



Student Handbook

2010-2011

Our Vision

Crown Leadership Academy is an independent, private, Christian school that cultivates creative leadership within its students. We are a revolutionary school with a rigorous and relevant approach to education. We seek to produce students who have a lifelong love of learning, who recognize a personal responsibility and respect for their families, communities and themselves, and who become independent thinkers and inspired leaders.

Our approach is dramatically different from the traditional, locked-step educational styles of most institutions. We teach that true learning requires effort but desire to bring a genuine sense of excitement to young, developing minds across all areas of learning, from academic and physical, to spiritual and emotional.

At Crown, our highest priority is preparing children for their journey in life, giving them a solid foundation upon which they can pursue their destinies and impact the world.

Our Purpose

In order to fulfill the vision of our school, we endeavor to provide:

- An education which ministers to the full potential of each student
- An atmosphere that encourages a love for learning through a creative classroom environment
- A curriculum that promotes excellence in academics
- A philosophy of education which encourages self-motivated learning

- A firm foundation in Scripture
- The development and facilitation of each student's spiritual gifts, talents, passions, and leadership skills

Parent Involvement

Great schools don't just happen; they are created. We believe it takes more than high quality staffing and facilities to produce excellence in education. Parents and teachers must work diligently and cooperatively in the process of shepherding students' minds and spirits. The role of parental involvement is vital in achieving this mandate. Students learn best when our efforts are united with family, church, and school.

General Admissions Requirements

Each student must present a birth certificate, former school records and immunization records in order to enroll into Crown Leadership Academy. New students who are accepted into Crown are placed on a 90-day probation period, during which time the student and his/her family's adjustment to Crown is evaluated. Enrollment may be withdrawn if the student fails to abide by the policies in the Crown Handbook and/or cannot maintain the educational standards for his/her grade level.

Crown Leadership Academy admits students of every race, color, national and ethnic origin to all of the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of color, race, national or ethnic origin in the administration of its educational and admissions policies and other school administered programs.

Academic Requirements

All prospective students are required to interview with members of the Crown administration to be considered for admission into Crown Leadership Academy. Acceptance into any grade does not mean automatic acceptance the following year. Each student's academic achievement is reviewed for enrollment and re-enrollment.

Transfer students must have acceptable grades to be considered for enrollment. Potential students must submit a proper records showing they have met grade level benchmarks. All Home-schooled students must provide a portfolio detailing the courses they have completed, along with curricula names, test scores, and work samples.

Spiritual Requirements

All students should attend and be actively involved in a local church and profess and demonstrate a viable relationship with Jesus Christ as their Lord and Savior. Each student should exhibit high moral character and a dedication to pursuing God's call on his/her life. Students are expected to display openness to the leading of the Holy Spirit, a continued honing of their leadership skills, and an ever increasing vision for the use of their talents to effect change in the world. It

is imperative that all students have a strong desire to attend Crown Leadership Academy, with the understanding that they are here to be trained as leaders.

Missed School Days

At Crown we understand that family time, especially family trips, can be used as powerful educational experiences. We have specifically created breaks throughout the academic year to encourage family time and travel. However, if your child is going to be absent during a classroom day, due to family time or illness, he or she will be required to participate in class activities online. If there are circumstances that make that impossible, the parents must communicate with the teacher before the missed classes. Because our curriculum is heavily based in technology, we strongly recommend that work be completed the same day as it is in class. Please be aware that due to our intensive scheduling, missing one day of class-time may be equivalent to missing an entire week of class-time in a traditional classroom. The school curriculum portal as well as email and Skype may be utilized to complete any or all assignments as quickly as possible.

Fridays

Friday is a day given to students to pursue interests and work experiences that would otherwise be impossible with a full week of school. This may include community service, sports, art, dance, internships, and/or further education in

areas not available at Crown. The staff at Crown will be happy to assist students and parents with ideas and opportunities. How the student uses this free time will be used as an indicator when considering students for promotion to higher grades. We believe that our time is one of our most precious commodities, and it should not be wasted. Students may be required to give an account of how they use this free day.

Elective Credit

Students in grades 9 through 12 should give special consideration to earning elective credit. The typical high school student at Crown earns six credits yearly in direct instruction Monday through Thursday. It is up to each student to earn a total of four credits during their high school career in order to satisfy Crown Leadership Academy graduation requirements. The staff at Crown highly recommends using Friday to explore and practice options for earning elective credit. Students desiring credit for courses or work completed outside of Crown must complete an Elective Credit Request Form in its entirety. Granting of partial or full credit is up to the discretion of the staff at Crown Leadership Academy.

Note – Some electives are offered at Crown on Fridays and vary yearly. These may include Art, Drama, Dance, Music, and others. They may also carry an additional cost depending on the instructor. Students are urged to have at least 2 elective credits in a ministry or service related field in order to satisfy Crown Leadership requirements.

Homework

Our aim is to give all students the resources and time to complete all schoolwork at school during school hours. However, we recognize that every person requires differing amounts of time to process and absorb information. Students who desire extra time preparing in a relaxed home environment to be successful are encouraged to do so. In fact, we encourage students to take time outside of school to strengthen core subjects in which they may be struggling. We also encourage the involvement of parents in this process, to ensure that their children are doing well in all subjects. The goal of the Crown learning experience is to deposit in students such a love for learning that they will want to dig deeper in areas that interest them.

The only exception to this policy for all students is reading literature for English/ Bible. There is not enough time in class to allow this and still have time for teaching. In addition, many students find that the solitude in their own environment is the best situation for reading.

Disciplinary Policy

We are committed to providing all students with a learning atmosphere that is fun, creative, conducive to learning, and physically, emotionally safe. Firm limits presented with clear directions are consistently provided.

At Crown Leadership Academy, all behavior is to be governed by respect that is rooted in love. Students in grades Kindergarten through 12 are required to abide

by the Crown Rule of Respect, which applies to all students, in all situations, at all times. This applies to:

Respect for God

Respect for Leadership

Respect for Others

Respect for Self

Respect for Property

When a student fails to respect God, leadership, others, themselves, or property, teachers and administration take consistent steps to deter disrespectful behavior or attitudes.

Elementary School

In the event that a student in grades K through 5 fails to abide by the Crown or classroom rules, the teacher will implement the grade level disciplinary system in place. Each elementary class has a plan, guided by the Crown Rule of Respect, which is age appropriate and involves warnings, consequences, and parental participation. Individual classroom teachers communicate their class-specific discipline policy with the children and parents at the start of the school year.

Continued problems in the same area will lead to parental meetings and finally to expulsion. Our aim is to see change occur in the student's behavior.

Middle/High School

At the start of each academic course, Middle and Upper School teachers will clearly communicate their academic and conduct expectations to the students as well as indicate the penalty for failing to uphold these standards. The Crown

administration desires to respect the varied personalities and diverse classroom management philosophies of its teachers. Teachers will confront and correct behavioral issues that occur within their classroom such as failure to complete and/or turn in work, chronic tardiness, disruptive classroom behavior, cutting class, cheating, plagiarism, copying others' work, and other offenses.

In the Upper School, students will be sent home will be for any repeated direct violations to the policies and guidelines stated in this manual. If a students is sent home three times this will result in a one-day suspension. Parents will be expected to come and pick-up their children when contacted. Three suspensions will result in expulsion. However, the administration of Crown reserves the right to expel a student, at any time, regardless of the number of times sent home they have amassed. The following behaviors will result in instant dismissal: malicious violence, use of drugs or alcohol, open rebellion, defiance to teachers and staff and possession of inappropriate items (weapons, pornography, stolen goods, explosive materials, etc.).

While we hope that these measures are unnecessary, it is important to adopt a disciplinary policy that serves as a deterrent to disruptive and disrespectful behavior, while encouraging Godly and respectful behavior.