



Student Handbook

Purpose Statement

We exist to teach and promote traditional ethical values, to integrate faith and life into practical applications, and to supplement the efforts of the home, church and school to help students grow emotionally, mentally, and spiritually.

Mission Statement

Catalyst Christian Learning Center is dedicated to growing and maturing today's youth into leaders through Bible-based character education.

"Don't let anyone look down on you because you are young, but set an example for believers in speech, in life, in love, in faith and in purity."

[1Timothy 4:12]

P.O. Box 1627
Cleveland, GA 30528
www.catalystclc.org



History:

CCLC is a non-profit 501(c)3, special purpose school that teaches the Bible to public school and homeschooled students during the school day for elective credit. White County Christian Learning Center (WCCLC) was established in August, 2004 under the umbrella of Eagle Inc. A group of citizens from the White County community formed a steering committee in March 2004 to develop a plan to implement Released Time classes for White County High School Students. The first classes were held on August, 2004, with 17 students, and steadily grew.

In 2009, the WCCLC decided to incorporate and withdrew from its parent organization, Eagle Inc. The WCCLC was renamed the Catalyst Christian Learning Center, Inc. In the fall of 2012, CCLC added a class for students at the Ninth Grade Academy. This past school year, 2013-2014, CCLC had 137 high school students taking courses at CCLC for a full class period every school day for elective credit.

Staff:

Executive Director/Teacher: Daniel Sansot
Assistant Director/Teacher: Kristie Matthews

Board of Directors:

David Wilkins, President	Avery Hutto
Jim Gant, Vice President	Ashton Groves
Mike Cash, Treasurer	Angie Gant
Fio Weaver, Secretary	Jeff Ford

Our Beliefs:

We believe that ...

- Students should be an “example to the believers in speech, in life, in love, in faith, and purity” [1 Timothy 4:12], and to that end, we should offer instruction in such Christian concepts as honoring parents and respecting authority at all levels, purity before marriage, developing trust bond friendships, living a life of integrity, and being a leader like Moses, Esther, Joshua, Nehemiah, Paul, and other scriptural examples of leadership.
- All students can learn.
- Each student is a valued individual with unique intellectual, physical, social, emotional, and spiritual needs.
- Teachers, staff, parents, board members, students, and community members share in the responsibility of providing a supportive learning environment within our school.
- Clear goals and high expectations for student achievement should guide the development of the curriculum and the design of instructional strategies and learning activities.
- Students learn in different ways and should be provided with a variety of instructional approaches to support their learning.
- Assessments of student learning should provide students with a variety of opportunities to demonstrate their achievement and authentic contexts to apply their learning.
- The commitment to continuous improvement is imperative if our school is going to enable students to understand and apply God’s Word in their lives.

Our Philosophy:

The Catalyst Christian Learning Center exists to provide biblically based instruction in the area of character building and leadership skills to the public school students of White County Public Schools.

Our Statement of Faith:

We believe that...

1. The Bible is the inspired Word of God, without error in the original manuscript.
2. God is the only true, living God, existing eternally as three persons – The Father, Son, and Holy Spirit—and that these three are one God, having the same divine attributes.
3. Man, created in the image of God, fell into spiritual death through sin. This death has been inherited by all, with Jesus Christ as the only exception.
4. Jesus Christ, God's one and only Son, came into the world to redeem it from sin. He was born of a virgin and sinless. He died on the cross to take away the penalty for sin, after which he rose from the dead and ascended into heaven. He shall return to judge the living and the dead.
5. All men are lost until saved by their own personal faith in the finished work of Jesus on the cross.

We are a non-denominational organization and therefore submit to the authority of the scriptures and not any one denomination. We believe in teaching students to study for themselves God's Word, leading them in an exegetical study of the scriptures so that they may know fully what they believe and in Whom they believe.

Non-discrimination:

The Catalyst Christian Learning Center admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

*We desire to teach students not only to love the Word of God,
but to love the God of the Word.*

CCLC- Course Descriptions

The Catalyst Christian Learning Center offers six high school courses that reinforce our purpose and mission. They are as follows:

Old Testament and Its Influence

This course is designed to give an overview of the Old Testament. We will study both context and authorship. Students will learn about the different kinds of writing and the various books that make up the Old Testament.

New Testament and Its Influence

This course is designed to give an overview of the New Testament. In this course students will get a tour of the entire New Testament and learn about both context and authorship. Students will learn about the different kinds of writing and the various books that make up the New Testament.

Boundary and Relationship Skills

This course is designed to teach boundaries in dating, marriage, and families with a view towards equipping students for present and future roles. Among the areas to be covered are defining boundaries from a Biblical perspective, communications, and conflict resolution as well as relevant boundaries in dating relationships.

Financial Freedom

This course is designed to equip students to be financially responsible. We seek to give them the tools needed to be good stewards of what God has given them. In this class we will cover topics such as debt, loans, stewardship, and college preparation.

Character and Core Values

This course is designed to teach students what it means to be a true follower of Christ. We will study the example that Jesus has laid out for us in scripture and we seek to reflect His image throughout our daily lives.

World Religions

This course is designed to give an overview of other religions in order to compare and contrast how they line up with Christianity. Ultimately, our goal is to teach students how to share the gospel to other cultures and have confidence in the absolute truth found in the Bible.

Entrance Requirements:

The only requirement for taking any course offered by the Christian Learning Center is written permission from a parent or guardian. Students who do not obtain written permission within the first week of any course will not be allowed to continue and will need to meet with their counselor for drop/add. There is no cost to the student for any Christian Learning Center course. CCLC is totally privately funded and receives no public funding.

Grading Policy:

The grading system for the Christian Learning Center is the same as that of the White County Public School System and is as follows:

<u>Grading Scale</u>		<u>Breakdown of Final Grade</u>	
90-100	A	Tests	30%
80-89	B	Assignments/Homework	20%
70-79	C	Quizzes	25%
Below 70	F	Class Participation	25%

Attendance:

Students are expected to attend class daily and be on time. It is the student's responsibility to be on time and ready for transportation from his or her school to the Catalyst Christian Learning Center. Students that miss transportation must report to the front office at the high school. Students who do not report to the office will be written up for skipping class.

Make-up Work:

A student who is absent has 3 school days from the day of return to make-up any missed work. Any work not made up within 3 days will not be assigned class credit. It is the responsibility of the student to make arrangements with the teacher regarding make-up work.

"The man of integrity walks securely."
(Proverbs 10:9a)

Student Code of Conduct:

The purpose of the Catalyst Christian Learning Center is to teach and promote traditional ethical values, to integrate faith and life into practical applications, and to supplement the efforts of the home, church and school to help students grow emotionally, mentally, and spiritually. In order to fulfill our purpose, the CCLC has a twofold teaching focus: teaching God's Word as relevant and applicable truth and teaching personal accountability. We, at CCLC, believe that teaching our students to be accountable for their words and actions is one of the single most vital lessons we can teach your child. Our class moto is: "I am accountable to the Lord, the authority figures He has placed in my life, and my peers for my words and actions."

Pursuant of this focus on personal accountability, we, as the CCLC staff, want you as parents/guardians to be aware of certain policies we have in our classroom. First of all, we accept **NO** late assignments. Assignments that are not completed and turned in at the time of collection result in a zero for the assignment. Naturally, if a student is absent, he or she has the opportunity to make up any work missed within three days of the absence. As well, in the case of a family emergency or sickness, students may make up assignments if the parent provides a note.

We have chosen this policy for one primary reason. We, at CCLC, are helping to prepare your student for God's call on their lives. For most students, that will result in their working under the authority of someone else and/or pursuing additional higher education after high school. Bosses and college professors will expect work to be turned in on time, and there will be deadlines to meet that are nonnegotiable. We want to prepare students for that reality and for success at those next levels. At CCLC, we believe in extending grace when extenuating circumstances arise; however, we also believe in holding students to the highest of standards and that everything we do in the name of the Lord should be done to the absolute highest degree of excellence.

We, at CCLC, believe that the way our students conduct themselves in our classroom setting is key to their success in the future. We want them to learn to be responsible citizens who are prepared, who are respectful and courteous to others, and who model godliness in their daily walk. Below, we have outlined our expectations for words and actions in our classroom. Please review these with your student carefully.

Rules:

1. Be respectful...of everyone at all times.
2. Be an active student—listen and complete work on time.
3. Bring all materials for class daily.
4. Clean up after yourself.
5. Follow directions the first time they are given.

Dress Code:

The dress code as outlined in the Student Handbook of the Walton County School System will be strictly enforced at the Christian Learning Center. Students are reminded of the Biblical principle of dressing modestly [1 Timothy 2:9] and to remember Who we represent. Students violating dress code will be given one warning to rectify the offense and then sent to the school office to call a parent to bring them appropriate clothing.

CCLC Discipline Policy and Procedures:

1. Students will be expected to abide by White County High School policies at the CCLC, in areas including but not limited to dress, phone usage, substance abuse, and behavior.
2. When problems arise, the following disciplinary measures are available to teachers and should be attempted in the suggested order:
 - a. Warning
 - b. Reprimand
 - c. Referral to director
 - d. Phone call to parent
 - e. Parent conference
 - f. Student/teacher/parent conference with director present
 - g. Removal from CCLC (only in extreme cases)

Parent/Student Response Sheet



*Please detach this sheet and sign the following statements. Then, **return this sheet to CCLC** with your student within the first week of school. Please keep the attached policies for your records. We, at CCLC, look forward to teaching and ministering to your student!*

1. I have read the CCLC Student handbook in its entirety.
2. I have read and understand CCLC's policy regarding makeup work. I understand that the student has three days from the date of the absence to turn in any missed work. It is the student's responsibility to ask the teacher about what was missed.
3. I have read and understand CCLC's policy concerning class participation grades. I understand that student participation will be earned based upon the guidelines presented in the attached policy.
4. I understand and support CCLC's cell phone/electronic device policy. I agree that there will be no use or handling of a cell phone or other electronic device during class or on field trips unless prior approval is given by a CCLC staff member.
5. Periodically, CCLC classes may take students out to eat at a local restaurant on Fridays if all work has been completed and students have shown exemplary behavior throughout the week. I understand this and give my child permission to participate in these outings.

Please initial one of the following:

_____ I grant permission for my son or daughter, _____, to participate in the Coaching Ministry of Catalyst Christian Learning Center. I understand that coaches are not counselors, but encouragers that will come alongside my child and offer support.

_____ I prefer that my son or daughter, _____, not participate in the Coaching Ministry of Catalyst Christian Learning Center at this time.

Parent/Guardian Signature: _____

Student Signature: _____

There will be times when CCLC will need to communicate with you regarding class activities, field trips, assignments and other information. Please give us your email address and a telephone number where you (the parent/guardian) can be reached during the school day.

Email: _____

Phone: _____

Contract regarding use of the Internet



I, _____, accept and agree to abide by the following:

- I agree to abide by all rules, which are listed in the Catalyst Christian Learning Center's guidelines for Internet use below.
- I realize that the primary purpose of the CCLC Internet connection is educational, and that as such, all internet use during class time should be education *only* (no social media use, etc.).
- I realize that the use of the Internet is a privilege, not a right. I accept that inappropriate behavior may lead to penalties including removal of Internet privileges, disciplinary action, and/or legal action.
- I agree not to participate in the transfer of obscene, inappropriate or illegal materials, as well as prohibited tools and games, through the CCLC Internet connection. I realize that in some cases, the transfer of such material may result in legal action against me.
- I acknowledge that just because a computer, iPad or phone CAN perform a particular action does not imply that the user SHOULD take that action.
- I release the CCLC from any liability and/or damages that may result from the use of the Internet connection. In addition, I will accept full responsibility and liability for the results of my actions with regard to the use of the Internet. I release the Catalyst Christian Learning Centers and related organizations from any liability relating to the consequences resulting from my use of the Internet.

Student Signature: _____

Date _____

I, _____, the parent/guardian of the above, agree to accept all financial and legal liabilities that may result from my son's/daughter's use of the CCLC's Internet connection.

Parent/Guardian Signature: _____

Date _____

Please return to CCLC.

Catalyst Christian Learning Center
P.O. Box 1627
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706-865-0954
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Please check below the course(s) your son/daughter is taking this semester.

- | | |
|---------------------------------------|---------------------------------------|
| _____ Boundaries in Relationships | _____ World Religions |
| _____ Character and Core Values | _____ Financial Freedom |
| _____ Old Testament and Its Influence | _____ New Testament and Its Influence |

Do you attend church? Yes No If yes, where? _____

Does your student have any physical or medical conditions, allergies, or special needs that we need to be aware of? _____

By my initialing below, I (*print name*) _____ give my child, _____...

_____ I grant my child permission to participate in the course(s) marked above and to ride in the transportation provided by the Catalyst Christian Learning Center to and from the CCLC classroom daily and/or on field trips.

_____ I have read, understand, and agree to adhere to the CCLC Student Handbook.

_____ Upon completion of the CCLC class I agree for my child's grades to be transferred to White County Schools.

_____ I grant permission for my son/daughter to be given Tylenol or Ibuprofen when needed.

Student Name

Parent Signature

Grade

Date

Mailing Address

Home Telephone Number

_____ City _____ Zip Code

Cell Phone Number
Do you receive text messages? YES NO

Student's Date of Birth

Student Email

Parent Email



Photo Release

Throughout the school year the CLC seeks to keep the community and parents updated on activities that are happening. We often do this through various platforms such as our website, social media and newsletters. However, we understand that due to personal circumstances you may not want your child's photo to be publicly displayed. Please indicate below if we have your permission to use your child's photo and we will respect your wishes for your child.

_____ Yes, you may use my Child's picture to promote CLC activities.

_____ No, please do not use my Child on any media platforms.

Also, if you would like more information or stay updated on what is happening at the CLC, then please feel free to follow us on Facebook, Instagram, or check out our website. You can find us by searching @CatalystCLC.