



"Equipping Bright Minds"| 2 Timothy 3:17

Welcome

MSA Parent Orientation
Fall Academic Year 2022-2023

STATEMENT OF FAITH

We believe in the Scriptures of the Old and New Testaments as wholly inspired by the Holy Spirit of God, and are inerrant in the original writings, and that they are the supreme and final authority in faith and life.

We believe in one God, Creator of all things, eternally and existent in three persons: Father, Son and Holy Spirit.

We believe in the deity and humanity of our Lord Jesus Christ, in his Virgin birth and His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His Resurrection, in His ascension to the right hand of the Father, and in His future personal and bodily return in power and glory to judge the living and the dead.

We believe that for the salvation of the lost and sinful man, regeneration by the Holy Spirit is absolutely essential.

We believe that all who receive by faith the Lord Jesus Christ are regenerated by the Holy Spirit, and they become the children of God.

We believe in the bodily resurrection of both the saved and lost; for those that are saved it is a resurrection into everlasting joy with Christ, and for those that are lost it is a resurrection into everlasting suffering.

We believe that man was created in the image of God; that he sinned, and thereby incurred both physical and spiritual death, which is separation from God; and that all human beings are born with a sinful nature, and indeed sin in thought, word and deed.

We believe in the spiritual unity of all believers in our Lord Jesus Christ! One Lord, one faith, one baptism. Ephesians 4:5

Acts 2:38 The Peter said unto them, Repent, and be baptized every one of you in the name of Jesus Christ for the remission of sins, and ye shall receive the gift of the Holy Ghost.

Purpose, Goals and Philosophy

Morning Star Academy is committed to providing a quality Christian education in a safe environment to each of its students, which defines our objectives in three folds.

***Academic Excellence**

***Safe Haven**

***Character Building**

Academic Excellence

To train and equip students thoroughly with 21st century skills.

Safe Haven

To provide a safe environment that would promote a positive and healthy climate in the classroom.

Character Building

To develop Christ like character in their everyday walk.

Admission Philosophy and Process

Morning Star Academy is open to all families seeking and desiring a Christ centered education and who agrees with and actively supports our statement of faith, guiding principles and MSA policies. In order to be officially enrolled all families are required to complete an application for enrollment and submit the necessary documentations and fees.

New School Hours

School starts promptly at 8am-3:15pm

Except Wednesdays 8:00am-2:40pm

Make a NOTE:

Early Dismissal @ 2:40pm on WEDNESDAYS

Calendar

You can find an updated copy at the website
mymorningstaracademy.org

Important Dates: (First Quarter)

DATE	WEEKDAY	EVENT
August 10 th	Wednesday	First day of school 8:00 AM – 2:40 PM
September	(To Be Announced)	Picture Day
October	(To Be Announced)	Cookie Dough Fundraiser
October 14	Friday	Professional Development Day for Teachers (no school)
October 27	Thursday	Parent/Teacher Conf.

Holidays: (MSA closed)

- Labor Day
- Thanksgiving Eve
- Thanksgiving Day
- Christmas Eve
- Christmas Day
- New Year's Eve
- New Year's Day
- Good Friday
- Easter Monday
- Memorial Day
- Independence Day



Fundraisers

Parents are expected to participate in all Academies sponsored Fundraisers. A buyout option will be offered. In order to keep our tuition reasonable, fundraisers are conducted throughout the school year. Family participation is mandatory.

Before and After Care Program

MSA offers before and after care for K-8th grade.

Program Hours:

6:30am – 7:45 am

3:30 pm - 6:00 pm

Hourly Rate:

\$4.00 Flat Rate

\$4 Initial Hour, \$2 Every Half-Hour

** Overall charge is based on the combination of both am & pm*

(PM Late Arrivals are charged \$1 per-minute, payable in cash to attendant no later than the next-day)

Extended Care

While school is not in session, MSA provides extended care on the following breaks:

- Fall break
- Winter break
- Spring break

** Must complete a schedule form in advance (will be available at MSA's website)*

Parents Visit to school: are welcome to schedule a visit to their child's class, please make prior arrangements with your child's teacher. Parents are required to stop by the front desk and sign in with the receptionist; you can also inform the office attendant if they need to leave something for a student or teacher this includes early dismissal.

Buzz-In: when parents are buzzed-in, please do not allow other parents to come inside the building behind you. All parents need to buzz-in and state the purpose of their visit.

Attendance plays a very important role in your child's academic experience. It is important that they are in school every day. Please note that **3 unexcused tardies are counted as 1 absent. 10 or more absences could have your child retained.**

Absence: (Indiana Code 20-33-2) The State of Indiana requires that students must be in school for 180 days. All absences and tardies are reported to the State of Indiana and entered on their permanent record.

If your child will not be in attendance, please call the office no later than 10am and leave a message with student's name, grade, and reason for the absence. If no call is made and the office is unable to verify the absence, the absence will be documented as **UNEXCUSED**. Upon returning to school, the student must submit a parent's written excuse. Students must check with teachers upon returning to school for all missing assignments. Parents are responsible for seeing that the make-up assignments are completed. One day for makeup work is allowed for each day of absence.

Excused Absences: MSA defined as absences as legitimate reasons for being out of school. 1. Personal Illness-properly verified 2. Family funeral 3. All court appearances 4. Military connected families (absences related to deployment and return) No Other absences are exempt and count towards the maximum of five (5) days of absence allowed each semester. Vacations are considered by the State Board of Education as unexcused absences. Vacations should NOT be scheduled during the school year.

UNEXCUSED ABSENCE: Is any absence not covered under the definition of excused. Truancy. Under **Indiana Code 20-33-2-11**, a child who is designated as a habitual truant is defined as "a child who is chronically absent, by having unexcused absences from school for more than ten (10) days of school in one (1) school year." Under SEA 1: The principal shall report a child who is habitually absent to an intake officer of the juvenile court or Department of Child Services. The intake officer of the Department of Child Services shall proceed in accordance with IC 31-30 through IC 30-40.

Tardiness: First bell rings at 8:00 a.m. Our school day begins at 8:15 a.m. A student is tardy if not in his/her room when the second bell rings at 8:30. A school is responsible for the students developing a sense of self-management. Demanding on time attendance for class is directed toward that goal. Punctuality is the duty and responsibility of each parent. The parent should allow ample time for transportation, trains, and weather conditions to reach school on time.

If your child/children are repeatedly tardy, you will be contacted by the School Administration and you will be required to escort your child/children in to the school office every day until the end of the school semester.

Know that every time your child/children are tardy, it is reported to the State of Indiana. If your child/children have 10 or more tardies, we are obligated to report this to the Department of Child Protective Services/State of Indiana.

Early Dismissals: Once a student has arrived on school grounds they are considered “on campus”. Children are not to leave school between arrival and dismissal without a parent or designated guardian adult present. Any request for an early dismissal must be presented in writing to the teacher by 8:30am. Any students receiving permission for early dismissal must be picked up in the school office where the identity of the person can be verified. Please do not go straight to the room. Teachers are instructed to verify with office. Parents cannot excuse anyone but his/her own children. This includes all doctor’s and dentist’s appointments that require an early dismissal.

Parents are not allowed to bring students after 9:00 a.m. due to medical appointments unless you have made prior arrangements with the Director.

Drop Off Policy:

Summary - Drive slowly and cautiously

Child Pick up Policy

- Only authorized individuals will be allowed to pick up your child
- Every family must list **three individuals** (not including parent/guardian) to release your child to in the event of an emergency
- Children are only release to Authorized Person(s) listed
- Parents responsible for updates on all information pertaining to their child
- If an individual appears at the center to pick up your child and he/she is not listed on your pick-up form, your child will not be permitted to leave the school

Late Pick up Policy

Students who are on school grounds after 3:30 pm will automatically join and be clocked in to Extended Child Care and their parents will be billed a minimum of 1/2 hour at the aftercare rate (or as stated in our handbook). The purpose of this policy is to ensure student safety with proper supervision while inside building.

There is a One Dollar (\$1) per minute late pick-up charge per student after 6:00pm until you pick up your student(s). The person picking up the child will be required to sign a late release form before leaving. Our office clock is the official time clock. After 7:00pm, if we are unable to contact you or another authorized person, we will contact the police department and Child Protective Services.

Girl's Uniforms:

- Plaid jumper, skirts, skorts. Uniform length must be longer than fingertips when arms are straight at the sides.
- Light Blue or Yellow (not Gold) polo, peter pan collars shirts, dress shirts w/collar short/ long sleeves, all shirts must be tucked in. White undergarments only.
- Grey cardigan or Navy-blue sweater (optional). Gray fleece pullover (optional), no hoodie.
- Black, white, navy or grey anklets, knee highs or tights. (Socks must cover the ankles/no leggings)
- Shoes...
 - Black, grey, or navy shoes No clogs, open toe, shoes sandals/flip-flops, moccasins/slippers, no heels over 2 inches Boots may be worn to and from school, but not during the school day.

Boy's Uniforms:

- Light Blue or Yellow (not Gold) polo or uniform dress shirts short/ long sleeves
- Gray uniform pants (uniform walking shorts may be worn from May 1 to November 1)
- Black belt, Shirt must be tucked in. No undergarments may be exposed
- Grey or Navy sweater (optional), Grey vest (optional), Grey fleece pullover (optional) no hoodies
- Black, white or grey socks may be worn (Socks must cover the ankles)
- Shoes...
 - Black, Navy, gray dress school shoes (No tennis shoes can be worn) Boots may be worn to and from school, but not during the school day.

Breakfast & Lunch

Breakfast is served daily in the lunchroom at 7:15am to 7:40am, lunch staff is not allowed to distribute any breakfast past this time. Breakfast is the most important meal of the day so please have your child here on time to eat or make sure to get a nutritional breakfast before they arrive.

Along with breakfast, lunch is also served daily in the lunchroom, from 11:35am to 12:00. See current schedule for accurate time. Menus are posted on the school bulletin by the main school entrance.

Students are welcome to bring a packed lunch from home. However, be sure to take into consideration our substantial risk of peanut allergies, so nothing that contains any nuts should be exposed or brought to school. Refrigeration is not available for students.

If your child is part of the aftercare program, he/she will be served a snack or opt to bring in their own brain-boosting snack to fuel up during the afterschool day (no hot-chips or junk food).

MSA has a closed lunch policy which means that no child is permitted to leave school property for lunch.

Free or Reduced-Price Meals

MSA is a participant of the CACFP. All students will be given an Enrollment form and a Federal Eligibility Application (FEA) at the start of the school year. This allows us to provide our students with Breakfast and Lunch during school hours and snacks for aftercare participants. You must complete one Enrollment form for each student and one application for your household, listing all children even those not attending MSA on the application. **All** students should return the form regardless of their financial status.

Birthday Party Policy

Birthdays are important days for children, and we share your desire to make your child's day a special one. However, here at Morning Star Academy we ask that some limitations be respected. We celebrate birthdays during regular lunch hour times. Parents may provide a special snack or if you order Pizza it has to be cheese only for all the children in your child's classroom. Please be sure to speak to your child's teacher for advanced notice and proper count of how many children are in the class as this will also help us arrange the lunchroom. Parents are invited to participate. Speak with your child's teacher ahead of time about appropriateness of the snacks, foods, due to severe food allergies for some children.

Peanuts, peanut butter, and ALL snacks containing peanuts are strictly prohibited. In order to maintain a healthy environment for our children, here is a list of the following treats we request that you choose from to bring into your child's classroom:

- Mini cupcakes/Muffins (without any nuts, store bought and individually wrapped)
- Ice cream cups
- Fruit cups
- Jell-O cups
- Vegetable or fruit trays

Latex balloons and candles are not allowed. We ask that you do not bring whole cakes, cookie cakes, donuts, donut holes, or goodie bags. Thank you for your help, and HAPPY BIRTHDAY!

School Closure Sometimes it is necessary to close or delay the opening of school, most often for severe weather conditions. Check out our Facebook page: morning star academy. Please check your e-mail or texts for all school closures or early dismissals. Also, parents will be contacted via School telephone program. Online check emergencyclosing.com

Parents will receive notification from MSA text messaging system

- Requires all account to provide
 - E-mail (all parents/guardians
 - Cell phone number & provider (AT&T, Verizon, T-Mobile, ,etc...)

Formative assessment:

Students in grades 3rd-8th will take the ILEARN. IREAD will be administered to all 3rd graders. These test assessments are scheduled during springtime. Parents are not to plan vacations or daytime appointments during these weeks of school. These tests are to be administered yearly. The test is to determine educational progress.

MSA administers the NWEA MAP testing every quarter to track down educational progress and address any gaps. This will give teacher direction for student's success. This school year we will implement Summer School for any child who low scores in ILEARN or fails IREAD it will be mandated to attend Summer School and the parent/guardian is responsible for any fees associated with summer school. Summer school can also be mandated for any child by teacher recommendation.

Progress Reports: Mid-way between report cards, every student K-8th will be issued a progress report. For the student scoring well, the report is an additional motivation to continue the high effort level. For the student scoring poorly, the progress report is a warning of impending failure and a signal to parents that steps need to be taken to ensure improvement.

Report Cards: Report of student academic progress is issued at the end of each academic quarter, about every nine weeks.

Grades: Students will have grades updated weekly. Students must have at least 9 grades for each subject during each grading period.

Academic Achievement: consists of Grades 3-5. All subjects including physical education, computers, Arts, conduct and effort are included. The following constitutes *Achievement Awards*: All A's and B's -Any conduct or effort score of "D" or below automatically eliminates a student from any Academic Achievement. Any child who receives an "In" or "Out" of school suspension for behavior may not receive Academic Achievement status. An Ice Cream Social (Grades 3-5) will be held for students who maintain Honor Roll status for the first three quarters.

Point grading scale average calculations will be applied as follows:

A: 90-100 = 4.0 GPA	Outstanding	Indicates Outstanding Mastery of subject
B: 80-89 = 3.0 GPA	Above average	Indicates above Average Mastery of subject
C: 70-79 = 2.0 GPA	Satisfactory	Indicated acceptable work and performance
D: 60-69 = 1.0 GPA	Passing	Indicates below average learning, minimally acceptable and not considered up to the standard expected of students with normal and/or average abilities
F: < 59 = 0.0 GPA	Failing/ No Credit	Indicates the student's lack of comprehension, performance and achievement, which is not acceptable and requires repetition of work and possibly retention at the same grade level for an additional year.

Homework:

Homework is beneficial for all scholastic development. It is a reinforcement of the learning at school. It is a parental responsibility to ensure that time and space is set aside at home that will be conducive to study. Suggested time allotments for homework are: Grades K-1 20-30 minutes Grades 2-3 30-40 minutes Grades 4-8 40-60 minutes.

All homework is due the next day unless otherwise stated.

Homework is worth 5 Points

1 point for neatness

1 point for name

3 points for 80% or more correct, 2 points for 70-79% correct, 1 point for 60-69% correct.

1 point automatically is taken off if homework is not turned in on time. If a child is absent, they have the amount of days they were absent to turn in all missed assignments and homework. For K-2nd grade only- Sticker for each day homework is turned in. Reward for a full chart at the end of each quarter.

Title 511 IAC 6.1-5-9

states “Each school and school corporation shall adopt, implement and communicate to teachers, parents and students a written homework policy to reinforce the concept that homework is an out-of-school assignment that contributes to the educational process of the student. Homework shall be viewed as an extension of class work and related to the objective of the curriculum.” MSA teachers understand HW is a review of materials cover through the lesson, no new subject shall be given as homework.

Tests:

Math, Social Studies, Science test will be on Fridays. Literacy, Spelling, and vocabulary will fall on Wednesday. Quizzes will run throughout the week. Each student will take a Unit test once a month. This determines who goes to enrichment and who goes to remediation. Student who haven't mastered objectives will go to remediation instead of enrichment for 3 weeks (until the next testing period). Enrichment in classroom, remediation will be with a specific teacher.

Parent conferences

are scheduled on an "as needed" basis following the first report card and during each academic year. If a parent cannot attend the scheduled conference, they must contact the teacher to make other arrangements for a suitable conference time. Individual conference appointments may be made at any time throughout the school year. Parents need an appointment to see their child's teacher.

Appointments with the teacher or principal may be made through the front desk. Parents are not permitted to see their child's teacher without an appointment or during a time when the teacher has a class in session.

Parent Involvement:

Parents are an integral part of Morning Star Academy. Quality education, we believe, must be supported by dedicated parental involvement. We urge all parents not just to send your child to MSA, but to get involved! Parent volunteer: MSA encourages our parent to volunteer to staff the lunchroom and to serve as teacher helpers and room parents, as well as recess duty and special activities like our annual field day.

Fire, Tornado, Earthquake and Code Red Drills:

Fire, tornado, earthquake and code red drills are held at regular intervals. Students are expected to walk quietly to their assigned places and teachers are required to bring their record books for the purpose of taking attendance.

Illness: If a child becomes ill during the school day, the teacher will send the child to the office. If a higher-than-normal temperature is present or if the child complains of pain, the parent/guardian will be contacted immediately at home or work. It is the responsibility of the parent/guardian to arrange to have the child picked up in the school office.

Medications Students are not allowed to carry drugs or any type of medication (prescription or over-the-counter) during the school day. The exceptions are inhalers and Epi-pens according to the Indiana Code. A Medication Form must be completed and signed by the parent/guardian and will be kept on file in the office.

Nature Walks

On occasion the children may take a nature walk; these walks are not always planned. Please be sure to send your students with the appropriate jacket or coat as the seasons will change. There's nothing extra to sign as by signing the parent handbook signature page you are giving permission for your student to take part of your child's nature educational experience.

Accidents:

Basic first aid is administered by the office personnel or the person in charge of the child at the time of the accident. If a serious accident has occurred, parent/guardian will be immediately notified. Each child must have an emergency form on file in the school office which includes: The parent's/guardian's address and phone numbers at home and at work. The name of the family physician and a phone number Friend or relative to call in case of an emergency, if parent/guardian cannot be reached. (Please choose someone that can drive and lives close enough to the school to pick up the child if sick or hurt.)

IF THIS EMERGENCY INFORMATION SHOULD CHANGE DURING THE COURSE OF THE SCHOOL YEAR, YOU ARE TO NOTIFY THE OFFICE IMMEDIATELY. IT IS VERY IMPORTANT THAT THIS INFORMATION BE KEPT CURRENT.

In case of a serious emergency when the parent/guardian cannot be reached, the school will call paramedics and allow them to transport student via ambulance to a hospital and have the hospital make appropriate care decisions.

RIGHTS RESERVED

The Administration of MSA reserves the right to change the requirements for admission or graduation announced in these guidelines and to change the arrangement, scheduling, credit, or content of courses, the books used, fees charged, regulations affecting students, and to refuse or readmit and to dismiss any student at any time, should it be deemed to be required in the best interest of the student and/or the school to do so.

It is the personal responsibility of each student and parent/guardian to acquire an active knowledge of all regulations set forth in the guidelines.

A photograph of a wooden desk with a red leather folder and a pencil holder containing several blue pencils. The image is split by a white curved line, with the left side showing the desk and the right side being a dark gray background with text.

MSA Curriculum

Bible Curriculum

<https://positiveaction.org/store/group/learning-about-god>

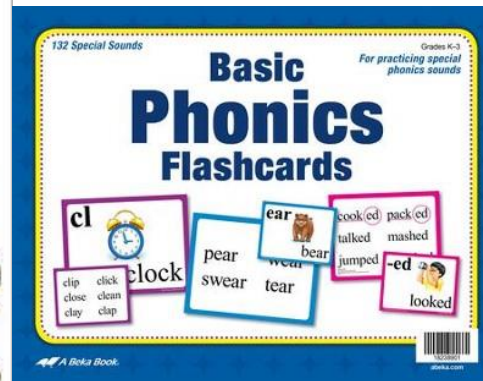
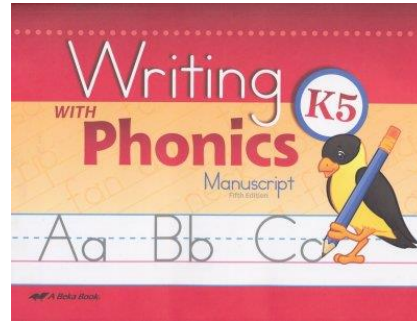
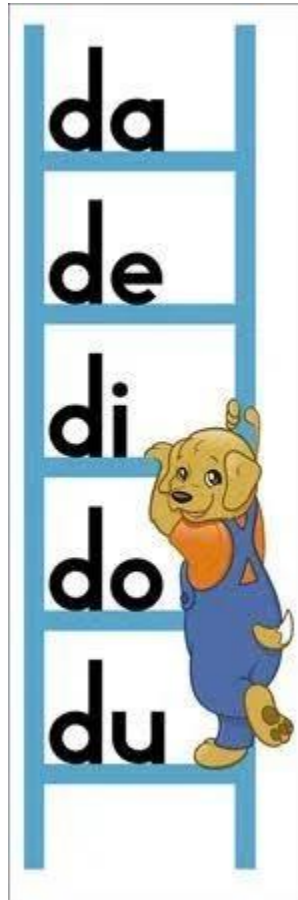
1. God Centered
2. Sound Doctrine
3. Christian Living



- **Kinder-** Learning About God
- **1st Grade-** Enjoying God's Gifts
- **2ndGrade-** Finding God's Promise
- **3rd Grade-** Growing with God
- **4th Grade-** Building Life Castles
- **5th Grade-** Possessing the Land
- **6th Grade-** Winning the Race
- **7th Grade-** Wise Up/Route 66
- **8th Grade-**The God-Man/Dynamic Christian Living

- myView
LITERACY

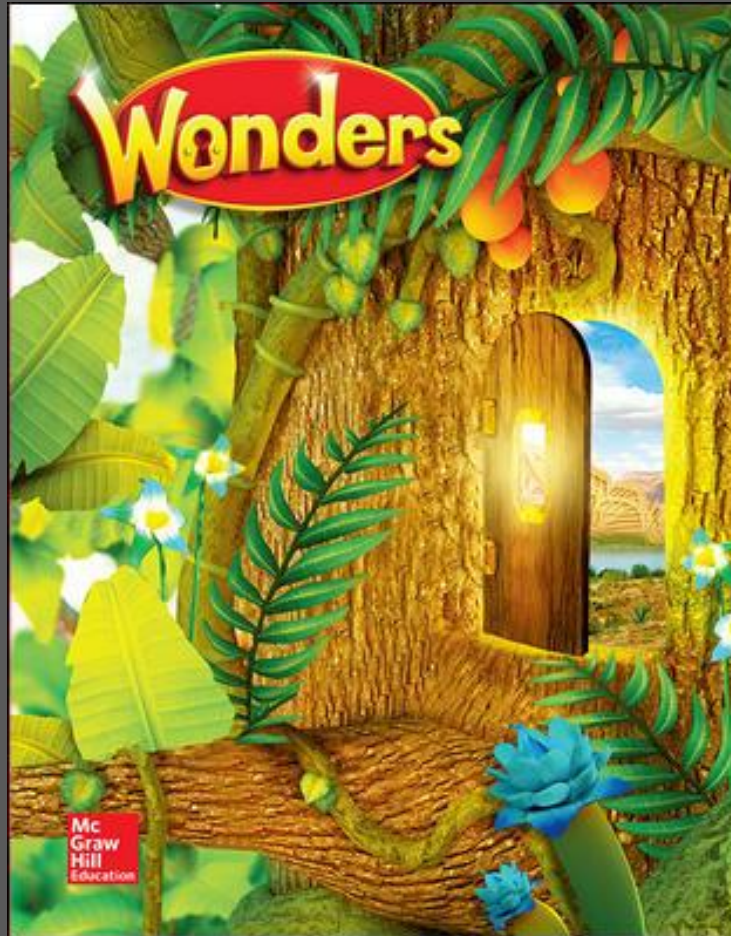
Kinder-Phonics



- Abeka Phonics Curriculum

- K-4 McGraw-Hill

Diversified Adaptable Interactive



Savvas Realize

My Perspectives

5th-8th grade

The stories can range from classics from the time of Greek philosophers, to articles and interviews about exploration in space now.

The content allows students to develop further as thinkers through performance-based activities, research, multimedia including videos, short films, photography and articles.

Addresses the rigor of state testing, including critical thinking, citing evidence, and responding to literature

1. Relevant
2. Engaging
3. Addresses State Testing

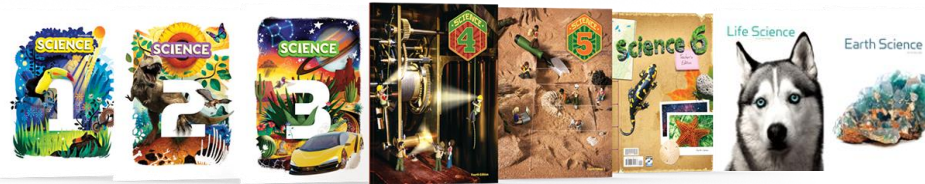




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- <https://www.savvas.com/index.cfm?locator=PS3c5r>

Science BJU Press



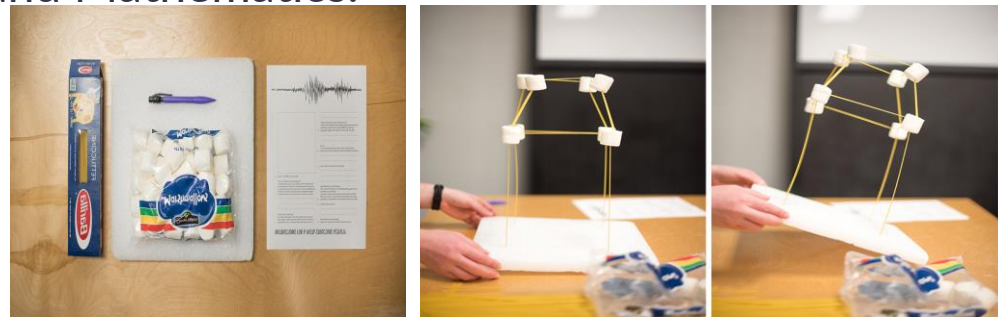
The course encourages students to begin formulating a biblical worldview of science by showing them how we can use science to glorify God and help others.

This edition also contains an introduction to each Investigation, Inquiry, Exploration, and STEM activity.

These activities allow students to apply the engineering design process and foundational science inquiry skills to develop orderly approaches to problem solving.

Goal: To equip students to apply science to life by observing and analyzing scientific information and by evaluating scientific models from a biblical worldview

STEAM integration Using the engineering design process an acronym for Science, Technology, Engineering, and Mathematics.



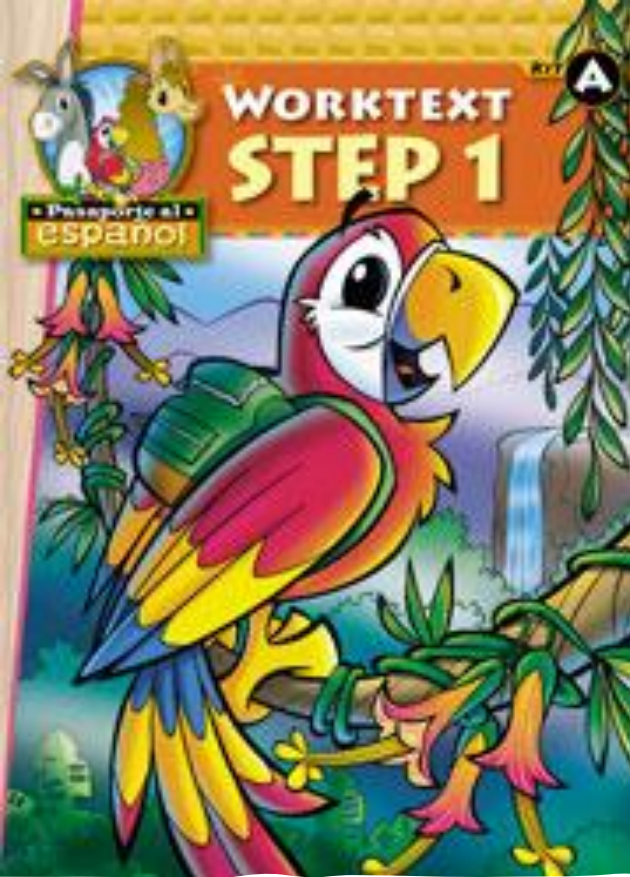
Social Studies BJU Press



Goals for Students

- To develop social studies skills and a foundational understanding of geography, economics, history, government, civics, and culture
- To evaluate sources, cultures, and events from a biblical worldview
- To propose solutions to economic, political, and social problems
- To become lifelong learners who value freedom, equality, and individual responsibility





Spanish Curriculum

- Passaporte al Espanol
- Enhance your students' education with an introduction to Spanish.
- *Pasaporte al espanol* contains 3 progressive steps designed for elementary grades



Technology at Morning Star Academy

Chromebooks K-4th

To help students get started in effectively using their Chromebooks, there is a Google App for Education online Chromebook Training Orientation.

Chromebooks are intended for use each school day. Therefore, students are responsible for charging the Chromebook battery before the start of each school day, and bringing their Chromebooks to all of their classes, unless specifically instructed not to do so by their teacher.

As a web-oriented device, Chromebooks can also access sites on the Internet to connect to all the resources and information available for student learning, online, anywhere, at any time. In addition to teacher expectations for Chromebook use, school messages, announcements, calendars, and schedules may be accessed using the Chromebook. 1.1 Originally Installed Software - G SUITE FOR EDUCATION (GSFE)



IPADS 5th-8th

- IPADS are intended for use each school day.
- Therefore, students are responsible for charging the Chromebook battery before the start of each school day.
- IPADS are used in all of the classes, unless specifically instructed not to do so by their teacher.





Sycamore school

Hello and welcome to Sycamore Education! Please enter your login credentials below to begin.



Sycamore Login

School ID

Username

Password

Language

[Reset Your Password](#)

Login

Comodo Secure

A cutting edge Student Information System brought to you by Sycamore Education

[About Us](#) [Careers](#) [Terms of Service & Acceptable Use Policy](#) [Privacy Policy](#) [GDPR](#)

Sycamore
education

School Code: 3473

Same Username: as assign

Password: will be reset to Password1234

Parent Handbooks

Provided upon registration or request

Thank You for Attending

Number 6:24-26