

Wilson Junior Academy '23-'24

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School Hours: M-Th 8:00 a.m. - 3:30 p.m. ET

Wilson Junior Academy is an institution of the Michigan Conference of Seventh-day Adventists

Accredited by:

General Conference Office of Education, Board of Regents

Mission Statement:

The mission of Wilson Junior Academy (WJA) is to motivate students to develop a personal relationship with Jesus. It is WJA's desire that students and faculty will follow God's leading in being an inspiration to their families, churches and communities. In addition to achieving academic excellence, the graduates will become compassionate leaders, willing servants, equipped and confident to share God's offer of salvation in these last moments of earth's history.

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PHILOSOPHY

Our philosophy of education is Christ-centered.

We believe:

- that God is the Creator and Sustainer of the entire universe, who created the world in seven literal days, including creating man in His image, and then rested on the seventh day.
- that, under the guidance of the Holy Spirit, God's character and purposes can be understood as revealed in the Bible, in Jesus Christ, and in Nature.
- that the distinctive characteristics of Adventist Education derived from the Bible and writings of Ellen G. White – point to the redemptive aim of true education; to restore human beings into the image of their Maker.
- that God is infinitely loving, wise, and powerful. He relates to human beings on a personal level, presenting His character as the ultimate norm for human conduct and His grace as the means of restoration.
- We recognize, however, that human motives, thinking, and behavior have fallen short of God's ideal. Education in its broadest sense is a means of restoring human beings to their original relationship with God. Working together, homes, schools, and churches cooperate with divine agencies in preparing learners for responsible citizenship in this world and in the world to come.
- that Adventist education imparts more than academic knowledge. It seeks to develop a life of faith in God and respect for the dignity of all human beings; to build character akin to that of the creator; to nurture thinkers rather than mere reflectors of others' thoughts; to promote loving service rather than selfish ambition; to ensure maximum development of each individual's potential and to embrace all that is true, good, and beautiful.
- in promoting a balanced lifestyle that encourages

healthy eating habits, interpersonal relations, and athletic competition.

- in providing and maintaining a safe, drug-free, respectful, disciplined, nurturing, and encouraging environment.
- in encouraging every student to meet his or her fullest individual potential, reaching beyond what he or she thought possible
- in upholding high standards for academics, providing a challenging and enriched curriculum that is built on a foundation of core knowledge and up-to-date technology
- in giving the highest level of attention and service to each member of our school family
- in conducting all our business and employment practices using fair and ethical standards
- in maintaining high standards for our facilities, keeping them clean, safe, and aesthetically pleasing to the community

Since Wilson Junior Academy is a ministry of the Wilson SDA church, we follow the Seventh-day Adventist Church beliefs using the Bible and the Bible alone as the basis for our Doctrines. Please see the following link below to learn more about our fundamental beliefs.

<https://www.adventist.org/wp-content/uploads/2020/06/ADV-28Beliefs2020.pdf>

While extending tolerance to all other perspectives, we uphold our beliefs without reservation and invite inquiry. May God bless us all as we continue to learn.

AIMS AND OBJECTIVES OF THE SCHOOL

RELATIONSHIP TO GOD

To instill a knowledge and love of God in the mind of every student. To establish belief and practice in faith and in prayer. To develop respect and reverence for the divine Word of God.

CHARACTER

To present the ideals of what a true Christian really is. To know what is true and pure and beautiful. To develop minds and hearts to be true to God and Country.

HOME

To help every student have a better understanding of his/her relationship to the home circle, and to realize that love is the motivating force that holds the home together.

HEALTH AND RECREATION

To teach and practice the principles of health and temperance, knowing there is a direct relationship between the mental, the spiritual and the physical.

SKILLS AND KNOWLEDGE

To teach the student the value of concentration and application. To provide for the acquirement of skills and knowledge essential for proper scholastic progress which will enable the student to be a good citizen of this world and the world to come.

WITNESSING AND COMMUNITY

To instill an understanding of how good citizens should conduct themselves and how to portray true Christianity through daily living and community service.

ADMISSIONS & REGISTRATION

Health Requirements for Admission

A physical examination is required of all students entering an Adventist school in the Lake Union Conference for the first time or transferring in. Also, it is mandatory for those entering K, 7th grade, and 9th grade. The school must have upon entrance an up-to-date immunization record.

Here are the Michigan School Immunization Requirements:

PARENTS

VACCINES REQUIRED FOR
SCHOOL ENTRY IN MICHIGAN

Whenever children are brought into group settings, there is a chance for diseases to spread. Children must follow state vaccine laws to attend school. These laws are the minimum standard to help prevent disease outbreaks in school settings. The best way to protect your child from other serious diseases is to follow the recommended vaccination schedule at www.cdc.gov/vaccines. Talk to your health care provider to make sure your child is fully protected.

	All Kindergarteners and 4-6 year old transfer students	All 7th Graders and 7-18 year old transfer students
Diphtheria, Tetanus, Pertussis (DTP, DTaP, Tdap)	4 doses DTP or DTaP 1 dose must be at or after 4 years of age	4 doses diphtheria and tetanus or 3 doses if 1st dose given at or after 1 year of age 1 dose Tdap at 11 years of age or older upon entry into 7th grade or higher
Polio	4 doses 3 doses if dose 3 was given at or after 4 years of age	
Measles, Mumps, Rubella (MMR)*	2 doses at or after 12 months of age	
Hepatitis B*	3 doses	
Meningococcal Conjugate (MenACWY)	None	1 dose at 11 years of age or older upon entry into 7th grade or higher
Varicella (Chickenpox)*	2 doses at or after 12 months of age or Current lab immunity or History of varicella disease	

During disease outbreaks, incompletely vaccinated students may be excluded from school. Parents and guardians choosing to decline vaccines must obtain a certified non-medical waiver from a local health department. Read more about waivers at www.Michigan.gov/immunize.

*If the child has not received these vaccines, documented immunity is required.

All doses of vaccines must be valid (correct spacing and ages) for school entry purposes.

Updated December 11, 2020

Rationale

The Seventh-day Adventist Church, in all of its church schools, admits students of any race to all the rights, privileges, programs and activities generally accorded or made available to students at its schools, and makes no discrimination on the basis of race, color, ethnic background, country of origin or gender in the administration of education policies, applications for admission, scholarship or loan programs, and extracurricular programs.

Wilson Junior Academy is open to any youth whose family is committed to Christian education and pledge to govern their conduct according to the rules and regulations of the school.

Age Requirements

Potential Kindergarteners will only be screened and admitted if they are **at least five years of age no later than September 1 of the current year**. It should be noted that children turning five during the summer months often benefit from waiting until the following August for Kindergarten entrance.

Potential 1st grades will only be screened and admitted if they are **at least six years of age no later than September 1 of the current year**.

Admission Procedure

Returning Students

1. Completed application forms, physician form, technology policy acceptance, and consent form.
2. Registration Fee \$300 Grades 1-8/\$350 Grades 9-10.
3. Agreement to live by the governed WJA policies.

New Students

1. Completed application forms, current medical examination form, technology policy acceptance, and emergency consent form.
2. Birth certificate
3. Three letters of recommendation
4. Cumulative Records/Transcripts of previous school/s attended
5. Students and parents willingness to live by the written and verbal policies and guidelines given by the school.
6. Financial obligation and support

Note: Homeschooled and transferring students will be assessed by local testing to determine the best grade level to begin the student. It is essential for a student to be placed where they can achieve success.

After reviewing the materials, the admission committee will interview the parent(s) or guardian(s) and the student. The Admission Committee will then make a recommendation to the School Board. The School Board makes the final determination of acceptance based upon the Admissions Committee's recommendation. Upon acceptance, the non-refundable registration fee is required.

Nonmedical Waiver Rule for Childhood Immunizations -

If you have chosen not to immunize your child, a parent must contact the local health department to receive an immunization waiver education and obtain a certified state of Michigan Immunization Waiver form to submit to our school. THIS MUST BE COMPLETELY YEARLY.

Wilson Junior Academy is not designed to handle children with severe educational/emotional needs; hence, these children may not be accepted or could be asked to seek admission where their needs may be more effectively met.

FINANCES

AT REGISTRATION: A non-refundable registration fee will be charged for each school year. An additional charge shall be made for lost textbooks or books that are misused.

Registration Fee:

Grades K-8 \$300.00
Grades 9-10 \$350.00

* \$15 discount if paid in full at time of registration.

Tuition - Constituents:

Kindergarten \$50/month ABOVE combined budget
Grades 1-8 The Wilson Seventh-day Adventist Junior Academy is a **church supported** school. It is recommended that parents support the combined budget at **8%** in lieu of a set tuition. (It is only with the combined help of parents and the church that this program works.)
Grades 9-10 \$150/month (\$1500/year)

Tuition - Non-Constituents:

Kindergarten \$220/month
Grades 1-8 \$170.00/month for the first student
 \$85.00/month for each additional student
Grades 9-10 \$400/month (\$4000/year)

Note: Transcripts or final exams may be withheld if tuition bill is not paid in full.

Parents are expected to support an eight percent combined budget, and that support is at times more than non-constituent tuition, it is recommended that for IRS purposes that the non-constituent tuition be used as your guideline. The law states that you cannot use moneys that goes toward the education of your child or a specified child, for a tax deduction. Remember that your combined budget also supports the church program as a whole.

ACADEMIC INFORMATION

Grading System

A serious attempt is always made to evaluate in the best possible manner the progress of students.

Report Card Grades

K-2:	I	Independent/Excellent
	P	Progressing/Satisfactory
	NT	Needs Time/Experience/Improvement
3-10	A	Excellent
	B	Above Average
	C	Average
	D	Below Average
	F	Failing
	I	Incomplete
	P	Passing (PE, Music)

Graduation Academic Honors

Students who qualify for the honor roll/principal's list must attain a minimum overall average of 80% with no grade below 80% in each subject area. Grade 4-10 students attaining 80-84% will receive honors, 85-89% high honors and 90% and above highest honors (Principal's List). Grades 1-3 students in any of the above categories will receive a Certificate of Distinction.

Incomplete

Incompletes are granted at the discretion of the teacher. Incompletes not taken care of before the next grading period ends will become an "F" automatically.

ACADEMIC RULES AND SCHOOL POLICIES

Attendance

Our school's success depends largely on the fullest cooperation between the parents and teachers. Taking your child out of school for extended periods of time may negatively impact them academically. Our goal is to implement and promote a culture of regular school attendance. As stated in our mission statement "achieving academic excellence our students will become compassionate leaders, willing servants, equipped and confident to share God's offer of salvation in these last moments of earth's history."

Students will be allowed 4 unexcused absences in the school year and 3 unexcused tardies per quarter.

Examples of excused absences/tardies:

1. Illness
2. Road conditions
3. Family emergency
4. Doctor/Dentist appointments communicated by parents
5. Approved Mission Trips—If submitted to the Board at least one month in advance using Mission Trip Form

Students with an excused absence or with the acceptable number of unexcused absences will have their work available for them when they return to school and must be completed and turned in within the same number of days the student was absent. (For example, if a student was absent three days, the student will have 3 days after returning to school to complete the assignments missed.) Any work not completed will not be graded. Assignments such as tests or class projects may be exempt from this extension at the discretion of the teacher.

- Further absences will be referred to the School Board for disciplinary action.

Guidelines Regarding Excessive Absences

If a student exceeds 4 unexcused absences in the year, the teachers will **not** be obligated to provide the assignments or grade the work of the student. A letter will be sent home once the limit on unexcused absences has been met. Further absences will be referred to the School Board for disciplinary action.

Guidelines Regarding Excessive Tardies

- If a student received 3 unexcused tardies in one quarter, a letter will be sent home and the school board will be informed.
- If a student receives 4 unexcused tardies, the parents/guardians will receive a home visit by at least two of the following members to inquire about the tardies: School Board Chair, Principal, Pastor, Head Elder. Additionally, the school board will be informed.
- If a student receives 5 or more unexcused tardies, the student and family will be referred to the School Board for disciplinary action.

ACCELERATION

As a rule, students should not take two grades in one year. The unusually capable student should enrich his work by wider study and experience rather than to accelerate.

We recommend that when a child has been kept out of school until the age of seven or eight the following principles be kept in mind in this matter:

1. The general practice will be for the average student to complete one grade each year.

2. A broad program of enrichment is better than a program of acceleration.

3. When a student does not enter a formal school program until seven to nine years of age, accelerations during the first three years of school experience may be advisable, such acceleration to be only with the counsel and approval of the conference superintendent or supervisor. The decision is to be based on evidence of the child's mental maturity, achievement testing results, his readiness for accelerations, capacity for achievement and social adjustment.

EXPECTATION OF COOPERATION

The success of the school depends in a large measure upon the fullest cooperation between the parents and the teachers. It sometimes happens that students make complaints concerning school matters, especially concerning measures of discipline. In such cases, parents are urged to contact the teacher before forming an opinion. We are here to understand and appreciate your concern and help in such matters.

Parent(s)/Guardian(s) are expected to:

Support the ideals taught in the school

Encourage good health habits

Participate in and support school activities

Ensure their child is in proper dress code

Encourage punctuality

Cultivate positive relationships with teachers and administration

Fulfill financial obligations

Actively participate in their child's education

Be responsible for damages to property or equipment caused by their child

Ensure that the contractual agreement with the school is

maintained.

School personnel wish to partner with the home and the church to work together to best educate each child to become all he/she is capable of. We are counseled to avoid disrespectful encounters amongst adults in front of our young people. When there is an unresolved concern, please schedule a meeting following the procedures below:

1. First, schedule a meeting with the teacher.
2. If unresolved, the Pastor or school chairperson should go with the parent to discuss concern with the teacher.
3. The local board or conference should be consulted if the concern is still unresolved.

Note: When a parent becomes disruptive at school, the School Board (via the principal) will suspend their child/ren and schedule a meeting with the Board before the child/ren can return.

HOME AND SCHOOL ORGANIZATION

All parents of school children are members of the Home and School Organization. They are cordially invited to participate in the programs of the school. Finger Printing is required for all faculty of the school. All volunteers must complete the Sterling Volunteer course and pass a background check through the Michigan Conference of SDA in order to have consistent contact with students.

ILLNESS GUIDELINES

For students who are injured or are not feeling well, the staff can only provide: Ice, Band Aids, or Vaseline. If the student has a temperature, has vomited, or has diarrhea, the parent will be called to come and pick up the child immediately. Do not send a child to school that has shown these symptoms

prior to arriving to school.

Stay Home when Sick: As a courtesy to all, please keep your child home if he/she is ill. They need to remain home at least 24 hours after they no longer have a fever, or signs of a fever, **without** the use of fever-reducing medicines, even if taking antiviral drugs.

Administration of Medication: According to Michigan The School Code of 1976, Updated through Public Act No. 328 of 1994, Section 380.1178, with written permission of a parent or legal guardian and in compliance with the instructions of a physician, school personnel can administer medication with a witness of another adult. Please send the medication along with a signed note describing administration of needed medication. Both the medication and note must be stored with the teacher.

TELEPHONE

Students wishing to make calls must get permission from the teacher/principal. The calling party must pay for all long-distance calls. Incoming calls for students should be limited to those circumstances of urgent necessity.

NON-PRINTED REGULATIONS

This is the official Parent/Student Handbook for the current school year. The policies and guidelines contained herein will be used to govern the responsibilities and activities of all parents and students this year. We strive to maintain consistency of this handbook and the policies within. We also recognize that there may be times when policies will need to be changed during the school year, so reserve the right to change policies within this handbook. Any policy changes have the same validity as the published policies. Families will be notified of such changes.

STANDARDS OF CONDUCT AND SCHOOL REGULATIONS

In order to attain the high objectives of our mission statement outlined on page one, and because our school is dedicated to high moral and social principles, it is necessary that we require the following standards of conduct:

Dress Code Policy

All clothing and hair should be neat, clean and modest.

- Only natural tone/subdued nail polish and hair color
- No jewelry
- No tight clothing
- No athletic attire i.e. sweats, mesh tops, jerseys, spandex, yoga pants, leggings (except under outer clothing), etc.
- No sleeveless garments or any that expose the midriff area or undergarments
- No wording or graphics. Wording is permitted if it is either WJA school or SDA-affiliated
 - Note: A Brand Logo is acceptable within a size square area of 1.5 inches
- No grubby, ragged, or torn clothing or shoes
- No crocs, sandals or open-toed shoes
- Knee-length shorts or athletic pants for **PE only**
- No head covering accessories/caps

Arrival and Dismissal: Students shall go to and from school in an orderly manner – not arriving more than 15 minutes early and/or staying more than 15 minutes after school is out unless specific arrangements have been made with and agreed to with the teacher. Please be respectful of school personnel's time and position.

School Ground Boundaries: Students shall remain on the school grounds from the time of arrival until the time of departure. Any exception must be authorized by the teacher/principal.

Guiding Principles of Student Behavior: Students and staff will choose behaviors and attitudes that:

- Safeguard the moral tone of the school
- Protect the physical and mental well-being of the school
- Cultivate positive learning experiences
- Respect others in word and action
- Encourage spiritual growth
- Foster pride in school, community, and country
- Maintain a safe environment

Christian Moral Ethics: Students shall practice the principles of Christian moral ethics, fair play and courtesy in all school relationships.

Language: The use of profane or obscene language or gestures is prohibited.

Smoking, Vaping, Drugs, Alcohol: The use or possession of tobacco, vaping products, alcoholic beverages, or drug abuse is strictly prohibited on and off campus by students.

Personal Relationships: Undue attention to the opposite sex shall be discouraged. Practice a hands-off policy with all students, regardless of gender.

Vandalism: Any pupil who defaces, damages, or destroys school property shall be liable to discipline, according to the nature of the offense. Parents shall be responsible for replacement costs.

Fireworks/Weapons: Fireworks, firearms, ammunition, or other weapons, including knives, are strictly prohibited on and off campus. A violation of this rule will result in serious disciplinary action.

Chewing Gum: Chewing gum is prohibited at school unless authorized by a teacher for a specific event. However, it is never allowed in the gym or during any concerts or school programs.

Honesty: Being honest excludes stealing, lying, willful deception regarding violation of school regulations, cheating on exams, class work or in any other phase of school. These actions are prohibited.

Technology: Chromebooks are provided to enhance the curriculum and connect students with resources for class projects, reports, research, and personal discovery. The Internet provides our students the opportunity to communicate with students from other countries, conduct research, gather data from schools far and near, talk with professionals, design personal web pages, and gain access to the latest information on a wide range of topics. **To use the Internet, students must sign a student agreement and have a parental consent form on file.** Students are to report inappropriate behavior or uncomfortable email messages and materials to their teacher or administrative staff. Any student found deliberately accessing inappropriate material will be subject to immediate disciplinary action.

Cheating: Students are expected to complete their own academic work in all aspects including homework, reports, projects, quizzes, and tests. Students may ask for and receive help on some assignments but should never copy another person's work. This is a form of dishonesty, consid-

ered cheating. Examples of cheating include but are not limited to:

- Copying homework or forgery
- Using notes of any kind or communicating with another student through any means during quizzes or exams
- Copying from another's test paper
- Claiming papers from another student as your own
- Plagiarizing any printed material (using printed material without proper documentation)

Bicycles: Bicycles are to be ridden directly to and from the school grounds, parked in the designated area, and not ridden during school hours.

Student Drivers: Students who hold a valid driver's license may bring a road licensed vehicle to school providing they park it in the parking lot upon arrival, make no unauthorized use of it during the school day and use it in a manner that insures safety to all. Students using a licensed vehicle for transportation need a consent form signed by their parents and approved by the principal.

Electronic Devices: Electronic devices are not permitted without expressed consent from the teacher.

On Campus Prohibited Activities: The following activities are prohibited on school property by conference liability insurance or by student accident insurance:

- skate boarding
- rollerblading/roller skates
- off-road motorized vehicles/snowmobiles
- Scooters

Security Cameras - For security, cameras are installed around campus to observe and record both audio and visual data. When appropriate, recordings may be used to show staff/parents/students, or if needed, disseminated to law enforcement. By enrolling and attending, the student and parent give consent to such purposes as stated above.

DISCIPLINE POLICY

Each student is treated as a person who can reasonably be expected to be responsible for his/her own behavior. School personnel assist students in developing personal responsibility with sensible rules of conduct, focusing on safety and respect for the rights and property of others. These practices are applied in the classroom, throughout the school, and in the students' daily activities. Students who cannot accept this responsibility and violate school rules will be required to accept the penalties and more rigorous supervision.

Discipline is most effective when it deals directly with the problem at the time and place it occurs, and in a way that is viewed as fair and impartial by the student. Therefore, before seeking outside assistance, teachers will first use all their resources to create a change of behavior in the classroom. When a teacher has made every effort to bring about positive behavioral change, and has been unsuccessful, the student will be referred to the school principal. Disciplinary action, when necessary, will be firm, fair, and consistent in order to be most effective in changing behavior.

Schoolwide Behavioral Goals

- Be respectful to others at all times, for all occasions
- Follow directions the first time
- Be in the appropriate place at the appropriate time
- Avoid disruptive behavior
- Avoid inappropriate "hands on" behavior
- Avoid taking the Lord's name in vain or using vulgar language/gestures
- Be honest (no cheating, lying, stealing, plagiarism)

Students' Rights

Minor Misconduct which does not call for serious discipline (suspension/expulsion) is not serious enough to require a set procedure, and therefore, summary discipline is allowed (e.g., warning to students and/or parents, etc.)

A Serious Disciplinary Action (such acts must be referred to the school board) is one which involves:

- A long-term suspension (longer than 3 days)
- Withdrawal or expulsion
- A disciplinary measure which seriously jeopardizes a student's education or future (e.g., certain kinds of entries made on a student's permanent record)

In cases of serious disciplinary action, the student is entitled to:

- An oral or written notice of the charges
- If the student denies the charges, they should be informed of the evidence against them and given an opportunity to respond to the charges.
- A formal hearing at the school board level in which the students and parents/guardians may be present
- A fair and impartial decision by the school board

Students' Responsibilities

It shall be the responsibility of each student to:

- Strive to the highest level of achievement possible.
- Contribute to the maintenance of an environment that is conducive to learning and to show due respect to other persons and to property.
- Be familiar with and abide by all policies, rules and regulations pertaining to student conduct as defined in the

Student Code.

- Conduct themselves, when participating in or attending school-sponsored events, as Christians with high standards of conduct and demeanor.

ANTI-BULLYING POLICY

Bullying is prohibited at WJA on school property, at school sponsored or school related activities, functions or programs whether on or off school grounds, school vehicles or transportation related to school events, or through the use of technology or an electronic device if the act or acts in question create a hostile environment at school for the victim, infringe on the rights of the victim at school, or materially and substantially disrupt the education process or orderly operation of the school.

Definition: Bullying means the sever or repeated use by one or more students of a written, verbal, or electronic expression, or a physical act or gesture, or any combination thereof, directed at another student that has the effect of:

- Causing physical or emotional harm to the other student or damage to the other student's property.
- Placing the other student in reasonable fear of harm to him or herself or of damage to his property.
- Creating a hostile environment at school for the other student.
- Infringing on the rights of the other student at school.
- Materially or substantially disrupting the education process or the orderly operation of the school.

Cyber-bullying: The above definition of bullying includes cyber-bullying which means bullying through the use of technology or any electronic medium.

Our staff is required to be proactive with regards to monitoring students for evidence of bullying. Incidents of bullying will be addressed and documented by the staff member who observed it, or who received the report. Students will be encouraged to report bullying to their teacher or other staff member. Anonymous reporting will be accepted; however, no disciplinary action will be taken solely on this basis of the anonymous report. Staff will immediately intervene with obvious or known bullying incidents. In the event of unobserved but reported incidents, the school administration will investigate the incident, document, and take corrective action as deemed appropriate.

DISCIPLINARY PROCEDURE

The infraction of any of the foregoing policies of conduct may result in disciplinary action in accordance with the following procedure as recommended by the school board:

STEP 1: The teacher should use proper disciplinary action to maintain order in the classroom or at other school activities.

STEP 2: If unacceptable behavior continues, the teacher should request a conference with the parents and solicit their help.

STEP 3: The teacher should take the student in question to the principal and explain the problem. It should be discussed and a solution be sought.

DISCIPLINARY ACTION CONTINUED

STEP 4: If the problem persists, the teacher should take the student to the principal again. At this time the principal should discuss the problem with the student. (The student could be dismissed. If the parent is not at home, the student is to stay in school.) The principal should call the parent that evening and explain the problem. A time to meet for a parent-teacher-principal meeting should be arranged to discuss the problem before the student can be re-admitted.

STEP 5: If the problem continues and the student is dismissed again, the student and parent will be asked to meet with the principal, school board chairman, and pastor.

STEP 6: If the student continues to be a problem, the teacher should take the student to the principal and explain any further developments. The principal shall call the parents and inform them that the student is suspended. They must contact the school board chairman to set up a special meeting at which time the parents must meet with the board.

The school board chairman should be notified of all third and fourth step disciplinary problems.

Disciplinary problems of an extreme nature will be left to the discretion of the principal as to what steps are necessary.

Be aware that no patron of the school has the right to come to the school for the purpose of verbally attacking

or haranguing the teacher or students during school hours or any school function.

If there is a problem, the patron should first discuss the matter privately with the teacher involved. If there is need for further discussion the patron should discuss it with the principal and then if necessary with the school board chairman. The board will be willing to hear legitimate complaints from a patron concerning the school or teacher, provided an earnest effort has been made previously by the patron and teacher to clear up the matter. **When a parent does become disruptive at the school, the School Board (via the principal) will suspend their children and schedule a meeting with the board before the children can return.**

POLICIES CONCERNING THE USE OF THE SCHOOL/GYM

Both the church and the school are aware of the advantages of having the gymnasium. We would like to make it available to anyone who wishes to use it within reason. Since it is on school property and will be used during school nights, certain rules must be followed to ensure that it will not interfere with the efficient operation of our school.

The gym is dedicated to Christian recreation and it is hereby voted by the church board that the following rules be enforced:

1. Anyone desiring to use the gym for any purpose must contact the head deacon in advance so that arrangements can be made.
2. All activities within the gym are to be supervised by an approved supervisor. A responsible person must be in charge to see that there is no destruction of the building or its contents. The conduct of the people using the

building is to be in compliance with the standards of the church. Bad language, smoking, vaping, or drinking will not be tolerated at any time.

3. The thermostat should be adjusted to the demands of the occasion by the supervisor. It is to be set at 55 degrees at night and during periods when the gym is not in use.
4. Persons using the gym shall not climb on the framework or otherwise deface the room or its equipment.
5. Exit lights should be on and all the gym doors unlocked when gym is in use.
6. Gym equipment should be put in the storeroom and properly stored when the play period is over.
7. No one is to kick a ball in the gym except for the children under the age of 10. The ball used for kicking should be soft. Under no conditions should the ball hit the ceiling or the metal walls above the reinforced area.
8. Individuals shall be financially responsible for any damage to the building or equipment.
9. After use of the gym, the following should be done:
 - A. Sports equipment stored properly.
 - B. All chairs and tables stacked neatly in racks.
 - C. Floor swept.
 - D. Trash emptied.
 - E. Thermostat turned to 55 degrees.
 - F. Lights turned out, including front entrance.
 - G. All doors locked.
10. After use of the kitchen, the following should be done:
 - A. All equipment properly stored.
 - B. Counters, sink, and refrigerator cleaned.
 - C. Floor swept and mopped.
 - D. Trash emptied.

CURRICULUM

GRADES 1-8

Bible	Handwriting
English	Reading
Mathematics	Music
Science/Health	Physical Education
Geography/History	Art
Spelling	

Grade 9** (Odd Year – 2022-2023) Standard Units of Credit

Bible I	1
English I	1
Algebra I (9th)	1
Geometry (10th)	1
World History	1
Physical Education	1
One credit Elective*	1

Grade 10 **(Even Year – 2023-2024)

Bible II	1
English II	1
Algebra I (9th)	1
Geometry (10th)	1
Biology	1
Physical Education	1
One-credit Elective*	1

* Possible Electives: Life Skills, Personal Finance, Creative Writing, Yearbook, Computers

**The above curriculum is an alternating system

WILSON JUNIOR ACADEMY STAFF

Cindy Berger Grades 1-4 906-639-2199
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Jim Hakes, Pastor 906-639-2440
Kevin Boerschinger, Board Chairman 906-396-7308
Gailyn Messersmith, Maintenance

SCHOOL BOARD

Jerry DeGrave, Shaun DeGrave, Brandee Groleau, Judy Kroehler, Barb Murray, Tom Onjukka, Darleen Walden, Andrea Walechka, Austin Walechka, Stephanie Walechka, MI Conf Rep - Brian Kittleson

Andrea Walechka	Bible Labs
Brandee Groleau	Home & School
Stephanie Walechka	Treasurer
Aaron Berger	Head Elder

Non-board member attendance of school board meetings is permitted during open meetings.

SCHOOL HOURS

Monday –Thursday 8:00 a.m. -3:30 p.m. ET