

# Philadelphia Christian Academy

2015-2016  
School Handbook

“The Fear of the Lord is the beginning of Wisdom...” Proverbs 1:7



Philadelphia

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# *Message from our Pastor*

- *Vision*

The Mission of Philadelphia Christian Academy is to expand the Kingdom of God by raising up Godly seed and teaching educational excellence through a biblical world view that will transform our world for generations to come.

“Train up a child in the way he should go: and when he is old, he will not depart from it.”  
Proverbs 22:6

At PCA we are committed to training up our children and not letting our children train us. So many secular institutions are allowing children to set the tone for their educational experience. This practice is not at all biblical. It is our job to train the next generation, and we are to train them not in the way that they ‘want’ to go, but in the way that they ‘should’ go.

Every child should know their Creator. Every child should know the Holy Scriptures. Every child should be saved and know their purpose. Every child should be excellent and in an environment that summons all of their God given potential. Every child should leave school better than when they came and not worse.

If we fulfill our obligation to train the next generation, the word of God asserts that a time may come in their lives when they temporarily stumble off the beaten path, but ultimately they will return to the Biblical and Educational excellence that has been instilled in them, and just like the prodigal, when they return, they will never again depart from it.

Pastor Omar Thibeaux

# *Message from our Superintendent*

- *Mission*

Philadelphia Christian Academy's mission is to gain disciples of Jesus Christ, educate young minds with a rigorous curriculum, prepare students to think critically and creatively, emphasize love and compassion to all, and to train up well disciplined individuals who can carry the gospel torch to the next generation.

PCA hopes to teach to the whole person, ministering to the spiritual, intellectual, social, physical, moral, and character of each student. Through Christ, this mission is not impossible. SOAR EAGLES!

*Mrs. Thibeaux*

# *Statement of Faith*

- *God*

There is one and only one living and true God. He is an intelligent, spiritual, and personal Being, the Creator, Redeemer, Preserver, and Ruler of the universe. God is infinite in holiness and all other perfections. God is all powerful and all knowing; and His perfect knowledge extends to all things, past, present, and future, including the future decisions of His free creatures. To Him we owe the highest love, reverence, and obedience. The eternal triune God reveals Himself to us as Father, Son, and Holy Spirit, with distinct personal attributes, but without division of nature, essence, or being.

- *Jesus Christ*

Jesus Christ is the only begotten Son of the Father (John 1:14). He is the Eternal Son of God and Second Person of the Holy Trinity. He is very God and very man without conversion, composition, or confusion yet one Christ.

When the fullness of time was come, He was born of a virgin (Matt. 1:23; Luke 1:31, 35)- He lived a sinless life fulfilling the law perfectly (Heb. 7:26, I Peter 2:22). He performed many miracles, having the Holy Spirit without measure (Acts 2:22, 10:38). He died on the cross for our sins;

(I Cor. 15:3; II Cor. 5:21). He rose from the grave bodily (Matt. 28:6; Luke 24:39; I Cor. 15:4). He ascended into Heaven where He is seated at the right Hand of God the Father making intercession for the saints (Acts 1:9; Philp. 2:9 - 11; Rom. 8:34; Heb. 9:34). He is coming back again to judge men and angels at the end of the world (Acts 1:11, 10:42, 17:31; Romans 14:9; 2 Peter 2:41).

Jesus Christ is the only mediator between God and Man (I Tim. 2:5). He is the prophet, priest, and king of the church. No one can come to the Father but by Him (Acts 3:22; Heb. 5:5,6; Ps 2:6; Luke 1:13; Acts 4:12; Eph. 1:22,23).

- *Holy Spirit*

The Holy Spirit is the Third Person of the Holy Trinity. He is God (Acts 5:3 & 4). The Holy Spirit gave us the Bible (II Tim. 3:16, II Peter 1:21) and He is the only means by which we can understand the Holy Scriptures (I Cor. 2:9 - 14).

The Holy Spirit applies salvation to man by sealing us after we believe the truth (Eph. 1: 13) and by using the truth to sanctify us (John 17:17; Eph. 6:17; I Peter 1:2; 2 Thess. 2:13).

The Holy Spirit produces fruit in the Believer's life (Gal. 5:22; Eph. 5:9) along with supernatural gifts for the edification of the Body (I Cor. 12:8). These gifts being very much available for the Church today (Eph. 4:11-14) are to be used in accordance with scripture (I Cor. 12, 13,14).

The Holy Spirit fills believers. When filled with the Holy Spirit, believers are both controlled and empowered by the Spirit (Eph. 5:18, Acts 1:8). When controlled, believer's exhibit greater godliness (Eph. 5:18 - 6:5). When believers are empowered, spiritual gifts are often manifested (Joel 2:28; Luke 1: 39; 1:67; Acts 2:1 - 4). Boldness is also an evidence of being filled with the Spirit (Acts 1:8; 4:8; 4:31"- 33).

Being filled with the Holy Spirit is a continuous thing (Eph. 5:18; Greek: be ever filled; keep on being filled; Acts 2:1-4; Acts 4:8; Acts 4:31), whereby believers seek to live a Spirit filled life every day. Scripture teaches various ways that a believer can be filled (Acts4:31; Luke11:9-13; Acts 9:17; Acts 8:17; Acts 19:6; Acts 10:44).

- *Scripture*

The Bible is the God breathed word of God (II Tim 3: 16). It is comprised of the 66 books that make up the Old and New Testament, without any additions or subtractions. Though translated from its original language, Hebrew for the Old Testament and Greek for the New Testament, the word of God has been preserved (Is. 40:8).

God is the author of all scripture and He determines the meaning of a text. No scripture is given for private interpretation (II Peter 1:19) meaning that we do not approach the scriptures with a 'what does it mean to you' mentality. We must study to show ourselves approved and must labor to rightly divide the word of truth (II Tim. 2:15).

One of the best rules for interpreting Scripture is Sola Scriptura 'scripture alone.' Difficult passages should be explained by using less difficult passages.

We are saved through the word of God (I Cor. 1:21; Romans 10:9-17;Eph. 1:13; James 1:18). The word of God maintains the Christian spiritual life (Matt. 4:4). It provides the Believer spiritual nourishment so that we may spiritually grow (I Peter 2:2). The Bible is sufficient to thoroughly equip the Christian for life (II Tim. 3:16).

The word of God sanctifies the Christian (John 17:17; Ps. 119:9 & 11). The word of God is the Christian's weapon against evil (Eph.6:1; Heb. 4:12).

The Bible is the only infallible record of God's self-revelation to mankind. The Scriptures are authoritative and must rule and guide all Christian life, practice, and doctrine. They are totally sufficient and must not be added to, superseded or changed by later tradition extra-biblical revelation or worldly wisdom.

- *Salvation*

Salvation involves the redemption of the whole man, and is offered freely to all who accept Jesus Christ as Lord and Saviour, who by His own blood obtained eternal redemption for the believer. In its broadest sense salvation includes regeneration, justification, sanctification, and glorification. There is no salvation apart from personal faith in Jesus Christ as Lord.

Salvation is by God's grace through faith (Eph. 2:8) in the life and work of Jesus Christ (John 3:16). Believers repent of their old ways of life (Acts 3:19) and turn to God believing in Christ alone for salvation (Eph.2:8; Acts 4:12). At that moment our sins are pardoned and his righteous life is imputed unto to us( Rom 3:21-31).

This salvation will be witnessed by regeneration (a changed life II. Cor. 5:17). We will no longer walk in darkness (I John 1:6). We will begin to keep His commandments (I John 2:3-4). We will love the brethren (I John 2:9-11; 3:14-15). We will no longer love the world (I John 2:15 & 16). Our lives will no longer be characterized by sin (I John 5:18).

- *Church*

The Christian Church is essential to all believers and to Philadelphia Christian Academy. It is God's plan that all believers connect and be apart of the local church, see Acts 2:42-47 and Hebrews 10:24-25.

PCA will recognize its existence as a ministry of Philadelphia Christian Church.

PCA will operate under the authority of Philadelphia Christian Church.

PCA will expect its administration, faculty, and staff to be active members of Bible-believing local churches.

PCA will have as one of its main goals to strengthen the church.

PCA will encourage parents and their families to be active members of Bible-believing local churches.

PCA will honor the church through its policies, procedures, and practices.

# *Christian Education*

- *What does it mean to have a Christian Education?*

Christian education means that Christ is central to education. Consequently, our educational theory, methods, and practice are centered upon Christ and His infallible word. Jesus Christ is the cornerstone to Christian Education. All of our views are through the lenses of Christ, His Cross, and His Word.

Because there is only one God and one Christ, there is only one truth. This truth is the heart and criterion of Christian education. While the Bible is not used as the textbook in every subject, it is the foundational handbook for every course and the standard for teaching. As the basis for all learning, Scripture is the only infallible rule for faith and practice, for grammar and literature, for mathematics and science, for health and physical education, for geography and history, and for social studies and the arts.

The fear of the LORD is the beginning of wisdom: and the knowledge of the Holy One is understanding. Prov.9:10

- *Bible & Weekly Worship*

The Bible is our standard for teaching, learning, and everything else that we do here at Philadelphia Christian Academy. It is the foundation in which the school stands upon. Our students will have bible class every morning. They will be taught the scriptures for memorization and life.

David says, “*Your word have I hid in my heart that I might not sin against thee.*”

*Psalms 119:11*

Weekly Worship is scheduled for once a week. This is a fun and exciting time when the students can attend church and hear the word of God at their level. Weekly Worship will last approximately 30 minutes

- *Standard of Conduct*

We expect that all of the students will conduct themselves in a Christ-like manner. Students are to uphold the integrity of the scriptures when dealing with both peers and teachers.

*Ephesians 4:29-32 "Let no corrupt communication proceed out of your mouth, but that which is good to the use of edifying, that it may minister grace unto the hearers. And grieve not the Holy Spirit of God, whereby ye are sealed unto the day of redemption Let all bitterness, and wrath, and anger, and clamour, and evil speaking, be put away from you, with all malice. And be kind one to another tenderhearted, forgiving one another, even as God for Christ's sake hath forgiven you."*

Students are to treat all students and staff with love, kindness, forgiveness, respect, and patience.

Students are not to talk in a rude, humiliating, or teasing manner.

Foul and profane language is absolutely not accepted at any time and will not be tolerated.

Cheating, fighting, insubordination, stealing, bullying, lying, or any other disrespectful and offensive behavior is prohibited and is not in line with biblical Christianity, will not be tolerated.

Sexual Immorality, derogatory jokes or notes, or any such the like is prohibited and will not be tolerated.

Cell Phones, gaming devices, and or any electronic mobile devices are prohibited. Any student found with such, the device will be taken for one to three weeks. For a second offense, the device is then taken and kept until the end of the school year.

Rebellion and Stubbornness will not be tolerated. We expect all students to have an eagerness to learn and a hunger for God's truth.

Singing worldly songs, discussing worldly movies and/or cartoons will not be tolerated.

Students are encouraged to be a builder up of the kingdom of God. The students of Philadelphia Christian Academy are expected to be the salt of the earth as mentioned in the gospel of Matthew; hence, we expect upstanding and Godly behavior from all students.

*Parents*, we ask that you please partner with us to train up the next generation of Godly seed. We are committed to loving, teaching, and disciplining each student, but we ask and pray that you would commit to doing the same. If both of us are on one accord, success and Godly fruit will be the only outcome, in Jesus' name.

# *Academics*

*“And whatsoever ye do, do it heartily, as to the Lord, and not unto men”*

*Colossians 3:23*

- *Excellence Standard*

Excellence in education is expected in every student. We believe that given a Godly and prayerful environment, along with Christian and dedicated teachers that all students will be excellent in academia.

We expect all of our students to soar to new heights, regardless of familial background or income level. Each student is expected to think critically, abstractly, thoroughly, and creatively.

Mediocrity is not an option at PCA, we encourage all students to be excellent.

We believe that PCA students are not only overcomers in Christ, but by the grace of God over-achievers in academics.

- *Curriculum*

PCA will utilize the A Beka Curriculum and Saxon Math as it's basis for teaching. We will however, pull from a variety of other sources to expand the horizons of all our students.

From K-3 to 10<sup>th</sup> grade, the students will be taught at their grade level; Bible, Phonics, Reading, Science, Math, Spelling, Language, Art, and Health.

PCA will also offer a “rotating elective” for grades 1<sup>st</sup>-8<sup>th</sup>. The “rotating elective” is where each child can select a different elective every 6-8 weeks, then after which they can switch to a new one, always keeping their interest. During such time, the student can familiarize themselves with the basics of each subject.

Elective options are Golf, Spanish, Cooking, Sewing, Music, Singing, French, Reading, Speech/ Debate, Story Telling, Technology, Careers, Painting/Art, Planting/Farming, and Athletics to name a few.

- *Grading Scale*

- K-3 to K-5

- E - Excellent
    - S - Satisfactory
    - N - Needs Time, Help, Practice
    - U- Below Grade Level Expectations

Kindergarten students must know how to read in order to progress to 1st grade.

1st-9<sup>th</sup> grade

A: 93-100    B: 85-92    C: 77-84    D: 70-76    F: Below 69

Grades 1<sup>st</sup>-10<sup>h</sup> Grade

Students who receive an F average in any 2 subjects will NOT move on to the next grade.

If any student earns one F in any subject, they **must** take tutoring for 40 hours and pass our comprehensive exam during the summer in order to proceed to the next grade.

Grades 10<sup>th</sup> and above:

We use a 4.0 scale.

A=4.0

B=3.0

C=2.0

D=1.0

A student's final GPA (grade point average) is averaged for all four years of high school.

College Information

Most universities require a 3.0 or above for admission

# *Admissions*

- *Non-Discriminatory*

Philadelphia Christian Academy admits students of any race, color, nationality or ethnic origin to all 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, nationality, or ethnic origin in administration of its educational policies, admissions policies, and other school-administered programs.

- *Requirements*

1. All students and families **must** attend/member of a local Christian Church.
2. All students must complete application and turn in all necessary paperwork and deposits/fees.
3. Parents and older students must attend orientation prior to school year.
4. For transferring students, we must receive all previous school records along with application.
5. Students must have a good standing discipline record.
6. All students and families must believe that the Holy Bible is the written word of God.

- Character Requirements

PCA will not enroll any students with a criminal record.

PCA reserves the right not to accept any student who has been expelled from another school.

- *Tuition and Fees*

Student deposits (please see application)

**Payment Options:**

The monthly tuition is \$180.00 for Philadelphia Christian Church ACTIVE members.

**ACTIVE** member is defined as follows:

1. Completed membership class
2. Attend church at least twice a month
3. Belong to and **fully** participate in a ministry within the church (i.e. Usher/Greeter, Worship, Dance, Nursery, Hospitality, etc.)
4. Consistent Tither

Tuition for non-members is \$210.**00**.

The monthly payment is due on the 5<sup>th</sup> of each month and is late by the 7<sup>th</sup> day. It must be in our office on that day.

If the 5<sup>th</sup> falls on a holiday and/or weekend, please send tuition before break. If tuition is late, for any reason, except unforeseen events, natural disasters, or such the like, there will be a late fee applied of \$25 per student.

Late fee must accompany tuition in order for student to return to school. Unfortunately, make up work will not be given for non payment of fees.

### **NSF**

For the 1<sup>st</sup> (NSF) returned check, there will be a \$25 fee. For the 2<sup>nd</sup> (NSF) returned check, there will be a \$30 fee and we will no longer accept checks from you for the entire school year. At which time only money orders, cashier's checks, or cash will be accepted. Tuition will become due immediately.

# *Dress Code*

- *Professional Standard*

Every student at PCA is encouraged to dress professionally every school day. Our professional attire motivates and prepares the students for the professional work world in which they'll be a part of in the future. We expect all uniforms to be worn in a clean and neat manner. Students wearing unclean uniforms will be sent home.

Parents, please ensure that students uniforms are in an excellent condition all year long. Students will be sent home immediately if attire is less than standard.

- *Uniforms*

We expect all of our students to wear the standard PCA uniform. This uniform can only be purchased from one store. If a student comes to school with anything but the standard uniform, he/she will not be sent home. (SEE Separate Hand out for Uniforms Specifics)

All shirts and pants must be uniform, if not, student will be sent home.

Uniforms must be clean and neat when arriving at school.

2½ and 3 year olds are not required to wear uniforms.

Boys and girls in K-4 to K-5 are not expected to wear belts.

Boys, the male students are to wear slacks, with a belt, blazer jacket, tie, and button down white shirt, which can either be long or short sleeve. Boys are to wear tie blazer, or v-neck cardigan every day. Boys are not allowed to wear earrings of any kind.

Girls, the female students are to wear standard skirts with a button down white shirt, school sweater, and standard colored tights/socks are permitted. All girls **MUST** wear shorts under their skirts at all times. Girls skirts **MUST** be knee length, if the skirt is more than 2 inches above the knee, they will be sent home and can return with proper uniform.

Girls are allowed to wear post earrings only. Boys are **NOT** allowed to wear earrings.

- *Not accepted*

*“Therefore come out from among them, and be you separate, says the Lord...” 2 Corinthians 6:17*

Students are not to wear any cartoon characters or explicit worldly content on their shoes, socks, book sacks, lunch boxes, hair accessories, hats, etc. at any time.

Worldly hairstyles/Jewelry that promotes the world is prohibited.

Free Dress is only for Honor Roll/Principals List students, unless otherwise noted. Fridays are spirit days in which students can wear spirit shirts and jeans or knee length shorts.

Spirit Days begin in September.

Jogging Pants or low riding pants are prohibited.

# *Discipline*

- *Godly Standard*

*Foolishness is bound in the heart of a child; but the rod of correction shall drive it far from him. Proverbs 22:15*

*The rod and reproof give wisdom: but a child left to himself brings his mother to shame.*

*Proverbs 29:15*

God through His word teaches us how to raise our children, not the world. To stay in line with biblical Christianity, we at PCA will administer the rod of correction.

## **Some reasons why students may receive the rod of correction:**

1. Willfully disobeying a command by his/her authority.
2. Rude/Disrespectful/Profane behavior
3. Disrupting Class
4. Injuring others with verbally or physically

## **Steps for the use of the Rod of Correction:**

1. Parents will be called and given the option to administer the rod.
2. If parents cannot come, then disciplinarian will administer the rod with a witness present.
3. The child will be first told of their actions, and then given the rod upon the buttocks, with a wooden paddle. The paddling will not exceed 3 swats for students in 5th grade on down and will not exceed 5 swats for students 6th grade on up.
4. Afterwards, the child will be given an opportunity to apologize and receive forgiveness.

The goal of the rod is not to harm or hurt, but to display biblical love in a warm and compassionate manner.

- *Signed Consent*

Each parent is asked to give PCA the authority to use the rod of correction in the manner stated above. This consent form must be turned in with application.

If you as parent/guardian decide not to sign the consent, when the rod is necessary, you will either have to come and use the rod at school yourself or pick up the child for a one day suspension.

A child will only be allowed 4 suspensions in one school year. On the fourth suspension the student cannot return for the remainder of the school year, and may or may not be able to return to PCA. Parents are expected to pay the remainder of tuition.

Students who are given the rod on 3 different occasions will be suspended on the 4th rod referral.

After a suspension, rod system begins again. For example, student can receive the rod 3 times, then on the 4th referral, suspension, return to school and receive 3 rod times, on the 4th referral, suspension and so forth.

- *Other Forms of Discipline*

In the event, where the action committed is so severe, the staff, reserves the right to immediately excuse the student from the school for either a day, a week, or for the rest of the school year.

Parents will not be able to receive any refunds due to disciplinary reasons and the remainder of the balance is due. (All our teachers and curriculums are accounted for before school begins, hence, the reason for payment of balance).

# *Attendance*

- *Holidays*

PCA will observe Christmas, Easter (Resurrection Day) Thanksgiving, Labor Day, and Martin Luther King Day. For other holidays parents will be notified one week prior to holiday.

PCA does **NOT** celebrate Mardi Gras or Halloween. Since Mardi Gras is a cultural holiday, we will close for a winter break for 3 days.

We ask that parents do not allow their children to bring any paraphernalia related items for both Mardi Gras (such as beads, king cake, t-shirts, green and purple hair accessories, etc.) and Halloween (pumpkins, candy, costumes, etc.).

- *Daily Schedule/Tardies/Absences*

**School will begin at 8a.m. Monday thru Friday and end at 3:00p.m. daily.** The earliest Students can get dropped off is at 7:20a.m. No adult teacher will be available to receive students earlier than 7:20a.m.

Classes will begin at 8a.m. If a student arrives after 8a.m. he/she is considered tardy. Each student is allowed 5 tardies in one semester (August to December then January to May).

If the student exceeds 5 tardies, he/she will be considered absent. Students are allowed 10 unexcused absences for the entire school year in grades K3-8th grade.

High School Students are allowed 4 absences per school semester.

In January, we will begin afresh with tardies. “His mercies are renewed day by day,” however, please make every effort to get your child to school on time.

End of the School day

Our school day ends at 3p.m. We ask that all parents/guardians pick up students no later than 3:20 p.m.

**Different Pick Up Times**

2:40-2:50	K3, K4, K5
2:50-3:00	1st, 2nd, 3rd, 4th, 5th
3:00-3:10	6th, 7th, 8th
3:10-3:20	Multiple Children & High School

We do understand that unplanned things occur; in the event; please contact the school office to inform them of your late pick-up. However, we ask that you make arrangements for your child's pick up.

**Special Note:** A student will NOT be allowed to leave with anyone not on your approved list. If you want a different person to pick up your child you **must** send a hand written note, the day prior to the pickup day. **No exceptions**. This is for the safety of your child.

Within the application packet, you will have an option to list at the least 5 approved pick persons for your child.

**Early checkouts** are considered as a tardy. Early check out is anytime before 2:20pm. All parents that arrive at 2:20pm must go through car line, unless it's an apparent emergency.

- *Weather Emergencies*

PCA will follow the public schools system for Closures.

• *2015-2016 Calendar Year (Tentative)*

August 14, 2015	Supply Drop off Day 10-1pm
August 17, 2015	First Day of School
September 7, 2015	No School Labor Day
September 18, 2015	Early Dismissal at 11:30; parent teacher conference 12:30-3:30pm
October 9, 2015	<u>Report Card 1st 7 Weeks</u>
November 20, 2015	Thanksgiving Program at 6pm
November 23-27	No School Thanksgiving Break
November 27, 2015	<u>Report Card 2nd 7 weeks (hand out on 11/30/15)</u>
December 16, 2015	Parent Teacher Conference 3:45-6:30pm
December 18, 2015	Early Dismissal 11:30am
December 21-Jan.4	No School Christmas Break
January 15, 2016	<u>Report Card 3rd 7weeks</u>
January 18, 2016	No School MLK Day
BLACK HISTORY POSTER CONTEST	
February 8-10,2016	No School Winter Break
READING MONTH MARCH	
March 4, 2016	<u>Report Card 4th 7weeks</u>
March 24, 2016	Early Dismissal at 11:30; parent teacher conference 12:30-3:30
March 25-Apr. 1	No School Good Friday & Resurrection Day
CREATIVE WRITING MONTH APRIL	
April 22, 2016	<u>Report Card 5th 7weeks</u>
April 29, 2016	Early Dismissal (Conference) 11:30am
May 20, 2016	Early Dismissal for Kindergarten and under 11:30am
May 20, 2016	Kindergarten Graduation 6-7pm
May 25, 2016	Last Day of School (Full Day)
May 25, 2016	<u>Report Card Day</u>

177 school days