

INSIDE THIS HANDBOOK:	page(s)
Table of Contents	1
Welcome to Cornerstone	2
School History	2
What We Believe	
Statement of Faith/Biblical Lifestyle	3
Mission and Vision/Political Statement	4
Objectives and Worldviews	5-6
School Admission	6-8
Tuition and Financial Commitment	8-11
Attendance	11-13
Academics	13-15
Parental Involvement	15-16
Student Code of Conduct	17
School Discipline	17-19
Student Health	19-20
Communication	21-22
Students and Technology	22-23
Food and Drinks at School	23
Other Activities, Events & Helpful Information	24-25
Student Dress Code	26-29
Staff Directory	30
School Board	31
Appendix A-D	32-36
School Calendar	Back Cover

This handbook is subject to modifications or updates as necessary.

WELCOME TO CORNERSTONE

Welcome to Cornerstone Christian School and the CCS family!

At Cornerstone Christian School, we aim to provide families in the LC Valley with a Christ-centered education. We are dedicated to creating a loving and supportive environment where Jesus Christ is at the heart of every classroom. We work closely with parents to ensure that all students are equipped spiritually and academically, empowering them to grow in faith and knowledge.

Every student should know they are both known and loved here at Cornerstone. We pray that each child will reach their full potential in their academic endeavors and faith journey.

This handbook is designed to help families understand and navigate our policies for Kindergarten through 8th-grade students. We are honored to be a part of your child's educational and spiritual journey. We are excited about the opportunity to support them in their growth in Jesus Christ, our Cornerstone.

Again, welcome! We look forward to spending the next year together.

CCS Admin Team & CCS Teaching Staff

CORNERSTONE CHRISTIAN SCHOOL HISTORY

Cornerstone Christian School began in 1995 with three children. Marv and Cyndy Kym started Cornerstone believing God called them to raise and educate their children in a Christian environment. In the thirty years since, Cornerstone has extended this invitation to families with the same desire. The school was founded on the belief that the Christian faith should penetrate all aspects of our lives, including the education of our children. The school quickly outgrew its home basement roots and moved to rental space at Congregational Presbyterian Church in 1996. Further growth required additional rental space at River City Church in 2001. In August 2006, the school moved to its current location at First Church of the Nazarene. Since 2010, enrollment has been stable, with over 100 students and 14 teachers. CCS has staff and students representing 20 area churches. God has been faithful by providing committed teachers, faithful families, and excellent facilities. Cornerstone provides Christ-centered education with challenging academics in a manner that furthers this calling for the current generation.

WHAT WE BELIEVE

Statement of Faith/Biblical Lifestyle

1. We believe the Bible to be God's inspired, only, infallible, and authoritative word (II Timothy 3:15-16, II Peter 1:21). *(1)
2. We believe there is one God, eternally existent in three persons - Father, Son, and Holy Spirit (Genesis 1:1, Matthew 28:19, John 10:30).
3. We believe in the deity of Christ (John 10:33); His virgin birth (Isaiah 7:14, Matthew 1:23, Luke 1:35); His sinless life (Hebrews 4:15, 7:26); His miracles (John 2:11); His vicarious and atoning death (I Corinthians 15:3, Ephesians 1:7, Hebrews 2:9); His Resurrection (John 11:25, I Corinthians 15:4); His Ascension to the right hand of the Father (Mark 16:19); His return in power and glory (Acts 1:11, Revelation 19:11).
4. We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the sinful nature of man, and that men are justified on the single ground of faith in the shed blood of Christ and that only by God's grace and through faith alone we are saved (John 3:16-19, 5:24, Romans 3:23, 5:8-9, Ephesians 2:8-10, Titus 3:5). *(2)
5. We believe in the spiritual unity of all who believe in our Lord Jesus Christ (Romans 8:9, 1 Corinthians 12:12-13, Galatians 3:26-28).
6. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life (Romans 8:13-14, I Corinthians 3:16, 6:19-20, Ephesians 4:30, 5:18).
7. We believe God wonderfully creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. God designed marriage to be the union of one genetic man and one genetic woman. (Gen 1:26-27; Gen 2:20-24, Mark 10:2-9; Hebrews 13:4).

Clarification of doctrinal statements:

*(1) The Bible is the Old and New Testament and constitutes the only rule of Christian faith and practice. To clarify, we do not accept any other testaments, documents, or revelations claiming similar divine inspiration. We consider any other such claims to be false and heretical. *(2) We believe salvation comes through grace and faith alone. Works of any kind are a result of salvation, not in any way a means to it (Ephesians 2:8-9).

NOTE: Member schools of the Association of Christian Schools International (ACSI), of which Cornerstone Christian School, Inc. is a member, make no distinction concerning an individual's race, ethnicity, or socioeconomic background because we acknowledge that there can be no preferential treatment with God (Romans 2:11). We are bound to extend our ministry to others in order to embrace our Lord's Great Commission (Matthew 28:18).

Mission and Vision

Mission:

To provide a Christ-centered education with academic excellence for students and families in the LC Valley.

Vision:

To provide a Christian environment:

- by incorporating daily prayer over our children and school.
- by employing Christian administrators and teachers.
- by creating classrooms balanced with love and discipline.
- by teaching all subjects from a biblical worldview.
- by participating in weekly worship and monthly chapel services.

To provide an educational environment that challenges children to reach their fullest potential:

- by recognizing that all knowledge is a gift from God.
- by continually evaluating and selecting quality curriculums.
- by maintaining a low student-to-teacher ratio.
- by expecting and reinforcing Christian character, attitude and behavior.
- by developing critical thinking skills.

To provide Christian parents the opportunity to be involved in their child's education:

- by donating a required amount of time to the school.
- by attending chapel and special programs.
- by monitoring homework and home projects.

Political Statement

While we respect our school families' opinions on political issues, we do not allow solicitation or distribution of political materials, or promotion of a particular party or candidate. We teach a Christian worldview, including the American government's Christian foundation. However, we do not take a political stand or platform. We pursue the Kingdom of God. (Romans 13:1-7; II Samuel 23:3; Exodus 18:21-22; Acts 4:19-20, 5:20, 23:5; Matthew 22:21; Daniel 3:17-18).

Objectives and Worldview

Cornerstone Christian School is based on a God-centered view that all truth is God's truth, and the Bible is God's inspired authoritative Word. God created all things and sustains all things. Therefore, humankind is dynamically related to God and has the express purpose of glorifying Him.

Our responsibility for the student encompasses the spiritual, intellectual, physical, social, and emotional areas. These are inseparable, and the insistent thread of the spiritual runs through them. Therefore, we must aim to shun the tendency to teach the Bible compartmentally or on the intellectual level alone—the scarlet thread must be woven throughout the total curriculum. While children's education is the parent's responsibility, the school is an agent for parents, and we are committed to partnering with you.

Our **spiritual** objective is to help guide students in a life where they choose God's free gift of salvation through His Son, Jesus Christ, thereby committing their life to the Lordship of Jesus Christ.

Our **intellectual** objective is to promote high academic standards, help students achieve creative and critical thinking skills, and incorporate a Christian worldview into all academics.

- Science courses are taught from a creationist point of view since we believe that “In the beginning, God created...”
- Mathematics is not taught as an invention of man but from God, a mirror that uniquely reflects His order and reliability.
- Historical timelines are set from the perspective of God's plan for the ages. We evaluate the impact of biblical principles and individual Christian faith on major historical themes such as exploration, colonization, economic progress, art, literature, and constitutional government.
- Language arts are taught to enhance and apply the values of the Christian faith. Because words influence men, and all words communicate some value system, we strive to select and evaluate literature in the light of Biblical values. We also give priority to mastery of the written and spoken word.
- Bible classes are an integral part of the CCS curriculum. God's truth is “...profitable for teaching, for reproof, for correction, for training in righteousness, that the man of God may be adequate, equipped for every good work.” (II Timothy 3:16,17)

Our **physical** objective is to model healthy lifestyles and provide examples of commitment to work and relationships around us.

From a **social** standpoint, we aim to provide a Christian worldview perspective on the world and our society. Through this preparation, we hope our children will be equipped to model God's plan in the world and our society.

Our **emotional** objective is to build students up in an environment where they feel safe, welcomed and loved.

Above all, parents can be confident that their child will be loved with Christ's love at Cornerstone Christian School.

SCHOOL ADMISSION

Pre-Admission Requirements

Before filling out an application for student admission, all applicants must:

- read and understand the Parent/Student Handbook.
- agree to comply with and respect all CCS rules, policies, and procedures without discord.
- desire an education that includes the Christian worldview that Cornerstone provides.
- support the school by requiring that all students behave according to Biblical principles while in school.

Admission Requirements

1. Fill out a registration form and return it to the office with the registration fee. Registration forms and fees for the 2025-26 school year are due by **Friday, April 11, 2025**. Registration fees increase on **Monday, April 14th**.
2. Priority for admission of new students will be determined as follows:
 - a. Children of Cornerstone Christian School employees
 - b. Siblings of current Cornerstone Christian School students
 - c. Previously unaffiliated students will be admitted according to available space
3. All new K-8 students shall be screened before admission. The purpose of the screening is to help determine the academic level of the prospective

student. There may be a parent interview with the school administrator. The student may also have a teacher interview.

4. Our 7th-8th grade program is a two-year curriculum. New 7th and 8th graders will not be admitted except through the approval of the administrative team. Admission to 8th grade rarely occurs.
5. The mission and ministry of Cornerstone Christian School are based on traditional orthodox Christian doctrine and beliefs. We use the Bible as our only source of faith and practice. Because part of our mission is evangelism to salvation through faith in Jesus Christ alone, the Board reserves the right not to accept any applications of parents who profess religious beliefs that deviate or extend beyond the scripture.
6. All new students are on academic and behavioral probation during the first trimester. Students should show evidence of age-appropriate stability, attention span, and self-discipline.
7. After the administrative team reviews the application documents and screening results, a letter notifying new students of acceptance/denial will be mailed by **April 24**. All information concerning the beginning of school will be emailed at the beginning of August.
8. A kindergarten child must be five (5) by August 31, and a first grader must be six (6) by August 31, and so on. Any child entering Cornerstone Christian School from another school should be performing at grade level. If it is found that a student cannot keep up with grade-level materials, the administrative team will require that child to be placed in the appropriate grade.
9. Transfers into Cornerstone Christian School during the school year are limited. The decision to accept new families is by approval of the administrative team. The cost of curriculum and the adjustment of classroom dynamics are not conducive to mid-year transfers.
10. Any family that registers after April 11 but before school begins will be accepted only through administrative team approval. This allows us to order the appropriate materials and hire the appropriate teachers in preparation for an excellent school year.
11. The school will refund the registration fee if the school does not accept a student or has no room for the student in the correct grade level. If the parents voluntarily withdraw a child after acceptance, the registration fee is non-refundable.

12. Tuition for all current students must be up-to-date by April 11 before registration for the upcoming year is accepted.
13. Our registration dates and related fees are set so that we can adequately plan our classes and staff for the upcoming school year. Knowing our classroom numbers allows us to appropriately maintain and prepare our yearly budget.

TUITION AND FINANCIAL COMMITMENT

Tuition and Fees

The total cost to educate each student is \$4,500 per year, but we do not charge this amount. We charge \$1,000 less per student, approximately \$3,500, leaving a gap to be covered through fundraising. The tuition charged per student does not cover the school's operating expenses. We rely on donations and fundraising to offset the actual cost of education. Therefore, the difference in tuition paid must be made up through fundraising and donations by each family. Families are encouraged to actively participate in fundraising activities to maintain affordable tuition. Our fundraising goal is \$90,000 per school year.

	First (Oldest) Child Tuition & Fees	Additional Child	Comments
	Cash, check / Credit Card	Cash, check / Credit Card	Credit card amount includes fees. You must come to the school office to pay with a credit card.
Kindergarten full day	\$3,500 / \$3,600	\$3,000 / \$3,100	Tuition includes classroom fees & yearbook.
First—Sixth	\$3,500 / \$3,600	\$3,000 / \$3,100	Tuition includes classroom fees & yearbook.
Seventh—Eighth	\$3,700 / \$3,800	\$3,200 / \$3,300	Tuition includes electives, classroom fees, graduation fees & yearbook.
Registration New Family (Paid with registration)	\$300	\$300	Non-refundable upon acceptance Add \$50 after April 11
Registration Returning Family (Paid with registration)	\$200	\$200	Non-refundable upon acceptance Add \$50 after April 11

Tuition Payment Schedules:

Tuition can be paid in three different schedules: (*example of \$3,500 tuition)

1. \$350 per month beginning in August and ending in May. Monthly tuition is due by the 5th of each month, except in August, which is due on the 20th.
2. \$1,750 by August 20th; \$1,750 by January 20th.
3. \$3,500 by August 20th.

We do not send out tuition statements or reminders. Tuition should be received by the 5th of each month and is considered late if it is received after the 10th of the month. Please earmark your checks to denote the account to be credited, including the student's first and last name.

Tuition may be put in the tuition box in the office or mailed directly to the school.

Fundraising

We rely on donations and fundraising to offset our tuition costs. Each family is expected to help with fundraising or contribute financially to make up the difference. Here's how you can contribute to Cornerstone:

1. **Buy Scrip Gift Cards!** We made \$800 last year from selling scrip gift cards. This program is designed for the school to profit from **money you already spend in the community or online**. Here's how it works: we buy gift cards from retailers at a discount (generally 2-13% of their face value). Then, we sell the gift card to you at full price. By purchasing gift cards from CCS, you turn your everyday purchases into a fundraiser. See Appendix B for a complete list of gift cards we keep in stock and a list of National Scripts we can order.

Example for one-month use if families participated:

\$50 Happy Day (8%)	\$ 4.00
\$25 Dutch Bros. (20%)	\$ 5.00
\$200 Rosauers (5%)	\$10.00
\$100 Walmart (2%)	\$ 2.00
\$50 Applebees (8%)	<u>\$ 4.00</u>
	\$25.00 profit

*\$25.00 monthly profit X 75 families X 10 months = \$18,750.00

2. **Sell tickets for Cow Plop!** Cow Plop is in late October. We made \$20,000 last year at this fun school day fundraiser.

3. **Be a star at the Cornerstone Star Auction!** This is our most significant fundraiser potential, and we aim to raise over \$40,000 annually. We rely on your donations, attendance, and procurements from the community.
4. **Sponsor a child (or teacher!) for our annual Fun Run in April.**
5. **Order Uniforms through Lands' End!** With any school uniform order, enter the CCS number 9000-3442-2, and we will receive a percentage of your sale. You get quarter-zip pullovers, and we get some cash! Win-win!
6. **Look for Box Tops on your food purchases!** Download the app on your phone. It is so easy to earn a little extra change for the school. Just scan a paper or digital receipt, select your school, which is set automatically each time, and submit! It will tell you immediately the amount (if any were applicable) that will go to CCS. It is super easy and another great way to get a few more dollars each week to return to school.
7. **Donate!** Approximately \$23,000 of last year's budget came from individual donations.

Tax Deductible Donations

We are a 501c-3 corporation. Any donations above registration & tuition qualify for the Idaho Tax Credit.

How do you do this?

1. Donate to CCS (up to \$2000/filing jointly is eligible, \$1,000 if filing single)
2. Put the amount you donated in the space on your tax form. Please keep your receipt from us.

What does Idaho do? They allow a credit to reduce your Idaho tax. Here's how they get the amount:

The credit is limited to the smallest of:

- One-half of the amount donated
- 50% of the tax on Form 40, line 21
- \$500 (single) or \$1,000 (joint return)
- The tax on Form 40, line 21, less the amount on Form 40, line 22

What if I am able to itemize? Federal and State deductions apply!

In the 12% IRS bracket, you would save an additional 12% of your contribution (in the 22% bracket, 22% of your contribution). Plus, your contribution times your Idaho tax bracket (up to 5.8%).

ATTENDANCE

School Hours of Operation & Schedules

Our school doors open at 7:45 a.m. Students are greeted by name and welcomed with a smile to start their day. Because we care about your child's safety, we ask that you not drop students off before 7:45 a.m. Students dropped off before 7:45 a.m. are unattended and unsupervised.

All classes begin promptly at 8:00 a.m. Students who arrive after 8:00 a.m. will be marked tardy. We believe punctuality sets students up for success in the school day. Habitual tardiness is disruptive to the class and disrespectful to the teacher. If your child arrives after 8:00 a.m., they will find the school doors locked and need to "buzz in" and check in at the office.

Class start times:

Kindergarten – 8th Grades: 8:00 a.m.

Lunch/recess times:

Kindergarten, 1st & 2nd Grade: 11:00 a.m. – 11:40 a.m.

3rd, 4th & 5th Grade: 11:20 a.m. – 12:00 p.m.

6th, 7th & 8th Grade: 11:40 a.m. – 12:20 p.m.

Class Pick-Up Times:

Kindergarten, 1st & 2nd Grade: 2:00 p.m.

3rd, 4th & 5th Grade: 2:05 p.m.

6th, 7th & 8th Grade: 2:10 p.m.

Your family's pick-up time is based on your OLDEST child. Please enter the pick-up line at your oldest child's appointed time. Students who have not been picked up 10 minutes after their scheduled time will be taken to the office to call a parent. After making contact, students will wait in the classroom, and the parent picking up will be asked to come into the building to check them out. Consistent late pick-up will incur a late charge of \$1.00 per minute per child after the scheduled time. If you incur late charges, a bill will be sent to you at the end of the month.

Early Release dismissal times:

Kindergarten, 1st & 2nd Grade: 11:30 a.m.

3rd, 4th & 5th Grade: 11:35 a.m.

6th, 7th & 8th Grade: 11:40 a.m.

Absences, Illnesses, and Injuries

Consistent attendance is essential. However, we understand that people get sick, suffer injuries, and take family vacations.

- Instruction missed by absence can never truly be made up. Class time, teacher instruction, and class interaction are impossible to duplicate.
- All types of absences create extra work for teachers and students. All missed work must be completed in a timely manner.
- Planned absence: Schoolwork requests can be made in advance via parent email. Please do not rely on your student to inform teachers.
- Please note that teachers may not always be able to prepare and assemble homework in advance.
- Make-up work from missed school days: Students have a one-day allowance for each day missed for make-up work.
- Absence due to Illness: Please phone, text or email the school if your child is ill. In case of illness, work will be assigned and completed at the teacher's discretion. Work can be sent with a sibling or picked up in the school office. Students should stay home for 24 hours after being fever-free without medication following an illness.
- Injuries: When a child has an injury, we ask that a parent communicate limitations and modified abilities. If your child needs assistance, please let your child's teacher know.
- Signing Students Out During the School Day: Students cannot leave school without parental permission. If a student leaves during the school day due to illness, doctor or dentist appointments, etc., the parent must come to the office to sign out their student. When the student returns to school, the parent signs them in through the office. There is a sign-out/sign-in clipboard under the tuition box in the office.

- We would appreciate it if you could make your appointments after 2:00 p.m. or during our school breaks. Please make every effort to schedule appointments outside of school hours. If you have to schedule regular appointments during school hours, please consider doing so at different class periods so the student doesn't miss the same class repetitively.

ACADEMICS

Grading Policies

There are *three* grading periods in the school year. These are denoted on the school calendar.

Kindergarten through second grade are evaluated by mastery of essential skills, and progress is reported through the teacher's documentation. These classes do not have letter grades.

Beginning in third grade, letter grades are given in a few subjects, and in fourth grade, letter grades of A, B, C, D, and F are given for all areas with objective assessments. Areas with subjective materials are reported with teacher comments. Starting in 4th grade, students and parents are able to check grades online through "TeacherEase." It is the parent's responsibility to monitor their child's progress online. Information on "TeacherEase" will be given out at the beginning of the school year.

Elementary letter grades reflect a student's performance in relation to the objective given:

90%-100%: A

80%-89%: B

70%-79%: C

60%-69%: D

Below 60%: F

Letter grades are not given as compared to the others in the class or on a "bell curve." Therefore, all students can receive the same grade.

Middle School letter grades reflect a student's performance in relation to the objective given:

A	Excellent	97-100 A+	94-96 A	90-93 A-
B	Good	87-89 B+	84-86 B	80-83 B-

C	Satisfactory	77-79 C+	74-76 C	70-73 C-
D	Poor	68-69 D+	64-66 D	60-63 D-
F	Unsatisfactory	0-59		

Parent-Teacher Conferences

Parent-teacher conferences are scheduled during the school year. The first is required after the first grading period to allow parents and teachers to share the student's progress. If necessary, a second conference is optional and will be scheduled after the second grading period. This ensures appropriate teacher-parent communication on the student's progress before the end of the school year.

The teacher will be available to the parents for communication in scheduled meetings as needed. However, ***this may not be during the teacher's instruction or lunchtime***. Please schedule appointments with the teacher before 7:45 a.m. and after 2:00 p.m.

Homework

Homework will be sent home regularly. Our homework policy, in general, is ten minutes times the grade level through 5th grade. This time guideline will, at times, increase in middle school. Please let your teacher know if students have more than this amount of homework regularly. This could vary depending on student school time management.

Homework is important for students for several reasons:

1. **Reinforcement of Learning:** Homework helps reinforce what students learn in class. It allows them to practice and apply concepts on their own, which helps deepen their understanding and retention of the material.
2. **Development of Responsibility and Time Management:** By completing homework, students learn to manage their time, prioritize tasks, and take responsibility for their own learning. These are essential life skills.
3. **Preparation for Exams:** Homework can serve as a review of the material that will be tested in exams. It gives students a chance to identify areas where they may need more practice or help before an exam.
4. **Fosters Independent Learning:** While teachers provide guidance, homework encourages students to work independently. It promotes critical thinking and problem-solving skills.
5. **Parent Involvement:** Homework offers parents insight into what their child is learning and allows them to be more involved in their child's education.

6. **Increased Academic Achievement:** Studies have shown that students who regularly complete homework tend to perform better academically because they engage more with the material.
7. **Skill Building:** Homework helps develop a range of skills, such as research, writing, and organizational skills, which are beneficial not just in school, but in future careers.

Note: A weekly curriculum note will be emailed to inform parents of the covered material, the memory verse, and any special events for that week. Please contact the office if you are not receiving weekly emails.

Recommended Academic Withdrawal

Students who have struggled academically may be unable to handle the increased workload at the next grade level. If this is the case, and the school cannot accommodate the student's academic needs, the school may recommend withdrawal. This allows the family to consider another option where academic success can be found.

PARENTAL INVOLVEMENT

Parental Involvement

We believe that a child's education is the responsibility of the parents. Parents must be involved in the functions of the school in the following ways:

1. Each family must donate at least twenty (20) hours annually. The purpose of this is twofold: one is to keep parents involved in their child's day, and the second is to help contain costs. Any family unable to serve their twenty hours will be charged an hourly rate of \$20/hour at the school year's conclusion. The administrative team will decide on hardship exceptions to this on a case-by-case basis.
2. Parents are expected to **check email and folders daily** for school information, event information, updates, homework, and teacher/parent communications. Fourth through eighth-grade parents are expected to monitor their child's work online through TeacherEase.
3. Each family should plan to financially support their child's class auction project (\$50 each) and class adventure days in May.
4. Homework will be sent home regularly. We encourage students to be responsible for their own work. Parents are asked to monitor and ensure that students are completing their own work as independently as possible.

5. Parents will maintain responsibility for their child's discipline. This involves signing discipline notes, being available for conferences, and meeting with the teacher when necessary.
6. Part of our rental agreement with the Nazarene Church requires that any adult who volunteers at the school have a background check. This includes any activity around the students, such as driving for field trips, helping with school parties, and volunteering in a classroom. The purpose of the background check is to protect our children, our school, and the church we are renting.

The background check consists of ID verification and court record searches focusing on felony convictions, drug convictions, and sex offenses for Washington and Idaho. It costs \$25 per background check.

All background checks done by other organizations, including those done by CCS or the Nazarene church, are sealed and nontransferable. Our kids are our most valued treasure, and we want to do everything we can to protect them.

7. Attend Chapel Monthly: Our monthly chapel allows our students to share their gifts and talents in a public setting for the blessing and encouragement of their schoolmates and families. We appreciate your attendance and support in this primarily student-led endeavor.
8. Ways to use Volunteer Hours: Serve on a committee for Star Auction or The Plop, vacuum hallways or clean bathrooms on Friday afternoons, Kindergarten room clean-up, Wednesday lunch coverage, fundraisers, project making (Auction), drive for field trips, classroom help, find & write grants, snow shovel crew, plan or participate in class parties.

STUDENT CODE OF CONDUCT

Cornerstone Christian School seeks to provide a positive, safe environment conducive to the teaching and learning process. We encourage our students to live lives that glorify God and develop Godly character. We ask students to observe the school's rules.

CCS expects its students to:

1. Enter and exit classrooms in an age-appropriate manner. Hallway transitions should be done quietly and respectfully of other classes in session.
2. Be prepared for class. Bring all necessary school supplies, a full water bottle, and a CCS pullover or sweater when needed.
3. All conversations and treatment of others should build classmates up in the classroom and on the playground.
4. School behavior should be respectful, orderly, and obedient.
5. Adhere to the thumbs-up snack/lunch list. See Appendix C.
6. Be honest in all school situations. Dishonesty includes lying, cheating, and stealing.
7. Be obedient in response to all directions and instructions from staff members or parents.
8. Demonstrate self-control. Intentionally harming others and disrupting the classroom atmosphere will not be allowed.
9. Use appropriate language. Obscene or profane language and using the Lord's name in vain are prohibited.
10. Strive to be full of the Fruit of the Spirit (love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, self-control) and conduct yourself to exhibit these qualities.

SCHOOL DISCIPLINE

Cornerstone Christian School encourages all students and staff to actively follow Jesus's teaching found in Luke 6:31, "Treat others the way you would like to be treated." We strive to conduct ourselves as Jesus taught in the Sermon on the Mount. We are not expecting perfection, but our goal is to uphold a standard of Godly behavior that leads to and aids in maintaining a healthy, orderly, and safe environment for all students. If there is a concern about a student's behavior or attitude, the parent will be contacted by phone or in writing. If, at any time, a child's behavior warrants immediate intervention, a parent will be required to remove their child from the school premises for the remainder of the day. The disciplinary measures mentioned in this handbook are not an

exhaustive list. All discipline will be monitored with love and concern for the individual child. Parents are encouraged to discipline their children in ways that influence them the most.

Cornerstone Christian School does not receive government funding and is not equipped to handle students with significant emotional or behavioral issues. If a child cannot control their behavior or causes a threat or danger to other children, the child will be dismissed from the school.

General Discipline Policy

All-Ages Behavior Offenses:

There are three types of behavior offenses: Minors, Middles, and Majors. The behaviors listed below are not an exhaustive list.

- | | |
|----------|--|
| Minors: | unprepared for class, dress code, tardiness, horseplay, talking out in class, non-compliance with known rules, pushing/running in halls, teasing, unwanted physical touch. |
| Middles: | repeated or escalated minor violations in a day or week, non-aggressive disrespect to a teacher, disrespect/unkindness to peers, cheating on daily work, excessive or repeated horseplay, foul or abusive language, lying, refusal to work in class. |
| Majors: | defiance, fighting, sexual behavior, leaving a supervised area without permission, cheating on exams, extreme disrespect to a teacher, inappropriate use of the internet, repeated or escalated Middle offenses, vandalism, excessive horseplay, racism or other hatefulness, theft, repeated plagiarism (after one warning), bullying (confirmed by CCS administration), violence or threats of violence. |

Consequences:

- Minors: redirection, verbal warning/reprimand, incident report in TeacherEase.
- Middles: incident report in TeacherEase, written apology, and/or restitution if appropriate. This includes, but is not limited to, a "Silent Lunch".
- Majors: PM detention, solutions meeting (student, parent, teacher, admin), written apology, restitution, possible suspension, or in extreme cases, expulsion.

On the first day of school, each student is given two copies of the discipline policy. They are then asked to share one copy with their parents and return the other signed within the first week of school.

Resolution of Problems/Conflicts

When resolving problems or conflicts between Cornerstone families, students and parents must talk directly with the individual(s) involved before appealing to CCS staff. If this attempt does not yield satisfactory results, they should speak with the administrator to work toward a solution.

When addressing concerns with a teacher, initial contact should be made with the child's teacher. Parents are expected to work with the teacher before approaching the administrator. The teacher will listen to the concern(s) and seek to address the issue(s). If this conference does not result in a resolution, the next step is to contact the administrator.

If the administrator cannot help parents resolve a situation, they may request a closed hearing with the School Board. The School Board will set the hearing's date, time, and place. A concise written explanation of the concern(s) must be provided to the School Board at least one week before the meeting.

It is essential to follow the "Matthew 18 Principle" if we are to conduct ourselves in a way that honor God (and His work) and promote respect and constructive behavior in our relations. If you become dissatisfied with the school, seek to resolve the matter. Always go to the person(s) involved. Guard against spreading criticism and developing a bitter attitude.

STUDENT HEALTH

General Health Policy

A sick child is not at their best. Sickness prevents students from participating in class and from learning effectively. Keeping your sick child home prevents the spread of illness and gives them the rest they need to recover fully. A student should be kept home from school or may be sent home from school due to the following, but not exhaustive, health reasons:

- Fever of 100 degrees or higher
- Rash
- Pink eye
- Colds with excessive coughing

- Vomiting and/or diarrhea
- Lice

*Students should not return to school until they are symptom-free for 24 hours.

Student Health Requirements

All students attending Cornerstone Christian School must have the following on record before they may attend the first day of school:

1. A **current immunization record or an exemption statement** according to Idaho Code, before entering school in the fall. Standard immunization record forms may be obtained from your family doctor, and a copy must be given to the school office.
2. Medical Release/Emergency form (information will be sent to you in early August) describes each student's basic health/illness history, including any medication taken during the school day. It also lists the names and phone numbers of people who may need notification in a medical emergency if we cannot reach you.
3. Written parental permission for any prescription medication that needs to be administered to a student during school hours.

Screening

Cornerstone does not provide screening services or assessments for vision, hearing, scoliosis, etc. We recommend scheduling yearly well-child visits with your family physician.

Student Insurance

The school does not provide insurance for students involved in accidents. Parents are responsible for providing insurance for their students if/when they are injured at school, either through homeowner's insurance or another health policy the family carries.

COMMUNICATION

- Email is our primary source of communication. All families are required to provide us with a current email address. If you are not receiving emails from the school, please get in touch with the office.
- You will receive a weekly email newsletter from your child's teacher. This contains timely curriculum information, class news, etc.
- The office sends a weekly school news email. This includes timely news about school happenings, contests, fundraisers, early releases, etc.
- **Snow days** will generally follow Lewiston Public Schools' policy. However, we may make a decision outside of this general policy. Once teachers are notified, we will send an all-school email by 6:30 a.m.
- **Information regarding activities outside of Cornerstone**, including sports, dance, camps, etc., will be emailed, copied, and sent home. If you have information that you would like to share with school families, please get in touch with the office for permission. The administration must first approve flyers, invitations, etc.
- If you need to contact your child's teacher during school, please email or text the office. If you need to speak to a teacher, please email or text; your teacher will contact you when she has no student responsibility. Teachers will let you know their availability for contact during off-hours during their Back-to-School parent/teacher meeting. A complete Staff email list is on page 29.
- Out of respect for a teacher's family time, please contact them with school-related matters through email only. Please do not call, text, or contact a teacher via social media after hours or on weekends to discuss school-related issues. CCS staff is expected to reply to parent communication within 24 hours unless it is a weekend or school break. Do not expect a reply until the next school day in those cases.

Social Media Policy

- Teacher/Student Social Media Policy: Teachers will not accept friend requests from students currently enrolled at CCS.
- You can find us at Cornerstone Christian School on Facebook. We primarily use this account to promote our auction. We do not post pictures of school activities online. We share pictures from school life each month at chapel, beginning at 10:15.

- Parents' Social Media Policy: Please do not post pictures or videos of school activities with students other than your child on social media. Many families do not want their children pictured online.

STUDENTS AND TECHNOLOGY

Technology at School

Below is a list of technology that students may bring to school. Students must sign a tech contract if they bring any of the items. CCS is not responsible for lost, stolen, or damaged phones, watches, or e-readers. Students bring these items at their own risk.

Internet Policy:

- Cornerstone Christian School has a computer network with Internet-installed filtering software to minimize access to inappropriate material. We strongly recommend filters on home computers. We live in a predatory world.

Student Cell Phones:

- If a student must bring a phone to school, it must be turned in to the school office during the school day. Cell phones cannot be used once a student enters the school, and cell phone use is not allowed during pickup. Students should keep their phones off until they enter a car at pickup.

Smartwatches:

- Smartwatches must be in school mode during school hours. Students who use a smartwatch to communicate during school hours will be asked to remove it, take it to the office and leave it at home the rest of the year.

E-readers:

- E-readers are encouraged! We love seeing kids read. However, e-readers may not access the school internet so books must be downloaded. E-reader games are not to be played at school.

Technology at Home

- Students must have access to a computer and colored ink printer at home. The computer lab isn't always available, and word processing is often homework in middle school. Access to Google Docs is a student requirement.

FOOD AND DRINKS AT SCHOOL

- **Lunches**: Children will bring sack lunches. We have microwaves available for warm-ups (two minutes or less). Soda and caffeinated drinks are prohibited unless expressly specified on special occasions. Once a week, students may purchase a pizza lunch from school. This is a fundraiser for our 8th-grade students' trip.
- **Drinks**: Water (plain, unflavored) is the only beverage allowed at school. Water bottles should be non-spill design (sealed tops or straw lids), 32 ounces or smaller, no glass bottles – for safety reasons, only plastic or metal containers are allowed.
- **Approved snack list**: A good mid-morning snack is a beneficial pick-me-up! We aren't trying to micromanage what your child eats, but attempt to limit sugar intake during school hours. Please do not send dessert items for snacks. See Appendix C for a complete list of dos and don'ts for school snacks.
- **Birthday treats**: Parents can bring a special snack or treat for their child's birthday. Please make sure all birthday treats are ready to serve. We will not have birthday parties at school.
- **Food allergies**: We are allergen-aware and make every effort to ensure that your child is safe at school. Severe food allergies are noted, and allergenic foods are communicated with teachers and classes to prevent cross-contact.
- **Chewing gum**: Out of respect for First Naz and school property, gum is not allowed at school. Teachers may relax the rule and allow gum chewing, such as a class reward, for a specific occasion.

OTHER ACTIVITIES, EVENTS & HELPFUL INFORMATION

CHAPEL

The purpose of our monthly chapel is to allow our students to share their gifts and talents in a public setting for the blessing and encouragement of their schoolmates and families. We appreciate your participation in this primarily student-led endeavor. Chapel starts at 10:30 and ends at 11:30, with early release on scheduled Fridays.

FIELD TRIPS

Any parent driving for a field trip is required to have a copy of their car insurance on file in the school office. It is mandatory that you do not play movies in the vehicle and that you play only Christian music/radio in your car. Each student must wear a seat belt and age-appropriate car seat, and students under 13 may not ride in the front seat. Parents are asked to drive to and from the destination unless arranged in advance with the teacher.

CLASS PARTIES

Class Christmas and Valentine's Day parties are planned and run by parents unless specified by the teacher.

LOST AND FOUND

Clothing or items of value should be clearly labeled with your student's name. Properly labeled items will be returned to the owner. Our "Lost and Found" is located in the resource room. Unclaimed items will be given to charity or put in our uniform exchange.

BIRTHDAY PARTIES

We will not have birthday parties at school. Please be sensitive in creating exclusion. Students discuss their parties before and after, and we want to foster kindness to all. Birthday party invitations should only be brought to school if everyone in the class is invited. The same goes for thank you note distribution. Birthday gifts are not to be brought to school. Again, we want to foster kindness to all.

UNIFORM EXCHANGE

The CCS uniform exchange is a resource for families to donate and exchange like-new uniforms.

- Please donate new, like-new, or gently used uniforms only (no worn-out, stained, faded items)
- Please wash uniforms before donating
- Please do not donate worn-out, stained, or faded items

TEACHER APPRECIATION

Teacher Appreciation is a whole week in May. Watch for an email with details and plan to show love to your kid's teachers!

STUDENT DRESS CODE

We believe uniforms give students a sense of cohesion and equality. Uniforms level out the playing field by presenting a commonality standard and removing competition with school attire. Uniforms help maintain a learning atmosphere.

- Uniforms are required.
- Our Lands' End school number is **9000-3442-2**.
- Hats are not permitted in school unless specified by a teacher for a school event.
- The only body piercings allowed to be visible are earrings on earlobes. Gauging, nose rings, lip rings, or other facial piercings are not allowed.
- Unnaturally colored hair (blue, green, pink, purple, red, orange, yellow) is not allowed.
- Long-sleeved tech t-shirts are not to be worn under short-sleeved polo shirts. A sleeveless or short-sleeved undershirt is allowed. No additional clothing is allowed underneath a uniform shirt.
- Midriffs or undergarments should not be shown. Too-big uniform shirts will need to be tucked in.
- Shirts must be tucked in on chapel days.
- There are 4 CCS logos: the traditional, dove, book, and monogram logos. These logos for shirts and sweaters are available through Land's End and Northwest Design (local). No other visible logos are acceptable. See Appendix A for logo designs.
- The navy polo is to be worn with khaki bottoms only. A navy sweater with navy bottoms is allowed.
- The Hunter/Classic Navy Plaid skorts, skirts, and jumpers are from Lands' End only.
- Wearable technology is allowed only in school mode. Students who wear smartwatches and use them to communicate during school hours will be asked to leave them at home.
- Please do not wear perfume or body spray to school. We have staff and students with allergies.

New for the 2025-2026 School Year

Uniform Quarter Zip Pullovers with a CCS Logo

- From Lands' End only
 - Must have a CCS Logo
 - May be worn in the classroom year round
 - Colors: Evergreen, Navy or Burgundy
- Note: CCS sweatshirts are no longer allowed in the classroom, but may still be worn outside.

Specific Dress Code — Boys': See Appendix D for pictures.**Shirts:**

- Polo style long or short sleeve.
- Polo colors: red, white, dark green, navy, and light blue, are available from your vendor of choice.
- Button up short or long sleeve oxford in white with or without a tie.
- CCS logos are optional. No other brand logos are allowed.

Pants and Shorts:

- Colors: navy or khaki.
- Pockets: No extra pockets, cargo style, or jean style.
- Length: No shorter than three inches above the knee.
- Shorts can be worn year-round in grades 3 and up.

Sweater or Sweater Vest:

- Sweater vest, cardigan, or long-sleeved pullover crewneck can be purchased from the uniform vendor of your choice. No hoods allowed.
- Color: solid navy only.
- CCS logos are optional. No other brand logos are allowed.

CCS Outerwear:

- Quarter zip pullovers and navy sweaters are the only outerwear allowed in the classrooms. No hoods allowed.
- Pullovers must be ordered exclusively from Lands' End and have a CCS logo.
- No names printed on outerwear.
- Outerwear can be worn year-round.
- Colors: Classic Navy, Evergreen or Burgundy

Shoes:

- Soft-soled shoes are required. All shoes, including boots, must have a soft sole.
- Tennis shoes are preferred. (They are also required for P.E.)
- Slippers, flip-flops, and shoes with wheels are prohibited. Closed-toed shoes with heel straps are accepted, and heel straps must be worn at all times.
- Sandals must have a closed toe and a strap on the heel.

Specific Dress Code — Girls': See Appendix D for pictures.

Polo Style Shirts:

- Long or short sleeve.
- Colors: red, white, dark green, navy or light blue from your vendor choice.
- CCS logos are optional. No other brand logos are allowed.
- Must cover the stomach.

Button Down or Knit Peter Pan Blouse:

- Peter pan or button-down collar.
- Color: white only.
- Short or long sleeve.
- May be worn with skirts, skorts, or jumpers only.

Pants & Shorts:

- Non-jean navy or khaki.
- No extra pockets or cargo style.
- Length: no shorter than three inches above the knee to capri or full pant length.
- Uniform shorts can be worn year-round in grades 3 and up.

Skirts, jumpers, skorts:

- Colors: navy, khaki, hunter/classic navy plaid.
- Hunter/classic navy plaid must be from Lands' End only.
- Navy and khaki skirts/skorts can be purchased from the uniform vendor of your choice.
- Cargo skort is not allowed.
- Length: No shorter than three inches above the knee.
- Leggings or spandex (cartwheel) shorts must be worn under skirts, jumpers, & dresses. No leggings made of faux leather or denim.

Dresses:

- No shorter than three inches above the knee.
- Colors: Same as polo shirts.
- Interlock or cotton mesh fabric only. No rapid dry dresses.
- CCS logos are optional. No other brand logos are allowed.

Sweater or Sweater Vest:

- Sweater vest, cardigan, or long-sleeved pullover crewneck from your vendor choice. No hoods.

- Color: solid navy only.
- CCS logos are optional. No other brand logos are allowed.

CCS Outerwear:

- Quarter zip pullovers and navy sweaters are the only outerwear allowed in the classrooms. No hoods.
- Pullovers must be ordered exclusively from Lands' End and must have a CCS logo. They can be worn year-round.
- Colors: Classic Navy, Evergreen or Burgundy

Shoes:

- Soft-soled shoes are required. All shoes, including boots, must have a soft sole.
- Tennis shoes are preferred. (They are also required for P.E.)
- Slippers, flip-flops, high heels, and shoes with wheels are not allowed. Closed-toed shoes with heel straps are accepted, and heel straps must be worn at all times.
- Sandals must have a closed toe and a strap on the heel.

Middle School Dress Code (6th, 7th, and 8th Grade): See Appendix D for pictures.

Middle School will follow the dress code written on the previous pages. In addition to the traditional colors, middle school students may wear pink, purple, orange, maroon, or gray polos. NO neon colors. **Logos: Only CCS logos are allowed.** Name-brand logos are not allowed. Shirts may be untucked if they are not too long or too big. Shirts must cover the stomach. Students must tuck in shirts on chapel days. The teacher will determine the polo color for chapel performances and field trips.

Non-Uniform Day Policy:

CCS students always look forward to class parties, Spirit Week, and using Non-Uniform Day Passes. All non-uniform dress has to adhere to these guidelines:

- Tops should fully cover stomachs and shoulders.
- All clothing should be appropriate with words, logos, and pictures.
- Shorts and skirts are the same as school uniforms: no shorter than three inches above the knees.

STAFF DIRECTORY

Administrative Team

Kelly Paynter	Administrator	kpaynter@ccslewiston.com
Lynn Ridinger	Assistant Administrator	lridinger@ccslewiston.com
Chris Kessler	Administrative Assistant	ccsoffice@ccslewiston.com
Cyndy Kym	Founder & Treasurer	ckym@ccslewiston.com

Office Staff

Kristy Wilmoth	Office & Program Assistant	kwilmoth@ccslewiston.com
----------------	----------------------------	--------------------------

Current Teachers

Mandy Donnerberg	Kindergarten	mdonnerberg@ccslewiston.com
Lynn Ridinger	1st Grade	lridinger@ccslewiston.com
April West	2nd Grade	awest@ccslewiston.com
Kamryn Hamilton	3rd Grade	khamilton@ccslewiston.com
Helen Downs	4th Grade	hdowns@ccslewiston.com
Kirsten Taylor	5th Grade	ktaylor@ccslewiston.com
Maegan Luna	Science & Technology	mluna@ccslewiston.com
Dena Vrieling	6th Homeroom & 6-8 Math	dvrieling@ccslewiston.com
Abby Pottenger	6th-8th Science	apottinger@ccslewiston.com
Shelleigh Beeson	6th Social Studies	sbeeson@ccslewiston.com
Kim Pernsteiner	8th LA, Social Studies & Bible	kpernsteiner@ccslewiston.com
Kelly Paynter	LA, SS & Bible	kpaynter@ccslewiston.com

School Board

The school board is comprised of seven members. Two members are founding members, three hold appointed positions, and three are elected by parents. The founding members are Marv Kym and Cyndy Kym. The appointed positions are Kelly Paynter, Chris Kessler, Lynn Ridinger. Elections take place in February/March of each year. The board meets once per trimester.

School Board Members 2025-2026

Kelly Paynter	Administrator
Lynn Ridinger	Admin Team
Chris Kessler	Admin Team
LoraLee Morgenstern	3rd year
Ryan King	2nd year
Zach Evangelo	1st year
Cyndy Kym	Advisor
Marv Kym	Emeritus

Appendix A: School Logos

Traditional



Dove



Cross with Book



Monogram Options



Appendix B: The following scrip gift cards are regularly available in the office.

Albertsons
Amazon
Apple
Applebee's
Bath & Body Works
Becky's Fabrics
Cenex
Dairy Queen
Dutch Bros
El Sombrero
Happy Day
Home Depot
Little Caesars
McDonald's
Maurice's
Old Navy
Papa Murphy's
Rosauers
Ross
Shutterfly
Staples
Starbucks
Subway
Taco Bell
TJ Maxx
Ulta
Wendy's

National scrip gift card order forms are available in the office.

National orders are placed quarterly.

Appendix C: Snacks, desserts, and items not allowed at school

Approved snack items:

- ✓ Crackers
- ✓ Pretzels
- ✓ Fruit
- ✓ Vegetables
- ✓ Cheese
- ✓ Yogurt
- ✓ Nut/Seeds
- ✓ Dried Fruit
- ✓ Fruit Snacks
- ✓ Fruit leather
- ✓ Non-sugary cereal
- ✓ Granola Bars
- ✓ Bagels or Bread Products
- ✓ Peanut Butter
- ✓ Trail Mix
- ✓ Popcorn

Please limit these dessert items to one item per lunch:

- ✗ Hostess-style products
- ✗ Pop-Tarts
- ✗ Candy
- ✗ Sugary cereals
- ✗ Marshmallows
- ✗ Cake
- ✗ Cookies
- ✗ Desserts
- ✗ Pudding

Items not allowed at school:

- Chewing gum
- Soda/caFFEinated drinks

APPENDIX D: Uniforms and School Logos

Polo shirt color choices K-8
Long or short sleeve, boys &
girls.



Uniform Basics

Girls' dress colors are the
same as their polo colors.



Pants, shorts and girls'
skirts and skorts colors:
Navy or Khaki



Girls' **Hunter/Classic Navy Plaid**
skirts, skorts and jumpers from
Lands' End only:



Quarter Zip Pullovers

- Must have CCS logo.
- Order from Lands' End Only.
- May be worn in the classroom.
- Fleece, Sweatshirt or Active Performance material
- Colors: Evergreen, Navy or Burgundy

**Sweater or Sweater Vest**

- Navy only
- CCS logo is optional

