

FELLOWSHIP CHRISTIAN ACADEMY  
JACKSONVILLE, NC

2011 – 2012

# TABLE OF CONTENTS

Admissions Procedures/Information .....	1
Financial Policies .....	2
Tuition and School Bills .....	2
After School Care .....	2
Schedule of Fees (Due at enrollment) .....	3
Additional Credits and Fees .....	3
Financial Helps .....	3
School Supplies .....	4
School Policies.....	4
Class Hours.....	4
Absences and Tardies .....	4
Lunch.....	5
Chapel .....	5
Fire Drills .....	5
Lost And Found .....	5
Progress Reports.....	5
Honor Roll Requirements.....	5
Parent Teacher Conferences.....	5
Graduation Requirements .....	5
Miscellaneous .....	6
Discipline .....	6
Dress Code .....	7
Facilities Inspection.....	8
Annual Bike-A-Thon .....	9
FCA Athletics .....	9
Our Philosophy.....	9
Our Method .....	9
Basic Guidelines for Sports' Participation.....	10
Frequently Asked Questions .....	11
School Calendar .....	12
First Semester .....	12
Second Semester .....	12
Enrollment Application .....	13
Parent Cooperation Agreement .....	14

## **ADMISSIONS PROCEDURES/INFORMATION**

- Read the handbook. Call the school office (910.346.2222) to make an appointment for an interview. Both parents and children must be present. **All returning students must fill out a new application for enrollment.**
- All new students must bring a birth certificate and proof of immunization. **All new students must have proof of a physical exam before enrolling** (a copy of a physical exam within the last year will be sufficient). **K-4/K-5 students enrolling in school for the first time are now required to receive a second dose of mumps (MMR) vaccine before enrolling in school.**

**All students who are 12 years of age, or older, by August 1, 2008, are required to have a booster dose of tetanus/diphtheria/pertussis vaccine, if 5 or more years have passed since the last dose of tetanus/diphtheria toxoid. The school needs proof of this booster shot to be turned in with the school application.**

- Fellowship Christian Academy admits students of any race, color, national or ethnic origin to all rights and privileges, programs and activities generally accorded or made available to students at the school as long as students and parents are in complete agreement with guidelines as set forth in this handbook.
- This is a Christian school. We encourage students to attend a Bible-believing, Bible-preaching church.
- Attendance at the Parent-Teacher Orientation Meeting on Monday, August 29th, 2011, 7:00 P.M. is **mandatory**. Attendance will be taken.
- **Upon withdrawal of your child from Fellowship Christian Academy, no records will be released or transferred until your account is paid in full.**

# FINANCIAL POLICIES

## TUITION AND SCHOOL BILLS

Tuition may be paid in full or in nine monthly payments, September-May. (If a full year's tuition is paid in advance, you will receive a 5% discount.) At least one month's tuition and fees and any previous balance must be paid in full before a child can begin school. The Administration reserves the right to require more than one month's tuition to be prepaid. The balance of monthly tuition and fees are due on the first day of each month. **Any account that is more than 30 days past due will cause the student to be suspended from school until the account is current.** Please feel free to call Pastor Sutherland in case of emergency or an unusual financial situation.

School bills will be sent out about the 20th of each month and will be due on the first day of the following month. After the 5th of the month, a **\$20.00 late fee** will be charged on each account not paid in full unless prior arrangements have been made with the Administration. Children are subject to dismissal from school if an account remains delinquent.

**There will be a \$25 charge for checks returned to us from the bank due to non-sufficient funds.** This charge is in addition to any charges by your financial institution.

When a child attends any part of the month, the full payment for that month is due. **There are no refunds** unless a parent has received a work transfer out of town.

## AFTER SCHOOL CARE

Since school is out at 2:45, all students must be picked up by 3:00. For your convenience, we offer an After School Care Program until 5:30 pm. All students (8th grade and below) not picked up by 3:00 will be checked into After School Care, where they can be picked up. All High School Students (9th grade and above) not picked up by 3:00 may either go to After School Care, where they will be "checked in" and supervised by an adult, or they may wait for their ride on their own, unsupervised, with the school staff not responsible for them. The price for After School Care is \$4.00 / hour per child (for any portion of an hour). (If you pick your child up at 3:07, you will be charged \$4.00 on your next school bill.) If a child is not picked up by 5:30, there will be a \$1.00 per minute fee per child (according to the After School Care clock). All After School Care charges will be put on your monthly school bill.

**SCHEDULE OF FEES (DUE AT ENROLLMENT)**

<b>Grade</b>	<b>Registration / Testing*</b>	<b>Tuition (monthly for 9 months)</b>	<b>PACEs / Curriculum</b>
K-4 / K-5	\$200.00	\$300.00 **	Curriculum paid for in Registration Fee.
1 <sup>st</sup>	\$300.00	\$300.00 **	Curriculum paid for in Registration Fee.
2 <sup>nd</sup> -12 <sup>th</sup>	\$120.00	\$300.00 **	\$3.00 per PACE. Lecture classes will be billed separately.

\* Non-refundable and includes beginning and end of the Year Testing plus registration

\*\* First-time students to F.C.A. will receive a \$50 tuition discount (per family) in the months of September, December, and May.

**ADDITIONAL CREDITS AND FEES**

Current F.C.A. families can earn a one-time \$50.00 tuition credit by referring a new family to F.C.A. Once the new family pays the registration fee and first month's tuition (and tells us that you sent them!), we will put a \$50 credit on your school account.

**Lecture Class Fees are added to the October School bills. The fees differ per class, depending on the price of the textbook used.** We have a small selection of used books in our inventory, and will sell them to the students at a reduced book price, as long as this inventory is available.

There will be a **one-time \$40.00 Activities Fee for each child** in grades K4 – 6th grade. This fee will cover their weekly art expenses, a music book for weekly music class, and a new P.E. uniform. This fee will be put on the November School Bills.

**Each student will be required to sell one yearbook ad** for the school yearbook. If an ad is not sold, **the minimum ad charge will be added to your school account**, as long as your account is current. (If it's not, you will have to bring in cash to pay for the ad fee.)

**Each student is required to raise \$150.00** for our school's annual *Bike-A-Thon* (see explanation in handbook). **\$150.00 will be put on the school bill of any student not raising these funds.** This fee will be put on the school bills the first month after the Bike-A-Thon.

**All students who are registered by May 27<sup>th</sup>, 2011 will receive a \$20.00 registration discount.**

**FINANCIAL HELPS**

Families with more than one child enrolled may deduct \$35.00 per month from tuition for each additional child if your account is current and payment is received by the 1st of each month. The fourth child in a family will go tuition free.

Members of Fellowship Baptist Church, actively attending and serving in ministries, will also be granted a \$50.00 per month per family discount.

**Please make it a matter of prayer to support the school faithfully with finances and prayer. We endeavor to keep costs down to practice good stewardship, and yet must meet our financial obligations to run the school successfully. You will notice a small increase in monthly tuition this year, after not raising tuition prices at all for the past three school years.**

## SCHOOL SUPPLIES

Grade	Supplies
K-4 / K-5	Bible (King James), small blanket and mat for nap time, box of 12 pencils (sharpened), 4 8-packs of Crayola crayons (not a big box of 32 or larger), 6 glue sticks, scissors, 1 plain-colored 2-pocket folder-no prongs (for homework and notes to go home), 12" ruler, 2 large boxes of Kleenex (to donate to the class), large eraser, a pencil supply pouch (not a box), <b>one change of clothes (in case of emergency)</b> , and a full-sized backpack. K-5 will also need a steno pad.
1 <sup>st</sup>	Bible (King James), plastic box for supplies (must be large enough to fit 12" ruler and all supplies), box of 12 pencils (sharpened), 3 large erasers, 2 boxes of 24 crayons, 6 glue sticks, scissors, 12" ruler, 2 large boxes of Kleenex (to donate to the class), small bottle (4 oz.) of Elmer's glue, 1 plain-colored 2-pocket folder-no prongs (for homework and notes to go home), <b>one change of clothes (in case of emergency)</b> , a full-sized backpack, and a steno pad.
2 <sup>nd</sup> – 6 <sup>th</sup>	Bible (King James), small box for supplies (must be large enough to fit 12" ruler and all supplies, while still fitting inside a school desk), box of 24 pencils, 3 large erasers, blue or black ball-point pen, standard 8 ½ by 11 notebook paper (not spiral notebook), paper folder-generally called a report cover (capable of inserting 3-hole punched handouts), crayons or colored pencils, 6 glue sticks, scissors, ruler, and 2 large boxes of Kleenex (to donate to the class). 6 <sup>th</sup> graders will also need a protractor.
7 <sup>th</sup> – 12 <sup>th</sup>	Bible (King James), small box for supplies, four pencils (at all times!), large eraser, blue or black ball-point pen, standard 8 ½ by 11 notebook paper (not spiral notebook), paper folder – generally called a report cover (capable of inserting 3-hole punched handouts), 2 large boxes of Kleenex (to donate to the class). (Individual teachers of lecture classes might assign additional supplies at the beginning of the school year.)

## SCHOOL POLICIES

### CLASS HOURS

School hours are 8:30 a.m. through 2:45 p.m. Monday through Friday for K-4 through 12<sup>th</sup> grade.

**Parents, please make sure to leave the classrooms by 8:25** so that the teachers can start class promptly at 8:30. Feel free to call the office at any time to schedule a meeting with your child's teacher.

### ABSENCES AND TARDIES

When a child is absent, a written excuse signed by the parent or guardian must be presented to the Supervisor. Students are allowed to miss 5 days of school per quarter. After this, every day of absence results in 5 points off each class grade for that quarter. (For example, if your child had an 89 average in a class for the quarter, but had missed 7 days of school that quarter = 2 over the limit, your child's grade for the quarter would now become a 79.) In the case of sickness, if a student has a note from his doctor, his grade will not be affected.

A student is considered tardy if he is not in the Learning Center by 8:30 a.m. Three tardies per quarter will count the same as an absence, and will be added to days absent, for the purpose of figuring points lost on quarter grades. Any Upper Learning Center (grades 7-12) student who leaves school before 2:00 will be counted for a half-day absence.

**LUNCH**

Lunches should be carried to school each day. Lunch Items, beverages and snacks are available for students to purchase as a school fund raiser. All menu items are individually wrapped and may be heated in the microwaves on campus.

**CHAPEL**

Weekly chapel sessions are held where the student identifies his education with what is taught in the Word of God.

**FIRE DRILLS**

At the sound of fire alarm, students are to stand and march out of the building in an orderly manner to a designated place. When signaled, they are to return to the Learning Center in the same orderly manner. Fire drills will be held each month during the school year.

**LOST AND FOUND**

The Lost and Found Department is operated through the school office. At the end of the nine weeks, all items which have not been picked up will become the property of the school.

**PROGRESS REPORTS**

The grading system of our school is designed to give the parents a true indication of the student's progress. Progress Reports are given to the students to present to their parents on the Wednesday following each nine week grading period. The report is to be signed by the parent and returned to school promptly.

Five dollars will be charged for duplicate Progress Reports.

**HONOR ROLL REQUIREMENTS**

<b>Grade</b>	<b>Requirements</b>
K4-1 <sup>st</sup>	Maintain at least a 93% average
2 <sup>nd</sup> -6 <sup>th</sup>	Complete at least three PACEs in each subject per nine weeks (or be on "grade level" in work), maintain at least a 94% average, and recite monthly scripture successfully
7 <sup>th</sup> -12 <sup>th</sup>	Be on "grade level" and maintain at least a 90% average (lecture grades and PACE scores combined) and recite monthly Scripture successfully

**PARENT TEACHER CONFERENCES**

There will be a scheduled "Parent/Teacher" Conference Day each quarter (see calendar). Please feel free to call to schedule an appointment with your child's teacher if you ever feel it is necessary.

**GRADUATION REQUIREMENTS**

A minimum of twenty-two units of credit and successful completion of the Stanford Achievement Test are required for graduation with a College Preparatory Diploma. General and Vocational Diplomas are also offered. Participation in the Senior Trip to "The Wilds" is also a requirement for graduation.

A Valedictorian must maintain a four year average of 94% and have been an example of high Christian standards throughout his high school career. A Salutatorian shall be selected on similar criteria, to include a four year average of at least 92%.

## **MISCELLANEOUS**

**Cell phones:** Students are not to have cell phones at school. Phones must be turned in each morning to the child's teacher.

**Portable game/media systems:** Portable game/media systems are allowed to be brought to school, but will be treated like cell phones, and must be turned in to the teacher. All games must be checked by the teacher. No headphones allowed for any electronic devices at anytime, unless approved by a teacher for academic purposes. The Administration reserves the right to prohibit questionable items being brought on campus.

**Medical Guidelines:** All medicines must be kept and administered by the Teacher or Supervisor. If your child needs pain medicine (i.e. Tylenol, Ibuprofen) during the day, it will be administered by a teacher, at his or her discretion. If you are opposed to your child being given medicine without your permission, please indicate this on your application. Please keep in mind that doctor and dental appointments should be made **after school hours** when possible.

**Homeschool:** Any student who has previously homeschooled or chooses to homeschool during the summer break (using ACE curriculum), must turn in his score keys to the administration, and must be willing for our administration to contact ACE about the PACEs used during homeschooling.

**Vandalism:** Marked on or defaced property is to be replaced at offending student's expense.

**Prohibited Items:** Any type of weapon, matches or lighters are not permitted on campus.

**Chewing Gum:** Gum is not allowed to be chewed at school.

## **DISCIPLINE**

The Administration of Fellowship Christian Academy feels that discipline according to the Bible is necessary. Upon registration of the child, a statement of cooperation must be signed. This signature gives the Administration the right to discipline your child. Students must at all times conduct themselves in a manner becoming a Christian. If your child comes home complaining about a policy or discipline, please follow this procedure:

1. Give the staff the benefit of the doubt.
2. Realize that his reporting may be emotionally biased without all the information.
3. Realize that we have reasons for all rules and that they are enforced without favor.
4. Support the Administration and call us for all the facts.

### **DISCIPLINE (cont.)**

A Demerit System is used in our Upper Learning Center (grades 7-12). Demerits are issued for blatant disregard of learning center rules. (Major offenses like cheating, fighting, bad language, lying, etc... will be dealt with more strictly than with demerits.) Merits are earned for good grades and behavior, and can be saved up to earn a "Free Day Off of School" pass.

- On the seventh demerit received in a 3-week period, the student is required to spend an hour in after-school detention.
- On the twenty-first demerit received in a school year, the student will be required to serve an in-school suspension (on a non-school day).
- 75 demerits will mean a student is subject to dismissal from school.

High school students in particular---because of their testimony before younger students---are trained to adhere to our Biblical philosophy and Christ-centered program. "I beseech you therefore, brethren, by the mercies of God, that ye present your bodies a living sacrifice, holy, acceptable unto God, which is your reasonable service. And be not conformed to this world: but be ye transformed by the renewing of your mind, that ye may prove what is that good, and acceptable, and perfect will of God."

Romans 12:1-2

Because this is a Christian school, the staff reserves the right to administer disciplinary action (including suspension or expulsion) to students for inappropriate, anti-Scriptural behavior/actions, including outside of school times.

### **DRESS CODE**

- The outward appearance of a person is a reflection of the condition of the heart and mind.
- Through our dress, make-up, and hair style, we either draw attention to ourselves, or we magnify the Lord, whether we are at school or off campus.
- F.C.A. expects current students and staff to dress modestly, and be conscious of their testimony while off campus.
- Violations of dress code (by U.L.C. Students) will result in a 3-demerit penalty.

**We do not have uniforms, but we want a "uniformed" look, therefore:**

#### **Girls**

1. Girls are to wear dresses or skirts that come at least to the middle of the knee while standing or sitting, and be loose fitting, nothing form-fitting (a good rule of thumb is a "3-inch ease"). No wrap-around skirts are allowed. "Slits" in dresses and skirts must be **sewn closed** to the middle of the knee. A slip may be needed if the garment is sheer **at all**.
2. All dresses and blouses must have sleeves, be loose fitting (a good rule of thumb is a "3-inch ease"), and not made with see-through material. **They must not be more than 1" below the collar bone.** (Undershirts that can be seen should not be more than 1" below the collar bone, either.)
3. No pictures or writing of any kind (including "Old Navy", "Gap" insignias, cartoons, sports logos, etc...) are to be worn on shirts used as school attire- this includes both long and short sleeved shirts. (Shirts with writing are acceptable for P.E only.)
4. No more than three earrings are to be worn in each ear.
5. No flip-flops may be worn as school shoes. Sandals that go between the toes are acceptable.
6. For P.E., girls may wear loose-fitting athletic shorts that come to the middle of the knee.

## DRESS CODE(cont.)

### Boys

1. Boys are required to wear a shirt with a collar. All shirts must be tucked in. Sweaters (not sweatshirts) may be worn as school attire, without a collar. A t-shirt must be worn underneath the sweater, and the t-shirt must be tucked in.
2. Long Pants (no shorts) must be neat and fit modestly and loosely (no “skinny jeans”). If pants have belt loops, a belt must be worn. No blue jeans should be worn as school attire.
3. Shoes and socks must be worn at all times.
4. Hair styles must be in modest taste. Side burns may not go below the opening of the ear, hair may not touch the collar, ears, or eye brows; the hair may be blocked in back, **but must be tapered**. No mustaches or beards permitted.
5. No necklaces or earrings should be worn.
6. Blue jeans, sweat pants, or wind pants may be worn for P.E. (by ULC boys).

### Boys and Girls

1. Letters, words, and patches which are worldly or suggestive will not be permitted on clothing.
2. The dress standards of these pages apply to athletic as well as social events.
3. No body piercing jewelry should be worn.
4. No Tattoos.
5. No athletic sandals or flip-flops are to be worn as shoes.
6. No frayed garments may be worn, however, skirts with a “ready-made” fringe are okay.
7. Flagrant violations will require students to be sent home for correction.
8. A school P.E. uniform must be worn by all elementary students for P.E. **Plain black wind pants may be worn over their P.E. shorts on the playground in cool weather (50 degrees or less). Girls may BRING (not wear) wind pants to put on for P.E. in cold weather. (May not be worn during class hours.)**
9. No sweatshirts, jackets, or fleeces may be worn as school attire. Clothing underneath the jacket must still be dress code.
10. Ballgames: Students (7th grade and above) and school staff are expected to wear either their sports’ uniform or school clothes. Students 6th grade and below may wear loose-fitting, at least to the top of the knee-length apparel.
11. All students attending school activities (ie Recitals, Concerts, Plays, etc...) are expected to wear school clothes.

**The staff reserves the right to make decisions on questionable areas and to ask students to change their outfits.**

**All parents attending meetings, visiting the school, participating in school functions, or coming on campus for any purpose are requested to dress modestly to help us be a good example to the students and maintain a good testimony.**

## FACILITIES INSPECTION

Fellowship Christian Academy is working with Carolina Environmental, Inc. to inspect all buildings for the presence of asbestos-containing building materials per the Asbestos Hazard Emergency Response Act (AHERA) of 1986. The school’s asbestos management plan is available for review in the administrative office. There are currently no planned abatement actions.

### **ANNUAL BIKE-A-THON**

A minimum of \$150 per student is required to be raised / donated in our annual bike-a-thon fund-raiser. (The date of the bike-a-thon will be in November, and will be announced at the beginning of school.)

This fund-raiser funds the following activities--including, but not limited to, our sports programs, including gym rentals and refs, upkeep of our athletic field and property, new athletic / playground equipment, some of the school field trips, gas for the bus trips, "drama" and music departments, and a variety of other extracurricular activities and events.

Any student not raising \$150 for the bike-a-thon will have that amount put on his / her school bill the first month after the bike-a-thon. (Students will be awarded prizes for this fund-raiser; the more they raise, the more prizes they get!)

Any student who does not come to school to participate in the bike-a-thon will be counted absent from school that day.

## **FCA ATHLETICS**

### **OUR PHILOSOPHY**

Athletics is provided at Fellowship Christian Academy to introduce our students to important life lessons through competition. Our ultimate rule book is God's Word, and our greatest goal is being approved of Him.

### **OUR METHOD**

Each student will be taught to practice and compete with maximum effort, regardless of individual skill. Not all athletes will have the same abilities, but all can participate with enthusiasm while learning what it truly means to do your best.

Respect toward authority will be strictly maintained, whether in practice or in the game. God puts authority over each of us. While our coaching staff will strive to treat each participant with respect and fairness, it is not so much how we are treated that counts, but how we respond.

The personal appearance of each participant will be modest and professional. Knowing that "man looks on the outward appearance", we will strive to be clean and neat and avoid emulating worldly figures or personalities.

A gracious spirit will be exemplified by the coaching staff and players following each game. Knowing that not everyone can win every time, we will strive to make character our common factor.

**BASIC GUIDELINES FOR SPORTS' PARTICIPATION**

- Punctuality is required. Practice times will be announced in advance and players should arrive early enough to finish dressing and begin on time. Players must arrive 30 minutes prior to any game. If a girls' game precedes a boys' game, the boys must arrive no later than the start of the girls' game. If a player is going to be late or miss a practice or a game, he/she is responsible to notify the coach. Failure to do so will result in a loss of playing time.
- Jerseys/Uniforms:
  - Soccer/Volleyball jerseys will be ordered by the school and be purchased by the player to keep.
  - Basketball jerseys and warm-ups are owned by the school and will be distributed and collected each year.
  - Cheering uniforms are owned by the school and will be distributed and collected each year.
  - Players are responsible to keep their uniforms washed and ready for the next game.
- Fans of our athletic events are reminded that we are participating as a Christian organization. Angry and disparaging remarks are not acceptable, whether towards the officials or the opposing team. Because adults set the example for the kids, we reserve the right to remove anyone who refuses to comply with this.
- Every attempt will be made to get everyone a minimal amount of playing time. However, because this is varsity sports, some will consistently get more playing time than others, based on experience and effort.
- An Emergency Information sheet must be filled out and turned in for each player prior to participation in any sport. One sheet is all that is necessary for all sports played per athlete.

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(Please return this bottom portion with your application)

I have read and agree to comply with the above-mentioned "Basic Guidelines for Sports' Participation".  
(Required for participation)

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(Parent Signature)

## FREQUENTLY ASKED QUESTIONS

**Q: Is Fellowship Christian Academy accredited?**

A: Our school is accredited with the North Carolina Christian School Association. We are also accredited with the American Association of Christian Schools.

**Q: What curriculum is used in Fellowship Christian Academy?**

A: Early elementary grades use *A Beka Books*, supplied by Pensacola Christian College. The curriculum is strongly phonics-based. It is taught by traditional lecture method. (K-5 students learn to write in cursive!)

Older elementary grades use *Accelerated Christian Education* PACEs for the majority of their education. It is individualized curriculum prescribed for each student. It is based on the results of diagnostic tests given and a review of forwarded transcripts from previous schools. A supervisor (teacher) oversees the progress of each student.

Junior High students use a combination of lecture classes and PACEs.

For the High School, lecture courses in Math, Spanish, Bible, Science, English, and other electives are taught, with curriculum furnished by *A Beka Books*, *Bob Jones University Press*, and staff-compiled lesson plans. Several high school courses are offered through the *A.C.E.* curriculum, and some online courses are also available.

Art, Physical Education, Music, Drama, Current Events, and various other electives are also integrated into the Core Curriculum.

**Q: Are Graduates of FCA prepared to further their education or enter a career?**

A: We are constantly monitoring requirements for higher education and supplementing our core curriculum to prepare students to go either direction. We work with the local community college if students desire to take a course not offered through our school. Upon successful completion of that course, the credit earned will be incorporated into the student's permanent record and become a part of the high school transcript. We have never had a student denied admission into any college or military service branch as a result of obtaining a diploma from our school.

(We have recently been rated a "Tier 1" school, with the Marine Corps, the Navy, and the Army. This is the highest educational rating that can be given to a high school, and is the same rating that our county's public schools have.)

# SCHOOL CALENDAR

## FIRST SEMESTER

<b>August</b>	26, 29 Friday / Monday	Staff Work Days
	29 Monday	<b>Mandatory</b> Parent-Teacher-Student Orientation – 7:00 pm
	31 Wednesday	School Begins
<b>September</b>	5 Monday	Labor Day*
	13-16	U.L.C. (grades 7-12) goes to <b>mandatory</b> Beginning of Year Camp at The Wilds (\$120 per student)
<b>October</b>	7 Friday	Staff gone at Retreat – No school*
	10 Monday	Columbus Day*
	28 Friday	First Quarter Ends
	31 Monday	Second Quarter Begins
<b>November</b>	4 Friday	Parent-Teacher Conferences*
	11 Friday	Veterans' Day*
	24-25	Thanksgiving Holidays (begin <b>at noon</b> on 23 <sup>rd</sup> )*
<b>December</b>	17 – Jan 2	Christmas Holiday (begins <b>at noon</b> on 16 <sup>th</sup> )*
<b>January</b>	3 Tuesday	School Resumes
	13 Friday	Second Quarter Ends
	16 Monday	Civil Rights Day*

\* No School

## SECOND SEMESTER

<b>January</b>	17 Tuesday	Third Quarter Begins
	20 Friday	Parent-Teacher Conferences*
<b>February</b>	20 Monday	Presidents' Day*
<b>March</b>	16	Third Quarter Ends
	19-23	Spring Vacation*
	26 Monday	Fourth Quarter Begins; School Resumes
	27-28 Tuesday/Wednesday	Stanford Achievement Testing – All Grades
	30 Friday	Parent-Teacher Conferences*
<b>April</b>	6 Friday	Easter Friday*
	16-20	The Wilds - Senior Class Trip
<b>May</b>	23 Wednesday	Kindergarten Graduation 9:00 AM –followed by F.C.A. School-wide Awards Ceremony; Fourth Quarter Ends - School Out <b>At Noon</b>
	25 Friday	Graduation at 7:00 PM (Report cards will be available.)

\* No School

**ENROLLMENT APPLICATION**  
**FELLOWSHIP CHRISTIAN ACADEMY**  
**JACKSONVILLE, NC**

Date \_\_\_\_\_

School Year \_\_\_\_ - \_\_\_\_

Name of Student(s)	Grade to Enter	Sex	Birth Date	Last School Attended

Family e-mail address \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Family Medical Insurance Information (Policy and Number): \_\_\_\_\_

Father \_\_\_\_\_

Employer \_\_\_\_\_

Cell Phone \_\_\_\_\_

Employer's Phone \_\_\_\_\_

Mother \_\_\_\_\_

Employer \_\_\_\_\_

Cell Phone \_\_\_\_\_

Employer's Phone \_\_\_\_\_

Reason for selecting F.C.A. : \_\_\_\_\_

\_\_\_\_\_

Church you now attend: \_\_\_\_\_

Please explain if any of your children have been expelled, suspended, refused admission, arrested, in trouble with the law, or failed a grade.

**PARENT COOPERATION AGREEMENT**  
FOR  
**FELLOWSHIP CHRISTIAN ACADEMY**

**For our child(ren) (list names):**

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- We have read the **entire** handbook (including the School Calendar), and agree to follow its guidelines. We also realize that the Parent-Teacher Orientation meeting on Monday, August 29th, is a **mandatory** requirement for our children to attend F.C.A., and that attendance will be taken.
- We will support the staff's decisions on proper discipline for our child(ren), including spanking, when necessary. If special instructions are needed (you want to be called before your child is spanked, or you want to come to the school to spank your child, etc...), please write your instructions at the bottom of this page.
- We give our permission for our child(ren) to participate in school related activities and trips.
- With the Lord's help, we will support and pray for Fellowship Christian Academy and its staff.

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(Father's Signature)

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(Mother's Signature)

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(Date)

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For 7<sup>th</sup>-12<sup>th</sup> graders: I have read the handbook and agree to follow its guidelines.

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(Student's Signature)

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(Student's Signature)

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(Student's Signature)

(More than one signature required if **multiple siblings.**)