



Skagit Adventist Academy Student Handbook

Mission Statement

It is the mission of Skagit Adventist Academy to:

- Nurture student relationships with God
- Create responsible citizens, and
- Provide excellent academic opportunities

Philosophy

Skagit Adventist Academy is a school founded on the principles of Seventh-day Adventism. We rely on God's Word, the Bible, to shape our activities and curriculum. Our school is dedicated "to restore in man the image of his Maker, to bring him back to the perfection in which he was created, to promote the development of body, mind, and soul, that the divine purpose in His creation might be realized." *Education* p. 15-16

Our main objective is to help our students develop a solid Christian character while emphasizing strong academics. We believe embracing Christian values and being given opportunities to make good choices molds strong Christian leaders for tomorrow. Service is emphasized, awakening students' sensitivities to the needs of their community.

Admissions Information

Non-Discrimination Policy

It is the policy of the Seventh-day Adventist Church in all its church-operated schools to admit students of any race, color, gender, or national origin to all rights, privileges, programs, and activities generally accorded or made available to students at its school.

We are committed to providing an inclusive environment for all, with the expectation that each student agrees to uphold the ideals, standards, principles, and policies set forth in this handbook.

Qualifications of Admission

As a Seventh-day Adventist Christian school, high moral principles and respect for God and others are expected from all who attend. Students should realize that when they present themselves for admission to Skagit Adventist Academy they willingly pledge to observe the regulations and uphold the Christian principles upon which the school is founded, both while at school and away. Behavior contrary to this may forfeit a student's privilege to attend.

Admission Procedures

All students* and their parents **must fill out and return** the following supplied forms before a student can be admitted or begin attending classes:

- ✓ Student Application
- ✓ Letter of Financial Responsibility
- ✓ Statement of Cooperation
- ✓ Medical Consent-to-Treat Form
- ✓ Copy of Current Immunization Status
- ✓ Copy of Birth Certificate
- ✓ Internet/Computer Acceptable Use Policy
- ✓ Permission Page (regarding photos, field trips, and social media)
- ✓ Two recommendations (for new students only)

*All new students are subject to a 30-day probationary period.

Nurturing Student Relationships with God

Outreach Activities

Throughout the course of the school year, all students take part in a variety of age-appropriate missionary activities such as nursing home visitation, neighborhood projects, card ministry, chapel activities, and ministry to the homeless.

Weeks of Worship

Weeks are set aside each school year for special spiritual emphasis. Guest speakers are often invited in, and students also participate in various leadership aspects.

Chapel (Grades K-12)

The student body meets weekly for chapel. Faculty, local pastors, and invited guests work together to organize and carry out animated Christ-centered services.

Family Groups (Pre-K-12)

The entire student body meets for a family-style worship one Friday per month in cross-age groups with a faculty advisor.

Creating Responsible Citizens

Academic Honesty & Integrity

Because optimum learning occurs only when each student does their own work, Skagit Adventist Academy places a strong emphasis upon academic honesty and integrity. Cheating and plagiarism involve the taking and passing off as one's own answers, work, or ideas of another. Cheating and plagiarism are serious breaches of honesty and justice and will result in the loss of credit for the work both for the student passing the work off as their own and for any student who cooperates or participates in any way.

Probation (Academic)

If a student receives two Ds or one F during a quarter grading period (9 weeks), they may be placed on Academic Probation and their progress will be closely monitored in the upcoming quarter grading period. At the conclusion of the next quarter grading period, the student's academic progress will be reviewed. At that time, a student may continue on probation, be granted regular status, or be asked to withdraw from SAA for non-performance.

Students placed on academic probation may have their course load adjusted, forfeit their leadership office, or be suspended from an athletic team.

Discipline Policy

Skagit Adventist Academy wishes to foster a strong Christian character in every student and to enable them to develop self-control, self-government, and responsibility. The basic guidelines for student conduct grow out of the school's mission and philosophy.

Respect for the rights of others, applicable state laws, insurance regulations, care of school property, and church standards are all considered in determining specific behavioral guidelines. Some school rules are overtly spiritual in nature, while others are part of the need for orderly and safe conduct while at school. The desire to maintain harmonious relationships among the faculty, students, and school constituents is also a factor in determining SAA standards.

The following guidelines govern the entire curricular and extracurricular program of the school. These guidelines are simple and straightforward but are not meant to be all-inclusive. Students are expected to abide by the regulations of SAA as a matter of honor and respect.

- Respect is to be shown at all times to God as our Creator and Redeemer and to teachers, staff, volunteers, and fellow students.
- Considerable emphasis is placed on intangibles such as attitude, spirit, cooperation, and positive contribution to the spiritual, social, and academic atmosphere of SAA.
- To develop a strong moral character, SAA will not permit dishonesty, theft, foul language, or any other misconduct at school or school related functions.
- Respect for school property and property of others is to be shown at all times.
- When accidental damage to school property occurs and is reported immediately there will be no penalty other than restitution. (Accidental damage is often covered by personal liability insurance.) Willful damage or destruction of school property will call for restitution and additional discipline.
- Each student is to behave in a courteous and cooperative manner at all times. Any behavior that could result in harm to another will not be tolerated at SAA. The standard of good conduct is expected at school and at all school sponsored functions.
- Play fighting, hitting, or pushing is not permitted.
- Continued disregard of school policies could result in disciplinary actions.
- Possession of weapons, dangerous objects, or explosive devices is not permitted and will result in immediate suspension and possible expulsion. Imitation or toy weapons are not permitted and may result in suspension.

- Inappropriate displays of affection will not be tolerated, including but not limited to holding hands, kissing, hugging, etc.
- Inappropriate sexual language will not be tolerated.
- All content, physical and digital, that is brought to school should be in harmony with Christian values and standards. Inappropriate items are not allowed and will be confiscated.
- Students are to adhere to the SAA dress code. Students who remain on campus after their last class must continue to dress according to the dress code.
- Students are not permitted to wear jewelry of any sort to school or school functions. It may be confiscated and returned at a later time.
- The school is not responsible for personal possessions. Students are advised to keep their lockers locked and not bring valuable possessions to school or take them on school outings.
- The use, possession, or distribution of tobacco, alcoholic beverages, non-prescribed drugs, narcotics, and controlled dangerous substances by SAA students is prohibited and is cause for immediate suspension and possible expulsion.
- Students may use computers and the Internet only with teacher supervision and permission. Any violation of this may result in disciplinary measures.
- SAA's campus is a closed campus. All students must remain on campus during the school day.
- The laws of the state and local government are to be respected and obeyed.

Student violation of the standards of behavior will result in disciplinary measures. Self-control, self-government, and acceptance of responsibility for one's behavior will be emphasized in each situation. Honesty and cooperation of the student can influence the final disciplinary decision. Every effort is made to help the student see the importance of cooperating with the school rules as a means of character development and good citizenship. It is the desire of SAA's administration, faculty, and staff to deal in a Christ-like manner with every student, in every situation.

Discipline ranges from verbal counsel/warnings and fines, to suspension or expulsion from school. Most offenses may be dealt with by members of the faculty or staff, but offenses of a more serious nature will be handled by the discipline committee or the faculty at large. The final decision to expel a student will be made by the Skagit Adventist Academy Board. The following steps may be taken when corrective discipline is needed:

- Conference between student and teacher involved. This may include a "time-out" or cooling off period. Most offenses will be handled at this level.
- Conference that goes beyond teacher/student conference and may include teacher, student, parent(s), another staff member, or principal.
- Discipline committee session called by the school principal or acting administrator. Suspension or other disciplinary measures may be voted at such a meeting. Expulsion may be recommended, to be acted upon by the SAA Board. (Serious offenses may be handled at this level immediately.)
- Faculty meeting may be called to consider serious situations or to act on recommendations from the discipline committee.

The SAA principal (or acting administrator) has the authority to enact an immediate suspension in any situation where, in his or her judgment, it is warranted.

School administrators have the right to search school lockers, desks, and personal property to enforce the school discipline policy.

Handling of Major Offenses

The following infractions constitute examples of major infractions:

- Disrespect
- Fighting
- Cheating or plagiarism
- Theft or vandalism
- Sexual misconduct
- Possession of firearms, fireworks, or other dangerous objects
- Leaving school without permission
- Possession or drinking of alcoholic beverages
- Possession or use of tobacco
- Possession or use of illicit or illegal drugs

Due Process

In the case of major infractions, parents will be notified of the offense by phone or face-to-face meeting, and documented in Jupiter SIS. The student and parent(s) may need to meet with the principal to discuss the offense and its consequences. A meeting between the student, principal, and the discipline committee may be held to determine the recommendation for the student's future with Skagit Adventist Academy. The first issuance of a discipline notice may be used as a warning, or may result in suspension of the student, depending on the severity of the offense as determined by the principal. Duplicate copies of all discipline notices are placed in the student's file and will remain there for the duration of the school year.

Technology Use Policy

Access to the Internet is made available to students of Skagit Adventist Academy. The goal is to promote educational excellence by facilitating research, resource sharing, innovation, and communication. The Internet and all devices used to connect to it are to be used in a manner that is consistent with the educational objectives of Skagit Adventist Academy.

Any use of technology (including but not limited to downloading, transmitting information, or communication) that is not for educational purposes will be considered inappropriate use and be grounds for discipline.

Disciplinary action may include indefinite loss of internet privileges, suspension, and or expulsion.

Cell Phone Policy

K-8 grade students cannot use cell phones during school hours. There will be no cell phone use by 9-12

grade students from 8 am to 3 pm, except during lunch, unless the teacher asks a student to use their phone, or the student gets permission from the teacher. If a cell phone is used outside of these guidelines, the phone will be confiscated and returned at the end of the day.

Dress Policy

Skagit Adventist Academy believes in a dress code that is neat, clean, modest, and appropriate to the occasion. **These rules are in effect on field trips and at all school functions or school-sponsored events:**

- Shorts, dresses, and skirts must be of modest fit and should not come above mid-thigh when sitting.
- Leggings are not considered pants and should not be worn except during PE classes.
- Shirts or tops should be long enough that the midriff or undergarments do not show when arms are raised. Spaghetti strap tops and low cut shirts are not allowed.
- Presence or absence of underclothing should not be noticeable at any time.
- Jewelry, such as rings, bracelets, necklaces, earrings, and chokers are not permitted.
- Articles of clothing with pictures or writing not in harmony with school principles are unacceptable.
- Appropriate footwear is to be worn at all times. Shoes should be designed to stay on and protect your feet at all times. Slippers are not appropriate school attire. In grades K-8, shoes should encourage active play, which excludes the wearing of flip-flops. Students attending laboratory classes must wear enclosed shoes. Gym shoes should have non-marking soles.
- Hats/headwear and sunglasses are not to be worn inside of classrooms and labs but are appropriate for outdoors.
- Hair must be kept clean, neat, and trimmed so that the eyes are visible. Hair should be of a natural color and should not draw undue attention to the person.

Banquet Dress Policy

Church attire is generally acceptable for banquets for all students. For more formal banquets the following are not acceptable for ladies: backs lower than the normal bra line, fronts low enough to show cleavage, as well as off the shoulder or strapless dresses. Dresses should be modest and not come above mid-thigh when sitting.

Uniform Policy

Skagit Adventist Academy desires to create an educational atmosphere that maximizes learning. Students are required to abide by the uniform policy at all times while at the school and at off-campus school events. The students dress should reflect pride in their school and respect for themselves.

The sole provider of uniform tops and jackets for Skagit Adventist Academy is Mister T's. Uniform bottoms can be purchased through a store of your choice. Uniform pants must have no exterior seams or exterior pockets. Leggings are not appropriate uniform bottoms.

Skagit Adventist Academy has a uniform exchange program where parents can buy, exchange, or donate gently used uniform apparel.

Uniform Dress Code

Everyday Uniform Choices for GIRLS:

- Pants or walking shorts: navy or khaki
- Jumper, skirt or skort (no dresses): navy, khaki, or designated school plaid
- Collared blouse, polo shirt, oxford shirt with SAA logo: in white, navy, teal
- Fleece zipper jacket with SAA logo: navy
- Pullover and hooded sweatshirt with SAA logo: navy

Everyday Uniform Choices for BOYS:

- Pants or walking shorts: navy or khaki
- Polo shirt, oxford shirt with SAA logo: white, navy, teal
- Fleece zipper jacket with SAA logo: navy
- Pullover and hooded sweatshirt with SAA logo: navy

Additional Guidelines

- Only solid colored belts in navy blue, black, or brown are allowed.
- Only solid-colored tights, socks, or leggings in SAA uniform colors of navy, teal, white, and black.

Additional uniform options are available for high school students.

Physical Education Uniform

Grades K-4

Regular everyday uniform attire may be worn on PE days. Athletic shoes and socks are required.

Grades 5-10

All students in grades 5-10 are expected to dress down on PE days

PE clothing consists of:

- PE uniform shirt
- Athletic shoes and socks must be worn on PE days.
- Athletic shorts or pants in harmony with dress policy.

Spirit Wear

Spirit Wear refers to specific clothing and items with SAA logo (not PE uniform shirt). Spirit Wear items are NOT part of SAA's school uniform. These are items which show support of the school and may be worn at SAA on Spirit Wear days and Free Dress Days.

Enforcement

Enforcement of the uniform policy like all other discipline matters is based on cooperation among students, parents, and the school. The school, however, is the final authority on the uniform policy. If there is an offense of the uniform policy, the student and parent will be informed of the non-compliance. Frequent violations of the uniform policy could be interpreted as disrespect and defiance of school authority,

standards, and policy and will be treated as a major offense and will be handled according to written policy in our student handbook.

Right to Amend

The Administration reserves the right to change the dress code at any time to adjust to appropriate/inappropriate fashion trends.

Banquet Guest Policy

Students wanting to bring a non-SAA student to a banquet must obtain permission using a form available in the office. Permission by parents (both of student and non-student) and faculty must be given before a guest is considered approved. Guests will be held to the same standards as SAA students.

Student-Driven Vehicles

Driving a motorized vehicle on campus is a privilege, not a right. A student is not permitted to bring a motorized vehicle to school at any time unless satisfactory arrangements are made. The student must:

- ✓ Complete an information sheet with signature from parents and student.
- ✓ Park in the designated student area assigned by the administration.
- ✓ Make additional arrangements with the office before providing transportation for any other students.

Students are not to loiter in or around cars. Students are to remain in supervised areas throughout the day. SAA has the right to inspect student vehicles at any time.

Lockers

Each student in grades 5-12 is assigned a locker. It is expected that lockers will be maintained in a clean, orderly fashion. No stickers, writing, posters, or other items are to be placed on the outside of lockers, unless approved by the administration.

All items outside or on top of lockers can be removed by the staff at the end of the school day. SAA has the right to inspect any locker at any time.

Sports Activities

Sports activities are provided for students in grades 5-12. Depending on the student's grade in school, gender, and coach availability, students are invited to play on intramural and/or intermural teams in flag football, volleyball, basketball, badminton, soccer, and softball. The school also sponsors a ski/snowboard program each winter. Events, times, and eligible participants will be announced throughout the year. Students participating in these events need to arrange for transportation following the activities.

Spectators at Skagit Adventist Academy athletic events will be expected to demonstrate good sportsmanship, respect, and cooperation with game officials and school supervisors, and demonstrate behavior in harmony with school philosophy and policies, or they may be asked to leave.

Athletic Eligibility

A student seeking to join an athletic team must meet and maintain the following criteria:

- ✓ Demonstrate sportsmanship both on and off the field/court that represents Christ and Skagit Adventist Academy well.
- ✓ Not be involved in any major discipline.
- ✓ Have a good attendance record while demonstrating positive citizenship on campus.
- ✓ Meet and maintain the organizational attendance policy of the coach and team.
- ✓ In order to participate in any athletic program a student must be passing ALL classes with a C- or higher. Any grade below a C- will deem the student ineligible to participate until such a time as the student raises their grade to a C- or higher. All eligibility will be determined every Monday for the entire week. Participation includes games, travel for away games, and practices.
- ✓ A student is ineligible to participate in sports, games or practices, if he/she did not attend ALL classes and school appointments for the day.

Associated Student Body

The SAA Associated Student Body (ASB) is an organization whose membership includes every student in grades 9-12. The officers of the ASB are elected yearly by the students and faculty. The elected student officers plan activities throughout the school year.

To be eligible to run for office, students not be involved in any major discipline and have a good attendance record while demonstrating positive citizenship on campus. They also need to have no grades lower than a C- from the previous semester. (At the beginning of the year, the second semester from the previous year will be used.) If a student wants to run for office, they are required to fill out the student officer candidacy form and receive faculty approval before they can be elected. A student may not hold more than one major office (major offices include any ASB office, class president, and yearbook editor).

Junior and Senior Class Officers

A student seeking class office must meet and maintain the same criteria as a student seeking an office in the ASB. A student may not hold more than one major office (major offices include any ASB office, class president, and yearbook editor).

Attendance Policies

Prompt attendance at all appointments is of vital importance. The attendance policy of Skagit Adventist Academy is designed to encourage all students to develop habits of punctuality and responsibility. A continued pattern of poor attendance limits academic achievement and results in lower grades. Discipline and possible dismissal may result.

Excused Absences

Excused absences only include student illness, bereavement, and medical/dental appointments. Because the whereabouts of your student becomes the school's responsibility at the start of the school day, **if the absence is to be excused parents or guardians must notify the school office at the start of the school day**

when a student will be missing any part of that school day due to illness or bereavement. Otherwise, the absence will remain unexcused. Students cannot call themselves in as excused.

It is the student's responsibility to make up missed work. All missed work must be turned in 3 days upon return to school unless other arrangements have been made with individual class teachers. Assessment and labs will be scheduled in cooperation with the student and teacher.

Unexcused Absences

Students are subject to individual teacher's policies regarding work missed due to unexcused absences or tardies. Teachers are NOT required to accept such work, and this in turn will negatively affect students' grades. Examples of unexcused absences include:

1. Family Trips
2. Truancy (skipping class or arriving tardy)
3. Failure to notify the school by a note, phone call, or email
4. Leaving the school without properly checking out
5. Baby-sitting or home duties
6. Fatigue from a school field trip
7. Preparation for a school field trip

Dismissal & Signing Out to Leave Campus

Skagit Adventist Academy is a closed campus. For your child's protection, we ask that you send a written request if someone other than the parent or guardian is to pick the student up at school. Children leaving school early must be signed out by their parent or guardian at the office before leaving campus. A student who is able to drive themselves will have to present written permission from their parents to the office before they will be allowed to leave campus before the end of the school day, and they must sign out as well. Students walking home after school dismissal must first have a letter of permission signed by their parent and also approval by the administration.

Providing Excellent Academic Opportunities

Standardized Achievement Tests

Standardized achievement tests are administered to grades 3-12 three times per year to determine the level of academic learning. These tests are taken by students as a way to evaluate and improve current instructional practices.

Sophomores and juniors are advised to take the PSAT in the fall. Juniors and seniors are advised and given information necessary to sign up to take the SAT test on designated national testing dates. Sunday testing can be requested for students who do not wish to take the test on Sabbath.

Grade Placement

Kindergarten students must be age 5 or older by the school start date in order to enroll. To enroll in grade 1, a student must be age 6 or older by the school start date.

As a full-time high school student at SAA, students must be registered for a minimum of five credits per year. All students with less than five credits will be considered freshmen. All second-year students or transfer students having at least five credits, including one credit of English, will be considered sophomores. All third-year students or transfer students with a minimum of eleven credits, including two credits of English, will be considered juniors. To be a member of the senior class, a student must have a minimum of sixteen credits, including three credits of English.

Course Descriptions for Grades 9-12

Art Appreciation (1.0 Fine Arts credit)

During the first semester of this course students learn the basic elements of art as well as the steps of art criticism. These areas are then put into practice during second semester as students learn how art changes throughout history. This class is offered alternate years.

Career Planning (0.5 Career and Technical Education credit)

Career Research is a one semester class that provides opportunity for students to research and evaluate career options. They will also research higher education opportunities that will support their career goals. Job skills and resume' development will conclude the semester and students will leave with a working resume' and cover letter to support their job search for summer and college work. This class is offered every other year.

Computer Applications (0.5 Career and Technical Educ. credit)

The main goal of this classes is to learn to use the computer effectively as a tool in school and in life through improving keyboarding skills and improving knowledge of and familiarity with a variety of software tools. Software that will be used includes Microsoft Office, Open Office, Google Apps for Education, photo and video editing, as well as others.

English I (1.0 English credit)

English I will focus on writing (Traits of Effective Writing, Narrative Writing, Proofreading, Responding to Literature, etc.) and literature (short stories, essay, poetry, etc.).

English II (1.0 English credit)

English II is a continuation of the topics studied in English I with additional depth and new applications.

English III (1.0 English credit)

English III will focus on writing (Traits of Effective Writing, Narrative Writing, Proofreading, Responding to Literature, etc...) and British Literature (short stories, essay, poetry, etc.). This class is offered every other year.

English IV (1.0 English credit)

English IV will focus on writing (Traits of Effective Writing, Narrative Writing, Proofreading, Responding to Literature, etc...) and American Literature (short stories, essay, poetry, etc...). This class is offered every other year.

Government (1.0 History credit)

This history and social science course will focus on developing in students the knowledge and skills necessary to live in our law-saturated society. This class is offered every other year.

United States History (1.0 History credit)

This course will focus on United States history from 1860-Present. Connections will be made between history and geography, music, religion, science, technology, economics, and the environment. This class is offered every other year.

Washington State History (0.5 History credit)

This semester-long course will focus on the history of the Pacific Northwest. We will explore the beginnings of our region's history from the Native Americans through the present. The different waves of immigration are studied as well as the present economy. This class is offered every other year.

World Geography (0.5 History credit)

This semester-long history & social science course will focus on the geography of our planet. We will study the five themes of geography and apply them to the study of the different world regions. This class is offered every other year.

Band (0.5 Fine Arts credit)

Students take part in a traditional concert band which performs in local churches as well as at two school concerts—Christmas and spring—and occasionally tours. This course is designed to provide an opportunity for artistic exploration and to appreciate the aesthetic value of music; students are expected to improve technical and music reading skills.

Choir (0.5 Fine Arts credit)

Students take part in a traditional choir which performs in local churches as well as at two school concerts—Christmas and spring—and occasionally tours. This course is designed to provide an opportunity for artistic exploration and to appreciate the aesthetic value of music; students are expected to learn vocal techniques and how to read music.

Spanish I (1.0 World Language credit)

This introduction to the Spanish language focuses on developing oral, writing, and reading skills. It includes basic Spanish grammar and phonetics and an introduction to the culture and history of Spanish-speaking countries.

Spanish II (1.0 World Language credit)

This intermediate study of Spanish emphasizes oral, writing, and reading skills, and mastery of grammar. It features a continuation of skills and terminology learned in Spanish I as well as further exploration of the culture and history of Spanish-speaking countries. This course is designed to prepare students for college level Spanish language courses. Prerequisite: Spanish I or equivalent.

Speech (0.5 Elective credit)

Speech is a one semester class that is designed to prepare students for public speaking. Organization of

speeches, presentation (poise, speed, vocal quality, etc.), visual aid best practices, and coping with public speaking fear factors are addressed. Students are encouraged to use acquired knowledge at school assemblies and their local churches. This class is offered every other year.

Yearbook (0.25 Elective credit)

Students selected to be in this class are the leaders and decision-makers for the content and creation of the yearbook for Skagit Adventist Academy. In Yearbook class, students will complete numerous tasks to create a quality yearbook that reflects the pictorial history of the campus activities for the current school year. Students will use Jostens web-based applications and a variety of other programs to achieve the desired layout for each section. They will also practice collaborating with a group to meet deadlines and gain expertise in selling, advertising, and managing finances within a budget.

Algebra I (1.0 Mathematics credit)

The main goal of this course is to provide students with a thorough and extensive study of linear and quadratic functions and graphing on the xy -coordinate system. By the end of this course, students will be very comfortable solving and graphing first and second degree equations and linear inequalities. They will also be able to apply this knowledge to other areas of math, such as word problems and ratios and proportions. A graphing calculator (or app) is a very useful tool for this class.

Geometry (1.0 Mathematics credit)

The main goal of this course is to use logic and reasoning in the development of proofs, analyze geometric shapes in the coordinate plane, relate patterns in shape to algebraic manipulations, continue to build skill in measurements, use transformations to manipulate shapes, and use trigonometry to solve right triangles. A compass and protractor are essential tools.

Algebra II (1.0 Mathematics credit)

The goal of this course is to build on algebraic and geometric concepts. The student will develop advanced algebra skills including systems of equations, higher degree polynomials, complex numbers, quadratics, logarithmic, and trigonometric functions. This course also introduces matrices and their properties that are useful for solving systems of equations. The content of this course is important for students' success on the SAT, ACT, and college mathematics entrance exams. A graphing calculator (or app) is a very useful tool for this class. Prerequisite: Algebra I with a grade of "C" or better or permission of the instructor.

Pre-Calculus (1.0 Mathematics credit)

The main goal of this course is to extend their use of a wide variety of functions in the real and complex number systems as well as real-life problem-solving situations; apply algebraic and functional skills to 2-D and 3-D geometry; write and use Cartesian, parametric, and polar equations in 2-D; continue study of sequences, series, and probability; and be introduced to the concept of limit as it applies to differentiation and anti-differentiation. A graphing calculator (or app) is a very useful tool for this class. Prerequisite: Algebra II with a grade of "C" or better or permission of the instructor.

Physical Education (1.0 credit or 0.5 credit when offered with Health, Health and Fitness credit)

Physical education classes are designed to develop skills in a number of different activities with a focus on lifetime fitness. Activities include team sports and individual activities. Rules, strategy, and skill development, along with social skills such as sportsmanship will be stressed with each activity. Physical fitness is addressed daily with activities focusing on one or more areas of the five health-related components of physical fitness.

Health and Fitness (0.5 Health and Fitness credit)

Instruction and application of health and fitness is approached through the concept of wellness. This class is designed to give the students an awareness of all aspects of healthful living (mental, social, physical, spiritual), and to enable them to integrate this awareness into everyday life. The curriculum is designed to allow students to take responsibility for personal health through improved understanding of body and mind, and through regular fitness labs. Students will learn to set and achieve health-improvement goals throughout the course. This class is offered every other year.

Life Skills (1.0 Career and Technical Education credit)

This course offers a condensed study of teen living with emphasis on self-esteem, relationships, finances, etiquette, and values formation, with a lab-related study into foods and nutrition and basic sewing experience. This class is offered every other year.

Marine Biology (1.0 Laboratory Science credit)

This year long course will be used to delve into a variety of topics relating to Marine Biology. Prerequisite: General Biology.

Physical Science (1.0 Laboratory Science credit)

This science course is intended to be an introductory course to the physical sciences. Lab activities that correspond will be used to strengthen student understanding.

General Biology (1.0 Laboratory Science credit)

This year-long course introduces the student to a general study of the life forms, relationships, and processes on Earth. Emphasis is placed on respect for all God's creation and how we, as God's caretakers, are to perpetuate life for generations to come. Topics for study include cell biology, genetics, plants, animal anatomy and physiology, microbiology, and ecology.

General Chemistry (1.0 Laboratory Science credit)

General chemistry is a more practical science in that what is learned as theory in the classroom becomes real when practiced in the lab. The year-long class is designed for the more academically-minded student who will appreciate learning the general concepts of atomic structure, the Periodic Table, formulas and nomenclature, balancing equations, stoichiometry, gas laws, and more. Prerequisite: Algebra I.

General Physics (1.0 Laboratory Science credit)

This senior-level year-long course is a study of the basic concepts of physical science including matter, motion, mechanics, heat, sound, electricity, magnetism, light, and nuclear energy. Conceptual

understanding and mathematical applications are emphasized. This course may be offered every other year. Prerequisite: Algebra II.

Bible I, II, III, IV (1.0 Religion credit each)

The Bible curriculum at Skagit Adventist Academy follows the Encounter Adventist Curriculum series. This curriculum is designed to be academic as well as experiential. It is our desire for our students to develop and maintain a relationship with Jesus through thoughtful study of His Word, group interaction in the classroom and a personal devotional life. The scope and sequence for the high school curriculum covers the following biblical topics: God: The I Am, The life and teachings of Jesus, God's great gifts, Old Testament character studies: David, Hosea, Daniel, Bible prophecy: Daniel and Revelation, Worldviews, The Bible: Trustworthy and Enduring, Ethics and Morality. A complete list of curriculum topics can be found at https://encounter.adventisteducation.org/assets/encounter-overview-document_120716.pdf.

Diplomas & Certificates Offered

A diploma is presented to those students who have:

- ✓ Attended SAA for at least the entire final semester of the senior year,
- ✓ An account that is paid in full,
- ✓ Accumulated the required number of credits to graduate, and
- ✓ A satisfactory conduct and attendance record.

Skagit Adventist Academy offers two types of secondary diplomas: a general diploma and a college preparatory diploma, as well as a certificate of attendance.

- **General Diploma:** A student qualifying for a general diploma will earn a minimum of twenty-four (24) credits and meet the stated course requirements for this diploma as listed in this bulletin with a minimum cumulative grade point average (GPA) of 2.0. The general diploma verifies the student's completion of his/her secondary experience without regard to eligibility for college acceptance.
- **College Preparatory Diploma:** A student qualifying for a college preparatory diploma will earn a minimum twenty-seven (27) credits and meet the stated course requirements for this diploma as listed in this bulletin with a minimum cumulative GPA of 2.5 and no grade less than a C.

Even though the college preparatory diploma is the basis on which a student will seek enrollment in the college/university of his/her choice, it is necessary for the student to be fully aware of the specific entrance requirements for the institution selected. Entrance requirements vary with some more unique or rigorous than others. It is the student's responsibility to select the courses and earn the GPA that will support future educational choices.

- **Certificate of Attendance:** Upon the recommendation of the administration, a certificate of attendance may be issued if a student does not meet the requirements for a general diploma. The student must have attended Skagit Adventist Academy for four full years or an equivalent school with the last full year at Skagit Adventist Academy.

Grade Point Average

Grade point average (GPA) is a numerical value that expresses the student's average academic standing. The GPA is figured by dividing the total number of quality points attained by the total number of credits attempted. This figure is used to provide a rank order of student progress and is a key figure in distinguishing honor students. Colleges consider the GPA a key statistic in selecting admissions. The maximum total grade point average may not exceed 4.0. The following grading and quality point system is used:

Grade	Description	Points
A	Excellent	4.00
A-		3.67
B+		3.33
B	Above Average	3.00
B-		2.67
C+		2.33
C	Average	2.00
C-		1.67
D+		1.33
D	Below Average	1.00
F	Failing	0.00

Other evaluations students may receive include:

WP – Withdrew from course while passing (will not affect the GPA)

WF – Withdrew from course while failing (will not affect the GPA)

I – Incomplete (see description below)

Incompletes

If, because of illness or other extenuating circumstances, a student has not completed sufficient class work to earn a grade, he/she may receive an incomplete at the discretion of the teacher and the administration. Incompletes must be removed during the two weeks immediately following the end of the grading period. No late work will be accepted after the two-week grace period. Any missing work not submitted by the end of the two-week deadline will be recorded as zero and the grade will be calculated.

Dropping or Changing Elective Classes

Permission to enter or discontinue an elective class must be obtained from the principal, the parents, and the teacher. No student is considered dropped from any elective until he/she presents a properly-signed drop slip. Students entering a music organization after the fourth week of the semester will not receive any credit for that semester. Students dropping any class after the fourth week of a semester will receive a WP or WF (withdrew while passing/failing) on their transcript. To change a schedule, the student must follow the procedure outlined below:

- ✓ Request a drop/add slip from the registrar
- ✓ Get both parent and teacher signatures
- ✓ Obtain a signature from the registrar

✓ Return the form to the office

Commencement Eligibility

Seniors eligible to participate in commencement services must meet the following requirements:

Be a full-time student during the entire final semester of their senior year:

- ✓ taking five or more classes
- ✓ Complete all graduation requirements (including the course work for the classes enrolled in during the final semester) by the close of the last day of classes prior to graduation weekend
- ✓ Complete all correspondence courses with a final grade received by the office by May 1
- ✓ Submit all transcripts from previous schools by May 1
- ✓ Have all school accounts paid in full or have arrangements made with the Business Manager by May 15

Credits Requirements for Graduation by Completion Year & Diploma Type

Subject Area	General	College Prep
Career and Technical Education	1.0	1.0
English	4.0	4.0
Fine Arts	2.0	3.0
(students will participate in at least one music class each year)		
World Language	2.0	2.0
History & Social Sciences	3.0	3.0
(including minimums 1.0 credit in U. S. History, 1.0 credit in Government, 0.5 credit in World Geography, and 0.5 credit in Wash. State History)		
Mathematics	3.0	4.0
(college preparatory diploma requires a minimum of 3.0 credits each in science and math, plus the addition of 1.0 credit in science or math of your choice)		
Physical Education	2.0	2.0
(including 0.5 credit of Health and 1.5 credits of P.E.)		
Religion	4.0	4.0
(including 1.0 credit for each year in attendance at an Adventist academy)		

Science	3.0	4.0
(general must include 1.0 credit in lab science; college preparatory must include 2.0 credits in lab science)		
Electives	As needed	As needed
<hr/>		
Total	24.0	27.0

Honors Acknowledged at Graduation

Students with cumulative GPAs of 3.50-3.74 will be recognized with silver cords and students with cumulative GPAs of 3.75-4.00 will be recognized with gold cords. Red cords are awarded to students who have completed the College Prep Diploma.

Acceleration

SAA does not recommend early graduation. For the intellectual, physical, social, and spiritual development of young people, it is usually in the best interest of the student to attend four (4) years of high school. Individual exceptions will be considered; however, the North Pacific Union Conference of Seventh-day Adventist’s Board of Education established the following guidelines for acceleration:

The student must have a composite score of 85th percentile or higher on a standard achievement test battery.

- ✓ The student must maintain a minimum cumulative grade point average of 3.50.
- ✓ The student and parents must apply to the administration by the middle of the sophomore year. (Skagit Adventist Academy recommends that you apply by the end of the freshman year.) The committee will make a recommendation to the faculty. The student should show initiative, have a sense of responsibility, demonstrate maturity, have self-control, and show adequate social adjustment.
- ✓ The student shall meet the required twenty-three units of credit of which four must be in English and four in Religion. All requirements must be completed by the end of the third school year.
- ✓ The student will not be permitted to participate in graduation exercises or receive a diploma until all requirements for graduation have been fulfilled.

(SAA requires completion of correspondence courses with all final grades received by the office prior to May 1 for commencement eligibility.)

Correspondence or Outside Courses

Students must receive approval from the administration before registering for any courses taken at another institution. Only credits from an accredited institution or organization will be accepted. These courses will be counted as part of the regular class load. Examinations are to be sent by the correspondence school to the office for administration. A senior taking any course from another institution must complete the course by May 1. The transcript must be received before the student may participate in graduation exercises.

Repeating Courses

Courses may not be repeated in order to duplicate credit previously earned. Music and physical education courses are exceptions to this policy. Music courses may be repeated on an unrestricted basis.

A further exception exists where a student desires to repeat a course in which the first attempt resulted in an unsatisfactory grade. When the course is repeated for this reason, the better of the two grades will be included in the cumulative GPA and credit for only one course will be included in the accumulated transcript total.

Physical Education Waiver

Students are required to take two years of physical education, 1.5 credits for PE and 0.5 credits for Health. SAA strongly encourages students to take physical education in their freshman and sophomore years. If a student cannot meet this requirement for medical reasons, a waiver, written by a medical doctor or other authorized person, must be submitted. The waiver does not reduce the total number of credits required for graduation, and health class will still be required.

Transcripts

When a student's account has been paid in full, a transcript or diploma will be released. Please submit transcript requests in writing.

Financial Information

Payment Policies

Your commitment and faithfulness in meeting your financial obligations in a timely manner is the largest single factor in helping the school meet its financial obligations. Before a student can enter school, the previous year's bill must be paid in full or alternate arrangements must be made with the school treasurer. If a balance is owed at a previous school attended, this must also be paid prior to registration. The registration fee is non-refundable. The registration fee and the first payment are due on or before the first day of school in order for your child to be able to begin attending class.

Tuition is based on a yearly charge which is divided into 10 payments (August-May). Skagit Adventist Academy uses FACTS Tuition Management to manage tuition collection. Tuition payments are due on the 5th or 20th of each month based on your FACTS agreement. A late fee of \$45.00 may be charge if payment is not made by the 20th of the month. Insufficient funds checks will be charged \$25.00 For more information on FACTS Management and payment options please inquire at the office.

Tuition savings of 5% will also be offered for two children enrolled full time, 10% for three children enrolled full time, and 15% off for four or more full time children enrolled from one family.

If you are unable to meet your financial obligations, you must make arrangements with the treasurer so that your child may remain in school. **Otherwise, a failure to meet your financial responsibilities as stated on your signed "Financial Agreement" may forfeit the privilege for your child to attend classes.**

Registration Fee and Tuition Rate Information

The non-refundable registration fee covers the yearbook, certain school supplies, science and computer equipment, insurance, library books, supplies for minor first aid, building fee, and other miscellaneous fees.

If any tuition payment or fee remains unpaid for 30 days after it is due, SAA will send a letter advising the parent or guardian that financial arrangements with our treasurer must be made. If these arrangements are not kept, SAA has the right to refer your account to collections.

New Convert Scholarship

A special new-convert subsidy is granted to children of new members who have joined the Adventist

Church through baptism or profession of faith within the 18-month period prior to school enrollment. This benefit is for students entering an Adventist school for the first time. Please contact the school office or your local pastor for further details.

Withdrawal from School

Before a student can officially withdraw from SAA, the parents and student must have an interview with an administrator and complete a withdrawal form. Tuition will be charged until the office receives the completed form.

Following is the registration and tuition table. The constituent rates are for church members of the following churches: North Cascade SDA church, Mount Vernon SDA church, or the North Cascade Spanish SDA church.

Registration and tuition table:

Registration Fees

Application Fee	\$35.00
K-High School Registration	\$400.00

<i>Tuition</i>	<i>Yearly</i>	<i>10-Month</i>
Kindergarten – Grade 6	\$7,000.00	\$650.00
Grades 7~8	\$7,500.00	\$700.00
High School	\$9,000.00	\$850.00

<i>Constituent Tuition*</i>	<i>Yearly</i>	<i>10-Month</i>
Kindergarten – Grade 6	\$5,800.00	\$530.00
Grades 7~8	\$6,200.00	\$570.00
High School	\$8,650.00	\$815.00

Other Anticipated Charges

- Field trips, specific science lab experiments, extra-curricular activities, and/or certain school programs may require additional fees.
- While the actual choir or band class is free, there may be fees related to the renting of musical instruments, tours, or other activities related to the class.
- Replacement of damaged property – cost of damaged property plus \$25 per hour for labor.
- Chromebook use fee for grades 7-12 of \$20/month for 10 months.
- Damage or loss of textbooks or library books – cost of book plus \$5.
- High School class dues - \$50 per year. These non-refundable dues will help cover graduation expenses and other senior-related costs.

Student Aid & Work Opportunities

Skagit Adventist Academy desires to help families who are committed to Christian education despite financial struggles. There are some funds available to assist those families who have a real financial need in order to keep their children in our school. Students who receive student financial assistance must maintain a C grade average and exhibit positive school citizenship. There is a separate application and procedure to follow if you wish to apply for financial assistance. Please ask the office for the application.

On-campus work opportunities are available for a limited number of students and parents. In addition to providing a means for a family to help defray part of the expenses, they have an opportunity to learn good work habits and carry responsibility. It is important that student workers meet their appointments and perform their duties consistently. If the work opportunity is part of a scholarship package from SAA and the student fails to meet work requirements, enrollment may be jeopardized. The student's monthly earnings will be credited to the student's account. Any balance remaining after the student's monthly earnings are credited must be paid. Students who are committed to working on campus to subsidize a portion of their tuition costs due to financial need will be subject to specific work guidelines in order to be involved in the afterschool sports programs. These students may participate in the sports program only if they are able to work their committed number of hours per week at times that are reasonable and approved by their work supervisor.

Each student who works for the school must have a social security number. The law also requires certain documents be on file before an employee begins work or the school is subject to fines. No student can begin work without clearance from the Business Manager.

PFE Program

Skagit Adventist Academy, in partnership with a grant program, has the opportunity to offer unique tuition assistance to our students. Through this service-oriented program, our participating students are paired with adults in our community in a mutually-beneficial way.

Not only are these students developing skills needed to be successful—commitment, leadership, communication and interpersonal skills, empathy, and collaboration—they are also learning the value of service.

Health & Safety

School Closure Information

In the event of emergency or extreme weather condition, information may be obtained by visiting the school website skagitadventist.com, checking Facebook, or by calling the school and listening to the voicemail message. We will endeavor to have information posted to these sources no later than 6 a.m. on the day affected. Please refer to more than one source if no information has been reported.

Ability to Dispense Medication

Necessary medications may be administered by school personnel. State law requires that medications be accompanied by a doctor's written instructions. Unless previously arranged in writing by the parent,

medication of any kind, including aspirin, will not be available in the office for distribution to students.

Health & Illness Policy

In order to maintain a healthy environment, we ask that you not bring your student to school if he/she is showing signs of illness. If your child becomes ill during school hours, you will be contacted immediately and requested to pick them up. **Please assist us in being able to reach you by keeping your emergency contact numbers accurate and current.** A student should be kept home or will be sent home under the following circumstances:

- A temperature over 100 degrees
- Discharge from the ears
- Discharge from eyes or red eyes
- Vomiting or diarrhea within the last 24 hours
- Any rash or skin lesion with blisters
- Excessive signs of cold, tiredness, sore throat, runny nose, sneezing, or coughing
- Presence of lice or nits.

If absent due to illness, parents must notify the school by the start of the school day and a list of assignments for the day may be picked up by dismissal, unless otherwise arranged with the teacher.

Health Services

Each teacher will have an emergency first aid kit and will provide care for minor injuries. Serious injuries and illnesses will be handled through the office. An effort will be made to notify parents before taking a student to a physician. If a student receives more than a minor injury at school, school personnel will notify parents immediately.

Anti-Bullying Policy

Everyone has the right to learn and work in an environment free from harassment or discrimination and where they feel safe.

SAA recognizes that the stresses placed on those that are bullied can have far-reaching effects on their emotional health, well-being, attendance, educational successes, and subsequent life chances. SAA aims to work with staff, students, and parents to create an inclusive school community where bullying is not tolerated. Therefore, SAA will endeavor to proactively deal with the bullying and the effects of bullying.

SAA considers behavior by an individual or group, usually repeated over time, which intentionally hurts another individual or group either physically or emotionally, bullying.

Specific types of bullying include: bullying related to race, religion, or culture; disabilities; appearance or health conditions; sexist or sexual bullying.

Bullying can take place between students, between students and staff, parents and staff, or between staff; by individuals or groups; face-to-face, indirectly, or using a range of cyber bullying methods.

Acts of bullying can include: name-calling, taunting, mocking, making offensive comments, kicking, hitting, pushing, taking belongings, inappropriate text messaging and emailing, sending offensive or degrading images by phone or via the internet, producing graffiti, gossiping, excluding people from groups, and spreading hurtful and untruthful rumors.

Cyber bullying can be defined as the deliberate use of information and communications technology, particularly mobile phones and the internet, to upset someone else.

Bullying that occurs while students are under the school's direct supervision will be dealt with in line with the school's behavior policy. In cases where bullying occurs while students are outside our direct supervision (i.e. at home), parents will be encouraged to report these incidents to the police as criminal laws may apply (such as those pertaining to harassment, threatening, and menacing communications). The school wherever possible will support parents in this and may impose an appropriate disciplinary action.

Consequences for bullying will depend on the severity and/or frequency with which it is occurring and the grade level of the bully. SAA's goal is to work with students, help them learn how to treat others positively, and find positive solutions to their problems.

Fire Drills and Other Emergency Drills

Fire drills and other emergency drills will be conducted in accordance with county and state regulations. During a fire drill all students are expected to exit the building to the designated area in an orderly fashion, proceed at least one hundred (100) feet from the building, and remain there silently until the signal is given to return.

Asbestos

SAA's school facility has been checked by a person certified in asbestos. The report is on file in the school office and is available for those who would like to see it. The asbestos present in the school is in a non-friable condition and presents no hazard to anyone at the present time. It will be checked at stated periodic intervals to ascertain any change in the material.

Pet Policy

Pets should not be brought on campus without administrative approval.

Drug Policy

Skagit Adventist Academy diligently works to maintain an environment conducive to achieving the highest levels of learning and spiritual growth and regularly evaluates the quality of life on campus. Drug and alcohol abuse have no place in such an environment. The school's standards of conduct prohibit the possession, use, and/or distribution of illicit drugs by students as a part of any activity, on or off campus.

The use, possession, and distribution of hallucinogenic drugs, barbiturates, amphetamines, narcotics, and certain other drugs are prohibited under local, state, and federal law and, therefore, except on a doctor's

prescription, by school regulations.

Any student in violation of the local, state, or federal laws or who is in violation of the school standard is subject to any of the following sanctions:

- ✓ Participation in and completion of a drug or an alcohol abuse rehabilitation program,
- ✓ Referral to the authorities for prosecution,
- ✓ Suspension, and/or
- ✓ Expulsion from school.

Students who have been involved with illegal drugs or substance abuse within the preceding 12 months or are suspected of using during the school year shall be subject to random drug screening as deemed necessary by school administration. The cost for such screening shall be borne by the student or their parent(s).

Students who are present when drug or substance abuse takes place shall be subject to drug screening as deemed necessary by school administration. The cost for such screening is the responsibility of the student or his/her parent's). A student's failure or refusal to take a required drug screening test on request may, at the discretion of school administration and the school board, result in dismissal.

Cooperation Between Home & School

The Matthew 18 Principle for Solving School Conflicts

First Step: In Matthew 18:15-17a, Jesus gives His formula for solving person-to-person problems. In the words of Jesus, "If another believer sins against you, go privately and point out the offense. If the other person listens and confesses it, you have won that person back. But if you are unsuccessful, take one or two others with you and go back again, so that everything you say may be confirmed by two or three witnesses. If the person still refuses to listen, take your case to the church."

There are several clear principles that Jesus taught in solving people-to-people problems:

- Keep the matter confidential.
- Keep the circle small.
- Be straightforward.
- Be Forgiving.

Example: A parent of a student is unhappy with a teacher because they believe the child is being treated unfairly in the classroom. The parent and the teacher have met and talked together and the parent is not satisfied with the outcome of the discussion. What is the next step in the Matthew 18 principle?

Second Step: Parent and Teacher agree to meet with an administrator. When a parent continually meets with the teacher and it becomes apparent to the teacher that the issue cannot be resolved, they will encourage and help the parent to set up a meeting with administration to find resolution to the issue. The parent and teacher should agree to go together to share the matter with a school administrator. Both parent and teacher should be prepared to share their version of the issue with the school's administration. The

remediation process is put in place, which involves a plan to help the school, student, and the parents work in harmony to succeed together.

The remediation plan should include:

1. A definition of the problem.
2. Define any processes that we can do as a school to fulfill our side of the issue.
3. Define any processes that the family can do to fulfill their side of the issue.
4. Concrete steps of what each party will do to assure a positive outcome.
5. Establish a follow up meeting 30 days +/- to evaluate the process of the plan. *

Plan evaluation

1. If the plan has been followed by all parties and there are positive results stemming from the plan we will agree to keep positive communication lines open for ongoing discussion and interaction, affirming again that it is our desire to see everyone succeed.
2. If the plan has failed to bring about positive results despite each party having done everything as agreed, but the family has not found this to be acceptable or they have not fulfilled their end of the remediation plan, or the proposed solution didn't work, we move to the last stage of the remediation process.

Third Step: Seek the help of the School Board. The School Administrator will contact the School Board Chairman and discuss the facts and circumstances of the grievance with the parent(s). The Chairman will discuss the matter with the School Board and the School Board will decide how the board will respond, either in a letter or in a meeting. Depending on the complexity of the problem, it may be appropriate for the Board Chairman to request that all persons involved be present at a school board meeting. The goal of such a high-level meeting is 1) a clear understanding of the problem; 2) solving the problem; 3) reproof and correction if necessary; and 4) forgiveness and wholehearted restoration of those who have made amends.

If a workable solution cannot be found after step three we will at this point have sufficiently extended help and assistance toward resolution and will have reached the conclusion that it is not possible for enrollment to be continued at the school.

In summary, the Matthew 18 Principle requires that parents talk to teachers about student problems before they talk to administrators. If unresolved at the two-people level, the matter is prayerfully and in an orderly fashion moved upward in the school organizational structure. This is the Lord's way of solving people-to-people problems.

Summary of the steps to take to resolve a conflict:

1. Parent and Teacher
2. Parent, Teacher, and Administrator
3. Parent, Teacher, Administrator, Board

Source: Paraphrased from Dr. Paul A. Kienel, Former president, Association of Christian Schools International

Online Grade Program

SAA uses a student information system called Jupiter. Grades and attendance are updated in real-time, so when the teacher enters the information it immediately becomes available for access to students and parents via the Internet. The office can assist you in logging into the student's account for the first time. Teachers are asked by administration to update grades weekly.

Grading Periods & Academic Progress Reports

Grades K-8 divide the school year into four quarters of approximately nine weeks each. Grades 9-12 divide the school year into two semesters of approximately eighteen weeks each. Only semester grades are recorded on the student's transcript.

Parent-Teacher Conferences

Two parent-teacher conferences are scheduled during the school year, one each at the end of the 1st and 3rd quarters. However, additional conferences may be arranged at any time. Please contact us anytime you have a question or concern. These conferences are an essential part of the process in a cooperative relationship with parents to teach children and assist in character development.

We believe communication between home and school promotes the spiritual, academic, and social well-being of each student. Naturally, parents are encouraged to call at any time to schedule additional conferences as needed. Teachers may be unaware of certain problems and appreciate being the first to know if a student might be experiencing difficulty.

Publications

The Wolf Pack News is the school's weekly eNewsletter. Its purpose is to facilitate communication between administration and faculty, parents, and students. The Wolf Pack News is sent on Tuesday each week via email.

Home and School

The Home and School is an organization of parents who form a support group for the school. The purpose of the Association is:

1. To promote the welfare of children and youth in the home, school, church and community through prayerful and coordinated efforts;
2. To bring into closer relation the home and the school that parents and teachers may cooperate intelligently in the Christian education of children and youth;
3. To develop between faculty and parents united efforts that will provide for all children and youth the highest advantages of physical, mental, social, and spiritual education through a variety of activities;
4. To enhance communication avenues among parents, school and church through school and church board representation and other settings.

To support and enhance our children's Christian education experience, the Home and School has many practical volunteer opportunities in which parents can be involved. To become involved at SAA, please contact a Home and School co-chair or your child's teacher to see where you are needed and which

opportunities are available.

Volunteer Activities

Traditionally, volunteerism has been a strong part of the program at Skagit Adventist Academy. Parents, friends, and church members working together are a vital aspect of a church school program. Volunteerism helps to create understanding, build relationships, provide programs, and complete projects. Anyone interested in becoming involved is encouraged to contact the school office. All activities are to be coordinated with the principal and conducted in harmony with the philosophy and principles of Skagit Adventist Academy.

Posted Notices

All notices to be posted or distributed must be approved by administration. Information in this bulletin may be revised at any time by the faculty or school board. New procedures when printed in The Wolf Pack News and announced by the principal to the student body will become effective immediately and take precedence over statements made in this bulletin. New policies enacted by the school board and communicated as outlined above will also become effective immediately and replace policies stated in this bulletin.