



Crossroads Christian School

Faculty and Student Handbook

**Crossroads Christian School
825 Oak Blvd, Moody, Alabama 35004
(205 640-2174 - www.crossroadschristian.us)**

Table of Contents

Philosophy of Education	1
Administration	2
Home Education in Alabama	3
Parental Requirements	5
Record Keeping.....	7
High School Planning	8
Field Trips and Activities/Guidelines.....	13
Dress, Grooming and Behavior Standards	14
Co-op	17
Example Forms	18
Doctrinal Beliefs.....	Back Cover

CRCS requires 170 days attendance, and state law requires that attendance records be kept. There is ample time built into the schedule below to have breaks (fall, spring, Thanksgiving, Christmas, family vacations, etc.) And if you want to conduct your school year-round instead of adhering to a 9-month schedule, you may do so. Just alert the CRCS office that the dates on your quarterly reports will not coincide with the published calendar.

Suggested guidelines for daily instruction time are three hours per day for elementary grade students and five hours per day for secondary students.

You can find the yearly calendar on our website at www.crossroadschristian.us.

Welcome to Crossroads Christian School

Our Philosophy of Education

The congregation at Community Presbyterian Church has pledged to nurture Christian believers' children in the faith. Crossroads Christian School began in 1989 and continues to operate as a ministry of the church. Off-campus in nature, Crossroads Christian School is designed for parents who desire to teach their children at home. Homeschooling provides spiritual growth and character development as well as academic excellence, positive socialization, and instruction in basic living skills. Loving parents equipped with good materials and empowered by God can do great things.

Crossroads Christian School does not discriminate based on race, color, gender, or disability. We do affirm the Bible is truth and seek to be faithful to God's Word. Our doctrinal beliefs reflect historical Christian beliefs. The Board of Crossroads Christian School and the Session of Community Presbyterian Church reserve the right to refuse or rescind membership into CRCS if the attitudes or actions of the individual family would endanger the peace and purity of the Church or the rights of homeschoolers.

Administration

Staff and Personnel

Administrator: Jenny Bartz office (205) 640-2174
cell (205) 577-0212
office@crossroadschristian.us

Registrar, and Business Manager: Lori Booth office (205) 640-2174
accounting@crossroadschristian.us

Administrative Support: Karen Cunningham office (205) 640-2174
records@crossroadschristian.us

Activities Director: Sallie Albus (205) 863-9585
activities@crossroadschristian.us

Field Trip Coordinator: Kaitlin Rich (205) 405-0243
krich542013@gmail.com

Teen Coordinator: Mary Beth Brown (205) 527-8394
hoganma23@gmail.com

Schoolwide Events Coordinator: Courtney Wrenn (205) 863-9931
carbmom2@gmail.com

Field Trip Coordinator: Kristy Rosenow (205) 413-7336
rosenowpk@yahoo.com

Key Club: Juli Turner (228) 265-0622
Crcskcadvisor@gmail.com

Builders Club: Jessica Guyton (205) 999-8558
guytonhomeschool2023@gmail.com

Homeschool Honor Society: Mary Beth Brown (205) 527-8394
hoganma23@gmail.com

Friday Co-op: Lindsey Dixon, Patrice Baumann, Crystal Jordan cccmasterminds@gmail.com

Crossroads Board Members:

Eric & Jenny Bartz (205) 640-5580
ebartz@bcsk12.org (vsbartz@gmail.com)

Melody Ellis (205) 405-1900
melodyhellis@gmail.com

Rachel Wheelis (205) 335-1936
rachelwheelis@gmail.com

Phil & Debbie Rich (205) 681-4101
ikthos@mac.com

Duane and Nancy Pritchett (205) 585-8414
nancywith8@gmail.com

Home Education in Alabama

Alabama State Law Regarding Homeschooling

Alabama does not have a specific homeschooling law. Parents who wish to teach their children at home have three legal options. The sections of the Code of Alabama which define and apply to these alternatives are given following each method.

- Attend a church school (Ala. Code 16-28-1; 16-28-7; 16-28-8; 16-28-16)
- Attend a private school (Ala. Code 16-28-1; 16-1-11; 16-28-7; 16-28-8; 16-30-3; 16-30-4; 16-40-1)
- Instruction by a private tutor (Ala. Code 16-28-5)

Church School Requirements

A church school operates as a ministry of a local church, group of churches, denomination, and/or an association of churches which do not receive any state or federal funding. Church schools include either on-site or home programs. A home may be the location where a child receives instruction as a student enrolled in a church school. A parent may establish the church school in the home, or the home may be an extension of an existing church school.

Parents should report the enrollment of a child in a church school on a form provided by the local school district, signed by the parent and the administrator of the church school. This form should be filed once when the child is initially enrolled in the church school; there is no need to file annually. Crossroads files this form on behalf of its members. The teacher of the church school must keep an attendance register for each child. Public schools are required to teach 180 days. There is not a specific number of days required for a church school; each church school can set their own requirements. There are no teacher qualifications required to teach in a church school. (Ala. Code 16-28-5)

Crossroads Christian School operates as a church school.

Private School Requirements

A private school is defined as schools established, conducted, and supported by a nongovernmental entity or agency offering educational instruction in grades K-12, including preschool, through on-site or home programs. Since a person is a legal entity, this means that private schools are an option for parents who want to teach their children at home, whether it is through an established private school or through a private school created with the home as its main location.

At the end of the fifth day from the opening of public school, the teacher of each private school must report on forms from the state department of education to the local superintendent of education the names and addresses of all children of compulsory attendance age who have enrolled in the private school. The teacher must keep an attendance register for each school day of the year. Weekly, the teacher of the private

school should report attendance of all children enrolled in the private school and any new students who enroll. Public schools are required to teach 180 days. There is not a specific number of days required for a private school; each private school can set their own requirements.

There are no teacher requirements required to teach in a private school. (Ala. Code 16-28-5)

There are a number of requirements for private schools still in the Code of Alabama. But at the present time, the Alabama State Department of Education does not seem to be enforcing these requirements for home-based private schooling, since they are obviously meant for on-site schools

Private Tutor Requirements

A private tutor must be certified by the state of Alabama (Ala. Code 16-28-5).

The private tutor must offer instruction in the subjects required in public schools, for at least three hours a day for 140 days each calendar year, between the hours of 8 am and 4 pm.

The private tutor must file with the local superintendent of education, a statement showing the child or children to be instructed, the subjects taught, and period of instruction. The tutor must keep a register of the child's work showing daily hours of instruction and attendance, and make any reports that the state board of education may require.

Compulsory Attendance Age

Compulsory attendance ages are between the ages of 6 years and 17 years. The parents of a 6-year-old student, who has not previously been enrolled in an on-campus public, private, or church school, may opt out of enrolling the child in school by written notification to the local school board that the child will not be enrolled until age 7. If a student attends a church school prior to his or her 16th birthday, then he or she may withdraw at age 16. (Ala. Code 16-28-3).

Graduates of Non-Public Schools

No public two-year or four-year institution of higher learning may deny admission to an otherwise qualified student based on the fact that the student attended, graduated from, or is enrolled in a non-public school. Graduates of church schools and private schools will no longer be required to take the GED exam to be admitted to a state college.

Regulation of Non-Public Schools

Non-public schools are not subject to licensure or regulation by the state or any part of the state government, like the state department of education. However, regulation and reporting are different. It is still a parental responsibility to notify the local educational agency where their student(s) are enrolled, whether it is a church school, or a private school, or a private tutor.

You may hear that you do not have to register with your local school district IF you use the private school law. This is based on the wording in the 2014 law that the state does not regulate homeschoolers. Regulation and reporting are two different things; no matter which way you choose to homeschool, you must let the local school district know where your child is enrolled in school.

Homeschoolers and Public School Sports

Homeschoolers may play public school sports with the local school where the student is zoned to attend. There is no state law regarding this. The Alabama High School Athletic Association (AHSAA) amended its by-laws to accommodate homeschoolers. The AHSAA recognizes a homeschool student as one who is receiving a home-based, parent-directed education in compliance with Alabama law in a home program of a church school, a home program of a private school, or with an Alabama-certified teacher (private tutor). In compliance with Alabama law, a homeschool student must be registered as such through the local city or county board of education. Virtual public schools are not considered homeschoolers for the purpose of playing sports. Check with your local schools for specific requirements

Parental Requirements

When a family enrolls in Crossroads, the parents agree to several requirements because of that enrollment. It is understood that parents in a family will be a man and a woman, who are legally married to each other. Single-parent families will be considered on a case-by-case basis.

1. CRCS has a 170-day school year. Parents must keep daily attendance records.
2. Parents must keep daily records of subject matter covered. First-year homeschool parents with CRCS must turn in copies of these daily lesson plans with their quarterly evaluations. Your lesson plans are the legal document that education has occurred. There is a printable form on our website under the records tab or you can use your own.
3. Parents must submit grades and attendance quarterly online at crossroadschristian.us. The forms are listed under the Records tab.
4. At least one parent must attend each quarterly faculty meetings.
5. Each family must pay \$40 per month tuition, June through May. The tuition is due on the 15th of each month and can be paid by received invoice, mailed, or delivered to the CRCS office.
6. Each Crossroads family should receive a monthly e-mail reminder through QuickBooks, with a link to pay directly from your bank. We do not take credit

cards. Failure to pay two consecutive months tuition will result in the family being placed on probation. Failure to pay three consecutive months tuition will result in disqualification from CRCS. In the event of a financial crisis, please contact the administrator or a member of the CRCS board. No records will be relinquished, and no diplomas will be given if there is any outstanding financial obligation.

7. All new students must have a transcript from their former school, not just grades. If you have used the private school law to legally homeschool, you must create your student's transcript; you are a private school. This transcript will be attached to the CRCS transcript and will follow them. If a new family has a 16-year-old (or older) who is transferring in from another home school or if they have been using the private school law to homeschool, they must provide a copy of the student's transcript prior to or at the personal interview. (The transcript can be official or unofficial.) If your church school or private school does not provide transcripts, it is the parents' responsibility to do this.
8. Membership in Home School Legal Defense Association is encouraged. CRCS has a group membership with HSLDA which allows our families to join at a discounted rate. Our group membership number is 292295.
9. If your family circumstances make it necessary that the primary teacher be employed full time outside the home, you are obligated to inform the CRCS board and make arrangements for your child(ren)'s education.
10. The parent/teacher must subscribe to the statement of Doctrinal Beliefs (back cover), have a personal relationship with Jesus Christ, and be a member in good standing of an evangelical church. Enrollment in Crossroads requires that your pastor verify yearly that you are an active member.
11. Parents are responsible to instruct their children in the school subjects but are free to choose the curriculum best suited for their child's needs. Enrollment in a virtual public school is not homeschooling; a family cannot be enrolled in both a virtual public school and Crossroads. Ultimately, parents are responsible to God for the job they do educating their children.
12. Both parents and students are expected to agree with the policies and procedures outlined in this handbook; students and parents must abide by the dress, grooming, and behavior standards at all school events (pages 14-16).
13. If a family moves to a different school district during the time of enrollment with CRCS, the parents must complete a Church School Enrollment Form and submit it to the new school district office.
14. Returning families shall re-register online by June 15 each year. Proof of continued church membership is part of the re-registration process. All records and tuition must be up to date before a family may re-register.
15. A copy of the Crossroads by-laws is available in the school office. Board meetings are scheduled quarterly and are open for anyone who wants to attend. Contact office for dates.
16. In compliance with Community Presbyterian Church's child protection policy, all faculty who have direct involvement with leading groups of students, other than their own, must have a current background check each year. (Clubs, plays, choirs, co-op classes etc.) The cost is \$10.

Record Keeping

*Sample copies of these forms are found in the Appendix.

***LESSON PLANS:**

The parent/teacher must keep daily records of subject matter covered. * First-year parent/teachers must submit copies of these daily lesson plans at the quarterly faculty meetings. Please do not email them digitally. Daily lesson plans provide the legal documentation that home education has occurred.

***QUARTERLY EVALUATIONS:**

The parent/teacher must submit a progress report for each child at the end of every quarter, which must include the daily attendance for that child. This can be done by going to our website, www.crossroadschristian.us, and selecting records. From the drop- down menu select quarterly evaluations and fill out all fields. If you did not cover a certain subject, select "not covered this quarter." Give your student a letter grade for grades 1-6 and number grades for grades 7-12. There is also a place to make comments.

***END OF YEAR REPORT:**

The parent/teacher must submit an end-of-the-year report with each child's grades through our online submission as well. Again, you will give a letter grade for grades 1-6 and a number grade for grades 7-12. This summary report should include averages of your child's grades as well as the total number of days present and days absent. For students in grades 9-12, parents must include the amount of Carnegie unit credit awarded towards high school graduation, in either 1 or ½ units.

Each time you submit quarterly or end-of-year grades online, you will receive an e-mail. Open the e-mail and print the PDF of your student's grades. It is essential for you to keep a record of all grade submissions for planning purposes.

CRCS will furnish diplomas for high school graduation. Transcripts* of your student's grades will be mailed to colleges, vocational schools, the military, or employers as needed. Additionally, the school office will answer inquiries from employment services regarding graduation dates and other proof of student enrollment.

Crossroads maintains your student's records in file cabinets at the school office, as well as storing the transcript on Dropbox as a protection against fire or flood. We recommend that you retain a copy of the church school enrollment form you complete when you enroll with Crossroads, as well as a copy of your student's diploma and transcript, in a safe place. Following graduation, a copy of your student's original church school enrollment form will be e-mailed with your student's final transcript.

Immunization information and birth certificates are kept on file with other student records, if the former school sends them with the records, or if the parent provides it. If you transfer your child to a public or private school, you will need immunization forms, or a certificate of exemption from immunizations, as well as an original birth certificate.

CRCS does not require immunization records to be on file.

Testing

CRCS does not require that your student be tested with any standardized test. CRCS does offer an opportunity to take a graded achievement test in the spring each year for students in grades 1-12. If you prefer fall testing or any other variation, you may arrange for this at your own expense.

The ACT (American College Test) and the SAT (Scholastic Aptitude Test) are college entrance tests, taken by students in high school, perhaps starting as early as 10th grade. They are national tests, given on specific dates throughout the year. Registration for these tests is usually done online through their websites. You may use a homeschool code, or Crossroads code 011-846. If you use the homeschool code, the school does not receive a copy of the scores. If you use the CRCS code, we can access a copy of the scores which we are able to include with your student's transcript.

In October each year we administer the PSAT/NMSQT (Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test), mainly to students in grades 10-11.

In April each year we administer the ASVAB (Armed Services Vocational Aptitude Battery), primarily to students in grades 11-12. We provide this as an opportunity for career planning and preparedness.

For more information about any of these tests, you can check their websites:

ACT test www.act.org
SAT and PSAT www.collegeboard.org
ASVAB www.official-asvab.com

For a graduate of a non-accredited school, an ACT/SAT, or an achievement test score, along with a diploma, gives an objective measurement of your student's achievement. Public 2-year colleges now have open enrollment and do not require an ACT/SAT score. You need to know admission policies for the college to which you are applying and need to meet those requirements. Financial aid may still require a test score.

High School Planning

When you have a high school student, you want to make sure you have a plan to follow. We have the graduation requirements listed in the following pages, but you need to plan how you are going to accomplish these requirements over a four-year time frame. Whether you are beginning in the 8th grade developing the plan or beginning later, the important point is that you plan.

You may wonder why we have both the CRCS and State diploma requirements listed. As homeschoolers, one of the freedoms we have is to not have to follow the state requirements. Homeschooling provides the freedom to choose according to what is needed for your student's plan after high school. If college is in their future, some require the "state equivalent" and many do not. The CRCS diploma is a well-rounded basic course of study that will prepare your student for life after high school.

Take some time to look at the graduation requirements and then use the printable 4-year High School Course of Study Plan on our website to create your personalized plan. You will be able to map out 9th-12th grade using what your student has already had as well as forecast what is still needed. You do not want to get to senior year and realize you have missed required subjects or needed electives. We encourage you to come to our free How-to Home School Through High School seminar beginning as early as when your student is in 7th or 8th grade. Feel free to come any time.

Graduation Requirements

The CRCS requirements for a diploma are as follows:

English	4 units
Math	3 or 4 units
Must include both algebra and geometry.	
Science	3 or 4 units
Must include a physical science and a life science.	
Social studies	4 units
1/2 Alabama history, 1/2 world geography, 1 world history, 1 U.S. history, 1/2 government, 1/2 economics	
Health	1/2 unit
P.E.	1 unit
Computer Applications	1/2 unit
Foreign language 1 or 2 units (same language) (Optional, recommended for college)	
Electives	4-7 units*

24 UNITS TOTAL

*Depends on math, science, and foreign language credits

Following are the current state requirements for high school graduation. Individual school districts may have additional requirements, which is important if your student wants to re-enter the public school system.

English	4 units
Math	4 units
Should include both Algebra I and II, and Geometry	
Science	4 units
Should include Biology and a Physical Science.	

Social studies 4 units
 1 world geography/history, U.S. History I and II; 1/2 government, 1/2 economics

P.E. 1 unit

Career Preparedness 1 unit

Health 1/2 unit

Career and Technical Education
 and/or Foreign Language and/or Arts Education 3 units

Electives 2 - 1/2 units

24 UNITS TOTAL

	CRCS Requirement	State Requirements
English	Same Requirement (4 Units)	
Math	Algebra (1 Unit)	Algebra I (1 Unit)
	Optional Additional Math (1 Unit)	Algebra II (1 Unit)
	Geometry (1 Unit)	
	Additional Math (1 Unit)	
Science	Life Science (1 Unit)	Biology (1 Unit)
	Optional Additional Science (1 Unit)	Additional Science (1 Unit)
	Physical Science (1 Unit)	
	Additional Science (1 Unit)	
Social Studies	Government (0.5 Unit)	
	Economics (0.5 Units)	
	Alabama History (0.5 Unit)	NA
	World Geography (0.5 Unit)	World Geography/History (1 Unit)
	World History (1 Unit)	
	U.S. History (1 Unit)	U.S. History I (1 Unit)
	U.S. History II (1 Unit)	
Health	Same Requirement (0.5 Units)	
Career Preparedness	NA	1 Unit
P.E.	Same Requirement (1 Unit)	
Computer Applications	0.5 Units	NA
Career and Technical Education and/or Foreign Language and/or Arts Education	Optional 3 Units	3 Units
Electives	4-7 Units *Depends on math, science, and foreign language credits	2.5 Units

High School Course Examples

This is in no way a complete list of subjects that can be taken.

Math: Algebra I, Algebra II, geometry, trigonometry, pre-calculus, calculus, advanced math, consumer math, business math, technical math, accounting, computer science. Computer science is NOT the same as Computer Applications. The content of a Computer Science course to be used as a math credit will focus on algorithms, programming, big data, and abstraction; or it could emphasize object-oriented programming, focusing on developing problem-solving skills and algorithm knowledge. High school credit for Basic Math and Pre-Algebra will only be given under exceptional circumstances.

Science: Biology, botany, horticulture, ecology, environmental science, marine biology, basic science, physical science, chemistry, physics, geology, astronomy, aerospace

Social Studies: Alabama history, world geography, world history, U.S. history, government, economics. Be aware that, in public schools, U.S. History is taught as two courses for two credits: US History to 1877; US History 1877 to Present. Alabama history is taught along with these two courses. Public schools also teach world geography along with their world history.

Physical Education: Exercise videos, basketball, baseball, football, volleyball, running, walking, tennis, soccer, ballroom dance, ballet, golf, swimming, wrestling, weightlifting, skating, bowling or hockey.

Computer Applications: ½ credit of Computer Applications required for graduation from Crossroads. This course encompasses basic computer knowledge, word processing, spreadsheets, databases, and multimedia production. If your student needs basic keyboarding skills, you can add this as an additional ½ credit.

Health: ½ credit that should include family health, personal health & safety, mental & emotional health, nutrition, prevention & control of disease, substance use & abuse.

Foreign Language: Spanish, French, German, Latin, biblical Greek or Hebrew, sign language

Music: Instrument, choir/solo/ensemble, recitals, competitions

Vocational training: CRCS will give credit for job experience in the junior and senior years. Example: If the job is 20 hours per week for the entire year, 2 credits; 10 hours per week for entire year, 1 credit.

Electives: Driver's education (1/2 unit), Bible, computer science, art, family and consumer science (formerly known as home economics and/or family living), agriculture, horticulture, auto mechanics, small engine repair, photography, journalism, speech, drama, woodworking, clothing design.

How to Compute High School Credits: If you use a regular curriculum, the amount of credit is determined by the publisher. If you are putting together your own curriculum,

CRCS uses the general guidelines of 135 hours for 1 Carnegie credit, 65 hours for ½ credit.

Dual Enrollment College Courses: If your high school student is interested in taking community college courses, contact the admissions office to see what their requirements are for that institution. Crossroads now has dual enrollment agreements with multiple schools. If you happen to want to dual enroll in a school with which CRCS does not have an agreement, just ask; it can probably be arranged. For more information, check out the college websites. Your student must complete a separate application each semester and will need a high school transcript.

Alabama State Graduation Requirements: Alabama high schools require one credit of Career Preparedness, which includes the former required ½ credit of Computer Applications. This course focuses on three integrated areas of instruction: academic planning and career development, financial literacy, and technology. This course includes a required 20-hour online learning experience. Alabama graduation requirements also include 3 credits of Career and Technical Education (CTE), and/or Foreign Language, and/or Arts Education. A student may take three consecutive years of foreign language, or arts education, or CTE. Or a student may choose to take only one year of each, or two years of one and one year of another.

For your information, following are some of the areas listed on the state department of education website related to Career and Technical Education (CTE): Agriscience; Commerce and Information Technology; Family and Human Services; Hospitality and Tourism; Health Services, Technical Systems Education; Law, Public Safety, and Security; Government and Public Administration.

The Alabama High School Graduation Exam is not a diploma requirement. Alabama wants students who are college- and career-ready as measured by one of the following standards: (1) a benchmark score on the reading and math sections of the ACT test; (2) a qualifying score on an AP or IB exam; (3) approved college or postsecondary credit while in high school; (4) a benchmark level on the ACT WorkKeys; or (5) an approved industry credential.

CRCS encourages parents and students to set a course of study based on the student's goals after high school. Some schools in Alabama offer more than one type of diploma. Crossroads only has one diploma, because your student's transcript is what colleges and other organizations use to make decisions, not the type of diploma. Our school's graduation requirements are NOT the same as the Alabama state requirements. Homeschooling is about being able to individualize your student's education, and CRCS does not want to impose more requirements than necessary. No public two-year or four-year institution of higher learning in Alabama may deny admission to an otherwise qualified student based on the fact that the student attended, graduated from, or is enrolled in a nonpublic school. Alabama graduates of church schools and private schools are not required to take the GED exam to be admitted to a state college.

CRCS is not state-accredited or association-accredited. If there is any possibility of your student returning to public school before graduation, CRCS strongly recommends that your student take a standardized achievement test yearly, and the ACT or SAT in either their junior or senior year. For a graduate of a non-accredited school, an ACT/SAT, or

achievement test score, along with a diploma, gives an objective measurement of your student's achievement. Most public 4-year colleges require a minimum ACT score for graduates of non-accredited schools. Alabama public 2-year colleges have open admission, with no minimum ACT score.

Curriculum: Parents have freedom to choose the curriculum best suited for their child's needs (with guidance from the CRCS board/administrator, if needed). Each individual family's choice of curricula will always remain subject to approval by the CRCS board.

A list of some of the major curriculum providers is available upon request at the Crossroads office. Also, curriculum counseling available upon request at the Crossroads office. Resources are available through the Crossroads office for specific programs (i.e., Dyslexia/Literacy program, drivers ed, etc.)

Field Trips and Activities

For our Crossroads families, we offer monthly activities organized by our Activities Team. Registration and payment for most of these activities are online via Cheddar Up. Parents should register for activities prior to the advertised deadlines. Please note that CRCS events on Cheddar Up are for Crossroads families only. Cheddar Up immediately sends a confirmation email upon registration and payment. The Activities Team will be available at faculty meetings to answer any questions and to help. Crossroads also publicizes opportunities for other local homeschool activities.

CRCS has a **monthly online newsletter**, a weekly **"This Week's News"** email, a weekly graphic of events, a school directory, and a **yearbook** to help keep members current on homeschool happenings. We welcome your contributions to these publications.

Crossroads offers ballroom dance classes and three annual dances for students to practice their skills. Ballroom dance classes are limited to Crossroads students in grades 9-12 who are at least 14 years old but not older than 19 years. Dances are restricted to Crossroads students (who meet the same age requirements as previously noted) and to their guests. Guests must be at least 14 years old but not older than 19 years. Non-student guests must have graduated from high school within the previous twelve months. All non-CRCS students must complete a Guest Form within the designated time frame prior to a dance. These forms are available from the Activities Team.

Field Trip Guidelines

1. Prayerfully consider the activities offered. When you register, please make note of the date, time, and directions of the event. Read CRCS correspondence to be aware of activities, being careful not to overextend yourself and family. Parents are the backbone of all activities. The Activities Team needs your help and support.
2. **Age Appropriateness:** Most teen activities are limited to grades 7-12. Elementary activities target grades 1-6. Many elementary activities will include preschool age children. Please read activity descriptions to determine whether a particular activity is a good match for your student/family. If a field trip has a strict age limitation due to policy and/or popularity, it will be made clear prior to registration.

3. If you are unable to attend an activity for which you have registered, please contact the Field Trip Coordinator. Also, please be aware that we do not give refunds.
4. A few days prior to a scheduled event, you will receive correspondence from the Activities Team to give you specifics about time, location, expectations, etc. Know that we do not caravan as a school, but we do encourage you to coordinate with other families.
5. Please contact the Field Trip Coordinator if you will be late to an event.
6. Behavior and appearance reflect on your family, Crossroads, and our Lord. Please represent well and in accordance with the guidelines noted in this handbook.
*“And whatever you do in word or deed, do all in the name of the Lord Jesus, giving thanks through Him to God the Father.” **Colossians 3:17***
7. Please direct all complaints, comments, and suggestions to the Field Trip Coordinator or Activities Director, not the organization or host.
8. Parents are responsible for the supervision of their own children unless other arrangements are made. Dropping off children in pre-K through 6th grade is strictly prohibited. Parents are responsible for the supervision of their own children to ensure safety and avoid accidents. Teen trips are supervised. We use parental help all the time—give the Activities Team a call!
9. If you have any questions or concerns, please contact the Activities Team. We’re here for you!

Dress, Grooming and Behavior Standards

*“I urge you therefore, brethren, by the mercies of God, to present your bodies a living and holy sacrifice, acceptable to God, which is your spiritual service of worship. And do not be conformed to this world, but be transformed by the renewing of your mind, that you may prove what the will of God is, which is good and acceptable and perfect.” **Romans 12:1,2***

*“Let no unwholesome word proceed from your mouth, but only such a word as is good for edification according to the need of the moment, that it may give grace to those who hear.” **Ephesians 4:29***

“And whatever you do in word or deed, do all in the name of the Lord Jesus...”
Colossians 3:17

The CRCS board has set forth guidelines regarding public events and field trips. Parents are the ones responsible for their children. However, the CRCS board reserves the right to suspend or expel for misconduct either at a school event or not, and without regard for whether the form of misconduct is identified specifically in this handbook. While CRCS has no control over student activity outside of school-sponsored events, misconduct during such activity may come to the attention of school authorities and may result in the administration of discipline, including suspension or expulsion.

SPEECH AND BEHAVIOR: Students and faculty of Crossroads Christian School should seek to glorify God and build up one another through their conversation. Therefore, profane, slanderous, sacrilegious, obscene, or suggestive language is inappropriate and is not acceptable. Flagrantly abusive language, bullying, racial disrespect and/or disrespectful conduct will not be tolerated. Possession of pornography and computer/internet/cell phone use for pornographic, defiant, or vicious purposes is prohibited.

Since our school's activities occur throughout the community, it is imperative that our conduct and attitudes be always respectful and considerate. Respect for authority is expected of each student for any staff member at any time. Any student who is disrespectful to a leader or staff member will be reported to his or her parent. Continued disrespect will result in disciplinary action which can be taken by a leader, administrator, and/or other school staff.

Specific examples of behavior that may require school disciplinary action include, but are not limited to:

- Student use of tobacco products, alcohol, and unprescribed drugs, and the misuse of prescription drugs
- Student possession of any gun (including starter gun or pellet gun), firearm or any other explosive device, of any type, whether loaded or unloaded at any school-related activity.
- Harassment, and threats related to the school environment and/or to people.
- Computer/Smart Phone/Internet use, including but not limited to any website or application such as Facebook, Instagram, Twitter, Snapchat, diaries, blogs, e-mail, web pages, pictures, chat, etc. that is deemed by the school administration to be immoral, harmful, threatening, demeaning, derogatory, defaming of the reputation and character of others, or other conduct and or content that is inconsistent with school policies and biblical teaching and standards
- Sexual misconduct
- Moral misconduct inconsistent with biblical teaching and the standards and policies of Crossroads Christian School and/or Community Presbyterian Church
- Failure of parents to cooperate with the school in discipline of their children.

Cell Phone Policy: Phones should stay off and in a student's backpack or put away during any class or activity, unless the teacher/leader has given permission for an assignment. Parents helping with an activity; we also ask that you not be on your phones but interact with the students where appropriate.

PDA Policy: (Public Displays of Affection) PDA are not permitted on Church/School property or at school events, including field trips. Examples of PDA include, and are not limited to, intimate hugging, kissing, holding hands (except as required in dance class or at special dances), inappropriate touching, or sitting on laps. This policy applies to all student relationships, regardless of the same or opposite sex.

If necessary, the advice and approval of the school board may be sought. The school reserves the right to discipline students in a reasonable manner, in line with the nature of the infraction, which may include suspension from school events, or expulsion from the school for a serious or continued disregard of school rules.

Appeal of a discipline decision may be made in writing to the administrator within three days of the expulsion. Such appeals will be considered by an executive committee of the school board. A student may not participate in school activities during request for an appeal. The decision of the executive committee of the school board is final. A student who has lost the privilege to be enrolled at Crossroads will not be permitted to attend school-related events, such as dances, club meetings, and group classes.

Confidential information received from students and others is acted upon only after an investigation has occurred. When parents are willing, they are encouraged to communicate the information to the parent of the student being accused. When the parents are unwilling to do this, the school may investigate the credible information

and possibly act upon the information given. No information is acted upon without an investigation. Date, place, time, action, witness and affected parties are usually known before any meeting with students/parents occurs. It is not necessary that the person who has given the information be present or identified during the investigation or meetings.

School policy is written to serve and help people. When disciplinary action is needed, it will be taken. Although discipline may be firm, it is intended to benefit the student and assist him or her in developing life skills and character that result in an understanding of the consequences for wrong actions.

DRESS AND GROOMING STANDARDS: Students and faculty are expected to dress neatly, modestly, and appropriately for the occasion. Each student is expected to submit to the judgment of school officials regarding interpretation of these dress and grooming standards. When a student or parent chooses to dress inappropriately and is asked to change, immediate cooperation will be expected.

All clothing should be clean and in good repair, not tight fitting or sheer. Any clothing with written or visual messages, advertisements, etc., deemed offensive or inappropriate by school officials may not be worn. Advertisements for tobacco products, alcoholic beverages, etc. are not permitted.

Shirts: Any tank-style tops worn must be modest, with no spaghetti straps or strapless. No tank-style tops with oversized arm holes and T-shirts with oversized arm holes are permitted. No short, cropped shirts or bare midriffs are permitted. Necklines on all women's tops and dresses must be modest; no cleavage may be shown.

Shorts, Skirts, and Pants: No short shorts or short skirts. Modest athletic shorts are allowed. No spandex or tight-fitting leggings are to be worn unless other shorts/skirts/ long shirts are also worn over them. (As a general guideline for length, shorts should be at least fingertip length; skirts or dresses should be no higher than the point halfway between the fingertip and the knee. No baggy pants that leave underwear or bare skin exposed is allowed.

Formal Dance Specific: Dress codes are everywhere: business, weddings, church, proms, and beaches. What one would wear to a beach would not be appropriate for (most) weddings and also not appropriate for the formal dance. We have school standards listed in our handbook for all events. For the formal, the standard is somewhat relaxed, but we expect it to be followed. The formal specific dress code is not for any other event. It is intended to be practical, simple, and a standardized expression of the principles of good sense, modesty, and appropriateness.

CRCS students, guests, and senior lead-out escorts, regardless of age, must abide by this Formal Dance Specific dress code. Any student, guest, or escort who fails to adhere to these guidelines will not be allowed at the Spring Formal.

Gentlemen:

- Appropriate modest formal/semi-formal attire is required.
- No baggy pants that leave underwear exposed.

Ladies:

- Appropriate modest formal/semi-formal attire is required.
- Dresses should be made of solid, opaque material. (not see through)
- No sheer, see-through, translucent and cut-out materials for the main part of dress.
- The back part of the dress may be no lower than three to four inches below the bra line.
- No cleavage should be visible from the front or side.
- Dresses must cover the midriff completely. (this includes when arms are raised)
- Dress length or slit must be no higher than the halfway point of fingertip and knee with arm extended down to the side.

CRCS students, guests, and senior lead-out escorts, regardless of age, must abide by this Formal Dance Specific dress code. Any student, guest, or escort who fails to adhere to these guidelines will not be allowed at the Spring Formal.

Co-op Guidelines

Crossroads Co-op is a cooperative effort among Crossroads parents to provide encouragement, accountability, and academic enrichment. It provides families with social connection and relationships with other families who embrace the desire to educate their own children. Friday Co-op classes are open only to Crossroads families and are for students in grades K5-12. For Friday co-op, parents must remain on the church campus, even during free time. If not teaching a class, parents will be assigned a job (class helper, cleaning, etc.). A high level of involvement is expected of everyone, whether you are a teacher or a participating family.

Preschool Families: If your oldest student is in K5 or 1st grade and you wish to participate in Co-op, you must join as a New Family and pay full tuition.

Background checks will be required for all teachers and helpers. The background check will cost \$10. See parental requirement #16.

Appendix: 4-year | High School Course of Study Plan



Crossroads Christian School
a ministry of Community Presbyterian Church

4-year | High School Course of Study Plan

Student Name: _____

Expected Year of Graduation: _____

9 th Grade
Course Description:

10 th Grade
Course Description:

11 th Grade
Course Description:

12 th Grade
Course Description:

Possible Credits from 8 th Grade
Course Description:

SAMPLE

Appendix: Church School Enrollment Form

Church School Student Enrollment Form

I hereby certify that _____
Name of student

Residing at _____
Address of student

Address of student Phone Number

Is of legal school age and is enrolled and attending

Crossroads Christian School
825 Oakdale Boulevard
Moody, AL 35004
(205) 610-2114

Signature of Parent/Legal Guardian Date

Signature of Nonpublic School Official Title Date

Academic Year _____ Beginning Date _____ Ending Date _____

Alabama Code 16-28-7 states should the child cease attendance at a church school, the parent, guardian, or other person in charge or control of the child shall by prior consent at the time of enrollment direct the church school to notify the local public school superintendent or his or her agent that the child no longer is in attendance at a church school.

Appendix: Daily Lesson Plan

CROSSROADS CHRISTIAN SCHOOL

2023-24

Week Of _____

Name _____ Days Present _____

Grade _____ Days Absent _____

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY

SAMPLE

Appendix: Quarterly Evaluation

www.crossroadschristian.us/quarterly-evaluations



Crossroads Christian School

Crossroads Christian School

825 Oak Boulevard | Moody, Alabama 35004 | 206-640-2174
records@crossroadschristian.us

SAMPLE

<input type="text"/>	<input type="text"/>
	Last Name
<input type="text"/>	<input type="text"/>
	Student Grade Level
<input type="text"/>	<input type="text"/>
	Choose one
record *	
<input type="text"/>	<input type="text"/>
	Middle Name (optional) Last Name
<input type="text"/>	<input type="text"/>
	Quarter *
<input type="text"/>	4th Quarter
	Choose the quarter for this submission
	Quarter End Date *
<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>
	Days Present *
<input type="text"/>	<input type="text"/>

Appendix: Elementary End-of-Year Grades

www.crossroadschristian.us/elementary-eoy-grades



Crossroads Christian School

Record for Grades K-6th

Student's Grad. Level *
Kindergarten

School record *
Middle Name (optional) Name
State

Your Email *
Days Present *
Promoted To
2nd Grade

SAMPLE

Save and Resume Later

Submit Form

Appendix: Secondary End-of-Year Grades

www.crossroadschristian.us/secondary-eoy-grades



Crossroads Christian School

Form for Grades 7-12

Student's Grade Level
7th Grade

First Name *
Middle Name (optional)
Last Name

State

Your Email *

Days Present *

Promoted To
8th Grade

SAMPLE

credits for high school graduation. Generally, credits are not earned until 9th grade. Exceptions can be made but must be approved by the principal.

Grade Scale: A = 90 to 100; B = 80 to 89; C = 70 to 79; D = 60 to 69; F = Below 60

grades 7-12.

Appendix: Elementary Transcript



Crossroads Christian School
 a ministry of Community Presbyterian Church
 825 Oak Boulevard | Moody, Alabama 35004
 Phone: 205-640-2174 | School ID: 011-846

Student: _____

DOB: ____/____/____

Parent(s): _____

Phone: (____) _____ - _____

Address: _____

City: _____

State: _____ Zip: _____

OFFICIAL ELEMENTARY TRANSCRIPT

Date: _____

1st Grade:	S1	S2	Credit

2nd Grade:	S1	S2	Credit

3rd Grade:	S1	S2	Credit

4th Grade:	S1	S2	Credit

SAMPLE

Grading Scale:
A = 90-100 (4.0)
B = 80-89 (3.0)
C = 70-79 (2.0)
D = 60-69 (1.0)
F = Below 60 (0.0)

GPA: _____ Total Possible: _____
 Class Ranking: _____ Class Size: _____
 Total Credits: 0
 Graduation: ____/____/____


 Lori Booth, Registrar


Appendix: Secondary Transcript

www.crossroadschristian.us/transcript-request



Crossroads Christian School
a ministry of Community Presbyterian Church
825 Oak Boulevard | Moody, Alabama 35004
Phone: 205-640-2174 | School ID: 011-846

Student: _____

DOB: ____/____/____

Parent(s): _____

Phone: (____) _____ - _____

Address: _____

City: _____

State: _____ Zip: _____

OFFICIAL TRANSCRIPT

Date: _____

9th Grade:	S1	S2	Credit

10th Grade:	S1	S2	Credit

11th Grade:	S1	S2	Credit

12th Grade:	S1	S2	Credit

SAMPLE

Grading Scale:
A = 90-100 (4.0)
B = 80-89 (3.0)
C = 70-79 (2.0)
D = 60-69 (1.0)
F = Below 60 (0.0)

GPA: _____ Total Possible: 4.0

Class Ranking: _____ Class Size: _____

Total Credits: 0

Graduation: ____/____/2024

Lori Booth
Lori Booth, Registrar



Appendix: Pastor's Questionnaire

www.crossroadschristian.us/pastors-questionnaire

Pastor's Questionnaire

The family that has provided us with your contact information has recently applied for entrance into our school. It is our desire to work with you in a total evaluation of them prior to their being accepted.

Would you aid us by answering the brief questionnaire provided below?

Their contact information can be found in the e-mail we've just sent to you.

NOTE: You can copy/paste their information from the same e-mail.

It is in this way we will gain more insight into the family being interviewed. Please feel free to keep your confirmation e-mail copy of your answers for your records. Feel free to share your responses to with the family applying for admission.

Family's Name	<input type="text"/>
Name(s) and grades of children applying	<input type="text"/>
Family's Contact Phone #	<input type="text"/>
Family's E-mail Address (one)	<input type="text"/>
Family's Address	<input type="text"/>
City	<input type="text"/>
State	<input type="text"/>
Zip	<input type="text"/>
Your E-mail	<input type="text"/>
Your Church's Name	<input type="text"/>
Address	<input type="text"/>
City	<input type="text"/>
State	<input type="text"/>
Zip	<input type="text"/>
Website (optional)	<input type="text"/>

Questions:

Question 1: Do you personally know the family

Question 2: Has the family been in attendance for more than one year?

Question 3: Please choose the approximate number of services this family attends per month:

Question 4: Which family members are professing Christians?

Question 5: Are members of the family active in the work of the church? If yes, please explain.

Question 6: Based on your personal knowledge of the family being considered, would you recommend them to us?

Doctrinal Beliefs

1. I believe the Bible to be the inspired, infallible, and authoritative word of God, without error in the original writings.
2. I believe in one God, creator of all things, infinitely perfect and eternally existing in three Persons: Father, Son, and Holy Spirit.
3. I believe that by one man, Adam, sin entered the world; that for salvation of lost and sinful men, regeneration by the Holy Spirit through faith in our Lord Jesus Christ is absolutely essential.
4. I believe in the deity and virgin birth of our Lord Jesus Christ, that He died upon the cross as a substitutionary sacrifice for the sin of the world, that He arose from the dead and ascended into heaven, from whence He will return with power and glory.
5. I believe in the doctrine of justification by faith, realizing it is impossible for man, through works, to please God or save himself.
6. I believe in life after death; that there shall be a resurrection of the dead, both of the just and the unjust.
7. I believe in the resurrection of the saved into everlasting life in heaven and the resurrection of the lost or unsaved into eternal punishment.
8. I believe that God Himself instituted marriage as the life-long union of one man and one woman, and that marriage is a picture of Christ's love for His bride, the church.
9. I believe that God wonderfully and immutably creates each person as male or female, and that these two distinct and complementary biological sexes together reflect the image and nature of God.

I understand and am in agreement with the above doctrinal statements, and if at any time there is a change in my beliefs I shall make it known to the Crossroads Christian School board.

Signature: _____ Date: _____