

Parent-Student Handbook 2021-2022

Clarinda Lutheran School
707 W. Scidmore Street
Clarinda, IA 51632

HANDBOOK GUIDE

Academics.....	8-10
Grading Scale, Homework, Make-up Work, Progress Reports, Eligibility For Extra Curricular Activities, Graduation Policy, Computers, Transfers/Financial Obligations, Retention	
Accreditation.....	4
Administration.....	3
Admissions.....	4
Chapel Families.....	3
Christian Education.....	3
Contact Information.....	14
Curriculum and Instruction.....	4
Discipline and Supervision.....	10-11
Classroom Disciplinary Measures, Office Referral, After School Detention, Suspension from School, Expulsion	
Handbook Introduction.....	3
Mission Statement.....	3
Nondiscrimination Policy.....	4
Parent and School Family Expectations.....	4-5
Special School Considerations.....	11-13
Athletics, Birthday Parties, Field Trips, Fine Arts, Injury & Illness, Legal Forms & Other Official Documentation, Library, Lunches/Milk, Open Enrollment, Parent Drop Off & Pick-up, Parent-Teacher League, Reports for Your Reading, School Closing, Teacher Availability, Text Alert System, Tuition/Financial Assistance, Volunteer Program	
Spiritual Life Expectations.....	3
Student Expectations.....	5-8
School Attendance, Church Attendance, Punctuality, Before School Hours, After School Hours, School & Classroom Behavior, Hallway Movement, School Office, Appearance, Damages, Recess/Physical Education, Lunch Room Decorum, Bicycles, School Telephone Use, Money, Inappropriate Items And Electronic Devices, Medicine	

Revised: July 16, 2021

MISSION STATEMENT

The Clarinda Lutheran School Mission Statement: **"Compelled by God to TELL THE NEXT GENERATION...", Clarinda Lutheran School provides an education firmly based on Biblical truths to build Christian faith, Christian character and academic excellence."**

HANDBOOK INTRODUCTION

As with all groups, there are rules and guidelines to live by that give privileges and responsibilities for the happiness and benefit of all. This handbook has been compiled to help you understand the guidelines that help us live together in a spirit of Christian harmony and cooperation.

Under the Gospel we will want to do all things to the glory of God. Please become familiar with this handbook so that we may live together in happiness and in a spirit of forgiveness and love.

CHRISTIAN EDUCATION

A Christian school provides the best and fullest opportunity for the education of the whole child (physically, mentally, socially and spiritually) for his or her whole life. While the child studies the secular subjects, he/she is still God's child who must learn that all knowledge and life are from God and must be used to glorify God. A Christian school provides the most desirable school situation by having the children under the influence of God's Word every day throughout the week, in a school in which the Christian Spirit is a part of all the relationships and instruction of the children.

SPIRITUAL LIFE EXPECTATIONS

It is our belief that Christians live their lives out of love for the Lord. We show our faith and thankfulness to God through our regular worship life.

Our chapel service at school is every Friday afternoon at 12:45 – 1:15 p.m. Attendance is required of all students. Parents and friends of CLS are welcome to join us. The children will sit in their chapel family groups the majority of the time.

Daily private devotions also are a most important activity in the life of a child of God. Please contact a teacher or a pastor if you need assistance in finding material or a procedure to follow for private devotions.

Pledges of allegiance to the Christian flag and to the American flag will be recited.

CHAPEL FAMILIES

Chapel families are a mixture of the older students with the younger students. It is our goal to provide a vehicle for the students to feel comfortable with relating to the younger or to the older students as the case may apply. Older students do have a responsibility to be good role models for the younger students. The older students also have many talents and abilities which can be a great service for the younger students. It is our goal to use the Chapel families concept where it is suitable for any school activity at CLS.

ADMINISTRATION

The Clarinda Lutheran School Association presently has one associate member congregation, Saint Paul Lutheran Church. Saint Paul is affiliated with the Lutheran Church-Missouri Synod. The school is under the control and supervision of this congregation of the association. St. Paul Lutheran Church elects members to serve on the Board of Christian Education. For the sake of efficiency, the congregation delegates much authority and responsibility to the Board of Christian Education and the Principal of CLS. There is a procedure which is to be followed for other congregations who would like to become members of the CLS association.

The Board of Education is the policy-making body for CLS and acts as spokesman and leader within the congregations to support Christian education. The calling and appointing of teachers and all major changes in the school are the responsibility of the Board of Education.

The principal administers or carries out the Board of Education policy and makes the day-to-day administrative decisions. The Pastors act as spiritual advisors for the Board of Christian Education.

ACCREDITATION

Clarinda Lutheran School is independently accredited with the state of Iowa through their National Lutheran School accreditation. This means that CLS satisfactorily meets the requirements set forth in the Iowa Code. Children attending CLS can attend any public high school with complete confidence in their educational experiences at CLS.

Clarinda Lutheran also holds National Lutheran School Accreditation. A complete list of the standards which CLS meets for NLSA is available in the school office.

All teachers hold a valid state teaching certificate.

CURRICULUM AND INSTRUCTION

The curriculum of CLS is in keeping with curriculum standards suggested for Lutheran elementary schools. It meets all requirements for elementary schools in the State of Iowa and qualifies its graduates to attend any high school.

Religion includes Bible History, Doctrine, Worship and Memory Work. Religion does include "head knowledge" but the ultimate goal of the Religion instruction is "heart knowledge". Heart knowledge allows a child of God to live out the Gospel joy in daily life with service to those he or she comes in contact with.

Topics covered in the doctrine section include The Ten Commandments, The Lord's Prayer, Baptism, The Lord's Supper, The Apostle's Creed and Confession/Forgiveness.

The proper distinction of Law and Gospel is used as the framework for spiritual and relational growth at CLS.

ADMISSIONS

Admission to the school is obtained by written application, personal interview by the Principal and previous records sent to the school. Entrance tests may also be given. The administration reserves the right to place each child in the academic level for which the child is best suited.

Applications for enrollment are accepted according to the following policy:

- Children whose parents are members of the congregations of the CLS association.
- Children who were enrolled during the previous school year.
- Children whose parents are members of other Lutheran congregations.
- Children whose parents are active members of other Christian churches.
- Children whose parents are members of no church.

Parents and children must agree to support the policies of CLS as outlined in this handbook and meet financial obligations to CLS to be considered for admissions.

Pupils to be enrolled in Kindergarten must be at least five (5) years old on or before September 15. A copy of the student's birth certificate is needed when they enter Kindergarten. Each child must present a Certificate of Immunization or waiver as required by the State of Iowa.

NONDISCRIMINATION POLICY

CLS admits any student of any race, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admission policy, scholarship and loan programs, athletic and other school administered programs.

PARENT/SCHOOL FAMILY EXPECTATIONS

This list of expectations is written to inform the parents of the school's view of their parental responsibilities not only to their children but to the school. It is our goal to solidify the relationship of the parent to the school and vice versa by stating such expectations.

The parents are the first teachers of the child and should develop proper attitudes in the child toward his fellow man and the school.

Parental expectations are:

- to attend church and Sunday School regularly.
- reinforce the public teaching of the Word of God through family study of the Word, family devotions and praying together.
- provide regular study time at home for homework and other out of school preparations for the school day.
- see to it that each child in the family has proper rest and recreation in the family schedule for a healthy balance of activities in his/her life.
- accept CLS as an extension of the Christian home.
- show respect toward teachers and pastors as Servants of God.
- support the teacher's judgment in regard to discipline matters.
- support the policies and philosophies of CLS as written in this handbook.
- use the guidelines of Matthew 18 if you disagree with a policy or actions taken at the school. For CLS this means you should first discuss the matter with the person involved, then the Principal. If the matter needs future attention the Principal will notify the Board of your desire to meet with them. The Board of Education will have the final authority on grievance matters.
- attend activities as much as possible.
- attend parent-school meetings and social gatherings.
- work at school and PTL fundraisers.
- be responsible for regular school attendance of your child.
- children will be instructed in the teachings of the Lutheran Church which are taken from the Word of God. Parents who are not members of LCMS congregations are encouraged to take an adult instruction class to be aware of what is being taught to your child at CLS.
- do everything possible to support the Christian instruction which your child is receiving.
- do what is necessary to see to it that your son/daughter comply with all the rules and regulations of the school.
- be aware of student participation in the school choir times, school programs and other activities as outlined in the calendar, Weekly Warrior, and any other form of school communication.
- promote and support CLS and its Mission Statement.

STUDENT EXPECTATIONS

SCHOOL ATTENDANCE

Regular school attendance is expected by all children. Students who are absent more than 10% of the scheduled school days may be in jeopardy of class advancement.

Parents should notify the office as soon as possible if their son or daughter will be missing school. Parents will be called if the student is absent and the office has not heard from the parent by 8:30 a.m.

If possible, appointments should be scheduled after school or on non-school days.

A student will be counted one-half day absent if they are an hour and a half late or leave an hour and a half early or miss an hour and a half of school during the day.

A written note or a phone call before 8:30 a.m. of the day missed are the appropriate methods of notification for full day absences, early departures, appointments, etc.

A student must be in attendance for the half day after lunch to participate in practice, athletic games or school activities after school. The Principal may make exceptions when appropriate.

Work needs to be made up ahead of time or arrangements made with the teacher when a family trip is planned.

CHURCH ATTENDANCE

Students are expected to attend church and Sunday School regularly. A record of church and Sunday School attendance is kept by the teachers. This record is indicated on the report card and the permanent record.

PUNCTUALITY

The school day is from 8:05 a.m. to 3:00 p.m. Students need to be in their assigned classroom by 8:05 a.m. After school detention will be given to students when they have three (3) unexcused tardies.

BEFORE SCHOOL HOURS

Students will not be permitted to be at school or in the school building before 7:30 a.m. unless permission has been requested by the parents and approved by the principal. These students will go to and remain in the area designated by the principal. This privilege to arrive early could be suspended if it is misused by the student.

Students are not allowed in the cage area of the gym storage room unless given permission by the teacher.

AFTER SCHOOL HOURS

Students will be dismissed by the respective classroom teacher. Parents are asked to not come in and take their children before this dismissal unless this has been pre-arranged with the teacher and/or principal. Students must follow the after-school rules as outlined by their teachers.

All children will quietly leave the building after they are dismissed unless they have special permission from the teacher or principal to remain later.

Children being picked up by the bus will leave first from the south door. Students riding in personal vehicles will also leave from the south door. Walkers will leave after the majority of the vehicles have cleared out. Students should be picked up at the curb when leaving school to avoid walking in front of moving and/or parked cars.

SCHOOL AND CLASSROOM BEHAVIOR

Students should:

- exhibit a positive Christian spirit in his/her everyday life at CLS.
- respect themselves and others.
- meet all their responsibilities and obligations on time.
- use their God given abilities and talents to the glory of God.
- follow the directions of the teacher or adult in charge.
- not chew gum in the building or on school grounds.
- walk through the hallways and classrooms quietly.
- toss, throw or bounce balls only in the gym or outside areas designated by the teacher.
- not loiter or make noise in the restrooms.
- be quiet in the library.
- not play any of the school pianos without the permission of a teacher.
- not leave the school grounds during school hours without written or telephone request from a parent or guardian to the teacher or Principal. Parents should pick up their son or daughter in their classroom. Full responsibility rests with the pupil and parent after the child leaves the grounds.
- address adults with the proper title Mrs., Miss, Mr., etc.
- practice common courtesies.
- not throw rocks or snowballs.
- not hang on the basketball rims or backboards.
- stay out of the PE storage room unless permission has been given by the teacher and/or coach.
- not be in other classrooms without the permission of that classroom's teacher. This includes after school hours as well as the academic day.
- not be in the gym without the supervision of a teacher and/or coach. This includes after school hours as well as the academic day.

HALLWAY MOVEMENT

Students are to walk through the hallways and the Great Room without talking during the academic day. Hands are to be kept to oneself. Groups are to walk in a line if the teacher so directs.

SCHOOL OFFICE

Students are not to be in the inner office area unless permission is granted from the secretary, a teacher or the principal.

Students are to take money and medications to their teacher before going to the office.

APPEARANCE

It is our desire for students, staff, and faculty to reflect their Christian faith in their appearance. Proper dress also enhances the educational climate of Clarinda Lutheran School. Modesty in dress, cleanliness, and neatness are our goals. Please use Christian judgement in regards to dress.

Parents should be aware of what their children are wearing. Clothing should be appropriate for the weather and activity of that day. Parents should also be aware of PE days for proper footwear.

Footwear should be worn at all times. Footwear is determined by each teacher, please respect their decision.

Absolutely no tank tops, no midriff area showing, all shirts need to have a sleeve, and shorts need to cover undergarments at all times. T-shirts need to reflect Christian values.

Please label all children's belongings. A lost and found will be kept in the school office.

Please check with the principal beforehand if you have a question in regard to dress and/or appearance. The school reserves the right to make final decisions on what is and what is not acceptable to be worn at school.

DAMAGES

Students who lose or damage textbooks or school property will be required to reimburse the school for the loss. Books on loan from the public library or Green Hills AEA will also be the responsibility of the students who checks the books out.

Students will be held responsible for school facilities which are deliberately or carelessly defaced, damaged, or marred. Classes or groups of students may be charged on a per capita basis.

RECESS/PHYSICAL EDUCATION

If a student has been ill or injured and needs to sit out of recess or Physical Education class, a note from the parent or doctor should request such. Otherwise, students will be expected to participate in recess and Physical Education class.

Christian sportsmanship and fair play is expected on the playground. No fighting or friendly wrestling will be allowed.

Students may only be in areas designated by the teacher or playground supervisor.

Any personal item brought to school for recess needs to be approved by the teacher.

LUNCH ROOM DECORUM

Children will eat in the area designated by their teacher. Classes will sit together. Care should be given so food is not wasted. Students should return the tray, silverware, etc. properly to the designated area when directed to do so by the teacher. The area where the students sit should be cleaned up before leaving the area. Classes will return to the classroom or out to recess.

Students who are allergic to milk need to have a doctor's note stating such for the student to receive an alternative beverage in place of milk with hot lunch.

Students may visit quietly during the lunch time. Students are to remain in their original seat and not get up without permission.

Failure to function cooperatively in the lunch room will result in the student eating by him or herself in an area designated by the teacher or principal.

BICYCLES

Bicycles are to be used only as transportation to and from the school. They should be parked and locked at the designated area.

Students who persist in disregarding bicycle safety may lose the privilege of riding their bicycle to school.

SCHOOL TELEPHONE USE

Children may use the phone in the office for important matters and only with the permission of their teacher.

MONEY

Students should only bring money when necessary. Students bringing money to school for any payment or purchases should give the money immediately to their respective teacher in the morning.

INAPPROPRIATE ITEMS AND ELECTRONIC DEVICES

Toys and novelty items (i.e., fidget spinners, fake eyeglasses, etc.) are considered inappropriate during the academic day. The teacher or principal will use judgment as to items which may be considered appropriate or inappropriate. This includes in the classroom and during recess. Items considered inappropriate will be taken away. Parents may pick up such items. Please check with the principal if you have a question about whether an item is appropriate or not.

Electronic devices such as I-PADS, Kindles, IPODS, Notebooks, etc. may only be used for instructional purposes when designated and allowed by the teacher.

Cell phones are to be turned off and kept in book bags or lockers from the start of the school day until the end of the school day. Teachers may have specific rules regarding before and after school. Use of one's cell phone is only by permission during the academic day. Special rules regarding cell phones and field trips will be announced by the respective teacher. A cell phone will be confiscated if it appears to be disruptive to the academic environment.

Primary grades (K-3) will designate special days and times when children can bring "show and tell" items.

Knives, matches and lighters, guns, gun look a-likes, weapons of any kind, alcohol, tobacco products and drugs are not to be in the possession of students at any time.

MEDICINE

Any medication to be taken by a student during school time should be brought in the original container with instructions concerning the dosage and time at which the medicine should be taken. THIS INCLUDES TYLENOL AND ASPIRIN. Students are not to have any medicine at their desks. All medicine must be given to the teacher with the instructions and parent's signature. There is no Tylenol or Aspirin kept on hand for general use. Each parent should make arrangements to have over the counter medication available if their child uses it on a fairly "regular" basis along with instructions as to dosage and frequency. All medication will be kept in a designated locked location.

ACADEMICS

GRADING SCALE (GRADES 2-8)

A:	92% or better
B:	83% - 91%
C:	74% - 82%
D:	65% - 73%

HOMEWORK

The academic program at CLS requires that some study be done at home. Amounts will vary according to the grade level of the child and the ability and study habits of the child in school.

Each teacher will announce his or her classroom management plan in dealing with unexcused, missing, or unacceptable homework.

There will be times when a student honestly will not understand how to do his/her assignment. Family emergencies and sometimes scheduled activities may arise which interfere with your son or daughter completing an assignment. Please be aware of the respective teacher's classroom management plan in regard to homework and the above possible situations. Please contact the respective teacher if you have concerns.

MAKE-UP WORK

When a student is absent from school, make-up work will be at the teacher's discretion.

PROGRESS REPORTS

Report cards will be issued each quarter of the school year.

Parents are encouraged to check their students grades on the Sycamore online grading system.

Parent-Teacher Conferences will be held twice a year. If you have a concern, please do not wait for these scheduled times to contact the teacher or principal.

ELIGIBILITY FOR EXTRA CURRICULAR ACTIVITIES

The student needs to meet the following expectations to participate in school activities which are not part of a class or school requirement (sports, Gathering of the Talents excluding choir, Spring Musical excluding the chorus). This includes activities at the Clarinda Middle School. Participation includes practices and public performances. Eligibility will be between the official grading periods which are midterm and quarter.

- be a student in good standing
- maintain a C average with no F grades
- served all assigned detentions

Any situations not listed above requiring disciplinary action are at the discretion of the principal with the guidance of the athletic director.

GRADUATION POLICY

To receive a diploma from Clarinda Lutheran School, the student must meet the following criteria:

- be a student in good standing.
- perform in the academic areas to one's God given abilities.
- fulfill all financial obligations to Clarinda Lutheran School.

Students with special academic needs may meet individual graduation requirements as stated in their individual education plans. The principal and Board of Christian Education shall have complete discretion to determine extraordinary circumstances.

The faculty will recommend to the Board of Christian Education those students who have met and should earn a diploma.

COMPUTERS

Students may use the school computers with the permission of their teacher during the academic day.

Internet use may only be used under the direct supervision of a teacher.

Students are not allowed to download anything to a school machine.

Any damage caused to a technology device will be the responsibility of the student.

TRANSFERS/FINANCIAL OBLIGATIONS

When a student is to transfer to another school, the principal is to be notified in advance. Parents will request the records to be sent through the school which the student is transferring to.

School records will be released only if all financial responsibilities to Clarinda Lutheran School have been met. All school owned and/or faculty owned material is to be returned or financial compensation made to the appropriate owner before records will be sent.

RETENTION

Clarinda Lutheran School reserves the right to place students in the academic level for which the student is best suited. Input and discussion with parents and guardians will be part of this decision.

DISCIPLINE AND SUPERVISION

As Christian teachers, we are disciples of our Lord Jesus Christ and our task is to “disciple” others, particularly the children of CLS. A disciple is a disciplined person. As disciples of Christ, we speak about “Christian Discipline” in our school. Christian discipline is a learning process, and its objective is first to train the child and lead him or her to be a more Christ-like person and second to maintain an atmosphere in the school which will serve as a pattern for the learning process.

Discipline in a Christian school is a triangular responsibility and process. It involves the home, the teacher/principal, and the student. Responsibilities and expectations of home and the student have been stated elsewhere in the handbook. School personnel is expected to discipline to the extent that control of emotions is always maintained, all children are dealt with because of the love and concern we have for them and for the learning atmosphere which we are striving for. Love is not confused with softness or firmness with harshness. Discipline is part of the learning process; an individual’s success is vital in being able to discipline him or herself. Children are respected as redeemed members of the Body of Christ.

Discipline is a timely thing. It may be best to take action immediately when other situations allow you to wait. It is the assumption of the school that parents are putting their trust in the teachers/principal to deal with the child in the most appropriate way and in a timely fashion. Parents should be aware that the sanctions listed below may be imposed with or without their permission.

Misconduct or lack of discipline on the part of all three sides of the triangle should be expected and we should be prepared to deal with it. The process of Matthew 18 should be followed in regard to the home and teacher/principal. (refer to School Family Expectations regarding Matthew 18).

CLASSROOM DISCIPLINARY MEASURES

It is our goal at CLS to keep the majority of the disciplinary action between the student and his/her teacher. Each teacher will let the class know his or her expectations and sanctions at the beginning of the year. Extreme or inappropriate repetitive behaviors may result in an office referral.

OFFICE REFERRAL

The teacher, principal, and parent will work together in handling student office referrals.

AFTER SCHOOL DETENTION

Students assigned detention through the office will serve their detention time as assigned by the principal. Detention will be determined by the principal.

Parents will receive notice of an assigned detention.

SUSPENSION FROM SCHOOL

The principal may suspend a student for a period of time not to exceed five (5) days. There are two types of suspension: in-school and out-of-school. The type of suspension will be determined by the principal.

EXPULSION

Reasons for which a student may be expelled:

- When the behavior of the student is such that there is reason to believe that the health and welfare of the student and others is in danger.
- When the behavior of the student is such that there is reason to believe that the physical property of individuals or of the school is in danger of being damaged or destroyed.
- When the student, in word or deed, has displayed an attitude that is viewed as being uncooperative in regard to living out the Christian lifestyle.
- When the parents, in word or deed, are not in active support of the school and its policies, or are a detriment to the unity of the school families.

**THE SCHOOL RESERVES THE RIGHT TO DISCIPLINE,
SUSPEND, OR EXPEL A STUDENT FOR BEHAVIOR
UNBECOMING A STUDENT AT
CLARINDA LUTHERAN SCHOOL.**

SPECIAL SCHOOL CONSIDERATIONS

ATHLETICS

Grades 6-8 may participate in the following sports:

- | | |
|---------|--|
| Fall: | Volleyball for girls (6 th may only practice)
Football for boys (shared with CMS)
Cross Country (shared with CMS/girls Board approval)
Coed Soccer |
| Winter: | Basketball for girls and boys
Wrestling (shared with CMS with Board approval) |
| Spring: | Track and Field for boys and girls (shared with CMS) |

BIRTHDAY PARTIES

We welcome birthday treats being brought to the classroom. When hosting an after-school party we ask that parents help their children to consider the feelings of others. If all boys/girls in the class are not included, please do not send invitations to school and/or pick up a select group after school.

FIELD TRIPS

Field trips into the community are the out-growth of work being studied in the class by the children. Parents are asked to sign a field trip permission slip for each child at the time of registration.

FINE ARTS

During the school year the children will be involved in a Christmas Cantata and the Spring Musical. The Christmas Eve Children's Programs are held in connection with the separate churches.

Clarinda Lutheran has two choirs (K-3 and 4-8). The public singing experience is part of the classroom expectations for the choirs. Children are expected to be present to sing at all worship services where their choir is assigned to sing. The respective choir director will share with the students their policy on excused and unexcused absences.

INJURY AND ILLNESS

Parents are asked to complete a health information form at the time of registration. This form will include information such as the name of the family physician, emergency phone numbers, and permission for medical treatment in cases of emergency. Students who become ill or are injured at school will be given first aid. If necessary, parents will be notified by phone.

In the case of an emergency, the pupil shall be transported to a hospital or a doctor's office by ambulance or other convenient types of transportation. If possible, the family physician listed on the office records will be contacted.

Students who have a fever of 100 degrees or more cannot be at school. Parents will be called to pick up their student. Students need to be fever free for 24 hours BEFORE they can return to school.

LEGAL FORMS AND OTHER OFFICIAL DOCUMENTATION

Legal guardians, custodial parents, etc. who have needs regarding sanctions and restrictions for the safety of their son/daughter must communicate this need with the principal. Written documentation must be on file in the office for intervention to take place.

LIBRARY

Children are allowed to have only two books out at a time. Grades K-2 may check out 2 books for one week and renew for a second week. Grades 3-8 may check out 2 books for two weeks and renew for an additional 1-week period.

LUNCHES/MILK

A hot lunch program is offered through the Clarinda Community Schools. Meals include the cost of one carton of milk. Both white and chocolate milk are available. If a student cannot drink milk, a written note from the child's medical doctor is necessary before a substitute can be offered. Prices and menus are set by the community school.

The student's teacher will take a lunch count each morning. Money collected for the hot lunch program will be sent to the office daily by teachers and will be counted, credited and forwarded to the community school. The secretary will also send out lunch notices when additional money is needed. The lunch aid will take an exact count daily of all those having hot lunch as well as those taking an extra milk. After lunch, the secretary will post the lunches to the student's individual lunch accounts. Lunch accounts must maintain a positive balance.

Students may bring a home lunch that needs be refrigerated. These lunches need to go in the refrigerator on the right. The refrigerator on the left in the kitchen is for the hot lunch program only. There are microwaves available for students to heat up lunches.

OPEN ENROLLMENT

Eighth graders planning to attend high school in a school district other than the one they live in need to open enroll to the district they plan to attend before March 1.

PARENT DROP OFF & PICK UP

Parents dropping their students off from 7:30 - 8:00 a.m. should use the gym door. Parents dropping their students off from 8:00 – 8:05 a.m. should use the front door.

Bus riders will exit through the front door at 3:00 p.m. After the bus is gone students may be picked up under the eaves on the front door. Please enter your car from curb side. Walkers will be excused when the majority of the cars are gone.

Parents may park in the back of the school or on the east side and enter the school through the front door to meet their children after school in the Great Room. Please use the east door or kitchen door to exit.

PARENT-TEACHER LEAGUE

The purpose of this group is a means to bring the home and school into a closer relationship. It provides fellowship, an opportunity for educational growth and support for parents and teachers of CLS. Projects and fund raisers taken on assist the school to obtain items which are needed or desired at CLS.

REPORTS FOR YOUR READING

There are a number of reports available for your reading in the school office. Please contact the principal to obtain these reports:

- Clarinda Lutheran School Curriculum Guide
- The National Lutheran School Accreditation self-study and Comprehensive School Improvement Plan
- Asbestos Management Plan: CLS maintains an asbestos free building.
- A listing of the Hazardous Material in our building.
- Complete Harassment Policy in the CLS Policy Manual

SCHOOL CLOSING

All school closings due to weather will be announced over the radio station KMA (960 AM). Due to the bus transportation operated by the public school system, the closing of Clarinda Lutheran School is dependent on the decision of the public school. A text alert will be sent out through our text alert system.

TEACHER AVAILABILITY

Teachers are available to be contacted. It is most helpful if calls or contacts are made with the teachers during non-school time.

If there is an urgent matter, please talk to the secretary or principal.

TEXT ALERT SYSTEM

To set up text alerts on your phone:

Text CLS707 to 84483 to receive Clarinda Lutheran School alerts from Clarinda Lutheran School.

TUITION/FINANCIAL ASSISTANCE

School families are responsible for about two thirds of the cost of education through tuition and/or the CLS financial aid programs. Saint Paul Lutheran congregation commits to paying a percentage of the cost of education. The Board of Christian Education through the annual fund is responsible for the remaining percentage.

Immanuel Lutheran, Saint John Lutheran, and Saint Paul Lutheran all contribute at various levels to support school families from their congregations to attend Clarinda Lutheran School.

Financial assistance may be available. Contact the principal. The Board of Christian Education approves all requests before assistance is awarded.

VOLUNTEER PROGRAM

Parents or other interested persons of the congregations and community are encouraged and invited to serve as volunteers. Volunteer workers will receive the necessary background information and assistance in learning how to carry out their work. Areas where one can volunteer are: grounds maintenance, building maintenance, teacher aiding, room mothers, grading papers, field or class trip chaperones, coaching, library aide, school historian, compose public release articles for various newspapers, etc.

Persons interested in doing volunteer work should inform the principal or respective teacher.

If you would like to volunteer at CLS, please contact the school office.

Volunteers that have direct contact with students may be subjected to a background check.

CONTACT INFORMATION

Clarinda Lutheran School

707 W. Scidmore Street

Clarinda, IA 51632

Phone/Fax: 542-3657

Secretary: Susie Marcum

Office: smarcum@cls.k12.ia.us

Principal/Math Teacher Grades 5-8: John Mainquist

Cell Phone: 712-370-4401

jmainquist@cls.k12.ia.us

Teacher Grade 6-8: Heather Hunter

Cell Phone: 303-1048

hhunter@cls.k12.ia.us

Teacher Grade 4/5: Laveta Clement

Cell Phone: 712-438-0195

lclement@cls.k12.ia.us

Teacher Grade 3: Jane Hurst

Cell Phone: 515-650-5296

jhurst@cls.k12.ia.us

Teacher Grade 1/2: Lisa Espinosa

Cell Phone: 542-0074

lespinosa@cls.k12.ia.us

Teacher Kindergarten: Doreen Hodges

Cell Phone: 712-215-2533

dhodges@cls.k12.ia.us

Teacher Math Grade 8 & Science Grades 6-8: Ren Adams

radams@cls.k12.ia.us

Learning Lab: Tasha Cole

Cell Phone: 712-542-0894

tacole@cls.k12.ia.us

Pastor Nathan Dudley

Home Phone: 712-542-1065

ndudley@iowatelecom.net

Pastor Wade Brandt

Cell Phone: 515-290-7469

Pastorimmanuelclartrinityshen@gmail.com

Pastor Mitchel Schuessler

Cell Phone: 618-553-3133

pastormitch@mediacombb.net