School Hours

Office Hours: 7:45am – 4:00pm
Preschool: 8:00 to 11:15 am
PreKindergarten: 8:00 to 11:30 am
Kindergarten -- 8th Grade: 8:00am - 3:30pm

CCS FACULTY & STAFF 2026-2027

Head Teacher/Director of Operations - **Mrs. Stephanie Reynaga** - Chadron State College; BA of Science with a Secondary Social Science Endorsement

Director of Instruction/ Pre-K - **Mrs. Dana Cardwell** –Chadron State College; BA of Science with an emphasis in Elementary Education and Special Education. Masters of Science in Curriculum & Instruction with an emphasis in Early Childhood Education.

Director of Development/ Music - **Mrs. Deanna Goranson –** Nebraska Wesleyan University; BM in Education. University of Nebraska Kearney; Masters of Music Education.

Preschool/ 5C Director - **Ms. Michele Kuxhausen**- Chadron State College; BA in K-8 Elementary Education.

Kindergarten- **Mrs. Sorcha Colerick-** Chadron State College; BS in K-8 Elementary Education with an early childhood endorsement

First – **Mrs. Brandy Johnson** - Wayne State College; BA in Elementary Education. Grand Canyon University; Masters of Arts in Education.

Second/Third Grade - **Mrs. Kay Fabricus**- Bachelor's Degree in Education from Chadron State College and a Masters of Arts in Elementary Education from Grand Canyon University

Fourth/Fifth Grade**– Mrs. Heather Hergert** - Corbin University; BS in Language Arts, BS in English, and Masters of Arts in Education

6th-8th Grade Math/Science- **Mrs. Jacque Gariner**- --Associate Degree in Radiologic Technology, Bachelor's in Medical Diagnostic Imaging, and planned teacher education program from Western Governor's University

6th-8th Grade English/Language Arts & Administrator- **Dr. Kelley Rice** — Bachelor's in Music Education and Administration Certificate from Chadron State College, Master's in Music Education and Curriculum/Instruction from University of Nebraska-Kearney, Doctorate in Education Leadership from University of Nebraska- Lincoln

6th-8th Grade Bible- **Pastor Kevin Alexander** —Kentucky School of Ministry, Ordination with Assemblies of God

Specials – **Mrs. Crystal Schank**- Tyler Junior College; AA General Studies. Chadron State College; BS in Elementary Education

Support Staff

Paraprofessionals	**Mrs. Priscilla Chavez (PreK-1st Grade)**
	Ms. Rhia Young (Preschool)
Office/Business Manager	**Mrs. Heidi Brunz**
Volunteer Coordinator	**Mrs. Kimberly Brening**

School Board Members 2026-2027

Joseph Lovelidge – President
Ed Gossien – Vice President
Arlene Barnes – Secretary
Mandee Walter – Treasurer
Duncan Baker – Member
Stacy Moore – Member

Absences

If a student is going to be absent, parents are required to call the school by 8:00 a.m. the morning of the absence. Parents should make arrangements with their child's teacher(s) via email or Remind to collect work missed (see Missing Work Policy). Please, do not disturb classes to pick up homework. An unexcused absence is one for which there is no prior notice or phone call to the school.

The following guidelines are in accordance with **Nebraska State Statute (79-209)**. CCS is required to abide by truancy laws.

5 absences will result in a teacher phone call to parents/guardians regarding concern about student absences and how that affects learning and performance.
10 absences The Head Teacher will make contact with parents/guardians and their child to discuss his/her excessive absences, or eventual need of sending a letter and documentation of excessive absences to the County Attorney. Attendees must sign a form documenting the meeting, date, and specific concerns.
15 absences Head teacher/teacher(s) will meet with the parents and student regarding excessive absences. The purpose of the meeting is to alleviate the need to proceed toward following State Statute (79-209) which requires a letter to the County Attorney seeking intervention regarding a student's excessive absenteeism and the potential loss of credit and/or expulsion. Minutes of the meeting are to be signed by all attendees.
20 absences A formal letter is sent to the County Attorney stating: (a) Due to the specific reasons (i.e.: extended illness) the Head Teacher is requesting additional time to work with the student prior to seeking County Attorney intervention; or (b) The Head Teacher believes that the school has used reasonable effort to resolve the student's excessive absenteeism and is requesting County Attorney intervention.

In circumstances where excessive absenteeism is seriously affecting a student's performance or behavior, Community Christian School reserves the right to seek assistance from the County Attorney in writing after 10 days of unexcused absences. Additionally, the school reserves the right to disenroll or not re-enroll a family if excessive absences are disrupting student learning and/or classroom environments. This includes Preschool and Pre-Kindergarten classes.

Academic Standards

Each student is expected to complete assignments on time. Incomplete/missing work must be completed at home. Report cards are issued every nine weeks. Parent teacher conferences are held in October with student lead or parent lead conferences being offered in March. Parents are encouraged to email or visit with teachers if there are any concerns throughout the year.
The following grading system is used.

Grading Scales

Preschool-Pre Kindergarten	K-Third Grades & Specials	Scoring Guide
Evaluation Checklists	4= Advanced	99-100%
	3=Proficient	80-98%
	2=Needs Improvement	61-79%
	1=Severe Deficiency	0-60%

Fourth-Eighth Grade & Specials	Scoring Guide
A+	99-100%
A	95-98%
A-	93-94%
B+	91-92%
B	87-90%
B-	85-86%
C+	83-84%
C	79-82%
C-	77-78%
D+	75-76%
D	72-74%
D-	70-71%
F	69% and below

Academic Eligibility

Part of our mission at CCS is academic excellence; therefore, students' grades and work ethic will be taken into consideration when determining eligibility to compete in Sporting Events or Student Activities. If a student has two or more missing or incomplete assignments in a subject(s) they will have to complete this work during practice time prior to participating with their team or

classmates. Once a student has missed three or more entire practice sessions, they will be considered ineligible to participate in the proceeding competition/performance. The Head Teacher will contact the parent/guardian if the student is ineligible to compete/perform.

Admission Policy

Preschool students must be 3 years old by July 31 of the school year beginning in September. Pre-Kindergarten students must be 4 years old by July 31 of the school year beginning in September. Kindergarten students must be 5 years old by July 31 of the school year beginning in September. A student's acceptance at any grade level is determined by admission assessment results (if necessary), interview data, and recommendations from the teacher and Head Teacher. No student shall be admitted who has a history of emotional or disciplinary problems, or a severe learning identification in which our program is not staffed. CCS's admissions practices are intended to fulfill Christ's commission to "make disciples'' by challenging students who are not yet Christians to accept Christ as their Savior and by helping students that have accepted Christ as Savior to grow in their Christian faith *(Matthew 28:19).* As a Christian School, CCS encourages every student to be certain of their choice to accept and serve Jesus Christ as Lord and Savior and to be prepared to effectively inspire others as they share their faith. The Leadership Team reserves the right to make admissions decisions based on mission alignment and child readiness.

Assembly

A weekly K-8 assembly will take place on Wednesday mornings prior to chapel. During this time, students will gather as a community to recite the pledges and mission statement, hear special announcements, celebrate accomplishments, recognize birthdays, etc.

Board Meetings

The Board of Education meets each month, unless notification is provided to parents otherwise. CCS Board meetings are public meetings and parents are encouraged to attend. Notification of the board meetings will be in the weekly newsletter as well as through an emailed agenda the week prior. In the event a patron would like to address the Board, the following policy will give guidance for those comments:

> Patrons' Comments may be limited to five minutes per speaker and will be delivered in a manner reflective of Christian principles, refraining from hearsay, gossip, and anger. Comments related to policy will be heard in open session. Comments related to personnel will be heard in a closed executive session, considered as the last item on the board's regular agenda, to protect the reputation of the subject(s). All comments will be considered and addressed by the Board prior to the next month's board meeting, with an explanation and/or decision provided in writing to the patron. All comments offered in open session and related outcomes will be recorded in the minutes and available for public review. Patrons who feel they require more time or consideration of their comments are encouraged to request their issue be placed on the agenda as an agenda item one week (seven calendar days) prior to the scheduled meeting.

Books

The school strives to maintain libraries that are in alignment with our biblical principles. Please use discretion on the books that your child brings to school. Our staff will do our best to discern if copies will be allowed in our classroom. Parents who have concerns about books should address this first with the classroom teacher. If the concern is not resolved then parents must follow the Matthew 18 principle as outlined in our policy on Conflict Resolution Procedure that can be found below. Secular texts are allowed in the classroom and library as long as they do not conflict with our Biblical values or cause division amongst our CCS community.

Care of School Property

Students are expected to be good stewards of the building and equipment, and refrain from marring or in any way damaging school walls, books, desks, furniture, doors, etc. This includes care and cleanliness in bathrooms. Students are to realize that bathroom etiquette is a reflection of the school. Anyone deliberately or accidentally damaging property will be expected to make financial restitution to the school for repair or replacement. Payment for books lost or damaged beyond normal use must be made to replace them. For items that do not have a quantifiable replacement value, the family will cooperate with the school on a consequence for the student, which may include repairing or cleaning damage when possible. A family has 30 days to pay a bill for damaged property. Any unpaid restitution is subject to billing and subsequent collection attempts.

Causes

CCS is an interdenominational school. All church and community promotion must be approved by the Leadership and must be mission-aligned. The school is not to be used for political causes. No literature is to be distributed or displayed at CCS without prior approval from the Leadership Team.

Cell Phone Policy

CCS is a **No Phone School**. Cell phones (including smart-watches or other communication devices) must be checked in at the main office at the start of each school day. Devices will be kept secure during the day and can be checked out at 3:30 dismissal from a staff member at the gate or in the office. Any inappropriate use of phones/smart watches at CCS, a CCS activity, or on field trips will be cause for loss of all cell phone/smartwatch usage privileges at CCS for the remainder of the school year and may result in disciplinary action. CCS is not responsible for lost, stolen, or damaged personal property. Students are not allowed to open apps such as YouTube, TikTok, Snapchat, etc while on school property or at school functions. When students are attending off-campus field trips or school activities, their cell phone must be turned into the chaperones.

Cell phone or social media usage outside of school hours that does not reflect the Chrisitan values of the school may result in a parent meeting, international discipleship, and potential disciplinary action.

Chapel

Chapel is held weekly and is coordinated by Leadership. Various leaders in the community, staff members, and fellow students share messages of encouragement with the students to further God's kingdom. Chapel speakers agree to adhere to our Statement of Faith.

Childcare (including before and after school care)

Before school care is provided for infants through 8th grade in the Child Care Center. The cost is a flat rate of $5.00 (billed) for morning care. At 7:45am, K-8 students will transition to school staff on the playground or in the gym until the start of school/class.

After school care for K-6th is provided from 3:30 pm. until 6:00 pm. Because students at school are the responsibility of CCS and/or 5C staff, any child left at school after 3:45 p.m. will be placed in after-school care if they have paperwork on file with 5C. Students need to wait for parents in 5C and exit through the 5C doors if they are in after-school care. Please do not expect your child to wait outside unsupervised after 3:45 pm. The rate is a flat rate of $6.00 (billed) per child. If students are NOT registered/enrolled in 5C, staff will follow the late pick-up/dismissal process. (See Dismissal Procedures below)

If a child utilizes both before and after school care the rate is $8.00 per day.

Communication with Parents

Communication is one of the most important tools used to enhance students' success. In order for CCS to have effective communication with families it is essential that the office has current contact information for all students at all times. Weekly folders will be sent home with important school information, newsletters, etc. Please look for these each week (typically Thursday is our primary day for communication.) Parents are required to utilize Remind and FACTS to receive important communication from the school. Remind is utilized for daily communication and safety information, and FACTS is used to inform parents of student health, academic, and behavior.

Conflict Resolution Procedure

It is critical for successful conflict resolution to heed God's plan in Matthew chapter 18. This design is outlined below.

1. Questions and criticisms are to be brought directly to the teacher, staff member, or parent with whom there is a grievance. Most of the time, the issue is due to miscommunication. The discussion should be a personal meeting between the **parent and member of the school community whose work is in question**.
2. If the parent is not satisfied, an appeal may be made to Leadership in the form of a personal meeting.
3. Only in extreme grievances should the School Board be involved. Final authority lies with the School Board.

Curriculum

The Bible is considered the core curriculum. We believe our Biblical Worldview should permeate every aspect of the school. The elementary curriculum includes Bible, Math, Phonics (K-1), Reading, Writing, Language, Spelling, Science, Social Studies, Music, Art, Computers, and Physical Education/Health. Each grade level or content area will have a class syllabi.

Discipline

At CCS we encourage all students to honor God with their words and actions. We believe we are making disciples and therefore we encourage and discipline students when necessary in order to help them grow. We utilize positive behavior support through our Five Guiding Principles (identified in the handbook under Guiding Principles). Each classroom has a specific behavior plan/program in order to encourage appropriate behavior. We reward students for hard work and meeting both academic and behavior goals at school.

When dealing with student discipline, the Leadership Team strives to seek truth and reasoning in determining the appropriate consequence(s). It is critical that parents and the school communicate effectively regarding behavior, therefore, oral and/or written notices are given to parents in an instance where a child has been issued a demerit. Demerits are documented in FACTS and parents are notified via email and Remind message. For serious infractions, a member of leadership will call parents. Because the testimony of CCS is a compilation of moral and biblical standards actively supported by the student body, staff, Leadership, and School Board, these policies are applicable at all times during the school year. The final disciplinary decision will be determined by the Leadership Team.

Parent Alignment on School Discipline: It is vital that the school-parent relationship be consistent when it comes to student discipline. Refusal to allow consequences will result in a Parent-Leadership meeting. If an agreement cannot be made on a consequence, the Leadership Team reserves the right to determine future enrollment. If an expulsion takes place the Parents may follow the Grievance Policy with the School Board. Parents are expected to follow the appropriate chain of commands, in line with Matthew 18, in pursuing a grievance against a staff member or the school.

Demerit & Merit Policy

CCS Staff utilize FACTS as our Student Information System (SIS). This includes the documentation of student behavior. As a private, Christian school, CCS endeavors to partner with parents in the intentional discipleship of students. This includes praise for positive behavior and admonishment and correction when negative behavior takes place. The school works closely with parents to ensure Christian values are upheld at all times.

Classroom Level Demerits

Demerit	Description	Value	Sanction	Staff Member Responsible to Contact Parent
Disrespect	Talking back, poor attitude, harsh tone or language, eye rolling, throwing hands in air	-1	Recess Detention	Teacher via Remind & Email from FACTS
Disobedience	Refusal to complete work or task, noncompliance	-1	Recess Detention	Teacher via Remind & Email from FACTS
Disruptive	Purposefully disrupting learning of others	-1	Recess Detention	Teacher via Remind & Email from FACTS
Disorganization	Forgetting class materials, unprepared for class	-1	Recess Detention	Teacher via Remind & Email from FACTS
Destruction <$20 value	Destroying, ripping, or altering school property or the property of others	-1	Recess Detention and restitution replace item(s)	Teacher via Remind & Email from FACTS

Recess Detentions: The style of detention is at the discretion of the teacher. Recess detentions aim to still allow students to exercise and get fresh air (walking the perimeter, cleaning playground, etc.), but the discretion for the appropriate consequence lies with the teacher.

Office Level Demerits

Demerit	Description	Value	Sanction	Staff Member Responsible to Contact Parent
Cursing/Foul Language	Includes swear words, inappropriate innuendos spoken in anger, with malicious intent, or unrepentant	-5	In-School Suspension (1/2 Day) and Restorative Meeting with those who heard the language	Head Teacher call & Email from FACTS
Inappropriate or Unapproved Use of Technology	Visited other sites not assigned or possessed cell phone during school	-5	In-School Suspension (1/2 Day) & Loss of tech privileges for 1 week	Head Teacher call & Email from FACTS
Physical Violence without Injury	Pushing, kicking, hitting another student with intent to harm (no injury)	-5	In-School Suspension (1 Day) & Restorative Meeting with other student	Head Teacher call & Email from FACTS
Unrepentant Behavior	Repeat classroom level demerits in the same month (3 or more times)	-5	In-School Suspension (1 Day) & Restorative Meeting with teacher	Head Teacher call & Email from FACTS
Insubordination	Outright refusal to comply with directives	-5	In-School Suspension (1 Day) & Restorative Meeting with teacher	Head Teacher call & Email from FACTS
Inappropriate Conversation or Physical Action	Crosses boundary of appropriateness and negatively influences others	-5	In-School Suspension (1 Day) & Restorative Meeting with student(s)	Head Teacher call & Email from FACTS
Destruction > $20 value	Destroying, ripping, or altering school property or the property of others	-5	In-School Suspension (1 Day) & Restitution to replace item(s)	Head Teacher call & Email from FACTS

In-School Suspension: Students will follow the same daily schedule but sit alone in the office with Office Manager or Head Teacher and work independently. Recesses and Lunch breaks with peers will be allowed if deemed appropriate by the Head Teacher. Otherwise breaks and lunch will be monitored by the Head Teacher.

Office Level Demerits with possibility of suspension or expulsion

Demerit	Description	Value	Sanction	Staff Member Responsible to Contact Parent
Physical Violence with Injury	Hitting, kicking, or other physical act that resulted in injury	-50	Out of School Suspension (2 days) or expulsion	Head Teacher call & Email from FACTS
Stealing	Stealing the property of others	-50	Out of School Suspension (2 days) or expulsion	Head Teacher call & Email from FACTS
Pornography	Viewing pornography of any kind during school hours or discussing with other students if viewed at home	-50	Out of School Suspension (2 days) or expulsion; Safety Meeting with Parents required prior to return	Head Teacher call & Email from FACTS
Weapons or Terroristic Threats	Bringing a weapon to school and/or expressing desire to harm others	-100	Expulsion and report to law enforcement	Head Teacher call & Email from FACTS
Illegal Substances	Underage drinking, smoking, vaping, or illegal drugs of any kind	-100	Expulsion and report to law enforcement	Head Teacher call & Email from FACTS
Sexual Assault	Touching that is sexual in nature of another student or staff member	-100	Expulsion and report to law enforcement	Head Teacher call & Email from FACTS

Physical Assault of a Staff Member	Physical harming or causing injury to a staff member	-100	Expulsion and report to law enforcement	Head Teacher call & Email from FACTS

Final decisions on student discipline are at the sole discretion of the CCS Leadership Team. Per the parental covenant, if a parent refuses to comply with a sanction then the Leadership Team will arrange a meeting with the family to determine continued enrollment at Community Christian School. Appeals of disciplinary decisions may be requested of the School Board in writing within 30 days. Appeal requests can be emailed to office@ccsneb.com.

Dismissal Procedures

Preschool and PreKinder students will be released to parents at the front, main entrance. Preschool students must be picked up between 11:15am-11:30am and Pre-Kindergarten students must be picked up between 11:30am-11:45am. Parents must have contacted the office by 8:15am that morning if their child is staying for afternoon care (5C rates apply). *Paperwork and payment arrangements must be on file in 5C for them to stay.* If a Preschool-PreK student is not registered with the daycare and we have received no response from emergency contacts, local emergency personnel will be contacted and the student may be placed in their care.

Kindergarten-8th grade will be dismissed through the East Gate. After gate closure at 3:45, students with 5C paperwork on file will need to be picked up through our after school/child-care program. Students without 5C paperwork, will need to be picked up in the school office.

If a student is not scheduled to stay and the parent is late they will be charged an additional $15 late fee (after the pick up window has closed) on the second offense. The fee will be charged on your family account and is due within 30 days. Failure to make this payment may result in disenrollment.

Any K-8 students taken to the office at 3:45 will have their emergency contacts called. If all contacts fail to respond by 4:00pm, local emergency personnel will be contacted and the student may be placed in their care.

Staff may ask an individual who is picking up a child for their Driver's License or ID if we do not recognize them. If your child has an alternative pick up person, families need to notify the office prior to 3:30. If the pick-up person is not on the emergency list the parent has provided, we reserve the right to contact the parent and confirm the identity of this individual.

Doctrinal Statement on human life and sexuality:

Community Christian School believes that human life is uniquely created by God, in His image, and for His glory. Therefore, humanity is sacred from conception to its natural end and that since all life

is sacred, every human being has value and deserves dignity. As such, we must have concern for the physical and spiritual needs of all individuals. (Genesis 1:26-28, 5:1-2, 9:6; Job 33:4; Psalm 8:4-8, 100:3, 139:13; Isaiah 45:9-12, 64:8; Matthew 22:37-39; Galatian 6:10, James 1:27)

We believe God's plan for human sexuality is to be expressed only within the context of marriage, that God created man and woman as unique biological persons made to complement each other in marriage if God wills. God instituted monogamous marriage between male and female as the foundation of the family and the basic structure of human society. For this reason, we believe that marriage is exclusively the union of one genetic male and one genetic female. (Genesis 2:24, Ephesians 5:31, 1 Corinthians 7:2, Hebrews 13:4, Genesis 1:27, Matthew 19:4)

Dress Code

Parents are responsible to enforce the dress code before students leave home. Students should come to school dressed neatly and modestly, with a clean body and clothing, and hair that is washed and brushed. If the office has concerns about hygiene they will contact the parents. The administration reserves the right to serve as final authority on student appearance. Dress code shall apply to all students during the school hours and school-sponsored activities, including field trips and sports events. Clothes should be in good condition. Hats, caps, and sunglasses may not be worn in the building and must remain in their locker or back-pack until going to the playground. Articles that cause distraction or have offensive pictures or slogans or worldly attitudes contrary to God's Word will not be permitted. Shorts and skirts must be of a moderate length (at least mid-thigh). Questionable lengths will be decided by the Office. Shorts may be worn if the temperature is predicted to be over 40 degrees. Jackets/coats are required for recess times under 40 degrees. Bathing suits worn for field trip activities must be modest.

Unacceptable Attire for Girls; Low-cut, backless, strapless, sheer, or otherwise immodest clothing, including crop tops, halter tops, spaghetti-strap tops (straps must be at least 2 inches wide), bikinis. Clothing with excessive or upper thigh holes or clothing that allows exposure of the midriff or undergarments.

Unacceptable Attire for Boys; Unbuttoned shirt without a T-shirt; mesh shirts, and tank tops with straps less than 2 inches. Clothing with excessive or upper thigh holes.

Chapel Dress Code: Dress code on Chapel days is more formal. The heart behind this day of dressing up is to physically show that our chapel days are "set apart."

Appropriate chapel attire for girls includes intact denim, dress slacks, khaki shorts, skirts, dresses, and plain or patterned shirts.

Appropriate chapel attire for boys includes intact denim, dress slacks, khaki shorts, collared shirts, and solid colored tees.

Unacceptable attire for all students includes exercise wear (athletic shorts, sweatpants, leggings, etc.) ripped jeans, graphic t-shirts, and hoodies.

If a student arrives at school in attire that is not chapel appropriate, a reminder message will be sent home to parents. If clothes are not brought to the school, then clothes will be provided from a donations closet of dress clothes located in the Office. After three occurrences of not meeting Chapel dress code expectations in one semester, students will receive detention. Continued lack of adherence will result in a meeting with parents.

Emergency Drills

- Fire drills will be conducted two times during the first two weeks of school. Fire drills will be conducted once a month thereafter for a total of ten fire drills per school year.
- Tornado Drills will be conducted two times per year (once in the first two weeks of school and second in March.)
- Lockdown Drills will be conducted at least six times per year.
- Bus Evacuation Drills will be conducted two times per year.

Finance and Tuition

Tuition is paid monthly, quarterly, semi-annually, or annually. Families are required to participate in ACH payments for monthly payments. ACH payments are drafted on the 5th or 20th of the month. Students whose accounts are 30 days past due are subject to dis-enrollment if arrangements are not made. All accounts must be in good standing, with timely arrangements made with the office, in order for the student or family to participate in year-end activities and ceremonies (including graduation).

Scholarship applications are available online at www.ccsneb.com/admissions. Applications should be submitted by April 1 for best consideration. The Scholarship Committee convenes once a month for determinations on blind applications. Parents may write a letter of appeal to the committee if their application is denied or the amount requested is not offered. This appeal must be submitted to the office within 30 days for the next monthly review.

Parents who have a vocation in ministry are automatically eligible for a 25% tuition scholarship and may request additional scholarship funding based on need. They must complete the Scholarship application using the guidelines above.

All families are required to pay registration fees and fundraising fees.

There is a $20 return fee for any payments that are returned/rejected by the bank. Any payments that are more than 15 days past due will incur a 5% late fee through FACTS.

Fundraising & Events

As with any private school, fundraising is a necessity to meet finances, since tuition does not cover all the expenses of the school. Our two major fundraisers are the 1st Semester Wreath Sales and the 2nd Semester Enchilada Factory. K-8 families must meet the minimum sales requirements of $350 **profit** for **both** fundraisers. Remaining amounts will be billed through FACTS and families 30

days from invoice posting to either make a payment or arrange a payment plan with the office. After 30 days, the amount will be billed through ACH (autodraft) if other arrangements have not been made.

All families are required to volunteer for the Enchilada Factory at least 4 hours (counting, rolling, set up, clean up, etc) These hours can be spread out over multiple friends and family members to help the family meet the volunteer needs. A sign-in sheet will be kept in the gym hallway for families to record their hours. Any family who does not meet the minimum 4-hour requirement will be charged $25/hour OR make up those hours by August 1. If volunteer hours are not completed by August 1 the fees will be billed through FACTS.

Additionally, ALL families are asked to volunteer at one other school event throughout the school year.

Any additional fundraising activities must be approved by the Board.

Grievance Procedure

Grievance is defined as a complaint or resentment, as against an unjust or unfair act. In this case, the following grievance procedure is in place. (See Matthew 18.) If you have a grievance with a teacher, staff member, parent and/or board member, meet with them first to try to work out your difference. Most grievances are simply miscommunications/misunderstandings. God says that love is the most excellent way. This first step may need to be repeated more than once in love and patience. If the grievance continues to be unresolved, discuss the issue with the Head Teacher. A conference with the Head Teacher may be suggested. Only in extreme grievances should the school board be involved. However, in such cases, the decision by the school board will be final.

Guiding Principles

We will SOARR like Eagles by using the following Guiding Principles to encourage positive behavior!

Safety ~ Proverbs 4:10-27

- We will make good decisions to protect the well-being of ourselves and others.
- We will obey the adults in our lives at home and away.
- We will seek wisdom and discernment in all things.
- We will use words and actions that keep ourselves, others and our environment safe.
- We will honor and obey God's rules.

Ownership ~ Romans 14:12

- We will make amends for mistakes by apologizing, repairing or replacing.
- We will admit when we are wrong – being honest with ourselves, others and God.
- We will apologize when we hurt someone.
- We will repair or replace anything that we break or damage.
- We will each learn to confess our wrongdoing to God and take ownership of our faith journey.

Attitude ~ Galatians 5:22-23

We will be well-mannered, compassionate, helpful and willing.
We will use good manners and be kind throughout our day.
We will be compassionate and helpful toward others.
We will be willing and open to learn new things and to stand up for what is right ~ courageous!
We will seek to please God with our attitude.

Respect ~ 1 Peter 2:17

We will communicate in a positive and uplifting way.
We will respect ourselves.
We will respect others and those in authority.
We will respect our school.
We will show respect for God.

Responsibility ~ Hebrews 6:10-12

We will be dependable and follow through with our commitments.
We will attend to our activities on time.
We will keep track of our duties and assignments.
We will follow through when someone or something is depending on us.
We will become doers of God's Word.

Health

Nonprescription medication will not be provided for student(s). Medication may be given to children for a limited amount of time with proper paperwork filed in the office. Prescription medicine will be distributed with a doctor's note and prescription must be in the original container. Only staff members who have undergone the official med training will be able to administer medication. First aid will be administered by the office staff. Students with a temperature of 100.4 degrees or more should not be sent to school and will be sent home if a fever occurs while at school. A child must be fever-free without medication for 24 hours before returning to school. The office must have a current phone number where a parent can be reached in the event of an emergency. Students who vomit during the day will be sent home and cannot return to school if they vomit within the next 24 hours. If vomiting continues, the student may not return to school until symptom-free for 24hrs. Any rashes or eye infections may require a student to be sent home when there is a question of contagiousness. A student may return to school when a physician states that he/she is no longer contagious or when symptoms disappear.

Visits to the office and any medical treatment or medicine administration will be logged on FACTS. Major health concerns will result in parents being contacted via phone call.

A physical exam, vaccinations, and eye exams are required for children entering kindergarten.

Holiday Celebrations

We strive to focus on Christ in all holiday celebrations. Therefore we ask that no secular celebratory items be brought to school in the form of snacks or items for parties. This would include Easter bunnies, Halloween items, and Santa Claus items.

Homework

The purpose of homework is:

a) To reinforce what is being learned at school
b) Allow extra time for students to complete activities due to absences or inability to complete during class
c) To encourage responsibility and ownership of class projects and assignments

We encourage family time at home and are sensitive to additional after school activities. Therefore, we encourage students to finish work at school. The majority of homework will be uncompleted work, but there are occasionally activities/projects that may need additional parent support. Reading is not considered homework and is expected daily.
The length of homework will average: Kindergarten – 10 minutes per night; First–Fourth Grades – 20 minutes per night; Fifth–Eighth Grades – 30 minutes per night.

Insurance

Part of tuition provides secondary insurance coverage for CCS students or CCS teams. If a student is hurt at school, families must file with their insurance company first. Anything not covered by a family's insurance will be considered by the school's insurance.

Internet/Computer Policy

Community Christian School will provide computer access to all students to support classroom instruction. Use of computers/chromebooks will be supervised at all times. CCS will employ firewall technology and other blocking apparatus to ensure our children are protected from harmful internet influences while at school. However, parents realize that no site-blocking measures are 100% effective, and will not hold the school responsible for breaches that may occur. A computer contract is required to be signed by all students and parents, regardless if the device is owned by CCS or the family, prior to the start date. Here is an excerpt of that contract:

> Use of computer hardware, software, and network is a student privilege, which will be revoked if abused. Students are personally responsible for their actions in using and accessing the school's computer resources. All CCS devices are to be left in their original settings. No adjustments can be made to the cursor, background, or themes, etc. Extensions and downloaded games are not permitted. Students are not allowed to make any adjustments to the device settings. Failure to abide by these guidelines will result in any or all of the following: loss of computer use, loss of network privileges, disciplinary action/referral, school suspension, and/or restitution.

6th-8th students may choose to rent from the school or provide their own chromebook/laptop. Any student who is renting a chromebook from the school must sign a rental agreement and supply the $25 rental fee prior to check-out. This money is not refundable. If damages or loss occur to the chromebook, the family is responsible to pay the replacement cost within 30 days. If CCS values are violated through technology usage, the Leadership Team reserves the right to seek disciplinary action including but not limited to revoking of privileges or possible expulsion.

School chromebooks will stay on campus unless a teacher deems it necessary to take home for completion of an assignment. The chromebook must be formally checked out and then returned to school the following day to be checked back in.

Leaving the Building

Students are not to leave the building or school grounds during school hours without a parent's consent. Students wishing to leave for any reason, including lunch, must have written permission from a parent or guardian. Parents must sign students out and sign them back in at the office. Students left after school are still the responsibility of CCS staff. They may not leave the premises without parent permission.

Lice

Any child discovered with head lice will be asked to wash with appropriate shampoo and comb through the hair the same day. If treatment is not administered, the child may not return to school until it is completed. All such cases will be kept confidential. Classrooms will not be notified unless there are multiple cases in the same group.

Lost and Found

A lost and found is located inside the red recess door. Parents are encouraged to check it regularly at pick up or drop off. Unclaimed articles will be given to charity at the end of each quarter. Please put your child's name on everything brought to school. The school and teachers will not be responsible for any lost articles.

The school will not hold used tupperware or water bottles for more than one week for sanitation purposes, and it will be thrown away if unclaimed.

Lunch Charge Policy

Lunch with milk is $4.00/day. Extra Milk is $0.50/day. Guests must call in by 8:15 am on the day they wish to eat at school. Lunch funds may be checked on FACTS. Families may not carry a deficit in their lunch account of more than $20.00. Once an account reaches this point, parents will be contacted to bring lunch money or provide lunch for their child. Students not wishing to participate in the hot lunch program for the day may bring a sack lunch from home. Lunch and milk payments may be made in the office for the hot lunch program. Payment methods include cash, check, credit card, and PayPal. CCS is partnering with Gering Public Schools. GPS will manage Free & Reduced Paperwork.

Lunch Program Non-Discrimination Statement

Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410

(2) Fax: (202) 690-7442; or

(3) Email: program.intake@usda.gov

This institution is an equal opportunity provider.

Mission Statement

Encouraging students to learn and apply *God's Truth,* while promoting academic excellence, in a Christian environment.

Missing Work

Community Christian School emphasizes excellence in both effort and outcome. Students are expected to complete work honestly, take responsibility for their learning, and strive for high-quality work. Students are expected to complete assignments in a timely manner. Work missing after one week of the grade posting, will result in 0 credit. (Colossians 3:23-24)

Missing grades after 1 week from the posted due date will not be eligible for credit.

Re-do assignment due dates and procedures are at the discretion of the teacher and can be found in the class syllabi.

Families are expected to pick up and complete assignments during scheduled absences, such as vacations, and are asked to provide at least one week's notice prior to the absence. For extended or long-term absences, families must contact the Director of Curriculum at least one week in advance to establish an academic plan for completing missed work. In the event of an extended illness lasting more than two instructional days, students will be granted a one-week extension to complete and submit missing assignments.

Non-Friable Asbestos

The building does contain a small amount of non-friable asbestos. Non-friable asbestos means asbestos that is covered and will not come in contact with students or staff. These areas are noted in the School's Asbestos plan.

Nondiscrimination Statement

This statement explains what to do if you believe you have been treated unfairly or been a victim of discrimination:

> In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call toll free (866)632-9992 (voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800)877-8339 or (800)845-6136 (Spanish). USDA is an equal opportunity provider and employer.

Parent-Teacher Fellowship (PTF)

The CCS PTF exists to serve. Our purpose is to manage fundraisers, promote school spirit and biblical principles, and show teachers and staff our appreciation and support. We facilitate parent-teacher partnerships within the school in addition to creating a spirit of community between CCS parents.

Safety

We use the Standard Response Protocol for all emergency responses and conduct the required amount of drills and additionally plan drills for additional practice. We use the urgent messaging system on Remind to contact parents in the case of an emergency. ALL parents and staff should have the Remind App downloaded so they can receive these urgent messages. For more information on the Standard Response Protocol please visit iloveyouguys.org.

Detailed safety plans for each emergency are kept in classrooms and offices for staff to follow procedures. Parents are invited to join our Safety Team to help evaluate and update our plans on an annual basis or as needed.

Security

East Gate opens at 7:45am and closes by 8:00am. Gates will be locked again for the day. Students who arrive late must enter through the front door **and check in at the office.** The gates will be unlocked at 3:30pm for dismissal and locked by 3:45pm. After 3:45pm students must be picked up through the childcare center. During school sponsored events students may exit through the front door with an adult **after being checked out from the office**.

Sports Participation

Students in Grade 5-8 are permitted to practice with school-sanctioned sports teams but only Grades 6-8 may compete and travel (per Rule 14). Age and gender are determined by the birth certificate. Homeschool and Public School students are welcome to participate at the discretion of the coach and school leadership. They must sign a waiver and agree to the Statement of Faith and Parental Covenant of CCS. They may also not be playing on another public or private school team at the same time of the same sport.

Students must maintain a C- or above in all subject areas to compete in Sporting Events or Student Activities. Grades will be determined prior to the Friday of each event. Parents will be notified by the school on Monday if their student is ineligible that week.

Standardized Testing

Students in grades Kinder-8th are assessed three times per year using the NWEA MAP Test. Measures of Academic Progress® (MAP®) creates a personalized assessment experience by adapting to each student's learning level—precisely measuring student progress and growth for each individual. Parent reports for the testing results will be sent home soon after each testing period. Teachers use this information to assess students' progress, lesson plan, and differentiate instruction.

Students in grades K-1 are assessed in the areas of mathematics and reading proficiency. Students in grades 2-8 are assessed in the areas of mathematics, reading, and language. Students in grades 5-8 may be additionally assessed in science.

Students in K-8 are assessed in Biblical Knowledge and Application through an ACSI assessment as deemed necessary by the administration.

Statement of Faith

The following Statement of Faith represents the foundational beliefs of Community Christian School:

1. WE BELIEVE the Bible is the only inspired, infallible, authoritative, inerrant Word of God.
2. WE BELIEVE there is one God, eternally existent in three persons – Father, Son and Holy Spirit.
3. WE BELIEVE in the deity of Christ; His virgin birth; His sinless life; His miracles; His victorious and atoning death; His resurrection; His ascension to the right hand of the Father; His personal return in power and glory.
4. WE BELIEVE in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature; and that men are justified on the single ground of faith in the shed blood of Christ and that only by God's grace and through faith are we saved.
5. WE BELIEVE in the resurrection of both the saved and the lost: they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation.
6. WE BELIEVE in the spiritual unity of believers in our Lord Jesus Christ.
7. WE BELIEVE in the present ministry of the Holy Spirit by whose indwelling the Christian and enabling to live a godly life.

Tardies

The front door will be open for Preschool-PreK is 7:57am-8:05am at the front door. Playground East Gate will open at 7:45am for K-8th drop-off. Once the door/gate has been closed, students must check in with an adult in the office. All students will be marked tardy at 8:15am and unable to order a hot lunch (sack lunch must be provided by family).

3 tardies= 1 absence (Office will adjust if there are doctor's notes or other extenuating circumstances)

For all grade levels, a parent/teacher conference will be held after 5 tardies within 30 days. After 10 tardies within 30 days, the Head Teacher will meet with the family and develop an attendance plan. Additionally, K-8 students will be required to serve a morning detention (7:45 am-8:00 am) for each tardy after 10 (served within the following week).

Telephone Use

With homeroom teacher and office permission, students may use the phone before school, at recess, during lunch, and after school. Cell phones may not be used during the school day (see Cell Phone Policy) and bringing them on-campus is discouraged.

Transportation- Pupil Safety Plan

Students may only be transported in school vehicles by staff members who have completed at least 2 hours of transportation training either through a local organization or the police

department. Any volunteers riding on school transportation must be a parent of a student or have a background check and references. No staff member or adult is allowed to be alone in a school vehicle with a child. A pre-trip and post-trip checklist must be completed each time to ensure safety. Students may not ride the bus if they have specific health concerns that require 1-on-1 care. Car Seat laws must be met at all times for younger passengers. A bus evacuation drill will be completed 2 times per year (Fall and Spring).

Values

Truth-- We believe the Bible is the only inerrant and authoritative Word of God, and we use His Truth to anchor all of our instruction.
Honor–We honor God by nurturing the unique gifts, talents, and abilities of each child with the intent of glorifying God.
Connection– We believe our role is to foster connection in our staff, students, and families to further God's Kingdom where they live, work, and play.

Virtues

Faith… Believes in a Biblical foundation for all learning
Courage…Perseveres after truth even when risks exist
Integrity… Chooses to honor strong character at all times
Creativity… Explores gifts and talents
Eloquence… Communicates with confidence in speech, writing, reading, and action
Humility… Exhibits humble confidence
Diligence… Strives for excellence to God's glory not personal gain
Servanthood… Generously gives of time and talents to help others
Love… Expresses charity to others unconditionally
Balance… Pursues life and learning with temperance

Vision Statement

Through our partnership with families and the local church, students will experience a transformative biblical education and leave with a desire to pursue an enduring and personal relationship with Christ.

Visitors

Parents are always welcome to visit their child's classroom. Please make sure you notify the teacher or confirm the most appropriate time of day. If parents need to visit with the teacher individually, they are available before school starting at 7:30am or after school starting at 3:45pm. If class is in session, please feel free to leave forgotten lunches, messages, money, books, or homework in the office so the class is not disturbed. In order to ensure school safety all parents, guardians, and visitors MUST check in at the office to receive a visitor tag and sign in.

Weather Announcements

In case of inclement weather, parents or guardians will be notified by phone call or text message, or turn to KCMI 96.9 FM or KNEB 94.1 FM and 960 AM. Please do not call the school office.

Wellness Policy

The following policy is in compliance for participating in the School Lunch Program

Community Christian School acknowledges that student and staff wellness are vital to the learning environment. As recommended by the Nebraska Department of Education Healthy Schools Program (July 29, 2016), Community Christian School will provide a healthful learning environment by supporting school policy with healthy school meals, healthy competitive foods and beverages, physical and social/emotional education, physical activity, and student and employee wellness. CCS aims to promote lifelong health habits in our students and staff. These lessons shall be aligned with federal guidelines, 7190 DISTRICT WELLNESS POLICY, and The Healthy, Hunger-Free Kids Act of 2010.

District Wellness Committee

Committee Role and Membership

The School Wellness Committee will meet at least two times per year to establish goals for school health and safety policies and programs, including development, implementation, and periodic review and update of the District wellness policy. The SWC will include at least two parents and one staff member. To the extent possible, representatives will reflect the diversity of the community. All meetings are open to the public. An email will go out inviting families and community members to review the wellness policy once per semester.

Leadership

The Head Teacher will convene the SWC, facilitate review of and updates to the wellness policy, and ensure each school's compliance with the policy. A list of current members will be provided annually to parents at the corporate meeting.

Wellness Policy Implementation, Monitoring, Accountability, and Community Engagement

Implementation Plan

Community Christian School will develop, implement, and maintain a plan to manage and coordinate the execution of this wellness policy. The plan delineates roles, responsibilities, actions, and timelines specific to each school; and includes information about who will be responsible to make what change, by how much, where and when; as well as specific goals and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education and other school-based activities that promote student wellness. The SWC will provide a written copy of the goals to the corporate body at the annual corporate meeting with the implementation plan. Annual reports will be shared on the school's website and be available in the office.

Recordkeeping

The school will retain records to track progress and compliance with the school's wellness policy.

This will include kitchen records, an annual climate survey completed by parents, and data recorded by the Office Manager and PE/Health Teacher.

Annual Notification of Policy

The District will actively inform families each year of basic information about this policy, including its content, any updates to the policy, and implementation status. The school will make this information available via the District website and/or district-wide communications. This will include a summary of the District's events or activities related to wellness policy implementation. Annually, the school will share the names of the SWC to the corporate body.

Triennial Progress Assessments

At least once every three years, the District will evaluate compliance with the wellness policy to assess the implementation of the policy and include:

- The extent to which the school is in compliance with the wellness policy;
- The extent to which the school's wellness policy compares to the Nebraska Schools in Action Program; and
- A description of the progress made in attaining the goals of the school's wellness policy.

The position/person responsible for managing the triennial assessment is the Head Teacher. The SWC will monitor the schools' triennial compliance with this wellness policy. The school will notify households/families of the availability of the triennial progress report.

View results our our 2024 Triennial Review here:

Step 1 Step 2 Step 3

Revisions and Updating the Policy

The SWC will update or modify the wellness policy based on the results of the annual School Climate Survey and triennial assessments; community needs change; wellness goals are met; new health science, information, and technology emerges; and new Federal or state guidance or standards are issued. Following the triennial assessment, the wellness policy will be reviewed and updated as needed.

Community Involvement, Outreach, and Communications

The school will communicate ways in which representatives of the SWC and others can participate in the development, implementation, and periodic review and update of the wellness policy. The District will use the staff intranet and staff newsletter, the school's website, and corporate meeting to notify families of the District Wellness Policy and encourage involvement.

The school will also inform parents of the improvements that have been made to school meals and compliance with school meal standards, availability of child nutrition programs and how to apply.

Nutrition

School Meals

The school is committed to serving healthy meals to children, including a variety of fruits, vegetables, whole grains, and fat-free and low-fat milk; that are moderate in sodium, low in saturated fat, and have zero grams trans-fat per serving (nutrition label or manufacturer's specification); and to meeting the nutrition needs of school children within their calorie requirements. The school meal programs aim to improve the diet and health of school children, help reduce childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns, and support healthy choices while accommodating cultural food preferences and special dietary needs.

The school operates within the guidelines of the Federal School Lunch Program. The school may also operate additional nutrition-related programs and activities. The school is committed to offering school meals through the NSLP that:

- Are accessible to all students;
- Are appealing and attractive to children;
- Are served in clean and pleasant settings;
- Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations; and
- Promote healthy food and beverage choices following Smarter Lunchroom techniques.

Staff Qualifications and Professional Development

All school nutrition program directors, managers, and staff will meet or exceed hiring and annual continuing education/training requirements in the USDA professional standards for child nutrition professionals. These school nutrition personnel will refer to USDA's Professional Standards for School Nutrition Standards website to search for training that meets their learning needs.

Water

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the school day. The school will make drinking water available to students where school meals are served during meal times.

Competitive Foods and Beverages

The school is committed to ensuring that all foods and beverages available to students and staff on the school campus during the school day support healthy eating. Staff are expected to model healthy nutrition habits in the presence of students. The foods and beverages sold and served outside of the school meal programs (e.g., "competitive" foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum

Celebrations and Rewards

All foods offered on the school campus must meet or exceed the USDA Smart Snacks in School nutrition standard. This includes celebrations, parties, and classroom snacks whether brought by parents or provided by school staff. Food will not be used as an incentive or reward. The District will provide ideas for non-food incentives and rewards

Fundraising

Foods and beverages that meet or exceed the USDA Smart Snacks in Schools nutrition standards may be sold through fundraisers on the school campus during the school day. Foods that will not be consumed on school premises may be used for fundraising activities https://www.fns.usda.gov/sites/default/files/allfoods_fundraisers.pdf.

Fundraising Activities

Activities to raise funds by involving the school community in wellness promotion through physical activity, nutrition, and mindful living:

- Healthy Fundraisers
    - Schools encourage organizations to raise funds by selling non-food items.
    - Foods or beverages sold for fundraising cannot be in competition with school meals
- Ideas for Fundraising
    - Penny in the Park– active games outdoors
    - MOSO Stomp- Mother-Son Dance
    - Wreath Sales -Fall Fundraiser

Nutrition Promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. Students and staff will receive consistent nutrition messages throughout schools, classrooms, gymnasiums, and cafeterias. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive approach by school staff, teachers, parents, students and the community.

The school will promote healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs. This promotion will occur through:

- Implementing evidence-based healthy food promotion techniques through the school meal programs using Smarter Lunchroom techniques: http://www.smarterlunchrooms.org/scorecard-tools/smarter-lunchrooms-strategies
- Ensuring 100% of foods and beverages promoted to students meet the USDA Smart Snacks in School nutrition standards.

Nutrition Education

The school will teach, model, encourage, and support healthy eating by all students. Schools will provide nutrition education and engage in nutrition promotion that:

- Is designed to provide students with the knowledge and skills necessary to promote and protect their health;
- Is part of not only health education classes, but also integrated into other classroom instruction through subjects such as math, science, language arts, social sciences, and elective subjects;
- Includes enjoyable, developmentally-appropriate, culturally-relevant and participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits, and school gardens;
- Promotes fruits, vegetables, whole-grain products, low-fat and fat-free dairy products, and healthy food preparation methods;
- Emphasizes caloric balance between food intake and energy expenditure (promotes physical activity/exercise);
- Links with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm to School programs, other school foods, and nutrition-related community services;
- Teaches media literacy with an emphasis on food and beverage marketing;
- Includes nutrition education training for teachers and other staff; and

- Incorporates nutrition education for parents/guardians at a minimum of one existing school event per year utilizing approved materials available through the District.

Essential Healthy Eating Topics in Health Education

The District will include in the health education curriculum a minimum of 12 of the following essential topics on healthy eating:

- Relationship between healthy eating and personal health and disease prevention
- Food guidance from MyPlate
- Reading and using FDA's nutrition fact labels
- Eating a variety of foods every day
- Balancing food intake and physical activity
- Eating more fruits, vegetables, and whole grain products
- Choosing foods that are low in fat, saturated fat, and cholesterol and do not contain trans fat
- Choosing foods and beverages with minimal added sugars
- Eating more calcium-rich foods
- Preparing healthy meals and snacks
- Risks of unhealthy weight control practices
- Accepting body size differences
- Food safety
- Importance of water consumption
- Importance of eating breakfast
- Making healthy choices when eating at restaurants
- Eating disorders
- The Dietary Guidelines for Americans
- Reducing sodium intake
- Social influences on healthy eating, including media, family, peers and culture
- How to find valid information or services related to nutrition and dietary behavior
- How to develop a plan and track progress toward achieving a personal goal to eat healthfully
- Resisting peer pressure related to unhealthy dietary behavior
- Influencing, supporting, or advocating for others' healthy dietary behavior

Food and Beverage Marketing in Schools

The school is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions. The school strives to teach students how to make informed choices about nutrition, health, and physical activity.

Any foods and beverages marketed or promoted to students on the school campus during the school day will meet or exceed the USDA Smart Snacks in School nutrition standards or, if stronger, state nutrition standards, such that only those foods that comply with or exceed those nutrition standards are permitted to be marketed or promoted to students.

Food and beverage marketing is defined as advertising and other promotions in schools. Food and beverage marketing often includes oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller or any other entity with a commercial interest in the product.

As the school nutrition services/PTF reviews existing contracts and considers new contracts, equipment and product purchasing (and replacement) decisions should reflect the applicable marketing guidelines established by the school's wellness policy.

Physical Activity

Physical activity during the school day (including but not limited to recess, classroom physical activity breaks, or physical education) will not be withheld as punishment. Children and adolescents should participate in physical activity every day.

CCS strives to provide physical activity through multiple opportunities throughout the day. Schools will ensure that these varied physical activity opportunities are in addition to, and not as a substitute for, physical education (addressed in "Physical Education" subsection). All students and staff will be encouraged to participate in movement activities such Brain Breaks, or comparable programs.

The school will ensure that its grounds and facilities are safe and that equipment is available to students to be active. The school will conduct necessary inspections and repairs.

Physical Education

The school implements physical education, using an age-appropriate, sequential physical education curriculum. The physical education curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong healthy habits, as well as incorporate essential health education concepts.

All students will be provided equal opportunity to participate in physical education classes. The school will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary. The school's physical education program will promote student physical fitness through curriculum based fitness and activity assessments.

Essential Physical Activity Topics in Health Education

Health education will be required in all elementary grades. The school will include in the health education curriculum a minimum of 12 of the following essential topics on physical activity:

- The physical, psychological, or social benefits of physical activity
- How physical activity can contribute to a healthy weight and healthy lifestyle
- How physical activity can contribute to the academic learning process
- How an inactive lifestyle contributes to chronic disease
- Health-related fitness, that is, cardiovascular endurance, muscular endurance, muscular strength, flexibility, and body composition
- Differences between physical activity, exercise and fitness Phases of an exercise session, that is, warm up, workout and cool down
- Overcoming barriers to physical activity
- Decreasing sedentary activities, such as TV watching and gaming
- Opportunities for physical activity in the community
- Preventing injury during physical activity
- Weather-related safety, for example, avoiding heat stroke, hypothermia and sunburn while being physically active
- How much physical activity is enough, that is, determining frequency, intensity, time and type of physical activity
- Developing an individualized physical activity and fitness plan
- Monitoring progress toward reaching goals in an individualized physical activity plan
- Dangers of using performance-enhancing drugs, such as steroids
- Social influences on physical activity, including media, family, peers and culture
- How to find valid information or services related to physical activity and fitness
- How to influence, support, or advocate for others to engage in physical activity
- How to resist peer pressure that discourages physical activity.

Recess

The school will offer at least 45 minutes of recess on all days during the school year. Exceptions may be made as appropriate, such as on early dismissal or special event days. Appropriate hand-washing facilities and/or hand-sanitizing mechanisms should be located just inside/outside the cafeteria to allow students to use these mechanisms before eating.

Outdoor recess will be offered when weather and other conditions make it feasible for outdoor play. Recess will complement, not substitute, physical education class. Recess monitors or teachers will encourage students to be active and will serve as role models by being physically active alongside the students whenever feasible. In the event that recess must be held indoors, teachers and staff will follow the indoor recess guidelines that promote physical activity for students, to the extent practicable.

Classroom Physical Activity Breaks (Elementary and Secondary)

Students will be offered periodic opportunities to be active or to stretch throughout the day on all or most days during a typical school week. The school recommends teachers provide short (3-5 minute) physical activity breaks to students during and between classes during the school day. These physical activity breaks will complement, not substitute, for physical education class, recess, and class transition periods.

Active Academics

Teachers will incorporate movement and kinesthetic learning approaches into “core” subject instruction when possible (e.g., science, math, language arts, social studies and others) and do their part to limit sedentary behavior during the school day. The District will support classroom teachers incorporating physical activity and employing kinesthetic learning approaches into core subjects by providing annual professional development opportunities and resources, including information on leading activities, activity options, as well as making available background material on the connections between learning and movement. Teachers should strive to provide an additional 15-30 minutes of physical activity in the classrooms each day to supplement recess and physical education times. Teachers will serve as role models by being physically active alongside the students whenever feasible.

Before and After School Activities

The school will encourage students to be physically active before and after school by sponsoring or permitting physical activity during the childcare programming.

Other Activities that Promote Student/Staff Wellness

Description of basic guidelines

The school will integrate nutritional, physical, and mental wellness activities across the entire school setting, and work towards the same set of goals and objectives promoting student and staff well-being, optimal development and strong educational outcomes.

All school-sponsored wellness events will include nutritional, physical, and mental activity and healthy eating opportunities when appropriate.

Community Partnerships

The school will develop, enhance, or continue relationships with community partners (e.g., hospitals, universities/colleges, local businesses, extension office providers, and coordinators, etc.) in support of this wellness policy implementation. Existing and new community partnerships and sponsorships will be evaluated by a designated Wellness representative to ensure that they are consistent with the wellness policy and its goals.

Community Health Promotion and Family Engagement

The school will promote to parents/caregivers, families, and the general community the benefits of and approaches for healthy eating and physical activity throughout the school year. Families will be informed and invited to participate in school-sponsored activities and will receive information about health promotion efforts. As described in the "Community Involvement, Outreach, and Communications" subsection, the school will use electronic mechanisms (e.g., email or displaying notices on the District's website), as well as non-electronic mechanisms, (e.g., newsletters, presentations to parents or sending information home to parents), to ensure that all families are actively notified of opportunities to participate in school-sponsored activities and receive information about health promotion efforts.

Staff Wellness and Health Promotion

Research confirms that school employees who participate in wellness activities are less likely to be absent as well as increase their productivity. The school encourages healthy habits amongst staff to improve health and wellness!

This is achieved by offering a monthly health and wellness focus to staff.

When feasible, the school will offer professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors at school (e.g., increasing the use of kinesthetic teaching approaches or incorporating nutrition lessons into math class). Professional learning will help staff understand the connections between academics and health and the ways in which health and wellness are integrated into ongoing district reform or academic improvement plans/efforts.

Staff may also utilize wellness options during staff development days or at staff meetings. Activities may include CPR training classes, activity or exercise groups, or healthy recipe exchanges.

References for Wellness Policy:

The Healthy, Hunger-Free Kids Act of 2010, Public Law 111–296, (the HHFK Act)

PL 108.265 Section 204 (Child Nutrition and WIC Reauthorization Act of 2004)

42 U.S.C. 1771 et seq. (Child Nutrition Act of 1966)

42 U.S.C. 1751 et seq. Section 305 and 361 (National School Lunch Act)

Public Law 111–296, Dec. 13, 2010, 124 Stat. 3183.

42 U.S.C. 1753(b)(3)(A).

CFR Parts 210 and 220; 77 Fed. Reg. 17 (Jan. 26, 2012).

42 U.S.C. 1779(a), emphasis added. 42 U.S.C. 1779(b).

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Any changes or updates to the handbook can be found
on the school website at www.ccsneb.com under Parent Info.