication-making up material and submitting it as fact.
3. Cheating-submitting previously completed work (i.e. projects) as new work, giving or receiving information during an exam or on homework either written, verbally, or electronically (cell phones, I-Pads, etc.)

FBS has zero tolerance for academic dishonesty. Students will receive a zero (0) for the work, and at the discretion of the staff or administration receive further disciplinary action. This may include removal from honor and leadership positions, removal from extracurricular activities and ultimately, with expulsion.

Prevention Policies and Procedures

Biblical Illustration of Relationships "My command is this: Love each other as I have loved you." (John 15:12, NASB)

Rationale First Baptist School believes that all people are created in the image of God (Genesis 1:27) and therefore deserve respect. FBS is committed to promoting a school environment free of bullying. Bullying is never acceptable, but FBS realizes it may occur. We have zero tolerance for such conduct and consistent with this policy a true violation will result in appropriate disciplinary action. We seek to implement a clear approach for dealing with bullying in order to protect our students and to help everyone involved to learn how to relate in a way that is in line with biblical standards.

"Bullying" is a single significant act or a pattern of acts by one or more students directed at another student that exploits an imbalance of power and involves engaging in written or verbal expression, expression through electronic means, or physical conduct that

- has the effect or will have the effect of physically or emotionally harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to the student's property;
- is sufficiently severe, persistent, or pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student;
- materially and substantially disrupts the educational process or the orderly operation of a classroom or school; or
- infringes on the rights of the victim at school.

"Cyberbullying" is bullying that is done through the use of any electronic communication device, including through the use of a cellular or other type of telephone, a computer, a camera, electronic mail, instant messaging, text messaging, a social media application, an Internet website, or any other Internet-based communication tool. This includes

- bullying that occurs on or is delivered to school property or to the site of a school-sponsored or school-related activity on or off school property;
- bullying that occurs on a publicly or privately-owned school bus or vehicle being used for transportation of students to or from school or a school-sponsored or school-related activity; or
- cyberbullying that occurs off school property or outside of a school-sponsored or school-related activity.

Approach to Bullying

- Students, faculty, staff, and parents should notify a member of the Administration immediately when there is a suspicion or report of such activity.
- The Administration reserves the right to use any disciplinary action, up to and including expulsion and law enforcement involvement, in such cases.
- Wrongful or untrue claims of bullying, harassment, threats, or assault are strictly prohibited. The Administration reserves the right to use any disciplinary action, up to and including expulsion, for such an act.
- We partner with parents to approach all interactions in a way that instills confidence in our methods. Our strategy relies heavily upon the student and family's recommendation as to the best course of action. Families should feel

confident that the administration will handle situations in ways that not only make things better, but that avoid making them worse.

- Students and parents are encouraged to come in and speak with the Administration to relay what is happening.

QUESTIONS REGARDING ANY INFORMATION IN THE *PARENT-STUDENT HANDBOOK* SHOULD BE REFERRED TO THE ADMINISTRATION OR OFFICE STAFF.

First Baptist School
Code of Conduct

As a family:

1. We understand that by enrolling at First Baptist School, we are accepting all school policies-those outlined in the student handbook and the policy manual. We understand that students and parents are to follow these policies.
2. We shall adhere to the FBS Dress Code Policy as administered by the school to promote a strong academic environment.
3. We understand that communication and interaction between parents, students, faculty, and administration is encouraged. Communication should be carried on in a constructive and Biblical manner.

As a student:

4. I realize that I am expected to put forth my best effort in homework, in preparation for quizzes and tests, and in special academic projects since one of the primary reasons for enrolling as a student in FBS is academic training.
5. I shall refrain from the following destructive behaviors regarding the use of my words:
 - a. Gossiping (repeating information about others that is not my concern or not edifying, whether true or untrue)
 - b. Slander (repeating information about others that is untrue)
 - c. Mockery (disdainful or disrespectful talk about those in authority, the church, or scriptural principles)
 - d. Profanity, Obscenity, Vulgarity, and/or Offensive Slang
6. I shall not lie, cheat, or steal. I am not only expected to adhere to this policy, but also to promote and encourage my peers to do the same.
7. I understand that FBS has standards of sexual conduct and social behavior that are based on Biblical guidelines rather than those of the culture, the popular media, or peer groups. I shall govern my behavior to hold to these standards.
8. I shall use any and all electronic media (cell phones; cameras; mp3 players; e-mail, internet, and websites, such as instagram and facebook.com; etc.) in a manner that is constructive and Biblical. I shall make my social media immediately accessible to FBS Administration at any time upon their request.
9. I shall not at any time use or possess drugs, tobacco, alcohol, and pornography since these are certain destroyers of self-discipline, self-control, and definitely against God's plan for Christian people.
10. I shall not at any time participate in occult practices or teaching and I will not promote their practice among other students.
11. I shall maintain Christian standards of courtesy and kindness in the way I treat others. I shall show respect for my fellow students and the staff in my speech, attitudes, and actions.
12. I understand that attendance is an essential element of learning and I shall put forth my best effort in regular and timely attendance.

This pages should be signed and turned in to the homeroom teacher.

I have read and will abide by the FBS Student Code of Conduct. I have also read the Parent-Student Handbook

Student's Name (Printed) Date

Student's Signature Date

I have read and discussed the FBS Code of Conduct with my son/daughter and will support the school in its policies as described in the Parent-Student Handbook.

Parent Signature Date

ELECTRONIC AND INTERNET STUDENT USE POLICY

Access to FBS technological resources and the Internet is a privilege that is tied to responsibilities. Students must use these resources in a legal, ethical, moral and responsible manner in accordance with the school's stated mission. The following guidelines are intended to help individual technology users understand appropriate use and apply to any device brought to or used at school or provided by the school. The school may restrict, suspend, or terminate any user's access to the school's technology systems and network for not following these guidelines. **Violations of the FBS Internet usage policy may result in disciplinary actions, which may include suspension of Internet privileges, suspension from school, or expulsion. The Administration of First Baptist School will determine this.**

First Baptist School utilizes the TRUST policy with Internet usage.

- **Think about privacy before posting.** We are living in an age where use of the Internet, Social media, E-mail, and other online uses come together to form what is known as a "digital footprint."

Before posting anything online, remember that once it is on the Internet, it can never be removed. Information is stored forever. In addition, things posted in Google Classroom or Ignitia are NOT private and can be accessed by the administration of First Baptist School, even if deleted. Expect NO privacy while using the Internet at First Baptist School.

- **Recognize others' work and ideas.** If the words or ideas used are not your own, cite them.

First Baptist School has strict guidelines for plagiarism. Remember, plagiarizing is stealing: "You shall not steal" (Exodus 20:15). If you have questions about this policy please refer back to the Student Handbook or ask a member of the faculty or administration.

- **Unleash learning with technology.** The Internet as well as technology are for educational purposes only. This applies to both school-owned computers (PC/Chromebook/Ipad) or student-owned technology. Programs that use the Internet as well as websites are monitored by First Baptist School. Content other than what is needed to complete an assignment is strictly forbidden (This includes but is not limited to: online games, messaging apps, online music, personal E-mails, online videos, etc.). While FBS does everything possible to prevent students from accessing inappropriate material, First Baptist School cannot be held responsible if a site is not blocked. If an inappropriate site is accessed, the student should:

- 1) shut off the monitor immediately.

- 2) Avoid drawing other students' attention to the problem.

- 3) Notify a faculty member or the administrator so the problem can be fixed.

- **Stand up to inappropriate use.** If a student sees anyone misusing technology, they should speak up. It is everyone's responsibility to ensure that First Baptist School is a safe learning environment. Please report violations to an FBS faculty member as soon as possible.

- **Treat myself and others with kindness.** The Bible teaches that when God created mankind, he created them in his own image (Genesis 1:27). Because of this biblical truth, no person should ever disparage

another individual, including themselves. To do so would be to disparage God himself. No person should ever be made to feel opposite of the fact that they are “Fearfully and wonderfully made” (Psalm 139:14) by their Creator. All communication with other students will be kind: “Let your speech always be with grace, as though seasoned with salt, so that you will know how you should respond to each person” (Colossians 4:6). First Baptist School does not tolerate bullying of any kind. It is not just a violation of the Student Code of Conduct, but in some cases, law enforcement can be involved. Please note that First Baptist School will cooperate 100% with law enforcement agencies in this matter.

USE OF FBS ISSUED DEVICES

First Baptist School has a number of devices for students to use while on campus. Students may use also use lab computers (when assigned to the Ignitia lab), Chromebooks and Ipads to complete work in accordance with the TRUST system and FBS code of conduct.

- FBS issued technology may be checked out for the duration of the school year IF the student does not cross the International Border to attend school.
- FBS issued technology may be checked out by the day before 8:30 each day and returned by 4:15. Failure to return a device at the end of the day will result in graduated consequences.
 - First incident - Warning
 - Second Incident - Loss of privilege for 5 days
 - Third Incident - Loss of privilege for a term.

YOT DEFINITION OF TECHNOLOGY

First Baptist School has adopted a Bring-Your-Own-Technology (BYOT) Policy. For the purpose of this policy, “Technology” is defined as any laptop, Chromebook, or tablet used by a student on FBS campus. Students will be allowed to use one of these devices. Cell phones, wearable devices, PDAs, wireless earphones, handheld gaming devices, image/sound capturing/recording devices, any other piece of technology that can be used for word processing, accessing the Internet, or can be used to transmit/receive/store information, or existing or emerging mobile communication devices other than what is listed here, are strictly forbidden from use unless permission is granted by a faculty member and then only for academic purposes.

In addition, FBS recommends that students use laptops or Chromebooks. Some devices do not have access to the same tools or offer the same overall experience of a traditional laptop or Chromebook. If one chooses to use them for school, no accommodations will be made if it either cannot display information/assignments correctly or if students find it more difficult to complete certain tasks due to the limitations of their device.

SECURITY AND DAMAGES

It is the responsibility of the individual owner to make their device secure. FBS is not liable for stolen or damaged devices. FBS will handle damaged or stolen devices the same way it handles the theft or damages of other personal belongings: through the administration. FBS recommends protective cases for all technology. Skins or decals are also recommend to help identify one device from another. Skins or decals are subject FBS rules regarding profanity, profane imagery, or suggestive text or images.

BYOT STUDENT AGREEMENT

- Just as with the Internet, the use of technology is not a right, but a privilege. A student does not have a right to use their technologies on campus. If the BYOT policy is abused, that privilege can be taken away.
- - Student takes full responsibility for their technology and keeps it either with him or her or in their locker. FBS is not responsible for the security of technology.
- - Technology must be in silent mode while on campus. Classroom disruptions will be treated as a violation of the electronic policy.
- - Student may not record, transmit, or post photos or videos of any person or persons on campus.
- - Student may only use their device for educational purposes as defined in the opening paragraph of the Technology Policy. Games are never permitted.
- - Student is required to shut down technology upon the request of any staff member. Student must comply with the first request. Failure to do so will result in disciplinary actions as outlined by the Student Code of Conduct.
- - Student will make no effort or attempt to circumnavigate the Internet filters.
- - Student must understand that purposely bringing on campus or infecting the network with a Virus, Trojan, or program designed to damage, alter, destroy, or provided access to unauthorized data or information is not just a violation of the BYOT, Student Code of Conduct, and Internet Usage policy, but in some cases may be illegal. To do so will result in disciplinary actions up to and including permanent ban of using one's device, or expulsion. FBS will cooperate 100% with law enforcement agencies.
- - Student may not have, process, or access information related to "hacking," altering, or bypassing network security on campus. To do so will result in disciplinary actions up to and including permanent ban of using one's device, or expulsion. FBS will cooperate 100% with law enforcement agencies.
- - FBS has the right to collect and examine any device that is suspected of causing problems or was known to be the source of an attack or virus infection. Failure to turn over the device will result in immediate permanent ban from bringing technology on campus, revocation of Internet privileges on campus, as well as any other disciplinary actions, up to and including expulsion, as the administration deems necessary.
- - Students must understand that printing from any device, school owned or personal, will not be allowed without permission and will result in a charge of \$.15 per page. Work for classes will primarily be done online. It is the student's responsibility to print any hard or paper copies.
- - All technology must be charged before bringing it to school. It must run off its own power while at school. FBS has some charging stations in some classes, but the student is responsible for charging and security while charging. Teachers will not charge any device.
- I understand and will abide by the above policy and guidelines. I also understand that violation of these policies is unethical and would be sin, as the Bible calls all people to obey the authorities placed over them. Violation may result in permanent loss of technology and Internet privileges as well as other disciplinary actions up to and including expulsion -- even on a first time offense.

Student Signature: _____ Date: _____

Parent/guardian Signature: _____ Date: _____