
FOREWORD

A Letter from the Administrator

Welcome to West Meadows Baptist Academy, a ministry of West Meadows Baptist Church! It has been said that good communications make good friends. It is our desire to communicate our policies and procedures clearly so good friendships can be developed. Some of our policies address spiritual and/or moral concerns that are biblically mandated. Other regulations are more institutional and logistical in nature and contribute more to the safety, orderliness, and atmosphere of WMBA. Obedience to the rules and regulations in this book does not make anyone godly. We simply ask families who enroll their children at WMBA to abide by these policies. WMBA exists to assist like-minded Christian parents in their God-given responsibilities of teaching their children to love God supremely and grow in His knowledge, while developing their God-given talents, abilities, and gifts for serving Him and others.

Academy History and Location

Dr. Berney Armstrong, the founding pastor of West Meadows Baptist Church, developed a burden for Christian education during the early 1970s. After getting involved with the public schools on both the elementary and secondary levels and seeing the ungodly emphasis, he, along with the members of West Meadows Baptist Church, founded West Meadows Baptist Academy in August 1975. During the first year, the student body was given the opportunity to choose what would be their team name and colors. The student body chose Navigators as their team name. Today the shortened name Navs is often used. The school colors are red, white, and navy blue. The school motto is, "We steer by the star," based on the Scripture, Revelation 22:16, where Jesus refers to Himself as "the bright and morning star." Our school song is entitled "Others."

Others are out on life's raging sea,
Lost in the darkest eternity.
We have the light for the lost to see,
Jesus, the Light of the world.

WMBA is located at 11711 Normandy Boulevard, Jacksonville, Florida, 32221. It is at the corner of Normandy Boulevard (SR228) and Branan Field Road (SR23) on the west side of Jacksonville. The 23.5 acres currently has six campus buildings which are also used by our parent ministry, West Meadows Baptist Church. The buildings are all asbestos and radon free and maintain annual satisfactory reports with the Fire Department and Health Department. WMBA also maintains a locked campus policy for security of its students and staff.

Articles of Faith

WMBA affirms and teaches:

1. The verbal and plenary inspiration of the Bible, equally in all parts and without error in its origin (the original manuscripts in Hebrew and Greek) (II Peter 1:20-21, II Timothy 3:16);
2. The one God, eternally existent, in three persons, namely, the Father, Son, and Holy Spirit Who created man by a direct, immediate act (Matthew 28:19);
3. The pre-existence, incarnation, virgin birth, sinless life, substitutionary death, bodily resurrection, ascension to Heaven, and the second coming of the Lord Jesus Christ (I Corinthians 15:1-4);
4. The fall of man, the need of regeneration by the operation of the Holy Spirit through personal faith in Jesus Christ as Savior on the basis of grace alone, and the resurrection of every person to eternal life or eternal damnation (Romans 3:23, 6:23, 5:8, 10:9-10; Ephesians 2:8-9, I Corinthians 15:12-28);
5. The spiritual relationship of all believers in the Lord Jesus Christ, living a life of righteous works, separated from the world, witnesses of His saving grace through the ministry of the Holy Spirit (I John 2:15-17, Acts 1:8);
6. The New Birth and the baptism of the Holy Spirit at the time of the New Birth with the gifts and the fruit of the Spirit, those gifts being sovereignly bestowed by the Spirit as He wills, that the baptism of the Holy Spirit occurs at the moment of salvation without the necessity of any supernatural manifestation such as speaking in tongues (Ephesians 2:1-6, I Corinthians 12:1-11);
7. The eternal plan of God (Romans 8:28-39);
8. The clear Biblical condemnation of homosexuality, bisexuality, lesbianism, incest, fornication, adultery (cooperative cohabitation), bestiality, pornography, and other sexual perversions; we believe that the only Scriptural marriage is the joining of one man and one woman; (Genesis 19:4-24, Exodus 20:1-17, Romans 1:26-32);
9. The godly creation of men and women in God's image as two distinct, but equal genders which He intends to use for His glory (Genesis 1:26-27); furthermore, individual gender is assigned by God and determined at conception (Psalm 139:13-16); therefore, we believe that to intentionally alter or change one's physical gender by surgery and/or appearance or to live as a gender other than the one assigned at conception is to reject God's right as Creator as well as His plan to glorify Himself through the gender He assigned that individual (I Corinthians 10:31);
10. The God-given command and obedience to the Great Commission by proclaiming the Gospel to all nations (Matthew 28:19-20).

These articles of faith do not exhaust the extent of our faith. The Bible is the sole and final source of all that we believe. We believe the forgoing articles of faith accurately represent the teachings of the Bible, and therefore, is binding upon all employees, faculty, students, and their parents, as well as guests who participate or take part in any activity of the school.

Doctrinal Statement

All students in the upper level are required to memorize and recite our Doctrinal Statement regularly:

"We believe in the inspiration of the Bible, both the Old and New Testaments; the creation of man by the direct act of God; the incarnation and virgin birth of our Lord and Savior, Jesus Christ; His identification as the Son of God; His vicarious atonement for the sins of mankind by the shedding of His blood on the cross; the resurrection of His body from the tomb; His power to save men from sin; the new birth through the regeneration of the Holy Spirit; the gift of eternal life by the grace of God; and the pre-millennial return of Christ for His bride."

Faithfulness in Church Attendance

WMBA seeks to strengthen Christian families. A strong Christ-honoring home and faithful attendance in a Bible-preaching church are vital elements for maturing Christians. Academy families are expected to have their children in Bible-preaching churches each week. All students are encouraged to serve the Lord in their local churches. Families looking for a home church to faithfully serve the Lord are encouraged to visit us at West Meadows Baptist Church. Disregarding faithful church attendance may jeopardize enrollment at WMBA.

Mission Statement

West Meadows Baptist Academy exists to assist like-minded Christian parents in their God-given responsibilities of teaching their children to love God supremely and grow in His knowledge, while developing their God-given talents, abilities, and gifts for serving Him and others.

Parental Involvement

Ecclesiastes 4:12b tells us that "a three-fold cord is not quickly broken." In Christian education that cord consists of the church, the Christian school, and the home. When these three agree, they form a strong cord that helps students succeed. If one of the three is missing or weak, children get a mixed message. Before long, a dichotomy is created where students act one way at one place and a different way at another place. The result is hypocrisy.

Here are four practical ways parents can help their children succeed spiritually, academically, and behaviorally:

1. Consistently model the godly behavior you desire and expect from your young person.
2. Pray with and for your child daily. Pray also for the school and staff regularly.
3. Make time for your child. There are four required meetings all parents and students must attend each school year:
 - a. Orientations in early August before school begins.
 - b. Open House after the first quarter is over in October.
 - c. The Christmas program which is the Tuesday evening before Christmas vacation.
 - d. The Awards Ceremony which is held the evening of the last day of school.
4. Be a part of your child's activities. Parents may get involved in the booster club, field trips, help with flag football, volleyball, or basketball. We do ask parents who volunteer to complete the youth/childcare training which is provided by our ministry and dress modestly.

If you desire a conference with your child's teacher, please contact the school office which will be happy to set up a time that is convenient for you. We do ask parents to refrain from contacting staff members at home and/or at church. If an urgent need arises, you may contact the administrator by voice and/or text at 904.403.0172.

When coming to the school, please check in at the school office first and refrain from going directly to any classroom. Forgotten items may be left in the school office to be delivered or picked up. We also request that parents and/or guests refrain from smoking on our property. Pets and/or non-service animals are not permitted at school activities or on trips.

If your contact information changes during the school year, please contact the school office as soon as possible. Accurate information is essential in the event of an emergency.

Philosophy

WMBA is committed to helping students know God and His Word more deeply so that His words affect their beliefs and thinking and that their words and actions are Christ-like. God reveals Himself in His Word, the Bible; so, it is the foundation from which all knowledge is built. This knowledge of God begins with repentance of sin and faith in Jesus Christ as Savior and develops through our obedience to and fellowship with God. To know God is to be born into the family of God and live in fellowship with Him. Students begin to understand that the fear of the Lord is the beginning of knowledge (Proverbs 1:7) and wisdom (Proverbs 9:10). Academic achievement combines with human experience to show students how the work of God intersects with their lives.

Christlikeness is a process whereby we intentionally consider the Lord Jesus in our beliefs, thinking, and actions. WMBA seeks to aid in this process by providing a structured environment. Consequently, we select elements favorable to this philosophy and suppress those that are not.

WMBA also seeks to provide ministry opportunities so students can use their talents, gifts, and abilities in service to God and others.

Policy of Non-Discrimination

WMBA is one of the educational ministries of West Meadows Baptist Church, Inc. It is a not-for-profit corporation organized under the laws of the state of Florida and is classified as a tax-exempt entity under the Internal Revenue code as a 501(c)(3). Consequently, WMBA is legally permitted to make enrollment decisions based on religious criteria, including doctrinal and lifestyle issues. It is WMBA's policy to accept students of families who subscribe, without reservation, to the Academy's Articles of Faith and Standards of Conduct, and who endeavor to live out these doctrines and standards in their lives both at and away from school. WMBA does not discriminate in enrollment based on race, color, age, sex (determined at birth and not subject to change), ethnic or national origin, or protected disability. This policy applies to educational, financial, extra-curricular activities, and all other school administered programs.

Priorities

WMBA's philosophy dictates its priorities. They are Altar, Academics, and Athletics.

The first priority is **Altar**. The spiritual training at WMBA is the school's highest priority. Every student is taught the Bible and the importance of a genuine relationship with Jesus Christ through salvation and being conformed to His image (Romans 8:29). To develop Godly Christian character, daily chapel/Bible time are held where students learn more about the God of the Bible, His glory and character, and His commands and expectations for their lives (Hebrews 3:13). The upper level students are required to bring Bibles, planners, and pens to all chapels, orientations, and special meetings. The lower level students also have a Bible time each morning geared to their age level.

WMBA places great emphasis on memorizing God's Word. Students in the upper level are required to memorize and write from memory a specified Scripture passage each month. Students who write their Scripture in the first week are rewarded in various ways. Upper level students who fail to write out their monthly Scripture passage by the 25th of the month will be required to stay in from breaks and study the passage until they successfully write it from memory. Upper level students who fail to write the monthly Scripture passage by the last day of the month will receive demerits (see Demerit Chart on page 17). Students in the lower level work with their teachers to memorize the monthly Scripture passage. They also are rewarded upon successful memorization.

The second priority of WMBA is **Academics**. Academic excellence is emphasized at every level. All truth, including academic truth, is recognized as God's truth and is not in conflict with Scripture but teaches us the importance of proper application of truth in life. Opportunities in extra-curricular activities also aid in this endeavor.

The third priority of WMBA is **Athletics**. WMBA provides both individual and team-building opportunities to develop God-given talent and abilities as well as reinforce Biblical character. While striving for excellence and perfection can be admirable, it is not the end, in and of itself. Demonstrating a Christ-like spirit can be exhibited regardless of the outcome of a contest or game.

Process of Enrollment/Admissions

Admission and attendance to WMBA is a privilege, not a right. All prospective students must complete the following process to be **considered** for enrollment.

1. Complete the registration packet consisting of:
 - a. Application for Enrollment
 - b. Pastor Recommendation Form (completed by the pastor of the family's church)
 - c. Parent-Student Agreement
 - d. Medical Authorization and Information Form
 - e. Parent & Student Handbook Review
2. Provide the school with the following forms:
 - a. Most recent academic transcripts, discipline records, and attendance records
 - b. Immunization records
 - c. Birth certificate
 - d. Scholarship award letter (if applicable)
 - e. Copy of Social Security card
3. Upon receiving the above completed materials, the school office will contact the family to schedule an appointment for diagnostic testing (cost is \$40). These tests take approximately 4-5 hours to complete.
4. Upon reviewing the registration packet and reviewing the diagnostic tests, the prospective student and a parent will be scheduled for an interview with the administrator to finalize admissions and answer any questions the parents or students may have.

Prospective students are welcome to apply for scholarship programs accepted by the Academy. The same admission procedures apply to all students; however, we may not be able to fulfill all educational accommodations based on the services we offer. Students may be denied enrollment if their needs require more time and attention than we believe we are able to provide for the student. Enrollment for scholarship recipients may be limited by the administration.

All students are accepted on probationary status. See probationary statement on page 20 for more information.

Some of the factors that may lead to students not being approved for enrollment include but are not limited to:

- Students who have been expelled from previous school(s) or who have withdrawn to avoid such action
- Students who have a history at their previous schools of aggressive behavior, drug related offenses, weapons violations, immorality, or significant absenteeism
- Students who have parented a child or become the parent of a child
- Students who are married or become married
- Students who are enrolled under false pretenses or contribute to the case for enrollment by either providing false information or withholding significant information

An exception in the enrollment policy for one is not meant as an exception in the enrollment policy for everyone.

ACADEMICS

Academic Authority and Accreditation

WMBA is one of the educational ministries of West Meadows Baptist Church, Inc, and therefore operates under the authority of the church's constitution and by-laws. The Shepherding Ministry Team of WMBC provides oversight and guidance for the academy.

WMBA is accredited by Accelerated Christian Education and the National Association of Christian Education. WMBA has been recognized as a model/quality school throughout its 43 years of ministry.

Academic Curriculum

WMBA operates an individualized educational program through Accelerated Christian Education, Inc. The core curriculum includes Math, English, Social Studies, Science, and Word Building/Elective. There are supplemental subjects available in the elementary, middle school, and high school. In high school, the college preparatory program and the honors program not only exceed state requirements for graduation but also prepare students for collegiate work.

Academic Placement

Completing twelve Packets of Accelerated Christian Education (PACEs) in each of the five core academic subjects (Math, English, Social Studies, Science, Word Building or Elective) along with Physical Education is equivalent to a year's work. Academic placement for new students coming into WMBA is determined by the diagnostic tests and credits already earned for students transferring into the 9th grade or above. Academic placement for students transferring out of WMBA is determined primarily by their individual academic achievement and credits earned for students in the 9th grade or above. While WMBA has enjoyed a great working relationship with public and private high schools, colleges, and universities and has never had any of our transferring students denied earned credits, parents should be aware that even though it is unlikely, schools, colleges, and universities can choose to accept or deny credits earned.

Kindergarten Students

To attend Kindergarten, students must be 5 years old by September 1st of the current school year and must successfully pass the Kindergarten Readiness Test to be considered for enrollment. Kindergarten students who have successfully completed the required work and First Grade Readiness Test, will be promoted to 1st grade.

Grade Levels/Grading Scale

The following chart lists all PACE levels with their corresponding grade levels:

<u>Grade Levels</u>	<u>Pace Levels</u>	<u>Grade Levels</u>	<u>Pace Levels</u>	<u>Grade Levels</u>	<u>Pace Levels</u>
1st Grade	1001-1012	5th Grade	1049-1060	9th Grade	1097-1108
2nd Grade	1013-1024	6th Grade	1061-1072	10th Grade	1109-1120
3rd Grade	1025-1036	7th Grade	1073-1084	11th Grade	1121-1132
4th Grade	1037-1048	8th Grade	1085-1096	12th Grade	1133-1144

WMBA's grading scale is as follows:

94 - 100% = A 86 - 93% = B 80 - 85% = C

Achievement Charts

At the beginning of the school year, students and their parents will be given a chart that will detail the specific PACEs they must successfully complete to academically pass the school year.

Awards Ceremony

One of the greatest highlights of the entire school year is the year-end Awards Ceremony. Students and parents are required to attend and be on time. Every student is recognized in the parade of students. Special recognition is given for character, academic, and extra-curricular achievements. To qualify for these awards, students must have attended WMBA a minimum of one full semester and have their financial accounts current.

Classroom Behavior

Appropriate classroom behavior is a matter of self-control. Students are to be quiet in class. Activities which do not pertain to PACE work are not allowed (talking, turning around in offices, writing notes, drawing, sleeping, or day-dreaming). Students may bring water in clear containers into the classroom; however, if the use of water is misused, the privilege will be lost.

Classroom Placement

Every student will be assigned an individual office each semester. Students are expected to take proper care of their offices and not damage them in any way. Each student may have one approved personal item no larger than 5"x7" for their offices.

Classroom Work

Student PACEs are private property and are not to be shared with other students. Every student is to do their own work in sequential order and **only in pencil**. **Students are not to doodle or draw on or in PACEs.**

Students may take their PACEs home and work ahead even if they do not have required homework. Check-ups and/or Reviews must be signed by a supervisor if taken at school or by a parent if taken at home or students may sign their own check-ups or reviews if they have "C" or "E" privilege. Self-Tests **may not** be done at home.

Goal Setting:

Each student should strive to complete a minimum of 25 pages per day to successfully pass the year (60/72 PACEs passed). Since the ACE system is individualized, supervisors may adjust academic requirements for students who have Individual Education Plans (IEPs).

Students are to set their goals only in **black pen** on their individual goal cards and keep them posted on their office backboards. They should also write their daily goals in their student planners each day so their parents can also see their daily progress. All goal changes must be done by the supervisor in green pen.

Self-Tests/PACE Tests

All Self Tests and PACE Tests are to be taken at school without interruptions. Students must score a minimum of 80% on all Self-Tests and 80% on all PACE Tests. If a student fails a Self-Test twice, the PACE will be considered failed and the student will have to retake the entire PACE. Parents are encouraged to study with and verbally quiz their students at home before all Self-Tests and PACE Tests. PACEs issued due to failure are an additional \$5.00 each and \$3.00 each for extra PACEs above the yearly 60/72 PACEs total.

Study Notes:

All students may make study notes to aid them in preparation for PACE tests. As an extra incentive, supervisors may award 1 point for each page up to 5 points towards a PACE test score. To receive credit, students must have their study notes approved by their supervisors **before** taking the PACE test. All retaken PACEs are required to have 5 pages of study notes.

Scoring:

When students need to score their PACE work, they should raise their American flags and obtain permission from their supervisors to score. After gaining permission, students should proceed to the scoring table and locate the proper score key. Students are to mark a red "X" beside the number of each wrong answer. If the PACE has a scoring strip, a red "X" should be placed in the appropriate box of the strip. If everything is correct on a page, that page number should be circled in red. All red pens are to be kept at the scoring table. Students may score only one PACE at a time. Students are to score quickly, quietly and accurately without talking, communicating, or disturbing other students.

Homework

Students who fail to complete their daily goals are required to do homework to catch up. Students are responsible to complete the work at home. Students who fill in blanks with random answers will be considered cheating and receive demerits.

Community Service

High school students seeking scholarships for college are strongly encouraged to do a minimum of 75 hours of community service. Florida Bright Futures scholarships require between 50 to 100 hours of community service. WMBA has no requirement of community service hours for graduation.

Diagnostic Testing

1st -12th grade students desiring to enroll at WMBA must take the diagnostic tests. These tests usually take approximately four to five hours and help to determine students' placement upon acceptance. The cost for diagnostic testing is \$40 and is non-refundable. Students entering kindergarten must successfully pass the Kindergarten Readiness Test which costs \$25 and is also non-refundable.

Dishonesty

Cheating in any form is not tolerated. Cheating includes, but is not limited to:

- Scoring wrong answers as being correct
- Marking answers prior to taking checkups and self-tests
- Doing another student's work and/or getting someone else to do your work
- Purposely filling in homework with random words
- Unauthorized use of notes or other helps on checkups, self-tests, or PACE tests
- Plagiarism (the intentional or unintentional use, to any degree, of the ideas or words of one's source material without proper acknowledgement) on reports or Senior papers
- Forging another person's signature and/or initials

Dual Enrollment

WMBA students in the 11th and 12th grades who have a 3.0 GPA or higher are eligible for dual enrollment through Liberty University Online Academy (LUOA). Please contact the school office for additional information.

Graduation Information

High school credits begin with PACE number 97/1097 in all academic subjects. To be classified as seniors, students must have a minimum of 18 credits earned prior to the first day of the school year. Students may still be able to graduate with less than 18 credits, but they will not be designated a Senior page in the Academy yearbook. Students entering high school must complete one (1) credit course online before graduation.

Students who desire to graduate early will be required to complete the Honors track of study. Students attempting to graduate early may not have more than 84 PACEs to do the first day of that school year and must have previously completed at least one year of a secondary language.

Completing six PACEs successfully on the 9th level or above equals ½ credit. Completing 12 PACEs successfully on the 9th level or above equals one full credit. Only ½ and full credits are awarded and/or accepted. WMBA uses a 4.0 scale in calculating GPAs (grade point averages).

The graduation fee is \$150 and must be paid by the end of January.

If students complete their graduation requirements early, they may obtain full-time jobs, with parental permission. Students who complete their graduation requirements early may still play sports for the school if they abide by WMBA's standards of conduct and meet the age restrictions of the current sports league and come to team practices.

Students who complete their graduation requirements early and commit offences that would warrant them being expelled shall forfeit the privilege of participating in the graduation ceremony. Such students will receive their diplomas two days after the graduation ceremony.

WMBA offers three tracks of study leading to a high school diploma. These tracks are Honors, College Preparatory and Standard/General. **To qualify for scholarships such as Bright Futures, students must be on the College Preparatory track or Honors track. All seniors must take the ACT or SAT at least once during their senior year.**

The Standard/General track may be pursued only after an administrative assessment conference with parents and the student. A written waiver must be signed by the principal, parents, and student. Parents and students must understand that employers, colleges and universities, trade schools, apprenticeship programs, and various branches of the military may require additional work to be done prior to acceptance if they pursue the Standard/General track.

WMBA requires that College Preparatory and/or Honors students earn two credits in a foreign language. These credits must be taken in consecutive years in the state of Florida.

To graduate from WMBA a student must be at the school for his/her final two semesters.

When the graduating class has three or less students, all seniors will give a speech at the graduation ceremony. If there are four or more in the graduating class, only the salutatorian and valedictorian will give speeches.

In order to be considered as a candidate for valedictorian or salutatorian, a student must:

1. Attend WMBA for a minimum of two full academic years, with one being the senior year.
2. Earn half of the total credits from WMBA.
3. Have all transfer credits from an accredited school or a recognized home school provider.

Graduation Requirements

SUBJECT/ TRACK	HONORS 28 Credits GPA: 3.0 or higher Readmaster: 600 wpm	COLLEGE PREPARATORY 27 Credits GPA: 3.0 or higher Readmaster: 450 wpm	STANDARD/GENERAL 25 Credits
BIBLE	<u>3 Credits</u> New Testament Survey Changed Into His Image Survey of the Gospels	<u>3 Credits</u> New Testament Survey Changed Into His Image Survey of the Gospels	<u>3 Credits</u> New Testament Survey Changed Into His Image Survey of the Gospels
MATH	<u>4.5 Credits</u> Algebra I (1097-1108) Geometry (1109-1120) Algebra II (1121-1132) Consumer Math Additional Math	<u>4 Credits</u> Algebra I (1097-1108) Geometry (1109-1120) Algebra II (1121-1132) Consumer Math	<u>4 Credits</u> Algebra I (1097-1108) Geometry (1109-1120) Consumer Math Additional Math as prescribed
ENGLISH	<u>4 Credits</u> English I (1097-1108) English II (1109-1120) English Composition Senior Research Paper	<u>4 Credits</u> English I (1097-1108) English II (1109-1120) English Composition Senior Research Paper	<u>4 Credits</u> English I (1097-1108) English Composition Senior Research Paper Additional English as prescribed
HISTORY	<u>4 Credits</u> World History (97-108) American History (1121-1132) World Geography (1097-1108) Civics (133-138) Economics (139-144)	<u>4 Credits</u> World History (97-108) American History (1121-1132) World Geography (1097-1108) Civics (133-138) Economics (139-144)	<u>3 Credits</u> World History (97-108) American History (1121-1132) World Geography
SCIENCE	<u>4.5 Credits</u> Biology (1097-1108) Physical Science (1109-1120) Chemistry (1121-1132) Physics (1133-1144) Health	<u>4 Credits</u> Biology (1097-1108) Physical Science (1109-1120) Chemistry (1121-1132) Physics (1133-1138) Health	<u>3 Credits</u> Biology (1097-1108) Physical Science (1109-1120) Additional Science as prescribed
ELECTIVES	<u>8 Credits</u> Intro to Basic Computer Foreign Language (2 cons. years) Etymology (1097-1108) Speech (1-6) Music (1-6) Physical Education	<u>8 Credits</u> Intro to Basic Computer Foreign Language (2 cons. years) Etymology (1097-1108) Speech (1-6) Music (1-6) Physical Education	<u>8 Credits</u> Etymology (1097-1108) Physical Education Additional Elec. as prescribed

High School Classification and Ranking

Students' classifications are directly related to the credits they have earned prior to the first day of each school year:

Grade 9	Freshman	0 credits
Grade 10	Sophomore	6 credits (minimum)
Grade 11	Junior	12 credits (minimum)
Grade 12	Senior	18 credits (minimum)

Class ranking is determined strictly by track and overall GPA. The Honors Track supersedes the College Preparatory Track. The College Preparatory Track supersedes the Standard/General Track. Each completed high school course is assigned a percentage grade and a letter grade. Each A is worth 4 points, each B is worth 3 points, and each C is worth 2 points. WMBA uses a 4-point scale but grades below 80% are not considered passing in the ACE program.

98-100%	A+
96-97%	A
94-95%	A-
92-93%	B+
90-91%	B
88-89%	B-
86-87%	C+
83-85%	C
80-82%	C-

High School Jobs

Students who are in high school may obtain jobs only after parent-teacher conferences with the administrator. Jobs must not require students to leave school prior to 12pm on Wednesdays or 3pm on other school days. Students who are on any type of probation may not obtain a job.

Honor Roll

Students are encouraged to make Honor Roll each quarter. While there may be some slight variation in specific individual requirements, the general requirements are as follows:

1. Lower level students must successfully pass a minimum of 18 PACEs per quarter with academic balance;
Upper level students must successfully pass a minimum of 15 PACEs per quarter with academic balance.
2. Obtain a total PACE average of B Honor Roll: 86% - 93%; A Honor Roll: 94% or higher.
3. Memorize and write each required monthly Scripture.
4. Maintain a satisfactory attendance record.

Honor Roll Field Trips

Students who qualify for Honor Roll are eligible for a special all-day field trip. The places and costs vary from quarter to quarter. Parents will be notified of specific details the day report cards go home each quarter.

Incentive Program

When students assume greater responsibility in school, they earn greater privileges. WMBA uses a graduated incentive system, designated by the letters "A", "C" and "E". Each letter represents a privilege level, which may be earned by meeting the following outlined requirements. Students display privilege letters in their offices during the three-week period. The letter not only indicates to the staff which students have privilege, but the student also receives tangible rewards and public recognition for a job well done.

Level "A" Requirements:

1. Complete the 5 PACEs by the 3rd week; 10 PACEs by the 6th week; 15 PACEs by the 9th week.
2. Maintain academic balance.
3. Earn less than 15 total demerits the previous 3 weeks.
4. Write from memory the monthly Bible passage by the end of the month.
5. Maintain a satisfactory attendance record.

Level "A" Privileges:

1. May participate in approved extracurricular activities in office after daily goals are accomplished.
2. May take 20-minute morning breaks.

Level "C" Requirements:

1. Complete the 6 PACEs by the 3rd week; 12 PACEs by the 6th week; 18 PACEs by the 9th week.
2. Maintain academic balance.
3. Earn no more than 10 total demerits the previous 3 weeks.
4. Write from memory the monthly Bible passage by the end of the month.
5. Present a special 5-minute oral report from a pre-approved list. The report qualifies for the remainder of the quarter unless privilege is lost.
6. Maintain a satisfactory attendance record.

Level "C" Privileges:

1. May participate in approved extracurricular activities in office after daily goals are accomplished.
2. May be out of seat without permission for Learning Center functions (scoring, restroom, etc.)
3. May leave school for lunch (1-1/2 hours maximum) within guidelines and proper authorization.
4. May initial the beginning of their own checkups.
5. May take 30-minute morning breaks.
6. May go to lunch 10 minutes before the regularly scheduled time.

Level "E" Requirements:

1. Complete the 6 PACEs by the 3rd week; 12 PACEs by the 6th week; 18 PACEs by the 9th week.
2. Maintain academic balance.
3. Earn less than 5 total demerits the previous 3 weeks.
4. Write from memory the monthly Bible passage by the end of the month.
5. Read and prepare a written and oral report on a literature book pre-approved by their supervisor. The report qualifies for the remainder of the quarter unless they lose their privilege.
6. Be engaged in some type of Christian ministry on a regular basis in a local church. Several examples include bus/van ministry, teaching a class, children's church ministries, visitation, janitorial work, ushering, and singing in choir.
7. Maintain a satisfactory attendance record.

Level "E" Privileges:

1. Same as "C" privileges along with the following:
2. May leave office and Learning Center with permission for approved projects when not committed to other responsibilities.
3. May attend off-campus functions of a spiritual/educational nature with parents' and Administrator's permission.
4. May Self-Test and PACE Test on the same day.

Application for Privilege: Students who believe they have met the requirements needed for a level of privilege status and desire privilege status should request an Application for Privilege form on the Thursday preceding the designated week of privileges. They should complete the form and submit it to their supervisor that day. The supervisor will award the privilege to the student the following Monday if they qualified.

Remember: Privileges are incentives designed to promote learning achievement. Students may lose privilege if they fail to maintain satisfactory attendance, academic, or behavioral requirements.

Promotion

Promotion is based upon successfully completing the required work. For students in the 8th grade and below, a required year's work is 12 PACES in each subject. In high school, required work earns half or full credits. The required work for students on Individual Education Plans (IEPs) vary.

Standardized Testing

Each Spring all students take the Iowa Tests of Basic Skills (ITBS) over several days. These tests do not pass or fail students for specific grades but indicate how students rate according to students across the nation. Seniors who have taken either the ACT or SAT are not required to take the ITBS.

Student Planners & Progress Reports

WMBA likes to keep parents informed concerning students' progress both behaviorally and academically. Consequently, all students are issued a planner each semester. Students are required to take them home each day, where parents' signatures are required. Student planners keep parents informed on important matters such as behavior, punctuality, academic progress, required homework, dress code, and minor correspondence. Major correspondence should be handled through the administration. Lost or damaged planners will incur a \$15 replacement fee.

At the end of the third and sixth weeks of each quarter, parents will find a special progress report in students' planners. These reports are crucial for parents to read and understand since they detail their student's academic and behavioral progress. At the end of the ninth week, report cards will be sent home in a gold envelope. These reports are to be signed by the parents and returned the next day.

ATTENDANCE

Attendance Requirements/Probation

Consistent attendance is essential to academic success so students are expected to arrive on time and remain at school throughout the day. There may be rare occasions when a student must be absent. WMBA recognizes only two types of absences: medical/emergencies and preapproved.

Medical or emergency absences include medical or dental appointments, illness or injury.

Preapproved absences include trips with a student's own parent, out-of-town activities with his/her own youth group, court proceedings, and educational opportunities that have administrative approval. Preapproved absences should be approved a minimum of one week in advance of the event. Failure to do so may result in an unapproved absence.

Students who are absent excessively will be placed on attendance probation. The probation disqualifies a student from field trips and sports participation for the semester. In addition, the parents and the student must come in for a parent-student conference with the administrator. If student absences continue, the Duval County Attendance Intervention Team and/or the state attorney's office will be notified. Excessive absences (with or without notes) are as follows:

- 6 or more absences within the first quarter
- 10 or more cumulative absences within the first and second quarters
- 15 or more cumulative absences within the first, second, and third quarters

Absences

For medical/emergency absences, a parent should contact the school office on the day missed or send a note of explanation upon the student's return to school. In the case of a medical or dental appointment, the parents should notify the school in advance, and the parent should check the student out when leaving and check in upon returning to school.

If students miss school more than 4 hours due to illness they may not participate in extracurricular school activities that day.

If a student needs to be excused from Physical Education, a written note is to be sent with the student in the planner. A doctor's excuse is necessary if the student needs to be excused for more than two consecutive physical education classes.

To obtain permission for a preapproved absence, a student should:

- Secure a preapproved absence form from the school office;
- Have his/her parent complete the form and indicate permission by signing the form;
- Submit the form to the school office at least one week before he/she will be absent to obtain administrative approval.

Unexcused absences incur demerit penalties. Deliberate absences (such as missing class to avoid a test or paper/project deadline) incur significant demerit penalties.

Arrival & Dismissal

WMBA does not provide transportation to and from school. Parents are responsible for securing transportation for their own children. Parents desiring information concerning carpooling possibilities may contact the Administration.

When students arrive at school they should go to the lunchroom and be seated. A staff member is on duty from 7:45am until school begins and students are escorted to their classes. Students sometimes arrive earlier than 7:45am, but parents must be aware that they are not supervised before this time. Students may not arrive before 7:15am. All breakfast items should be consumed before arriving at school.

Upon dismissal, students that are not in an official after-school activity (ball practice, competition practice, yearbook, etc.) should be picked up in the car line within 15 minutes of dismissal. Parents who fail to pick up their children within 15 minutes of dismissal will incur a late fee of \$20 per quarter hour. This fee is not covered by scholarship monies.

Student Drivers

Every student driver is required to obey the state of Florida traffic laws. In addition to these laws, WMBA also has regulations to which all student drivers must adhere:

- Student drivers must have a valid Florida driver's license to drive to school. Other requirements include parental authorization, proof of registration, and insurance.
- Student drivers who are excessively absent will be reported to the DMV and may lose their licenses.
- If students desire to ride with another student or leave school premises with a guest, they must bring in written permission from their parents prior to leaving. If students ride with other students, they must submit written permission from both sets of parents prior to leaving.
- Student drivers who wish to leave school early must have permission from parents and administration/supervisors.
- Student drivers may not lend their vehicles to other students.
- Student drivers are to park in the designated student parking area, and may not loiter in and/or around vehicles before and after school.
- Student drivers should bring all necessary items into school with them. They may not visit vehicles until dismissal at the end of the day.
- Student drivers who violate these policies may have their driving privileges suspended or revoked.

Daily Schedule

7:45am	Students begin arriving at school; staff prayer time
8:15am	School begins; students report to the classroom
8:30am	Students go to chapel or begin Bible time
9:00am	Students return to the classroom and begin PACE work
10:15am	C & E privilege break
10:25am	A privilege break
10:30am	Regular break
10:45am	Students return to PACE work
11:30am	Lunch
12:00pm	Return to classrooms
1:50pm	Regular Break/Dress Out
2:00pm	Physical Education (Tuesday/Friday)
2:55pm	Physical Education ends (Tuesday/Friday)
3:00pm	Dismissal (exception: Wednesday – dismiss 12:00 Noon)
3:05pm	Ball Practices (Monday, Tuesday, Thursday, & Fridays)

DISCIPLINARY SYSTEM

Christ-like Character Development

Rules or laws can help regulate but they cannot regenerate (Romans 3:20) or sanctify anyone's soul (Galatians 3:3). Spiritual fruit will be produced in lives only when they are yielded to Christ. If they submit to authorities to obey Christ (Hebrews 13:17), He will use their God-dependent discipline to work godliness in their lives (II Timothy 4:7). However, if they obey for self-serving reasons, like staying out of trouble, they may be easier to live with, but the self-centered focus of their lives will eventually be exposed (Galatians 6:7-8).

WMBA's disciplinary policies seek to promote holy living by removing worldliness and evil from students' lives as much as possible while they learn to walk in the Spirit. They also seek to promote orderliness and responsibility and teach students to place others first.

WMBA's disciplinary policies also expose spiritual needs. While keeping a specific rule does not make anyone spiritual, willful breaking of a rule does reflect the condition of a person's heart. In that sense, every choice a student makes has a spiritual dimension. Flagrant and/or continual disobedience alert staff to the need for personal discipleship in a student's life.

The spirit in which the disciplinary policies are carried out at WMBA are important. It is our desire that humility, gentleness, patience, and love – first for God and then for others – permeate all aspects of discipleship, including rebuke and correction (Galatians 6:1, I Thessalonians 5:14).

WMBA uses a demerit system to develop students into Christlikeness. A demerit is a negative mark earned by students for infractions to school rules. Demerits accumulate according to the grade level of the student and help both parents and students be more conscientious of the consequences improper behavior brings.

Demerit Chart

Offense	Penalty						
	1	1	1	2	2	2	3
Unpreparedness (unsigned planner, goal check, etc.)	1	1	1	2	2	2	3
Noise/Disturbance/Talking	1	1	1	2	2	2	3
Failure to follow procedures	1	1	1	2	2	2	3
Candy/food/gum	1	1	1	2	2	2	3
Inappropriate behavior/response	1	1	1	2	2	2	3
Minor horseplay	1	1	1	2	2	2	3
Dress code infraction	w	w	1	1	1	2	2
Minor disobedience	5	5	5	5	5	5	5
Out of seat without permission	5	5	5	5	5	5	5
Off limits	5	5	5	5	5	5	5
Bad attitude/gripping/complaining	5	10	15				
Failure to stay for required study hall	10	15	20				
Electronic device infractions (cell phones/texting)	10	15	20				
Improper social conduct	10	25					
Physical contact	10	25					
Direct Disobedience	15	20	25				
Failure to write monthly Scripture passage on time	15	25	50				
Dishonesty (cheating/lying/stealing/forging)	W	15	25	50			
Insubordination	15	25	50	75			
Sowing discord in doctrinal matters/standards	15	25	50	75			
Unexcused intentional absence (truancy)	25	50					
Leaving school without permission	25	50	75				
Major horseplay	25	50	75				
Failure to report offense	25	50					
Profanity/vulgarity/obscenity (written/spoken/gestured)	25	50	75				
Destruction of school property (vandalism)	50	75					
Unacceptable media (music, internet sites, etc.)	50	75					
Sacrilegious behavior	50	75					
Unjustified activation of a fire alarm system	50	75					

Excessive anger/fighting	50	75					
Missing a required meeting (orientation, Open House, etc.)	50						
Temple desecration—tattooing, body piercing/branding	100						
Possession/use of an unauthorized weapon	100						
Possession/use of tobacco/alcohol/illegal drugs/unauthorized disbursement	100						
Immoral behavior (fornication, homosexuality, sexting, etc.)	100						
Posting disparaging remarks about the school or staff on social media	100						
Inappropriate social media	Determined by Administration						
Any criminal offense (including but not limited to shoplifting, gambling)	Determined by Administration						
Bullying/harassment/intimidation	Determined by Administration						
Possession/use of inappropriate and/or prohibited objects or materials	Determined by Administration						
Other unbiblical conduct (statements or actions)	Determined by Administration						

Discipline Checkpoints

25 demerits:

The school office sends a letter to the parents informing them of their students' demerit record. At intervals of 25 demerits, additional letters are sent home and parents are called.

50 demerits:

Suspends students in school for two days. In school suspension includes loss of breaks and communication with other students during lunch. Any earned privilege status is revoked through the end of the semester.

75 demerits:

Places students on disciplinary probation, and removes them from team sports, field trips, and any student leadership through the end of the current semester.

100 demerits:

Expels students from WMBA for one calendar year. After one year, students may be considered for reenrollment.

Discipline Records – Lower Level

Lower level students are just beginning to learn responsibility and self-discipline, so their demerit records are cleared at the end of every quarter (nine weeks).

Discipline Records – Upper Level

Upper level students should have learned basic obedience, responsibility and self-discipline, so demerit records are cleared at the end of every semester (18 weeks).

Offenses carrying automatic suspension/expulsion are binding on students both on and off school property.

Expulsion

Students who engage in the following offenses whether on or off school property will be immediately expelled as a student:

- Possession or use of an unauthorized weapon
- Possession or use of alcoholic beverages, illegal drugs (including illegal use of prescription drugs), and/or tobacco in any form
- Participation in immoral behavior; this includes any actions or identifying statements concerning fornication, adultery, homosexuality, lesbianism, bisexuality, and/or sexting (sending or forwarding sexually explicit/pornographic images by any electronic/digital format)
- Stealing or shoplifting
- Tattooing or branding of one's body
- Committing a crime during enrollment or not disclosing a crime committed before enrollment
- Encouraging or aiding another student in an action that results in expulsion
- Posting disparaging remarks about the school or staff on social media

Mandatory Reporting

Under Florida law all administrators, teachers, and coaches are considered mandatory reporters of any known or suspected abuse. Typically, this means alerting law enforcement officials of known or suspected legal violations occurring on or off campus.

Off Limits Areas

There are several areas that are off limits to students without proper authorization. These include, but are not limited to:

- Unoccupied buildings and/or staff offices
- Teacher podiums and/or personal belongings
- Other students' offices or personal belongings
- Student/staff automobiles
- Computer stations
- The kitchen
- Areas that increase the risk of injury (the woods, the ditch, the pond)

Probationary Statement

Each student is accepted on a probationary basis. WMBA reserves the right to dismiss any student who does not cooperate with the educational process or whose attitudes and/or actions are not in harmony with the philosophy and/or policies of WMBA.

Probations

Academic Probation

Students who fail to maintain academic balance will be placed on academic probation. This failure is defined as:

- Less than 5 stars by the end of the 3rd week of a quarter
- Less than 10 stars by the end of the 6th week of a quarter
- Less than 15 stars by the end of the 9th week of a quarter

Students on academic probation will be required to miss breaks and stay after school one-hour for study hall until they have made up the delinquent PACEs. Study Hall will be on Mondays, Tuesdays, and Thursdays, from 3:05-4:00 p.m. This will affect eligibility to participate in extracurricular activities, including sports. Students failing to stay for study hall will receive a minimum of 10 demerits.

Attendance Probation

Students who are absent excessively will be placed on attendance probation. This probation disqualifies a student from field trips and sports for the semester. Scholarship students with excessive absences may lose their scholarships. In addition, the parents and the student must come in for a conference with the administrator. Excessive absences (with or without notes) are as follows:

- 6 or more absences within the first quarter
- 10 or more cumulative absences within the first and second quarters
- 15 or more cumulative absences within the first, second, and third quarters

Students with over 15 absences disqualify themselves from awards and/or trophies at the Awards Ceremony.

Disciplinary Probation

Students who earn 75 demerits within one semester will be placed on disciplinary probation. This probation disqualifies a student from field trips and sports for the semester. In addition, parents and the students must set up a conference with the administrator.

School Property

Students are not to damage, tamper with, or lose school property. Students will be charged for any damage or loss, whether willful or accidental. Cost of repair or replacement will be determined by the administration.

Searches

For safety and accountability purposes, WMBA reserves the right to inspect planners, purses, bookbags, gym bags, electronic devices, vehicles, social media accounts, pockets, desks, and persons. WMBA also reserves the right to communicate with a student's parents, and/or pastor on any situation involving a student, even if the student turns 18 during the course of the school year.

DRESS CODE

Appearance

At WMBA, we desire to honor and glorify God in every facet of life. Outward appearance is important because it reflects heart attitudes and life values. We seek to help students learn principles for dressing appropriately and for modeling Biblical modesty so they can correctly discern the appropriate clothing for any event. Proper discernment teaches students to consider the impact of their choices on others, thus living out the Lord's instruction about loving others as ourselves.

Lower Level (K5-5th Grades)

General Guidelines

- Polos must be navy blue, red, or white and purchased from the school.
- Clothing size should be appropriate for the size of the child (not oversized, tight, or low riding).
- Belts should be worn with pants and shorts that have belt loops and should complement, not distract, from the uniform.
- Except for specific occasions, hats are not allowed in the classroom.
- Temporary or permanent body markings are not permitted.
- Hair styles are to be neat and appear natural in color.
- Shoes must be casual, non-athletic, and of a solid color. Boots are not permitted. Tennis shoes are to be worn for physical education classes.
- Socks are to be worn that complement, not distract, from the uniform.
- Field trip attire will be specified prior to each trip.
- Sweatshirts, pullover hoodies and sweaters, flannel jackets/shirts, camo jackets, boots, athletic slides, high tops, and flip flops are not allowed at school.
- Outerwear jackets may be any color and may have hoods.

Boys K5-5th Grades

- Elementary boys may wear only navy blue, black, or khaki pants or knee length uniform shorts. Pants are to be worn properly around the waist. Pants are to be dress style and properly hemmed. Cargo/carpenter pants, skinny pants, oversized, tight, or low-riding pants are not allowed. Parents may purchase them at various vendors locally and online. Khaki pants/shorts should be of the medium color instead of the dark or light variations. Each boy must purchase at least one pair of khaki pants and one blue polo shirt, since we will use this uniform for special trips, events, etc.
- Hair must be off the collar and ears. In the front, it may not come lower than two finger widths above the eyebrows. It is to be neatly combed and may not be excessively spiked. Shaved cuts, braids, corn rows, bowl styles, razor designs, mohawks, faux hawks, or rat-tails are not permitted.
- Necklaces, bracelets, and earrings are not permitted (including energy bracelets/necklaces).
- Extra curly or afro hair is not to exceed one inch in length.
- Belts are to be black, brown, navy, or tan and must complement, not distract from the uniforms. Belt buckles may be no larger than 2x2 inches.
- All young men are required to purchase at least one P.E. uniform for gym class. Both the shorts and the shirts must be purchased from the school. In the winter, when temperatures go below 40°, they may wear loose-fitting navy blue or black sweat pants which are also available for purchase from the school.

Girls K5-5th Grades

- Elementary girls may wear only navy blue, black, or khaki pants, knee length uniform shorts, skirts, or jumpers. Pants are to be dress style and properly hemmed. Parents may purchase them at various vendors locally or online. Khaki pants/shorts should be of the medium color instead of the dark or light variations. Each girl must purchase at least one khaki skirt/jumper and one blue polo shirt, since we will use this uniform for special trips, events, etc.
- Skirts, jumpers, and shorts are to come to the knee whether walking or standing.
- Tights are acceptable under shorts or jumpers and must compliment the uniform.
- If worn, makeup, nail polish, or jewelry should be neat, modest, and appropriate.
- Belts are to be black, brown, navy, or tan and should complement, not distract from the uniforms. Belt buckles may be no larger than 2x2 inches.
- All young ladies are required to purchase at least one P.E. uniform for gym class. Both the shorts and the shirts must be purchased from the school. In the winter, when temperatures go below 40°, they may wear loose-fitting navy blue sweat pants, which are also available for purchase from the school.

Upper Level (Grades 6th – 12th)

General Guidelines

- Polos must be navy blue, red, or white and purchased from the school.
- Clothing size should be appropriate for the size of the child (not oversized, tight, or low riding). Skinny pants or rolling up the pants are not allowed.
- Belts must be worn with pants and shorts that have belt loops and should complement, not distract, from the uniform.
- Except for specific occasions, hats are not allowed in the classroom.
- Temporary or permanent body markings are not permitted.
- Hair styles must be neat and appear natural in color.
- Shoes must be a casual, non-athletic, and of a solid, neutral color. Boots are not permitted. Tennis shoes are to be worn for physical education classes.
- Socks must be worn that complement, not distract, from the uniform.
- Field trip attire will be specified prior to each trip.
- Sweatshirts, pullover hoodies and sweaters, flannel jackets/shirts, camo jackets, boots, athletic slides, high tops, and flip flops are not allowed for school.
- Outerwear jackets may be any color and may have hoods. Writing on jackets may not be larger than 3"x3".

Young Men 6th-12th Grades

- Young men may wear only navy blue, black, or khaki pants. Pants are to be worn properly around the waist. Pants are to be dress style and properly hemmed. Cargo/carpenter pants, skinny pants, oversized, tight, or low-riding pants are not allowed. Parents may purchase them at various vendors locally and online. Khaki pants should be of the medium color instead of the dark or light. Each young man must purchase at least one pair of khaki pants and one blue polo shirt, since we will use this uniform for special trips, events, etc.
- Belts are to be black, brown, navy, or tan and must complement, not distract from the uniforms. Belt buckles may be no larger than 2x2 inches.
- Polo shirts must stay tucked in the pants.

- Undershirts must be white or the same color as the polo being worn and may not have any pictures or writing on them.
- Shoes are to be of a solid, neutral color, casual, and non-athletic with a closed toe and closed heel. If shoes have laces they should be tied. High tops or boots of any kind are not permitted. Tennis shoes and/or rubberized cleats are allowed for athletic events.
- Hair must be off the collar and ears. In the front, it may not come lower than two finger widths above the eyebrows. It must be neatly combed and may not be excessively spiked. Shaved cuts, braids, corn rows, bowl styles, razor designs, mohawks, faux hawks, or rat-tails are not permitted. Extra curly or afro hair is not to exceed one inch in length.
- Young men may not color their hair with chemicals, sprays, or dyes.
- Young men may not have facial hair. They must be clean shaven. Sideburns may be to the middle of the ears.
- Necklaces, bracelets, earrings, piercings, and tattoos of any kind are not allowed (including energy bracelets/necklaces).
- All young men are required to purchase at least one P.E. uniform for gym class. Both the shorts and the shirts must be purchased from the school. In the winter, when temperatures go below 40°, they may wear loose-fitting navy blue or black sweat pants which are also available for purchase from the school.

Young Ladies 6th – 12 Grades

- Young ladies may wear only navy blue, black, or khaki pants or skirts. Young ladies' uniforms must be loose enough to conceal undergarment lines and not draw attention to their figures. Pants are to be dress style and properly hemmed. Parents may purchase them at various vendors locally or online. Khaki pants should be of the medium color instead of the dark or light. Each young lady must purchase at least one khaki skirt and one blue polo shirt, since we will use this uniform for special trips, events, etc.
- Skirts as well as slits in skirts are to come to the knee whether walking, standing, or sitting.
- Hose, tights, or leggings are acceptable but not required. If worn, they must be solid in color and match the uniform so they complement rather than distract.
- Belts are to be black, brown, navy blue, or tan and must complement, not distract from the uniform.
- Young ladies' polo shirts must be loose enough to conceal undergarment lines and not draw attention to their figures. Young ladies' polos may be tucked in or left untucked.
- Shoes are to be of a solid color, casual, and non-athletic with a closed toe and closed heel. If shoes have laces, they should be tied. High tops or boots of any kind are not permitted. Tennis shoes are allowed at athletic activities.
- Young ladies' hairstyles are to be neat, orderly (no spiking), and feminine. No masculine cuts or shaved styles are allowed. Hair color must always appear natural. The administration reserves the right to pass judgment in matters of current style and/or color.
- If worn, makeup, nail polish, or jewelry should be neat, modest, and appropriate, so as not to draw attention to one's self.
- In consideration of the many people with allergies, we ask that perfume and/or scented lotions be used sparingly at home before coming to school.
- If worn, young ladies may wear a maximum of two rings.
- If worn, earrings are limited to no more than two per ear, worn only in the lobes of the ears. Anklets are not permitted. Jewelry may not reflect secular themes.
- All young ladies are required to purchase at least one P.E. uniform for gym class. Both the shorts and the shirts must be purchased from the school. In the winter, when temperatures go below 40°, they may wear loose-fitting navy blue sweat pants, which are also available for purchase from the school.

ENTERTAINMENT, MUSIC, & TECHNOLOGY

Biblical Discernment

Part of WMBA's philosophy is to help students develop Christlikeness by making biblical decisions in the areas of entertainment, music, and technology. The choices students make concerning movies, television, music, computer/video games, printed materials, the internet, and social media all should honor Jesus Christ and edify others. Students should avoid entertainment that contains profanity, sexual perversion, lurid violence, occultism, and false philosophical or religious assumptions and beliefs. WMBA students are encouraged to honor the Lord in how they spend their time and carefully consider the desensitizing effects popular entertainment carries.

Computer & Video Games

WMBA recognizes that Christian families differ on matters of Christian lifestyle, especially when it comes to computer and video games. WMBA encourages Christian parents to make wise decisions on what they allow their children to play. Many games use and promote language, music, and themes that are anti-Christian. Constant exposure to such things will have a negative impact on attitudes and actions of their young people.

Internet and Social Media

WMBA encourages responsible use of technology in accordance with biblical principles of good stewardship. WMBA students are responsible for all social media content in any form that is posted, shared, liked, connected with, or linked to their account(s). A student's social media must not violate scriptural commands that forbid abusive, slanderous, complaining, profane, irreligious, blasphemous, or dishonest speech, immorality of any kind, sensuality, promiscuity, overly secular themes, or murderous or needlessly violent actions. Since students bear not only the testimony of the Academy, but also of their Savior, any material that violates the principles of Scripture or the standards of conduct at WMBA is considered inappropriate. Inappropriate material connected to a student's social media account(s) may lead to expulsion.

Students must register all social media with the school office upon enrollment, along with all content access passwords. If a student changes access passwords or discontinues their media account they must notify the school office within three days. Failure to register a media account may result in expulsion.

Movies

Movies can provide wholesome entertainment, helpful instruction, or profound insight into life and human behavior. However, most of what is and has been produced by the entertainment industry reflects views, lifestyles, and modes of communication which are in direct opposition to a Christ-centered life. These movies exert a worldly pull on Christians trying to develop Christlikeness that compounds with continued exposure over time.

WMBA desires an environment free from the conversation about and promotion of movies that contain objectional elements that do not honor God and will not edify students.

Music

Music is a moral language given by God and governed by rules of composition and harmony. It employs sounds with varied durations, dynamics, and timbre. Music strongly influences our character, thoughts, behavior, emotions, and lifestyles. It has the power to change the way we see things as well as transform our senses and understanding. Consequently, biblical discernment is greatly needed. WMBA evaluates music by four criteria: the content, the intent of the composer/performer, the effects the music has on the listeners, and the context of the experience. WMBA acknowledges that there is a range of music separate from the world. WMBA is intentionally conservative within that range.

Music which conflicts with our mission is excluded from performance, or use at school or in social media. This includes music which, in whole or in part, derives from the following broadly defined genres or their subgenres: rock, pop, country, jazz, electronic/techno, rap, hip hop, or the fusion of any of these genres.

While families and churches may differ on issues of Christian lifestyle, God's Word exhorts us to exercise great care to avoid causing another believer to stumble (I Corinthians 8-9). WMBA desires to assist parents in discipleship of their maturing young people in the area of music.

Periodicals

WMBA discourages students from subscribing to or viewing online certain types of magazines and catalogs that reflect ungodly philosophy or pervasive sensuality. Magazines of this nature should not be brought to school. These include fashion, model, pop culture, body-building, video/computer game, and television or film magazines.

Promotion of School

WMBA is a Christian school that may advertise and or promote the school through social media for the purpose of attracting quality Christian families. While a student's personal information will never be divulged, the Academy reserves the right to photograph and/or video students and use their faces, likenesses, voices, and/or appearances in connection with publicity, advertising, and promotional materials.

FINANCIAL INFORMATION

Costs

Tuition may be paid by cash, check, money order, credit cards, or debit cards. It may also be paid online. The first payment is due July 1st and ends with the April 1st payment. Students who enroll after school has started will pay through May. All monies paid after May 7th must be paid in cash, money order, credit cards, or debit cards. Payments are always due on the first of the month but the grace period extends until the 7th of the month. Students whose accounts are not brought current by the 30th of the month will be withdrawn from enrollment until the account has been brought current. The cost of materials (PACEs) is included in the tuition costs (up to 72 PACEs).

The current tuition is as follows:

Tuition – 1 st Child	\$410 per month or \$4100 per year
Tuition – 2 nd Child	\$400 per month or \$4000 per year
Tuition – Each additional child	\$380 per month or \$3800 per year

Enrollment Fee

The enrollment fee is \$350 per student, per school year. This fee is non-refundable and covers processing student records, standardized testing, student insurance, yearbook, student planners, and a computer fee. The registration fee is due on June 1st. Students who enroll during the school year must pay the enrollment fee upon acceptance.

Miscellaneous

- Receipts are written for all monies received. We do not accept post-dated checks.
- Returned checks have a service charge of \$35.00 each.
- Parents needing some type of special consideration, as moving the due date may pay a one-time yearly fee of \$50.00.
- Unused and/or unfinished PACEs are non-transferable and non-refundable from year to year and/or from school to school.
- The tuition covers PACEs issued to a student in the current school year up to a maximum 72 PACEs.
- Any PACEs issued in the current school year above the 72 PACEs will bring a charge of \$3.00 per PACE. A bill for these PACEs will be mailed soon after the completion of the school year.
- Any repeat PACEs issued due to failure will bring a charge of \$5.00 per PACE.
- Replacement planners are \$15 each.
- Late fees are \$20 per quarter hour.
- There is a field trip transportation fee of \$25 per student, per school year.
- Required uniform polo shirts are \$15 each.
- Required P.E. shorts are \$15 each.
- Required theme shirts are \$15 each.
- Ball uniforms are approximately \$80 per sport.
- Field trips are an average of \$250 per student, per year.
- School pictures are optional for a fee ranging from \$20 - \$60.
- Lunch items are available for purchase. The average daily expense per student is \$3-\$5.
- Graduation fees are \$35 for kindergarten and \$150 for seniors.

Scholarships

WMBA currently accepts three different scholarships: the Florida Tax Credit Scholarship (Step Up for Students), the McKay Scholarship, and the Gardiner Scholarship. Scholarship students who have excessive absences may lose their scholarships. Scholarship students who qualify for and sign up to go on a field trip and do not show up on the day of the trip will be charged for the tickets. Parents are asked to sign scholarship checks promptly.

Florida Tax Credit Scholarship (Step Up For Students)

This scholarship is income based and may be applied for at stepupforstudents.org. The maximum scholarship award covers the enrollment fee, tuition, three polo shirts, one P.E. uniform, one theme shirt, and a maximum of \$5 per day for lunch. Other expenses such as ball uniforms, competitions, field trips, and summer school may also be covered depending on the individual student's involvement and scholarship award amount. This scholarship does not cover late fees, failed PACEs, replacement of student planners, damaged and/or lost school property, or vending machine purchases. The Academic Achievement Accessible Scholarship Foundation also offers funding for this scholarship. They may be reached at info@aaa.scholarships.org or 1-888-707-2465.

McKay Scholarship for Students with Disabilities

This scholarship is based on a student's individual disability, and may be applied for at floridaschoolchoice.org or by calling 1-800-447-1636. The eligibility deadlines vary according to the date approved by the Florida Department of Education. The scholarship award amount varies. Generally, the enrollment fee and tuition are covered.

Gardiner Scholarship (previously called the Personal Learning Scholarship Account or PLSA)

This scholarship is based on a student's individual disability, and may be applied for at stepupforstudents.org. This scholarship covers the expenses set forth under the Step Up for Students scholarship but may also cover extra tutoring and specialized assistance.

Student Insurance

WMBA provides individual supplemental student accident insurance. This insurance functions as a secondary insurance to defray some of the expenses in the event of an accidental injury. Parents are encouraged to carry medical insurance on their child(ren).

Testing Fees

The Kindergarten Readiness Test is \$25 per student. The diagnostic testing fee for 1st-12th grades is \$40 per student. All testing fees are non-refundable.

Withdrawal Charges

The enrollment fee is not refundable.

If a family has multiple children enrolled at WMBA, and one child is withdrawn, any refund due is automatically credited to the account of the child(ren) who remain enrolled. Students whose accounts are paid in advance will have any refund prorated according the date of withdrawal.

NAVIGATOR LIFE

Abuse, Bullying, Harassment, and Intimidation

WMBA is committed to being a safe and harmonious working environment in which every student and staff member demonstrates the love of Christ, one to another, in all circumstances (Ephesians 4:32).

Bullying, harassment, and intimidation will not be tolerated at WMBA. Students who bully, harass, or intimidate are subject to discipline, including demerits, suspension, expulsion, and referral to the appropriate authorities where they may risk arrest and/or prosecution.

Bullying, harassment, and intimidation are evidenced by repeated physical, verbal, or emotional abuse towards a victim that produces fear, harm, or damage. Harassment may include, but is not limited to, sexual or racial abuse. Bullying, harassment, and intimidation may take various forms: verbal (name calling, put downs, racist remarks, teasing, threats, spreading rumors, sending inappropriate notes or pictures, cyberbullying, or messaging); physical (pushing, hitting, shoving, biting, hair pulling, scratching, spitting, tripping, damaging or stealing the victim's property, locking a person in a room, making rude gestures, or initiating or forcing inappropriate touching); psychological (acts that instill a sense of fear or anxiety); or any act that insults or demeans a person in such a way as to cause distress, reluctance to attend school, a decline in work standards and/or an increase in problem behaviors.

Students or parents should report suspected acts of bullying to any staff member or the administrator. Upon report of alleged bullying, harassment, or intimidation, the administrator will conduct a thorough investigation, respond with appropriate measures, and take appropriate disciplinary action consistent with the school's policy and procedure for discipline. If the acts of bullying rise to the level of criminal offense, the violating student(s) will be referred to the proper authorities and risk arrest and/or prosecution.

Arbitration Policy

WMBA is a Christian ministry. Therefore, all staff (paid or volunteer), students, and parents/guardians agree as Christians that they would never make demands, threaten to sue, or litigate any matter whatsoever relating to or resulting from this handbook. To do otherwise would be a clear violation of Biblical teaching and practice.

Furthermore, if any matter does arise, which cannot otherwise be resolved, they agree with and submit to binding arbitration as set forth in West Meadows Baptist Church's Amended Bylaws, Appendix A, Sections 1-8 and expressly waive any and all rights in law and equity to bring any civil disagreement before a court of law, except that judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof.

Athletic Events

Students that are spectators at Academy athletic events are to wear either a regular or P.E. uniform.

Students that are participants at Academy athletic events are to wear their ball uniforms. After the event, participants may change into only regular or P.E. uniforms.

Parents and/or students are to refrain from bringing pets and/or non service animals to athletic events. Students who are participants are to ride the bus with the team to all athletic events, but may ride with their parents after the event is completed.

Parents are welcome to attend all athletic events. When traveling with the team, parents are asked to eat at the same restaurant as the team to avoid needless conflict.

Awards

WMBA desires to honor those who excel and achieve. Awards are given in areas of academics, character development, fine arts, and athletics. These awards are presented at the Awards Ceremony which is the evening of the last day of school.

Cell Phones

Cell phones may be used only before 8:00am and after 3:00pm (12:00pm on Wednesdays). During the school day, cell phones are to be powered off and out of view (not in hand). Violations will result in demerits and/or confiscation of the phone.

Chapel

Students in the upper level usually assemble four times a week for chapel. Normally, it is after God & I Time from 8:35 – 9:00am. Lower level students have Bible time each morning at 8:30am.

Christian Character and Conduct

Maintaining Unity and Integrity

Attendance at WMBA is a privilege, not a right. This privilege may be forfeited by not adhering to the Academy's standards. WMBA may request the withdrawal of a student who, in the opinion of the administration, does not fit into the spirit of the Academy, regardless of whether he or she conforms to the specific rules. WMBA also reserves the right to deny a diploma to any student whose character or conduct is antithetical to the Academy.

WMBA welcomes constructive suggestions, but griping is not appropriate and will not be tolerated. A griping, critical, or cynical attitude grieves the Holy Spirit and destroys Christian growth and fellowship. Parents and/or students who post such things on a public forum (Facebook, Snapchat, etc.) will automatically and immediately be terminated from enrollment.

Separated Living

Loyalty to Christ results in separated living. Dishonesty, lewdness, sensual behavior, adultery, homosexuality, sexual perversion of any kind, pornography, illegal use of drugs, and drunkenness are all clearly condemned by God's Word. We also believe that biblical principles preclude gambling, smoking, dancing, and use of alcohol. Students involved in these activities will face severe disciplinary measures including suspension and/or expulsion.

Christian Heritage

WMBA places emphasis upon the greatness of America's Christian heritage as well as the sacrifices of its heroes. We unashamedly teach respect for those in authority, obedience to the law, and love for God and country. Consequently, students are required to memorize and recite the following three pledges:

Pledge to the American Flag:

I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

Pledge to the Christian Flag:

I pledge allegiance to the Christian flag and to the Savior for Whose kingdom it stands, one Savior, crucified, risen, and coming again, with life and liberty for all who believe.

Pledge to the Bible:

I pledge allegiance to the Bible, God's Holy Word. I will make it a lamp unto my feet and a light unto my path. I will hide its words in my heart that I might not sin against God.

Computers

All students have access to computers at WMBA. Elementary students typically utilize them for Word Building tests, but also use them for extracurricular activities such as Readmaster, Math Builder, Typemaster, or Word Builder. High school students utilize computers for several applications including Biology and Chemistry labs, foreign language through Rosetta Stone, as well as the Readmaster program. High school students also take an Intro to Basics for Computer class to better prepare them for college and/or gainful employment.

Conflict Resolution

Even in the best of relationships, conflicts can arise that create temporary strains between the parties involved. God has given us His directions for dealing with these situations in Matthew 18:15-20.

If a question or conflict arises that involves a staff member, please implement the following conflict resolution procedures:

1. Pray about it! God has given us principles in His Word that can solve any conflict. Ask Him to grant wisdom in dealing with the conflict. Ask Him to give all involved a willing heart to yield to His will. Pray for patience and pray for a solution.
2. Please do not talk to others about the conflict before you have talked to the person(s) involved. Often there are facts that are unknown that will shed a different light on the situation. Telling others often initiates unfounded and damaging gossip.
3. Make an appointment to meet with the administration. Go with a servant's spirit and a listening ear. An angry spirit does not solve conflicts, it only increases the conflicts. "A soft answer turneth away wrath: but grievous words stir up anger."
4. Allow God to work in and through the situation. Each party must focus on his or her individual responsibility in the matter and what he or she can do to correct the conflict.

Courtesy and Manners

One of the best ways believers can avoid conduct that hurts their testimonies for the Lord is by esteeming others better than themselves (Philippians 2:3).

At athletic events players and spectators are to conduct themselves in a Christ-honoring manner. Booing, name-calling, negative cheering, or publicly questioning officials' or coaches' decisions are not appropriate or permitted.

Sometimes it is difficult to receive correction graciously, but the Lord highly values our doing so. The proper response to correction is a simple apology or thank you.

Emergencies and Severe Weather

WMBA maintains a complete emergency crisis plan. The plan addresses fire, severe weather, utility failure, and other emergencies requiring evacuation or lockdown.

Fire Drills

When the fire alarm sounds, students should evacuate the building under the supervision of the teacher, walking quickly and quietly to the designated location according to the posted evacuation plan.

Lockdown

If necessary, the WMBA administrator will institute a lockdown for the safety of the students. During a lockdown students must remain in the designated locations and will not be released to parents until the lockdown is complete.

Weather Emergencies

When a thunderstorm or other serious weather problem threaten the school campus, all outdoor activities are to cease. Everyone is to come indoors and wait 15 minutes from the last flash of lightning or other danger before returning to the playground, fields, volleyball court, etc.

School Closings

In case of school closing because of severe weather, notices will be posted on the Academy Facebook page, parents will be notified by phone and/or text message, as well as broadcasts over local radio and TV stations.

Field Trips

Students participate in various field trips throughout the school year. Some are educational in nature, while others are more for leisure. Some of the field trips must be earned (privilege, Honor Roll, etc.) while others are designed for specific levels (elementary, middle school, or high school).

All parents desiring to go on any field trip must complete our ministries' Youth-Childcare Training and sign off on the background screening before being able to go.

Field trips that require additional money to be paid, such as Honor Roll trips, also require a student's account to be current before participating.

Fundraising

WMBA typically does one fundraiser per school year. Funds raised go toward school projects such as equipment and facility improvement. All students are encouraged to participate. Prizes and incentives are given to students who excel.

Health and Medical Guidelines

All parents are required to complete the Student Medical Authorization and Information Form. If a prescription or over-the-counter medication is to be taken during the school day, a parent should deliver it to the school office in the original container. All medications must be kept in the school office.

Parents are responsible for knowing the expiration date of any medication brought to school and replacing medication before the expiration date. School personnel will not administer any medication past its expiration date.

Students will need to stay home if they have any of the following symptoms:

- Fever over 100°
- Vomiting
- Frequent diarrhea
- Frequent cough
- Widespread rash
- Earache
- Severe headache
- Head Lice

WMBA seeks to maintain a healthy environment. The following guidelines are for returning to school for common illnesses:

Fever: If a student has a fever of 100° or greater they must stay home until the fever has broken. Before returning to school, the student should maintain a normal temperature for at least 24 hours without taking fever-reducing medicines such as Tylenol or ibuprofen (Motrin, Advil).

Viral sore throats/Colds: A student must be able to participate in all school activities without getting tired. Severe coughs must be under control.

Diarrhea/Vomiting: A student should remain symptom free for a minimum of 24 hours and be able to keep food down.

Streptococcal sore throats/Scarlet Fever: A student must be on an antibiotic for a minimum of 24 hours.

Infectious rashes/Ringworm/Impetigo/Scabies: A student must be under effective treatment (medication) for 24 hours. Exposed ringworm must be covered while at school

Conjunctivitis (pink eye): A student must be under prescription treatment for at least 24 hours. Eyes must not be draining.

Chickenpox/Shingles: Parents should notify the school office if they suspect their student has either chickenpox or shingles. A student may return to school when every pustule is dry and scabbed over.

Mumps: A student, with a doctor's note, may return to school after having the mumps, if all the swelling is gone, and at least five days after the onset of parotid gland swelling.

Measles: A student, with a doctor's note, may return to school after a case of the measles four days after the onset of rash.

Pertussis (whooping cough): A student, with a doctor's note documenting diagnosis, and after five days of antibiotics, may return to school.

Head Lice: WMBA maintains a "nit-free" policy. Reentry to school must be approved by the school office. We ask parents to notify the school office immediately if their student has head lice so school staff can notify other parents and other students can be checked.

Illness at school: Any student who has any of the above concerns may be sent home at the staff's discretion. A student should be picked up within one hour of notification.

Injury at school: Students who are injured at school will be assessed and given appropriate care. Injuries of greater significance will result in a parent contact. The contact may be by phone call, and/or text if unanswered. If an injury is life-threatening, Emergency Medical Service (911) will be called.

The school office stocks Tylenol, ibuprofen, Benadryl, antibiotic cream, hydrocortisone cream, calamine lotion, and cough drops. Any other over-the-counter medications, that your student might need should be provided by the parent. If your student needs Tylenol/ibuprofen or Benadryl more than three times in a month, the parent should provide the medication.

The school staff will not administer any medication that is not FDA approved. This includes herbal products, alternative medicinal products, and essential oils. If a student uses essential oils at home, and the scent is noticeable, they may be asked not to apply them before school or decrease the amount used. Strong scents have been known to trigger asthma attacks, headaches, and allergy symptoms in children and adults.

Under federal law, prescription medication can be taken only by the person for whom it is prescribed. Misuse of prescription medication (including giving or receiving it) may result in suspension or expulsion.

Immunizations

Florida law requires that all children who enter a Florida public or private school or kindergarten have immunizations for tetanus, diphtheria, pertussis (whooping cough), poliomyelitis, and rubella (German measles). **Parents must provide this information to the school upon enrollment.** The current form for this information is **DH 680A**. Students in the 7th grade are required to have a booster shot of tetanus-diphtheria-pertussis vaccine (Tdap). Transfer students whose shot records are delinquent will be required to get the proper immunizations **before** they attend classes at WMBA.

Junior-Senior Trips

Every other year, the Juniors and Seniors take a 7 to 10-day trip to visit Christian colleges and/or educational and historical sights important to our national heritage. There are basically six criteria that must be met for a young person to qualify for this trip:

1. Have earned a minimum of 12 credits by the beginning of their Junior year.
2. Pay a non-refundable deposit by the beginning of the second semester.
3. Have less than 75 cumulative demerits on their record.
4. Have their financial account current.
5. Pay monies that are due prior to the trip.
6. Maintain a satisfactory attendance record.

Lost and Found

Parents are asked to label all their child's personal property. Lost and found items will be held for one month then donated to Goodwill.

Lunch

Students may bring lunches from home and/or purchase them at school. Lunchboxes are to be plain and not reflective of television, cartoon, or movie motifs. If students forget their lunches and/or money, they may charge lunch for one day only. Microwaves are available for students to heat items brought from home. If students use the microwaves, they are responsible for their cleanliness and proper use. Students may not share their lunches with others due to health regulations.

After lunch, students are to clean off their tables and put trash in the wastebaskets. A staff member will dismiss students from lunch each day.

- Students who have "C" or "E" privilege may go off campus for lunch with proper authorization. Mixed groups must be accompanied by a staff member.
- Students also may go off campus for lunch with their parents, pastors, or youth pastors of their church with proper authorization.

Parties & Birthday Celebrations

Parents are welcome to send treats in honor of children's birthdays, but we ask that the teachers be notified at least a few days ahead of time to avoid any potential conflicts. Parties held at school must be pre-approved by the administrator.

Physical Education Classes

All students are required to participate in physical education classes twice a week. A specific P.E. uniform is required and must be purchased from the school. No student is permanently excused from P.E. without a doctor's note. A parental note will excuse a student for one day only. Students in the 9th-12 grades who miss three P.E. classes will be required to write reports. The report will be averaged into the grade for the quarter. High school students who fail to dress out and/or participate will jeopardize their grades and/or credits needed for graduation.

Prospective Students

Prospective students are welcome to visit the school. Visits should be arranged in advance. Simply contact the school office to arrange such a visit.

Restricted Items

Students are not to bring the following items to school or on school trips: candy, gum, frisbees, baseballs, footballs, basketballs, rollerblades, scooters, skateboards, skates, items to sell or trade, collectible cards, playing cards, comic books, other collector items, toys, fidget devices (spinners, boxes, etc.), poisonous insects, reptiles, plants, pets, media players, radios, movies, video games, dvds, cds, Blu-rays, unauthorized electronic devices, tablets, e-readers, **headphones/earbuds** (except as required for class), fireworks, laser pointers, lighters, matches, any type of gun (including toy, paintball, or airsoft guns), other weapons (including knives), facsimiles of weapons, perfume, cologne, scented lotions, mirrors, unapproved books and/or magazines, photographs, red and/or green pens or pencils.

School Supplies

The following is a list of the school supplies each student must have and keep at their individual offices:

Required for students in 5th - 12th grade:

- Bible (King James Version)
- Four mechanical pencils and one black pen
- Notebook paper
- Calculators (may be used only by students in Math PACEs 1075 & higher)
- Protractors/Compasses
- Block eraser
- Kleenex (for personal hygiene)
- Small box or cup for supplies (needs approval)
- Ruler (12-inch with centimeters on opposite side)
- P.E. bag/backpack (for gym clothes, shoes)
- Parent/Student Handbook
- Lunch boxes (optional; no TV personalities, cartoon characters)

Required for students in Kindergarten - 4th grade:

- Bible (King James Version)
- Four #2 pencils with erasers
- Kleenex (family-size box)
- Ruler (12-inch with centimeters on opposite side)
- Book Bags (no TV personalities, cartoon characters)
- Lunch boxes (optional; no TV personalities, cartoon characters)
- Notebook paper
- School box for supplies
- Crayons
- Block eraser

Book Bags

Students are required to have book bags for their personal belongings. They are not to leave book bags on or in front of the benches, utility closet, walkways, or in any doorways. All doorways are to be kept obstacle free to meet fire code regulations.

Stewardship

Students at WMBA are encouraged to be good stewards of the facilities and equipment that God has entrusted to us. Care should be taken to protect equipment from damage. Equipment failures and needed building repairs should be reported to the office.

Student Competitions/Conventions

WMBA participates in two exciting and rewarding competitions each spring. The Junior Competition is for students ages 9-12 and is held in February. The ACE Student Convention is for students ages 13-19 and is held in the spring, usually near Easter. To participate in these events, students should be qualified academically and behaviorally, and maintain a satisfactory attendance record. Each of these competitions is an additional cost.

Team Sports

Students in the 5th – 12th grades (ages 10-19) may participate in several sports including flag football, volleyball, basketball, and softball. To be eligible, students must have a yearly satisfactory physical from their doctors. Transfer students may use previous physical reports if they are obtained within six months of their enrollment at WMBA. All participating students must also have their Sports Participation Forms signed by parents or legal guardians. Students participating in team sports must also have church attendance sheets signed each week.

Students placed on academic, disciplinary, or attendance probation will be disqualified from sports participation for the current semester

Game Day

Students must be present in school a minimum of four hours to be eligible to participate in a game that afternoon or evening. Any exceptions must have administrative approval.

Lettering

Students in the 9th-12th grades may earn varsity letters in athletics. To qualify for this honor, students must write their monthly Scripture passages by the 15th of the month, participate in $\frac{3}{4}$ of the District games, have less than 75 demerits, have their financial accounts current, and maintain satisfactory attendance records.