

CHAPARRAL CHRISTIAN COMMUNITY SCHOOL

PARENT HANDBOOK

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THE PURPOSE OF THIS HANDBOOK

To inform parents about the daily operations of CCCS so they are equipped to support their Explorer's journeys.

PHILOSOPHY BEHIND OUR OPERATIONS

Three values drive all of our policies and systems. These are created to allow our community to function and achieve our mission.

FREEDOM FOR FAMILIES

We believe parents, not schools, are responsible for their families and trust you to make the best choices for your Explorer.

SANCTITY OF STUDIOS AS LEARNING SPACES BELONGING TO EXPLORERS

This includes basic safety as well as protection against interruptions, distractions, and the threat of lowered standards of excellence.

SANCTITY OF PARENT/CHILD RELATIONSHIPS

We will not come between you and your child.

FAST FACTS

MASCOT

Explorers

Scouts (Kindergarten/Grade One)

Trekkers (Grades Second - Fourth)

Trailblazers (Grades 5-8)

WEBSITE

www.chaparralschools.org

ADDRESS

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Scottsdale, AZ 85254

CONTACT INFO:

BOARD OF DIRECTORS

Rhonda Anderson
Andy Abbott
Brian Force
Jim Langdal
Austin Martin
Steve Streich

ELEMENTARY GUIDES

Shayla Bradshaw: K-1
Eric Schmitz : 5-8
Sarah Zimmerman: 2-4

SCHOOL DIRECTOR

Sara Perrine
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THE PURPOSE OF CCCS

MISSION STATEMENT

Chaparral Christian Community School exists to inspire and nurture each student to develop a love for learning, grow in Christ like character and be empowered to lead with confidence and grace.

GATHER: to explore, discover, question and dream.

GROW: in love, confidence, independence and as part of a bigger community.

GO: to become life long learners and servant- leaders ready to impact the world and encourage others.

OUR BELIEFS

- Children are a gift from God.
- Children are marvelously made and God's perfect workmanship.
- We believe in a closely connected family of lifelong learners.
- We believe that each child has gifts and abilities that can change the world in a profound way.
- We believe the pursuit of Truth is a lifelong journey requiring determination, humility, & grace.
- We believe in economic, religious, and political freedom.

OUR PROMISES

- Through Socratic guiding and experiential learning, each member of our community will:
- Begin a Hero's Journey.
- Sharpen their abilities by challenging themselves and each other toward excellence while practicing

self-control and personal accountability.

- Cultivate creativity – love for the arts, the wonders of the physical world and the mysteries of life on Earth.
- Learn to be independent, lifelong learners
- Forge strong character based on love of God and His Son.

THE LOVE OF TRUTH AND LOVE OF OTHERS. ACCOUNTABILITY: COVENANTS/CONTRACTS

Creating clear, consistent expectations for CCCS families is an important part of our school culture. Therefore, parents, Explorers and guides will sign a covenant each year describing the roles and responsibilities to which we are agreeing.

The purpose of these living documents is not to promote rule-following or bureaucracy, but to create clear boundaries within which creativity and innovation can flow between parents, Explorers and guides.

ONLINE ACCOUNTABILITY

CCCS Explorers spend several hours each day in online software programs and often use the internet for research purposes when working on projects and quests. Parental controls have been installed on your child's Chromebook which restricts Chrome Web Store and Play Store as well as any websites with sexual or violent content. However, no system is foolproof. We will discuss this with the Explorers.

Please also discuss responsible online behavior with your child.

DAILY LIFE: SCHEDULES, LUNCH AND AFTER-SCHOOL PROGRAMS

SCHOOL HOURS

CCCS school hours are 9:00 am until 3:00 pm.

ARRIVAL/DISMISSAL PROCEDURE

Arrival begins at 8:50 am with optional drop-off until 9:00am. CCCS drop-off area is located on the southwest corner of Chaparral Christian Church campus. We suggest you use the back entrance off of 65th St, which leads directly to our area. Please be ready to say goodbye to your learner before they enter the studio. Ms. Perrine will greet families before school begins.

From 8:50 am to 9:00 am, Explorers engage in free time outside: playing, reading, socializing, etc. School begins at 9:00AM and students use the first 15 minutes to get settled in and get ready for the day.

Morning meeting begins at 9:15am sharp. If your Explorer arrives after 9:15 am, he or she will remain at the tables/desks until the discussion concludes around 9:35 am. These discussions are a critical part of the daily learning at CCCS, and having to miss one reinforces the life skill of being on time, every time. Being on time is part of our contract to each other.

If an Explorer is chronically late, it will impact the quality of his or her learning journey at CCCS. It is also disruptive to the

culture of the studio community. In the event this occurs, we will contact you to discuss a plan to support your family in this commitment.

Pick-up is at 3:00pm. Parents can park in the southwest lot . We ask that parents park their cars and come out to greet their learners in the shaded area outside the classroom. Explorers are welcome to play outside together after school with a parent present but cannot use the playground while it is in use by Play Pals (after-care). Any student not picked up by 3:05 pm will automatically be taken to Play Pals aftercare and a \$10.00 will be charged to their account. Play Pals closes promptly at 4pm. A \$5.00 late fee for each minute for each child will be strictly enforced.

CCCS does not have a sign in/sign out procedure. This is a family responsibility. Attendance is taken every day. Your child should be confident and knowledgeable about who is allowed to pick them up and should be aware if that person is someone other than yourselves. If your child is ever confused by who is there to pick them up, he or she should immediately request help from a guide.

If you are picking up your child at any time before regular dismissal, please park and come into the studio to get them. You are, of course, free to pick up your child at any time during the day should you need to. It is helpful if you inform your child of this in advance so he or she can organize their work schedule accord-

ingly and be mentally prepared to leave early.

REGULAR ACTIVITIES

In general, the schedule consists of the following activities:

- Socratic discussions/morning meeting
- Individual work time (Core Skills): math, reading, writing, foreign language (Optional)
- Quest – collaborative work time/cross-curricular/themes/projects.
- D.E.A.R. Time- Drop Everything And Read/Read Aloud
- Lunch, brain breaks, and free times
- Art, PE, chess, board games
- Class Family Meeting
- Bible Curriculum—A Hero’s Journey (Pilgrim’s Progress) and Chapel
- Journaling, reflection time, and Studio maintenance

LUNCH AND SNACKS

Each Explorer is required to bring their own lunch and labeled water bottle to school. We have a refrigerator and a microwave available for student use. Microwave use is for reheating a meal one minute or under.

Lunch will be at a designated time and area at 11:45. A separate snack is to be provided by the family are allowed throughout the day when children are hungry. We trust families to make those

decisions for their child. Cleaning up after ourselves is an important part of our community culture. Snacks and water are also important for healthy refueling.

Please pack a separate healthy snack and a water bottle each day for your child.

AFTER-SCHOOL PROGRAMS

We offer early drop off as early as 8:00 AM and after school programs as late as 4:00 PM for an additional fee \$10 for morning, \$10 for afternoon fee. Again, a \$5.00 late fee for each minute for each child will be strictly enforced.

Early and after care is provided in the Chaparral Christian Preschool building. Please let us know if this will be a need for your family. Interest from the Explorers may also prompt other after-school activity options such as Art Class, CrossFit Kids, music lessons, or martial arts. We will inform families as these develop.

FIELD TRIPS

We will be taking several field trips throughout the school year. Your child will be transported in staff and parent cars with your permission, or you can meet us at the field trip with your child. Anticipate an additional cost per field trip if there is an entrance fee.

SCHOOL PROPERTY, CHROMEBOOKS, TECH DEVICES AND SCHOOL SUPPLIES

SCHOOL PROPERTY

Explorers are expected to treat school and church property and grounds with respect and care. If a child breaks something on the property, they will be responsible for replacing or fixing it.

CHROMEBOOKS

An integral part of our program is the use of technology to allow Explorers to master math, reading, and writing skills at their own pace. We provide one laptop per Explorer to use on campus during the day. Explorers may not take the Chromebooks home at night or on the weekend.

They are school property. If one is lost or damaged by an Explorer, the family will be asked to reimburse the school in the amount of \$250, which will be billed through 1CORE.

TECH DEVICES

Students may bring a cell phone to school, if families choose to give them one but they must be kept in the child's backpack or cubby. They will be allowed to check them a few times during the school day, with permission from their Guide.

SCHOOL SUPPLIES

School supplies for the year will be supplied by the family. Be prepared with the following:

Scouts (Kindergarten/Grade One):

- Headphones
- 2 plain pocket folders (labeled)
- 1 pack of 12 pencils
- Pencil sharpener (labeled)
- 1 pack wide-ruled notebook paper
- 2 extra erasers
- 1 pair of scissors (labeled)
- 2 glue sticks
- 2 glue bottles
- 2 packs of multi-colored Expo markers
- 1 pack of black Sharpies
- Pencil pouch or box (labeled)
- 1 set of washable markers
- 1 box of Kleenex
- 1 box of Band-Aids
- 2 plain composition books (labeled)

Trekkers (Grades Second - Fourth):

- Headphones
- 1 pack of printer paper
- 1 refill roll of Scotch tape
- 1 pack of 12 pencils
- Individual pencil sharpener (labeled)
- 8-inch or adult-sized scissors (labeled)
- 2 glue sticks
- Bag of mini-sized hot glue sticks
- 2 pink erasers
- Plastic or wooden ruler (labeled)
- 2 wide-ruled single-subject notebooks for journaling (labeled)

- Pack of washable markers
- Pack of colored pencils

Trekkers (Grades Second - Fourth):

- 4 white poster boards
- 2 highlighters
- Pack of black Sharpies
- Pack of black Expo dry erase markers (Expo brand only, please)
- 1 dry-erase eraser (labeled)
- 1 box of Kleenex
- 1 box of Band-Aids (non-character preferred)
- Wired headphones (labeled)

Trailblazers (Grades 5-8):

- 8 Expo markers
- Expo eraser
- Large scissors
- 3-pack of Scotch tape
- 4 pocket folders
- 3 composition notebooks
- Headphones
- 1 pack of notecards
- 2 small plastic storage bins
- Pencil sharpener
- 12-inch ruler
- 4-pack of permanent markers
- Highlighter
- 1 pack of blue or black pens

Optional for 8th Grade:

TI-83 or TI-84 calculator

- **Headphones** are required for each Explorer (a back up pair is highly recommended)

• Daily Items to Bring:

- Water bottle (labeled)
- Backpack
- Lunch (**with utensils if needed**)

- Donations Appreciated
- Masking tape
- Packaging tape
- Extra Expo markers and Sharpies
- Extra mini hot glue sticks
- Fun craft items (especially clearance finds)
- Small treasures for our Treasure Chest (gently used items welcome)

Your Explorer is welcome to bring his or her own books to read. Each Explorer is responsible for the care of any personal items they bring to school, and these should be taken home with them each Friday.

ATTENDANCE/ABSENTEEISM

CCCS does not have an attendance policy that specifies a required number of days that your child must be in school. It is the school's philosophy that traveling and engaging in experiences with family is healthy and educational.

We are, however, required by state law to maintain attendance records and report excessive absences. If you have mid-session travel planned, we ask that you meet with the Guide, a week in advance, to prepare a goal-setting plan with your Explorer that will allow us to track them as "in school" during all or part of that time.

Also, keep in mind that consistent attendance will help your Explorer be fully engaged in the community and with the project/quest learning. In fact, most projects depend on the participation of all team members. If you know in advance that you will be taking your Explorer out of school, it is helpful for the others in the studio to be informed so they can make alternative work plans.

While away from school, your Explorer will be able to access his or her online programs for Core Skills work, or will be given work to take home.

No less than 30-Days prior to withdrawal of a child, written or email notice must be delivered to the school Director . If such notice is not given, a fee in the amount equal to 50% of the regular monthly tuition will be charged.

HEALTH FORMS

The state requires that the family provides an immunization record or waiver and medication use forms at the beginning of the school year. These forms are provided in the beginning of the school year packet. **Health Forms are due the Monday following the first day of school in order for your learner to continue in the studio.**

MEDICATION

Explorers may not carry medications into the school. Parents must give medicines and the provided medication form. Send any prescription medications in the original pharmacy containers with the child's name and a dated note listing amounts to be given that day along with times of dosage. Please indicate whether refrigeration is required.

ILLNESS POLICY

In accordance with state law, a student with any of the following symptoms must be isolated (in the Director's office) and the parents notified to remove the student from school as soon as possible:

SYMPTOMS REQUIRING REMOVAL FROM THE STUDIO

- COVID symptoms, or anyone in the household testing positive for COVID
- Fever of 100.0F or higher
- Diarrhea
- Vomiting
- Nausea
- Severe cough (We understand that some degree of coughing can linger long after contagion is no longer an issue. If other symptoms are gone, discuss sending your child back to school with cough drops as needed.)
- Red and goopy eye(s)
- Stiff neck or headache with one or more of the symptoms listed above

- Difficult breathing or wheezing
- Complaints of severe pain

If your child is not feeling well in the morning, please monitor them carefully before sending them to school and risking the health of the other students.

Children must be free of symptoms for 24 hours before returning to school.

If your child develops any of these symptoms while at school, we will call you immediately to come pick them up.

CHRISTIAN EDUCATION

CCCS is led and staffed by Christian believers from a variety of traditions and world-views. Although we ask our staff to sign a basic statement of faith, this is not something we expect of our parents or Explorers. Families of all beliefs are welcome at CCCS. The Bible and biblical concepts will be discussed on a regular basis and Christian values and the Fruit of the Spirit are integral parts of our character education.

ON BEING A CCCS PARENT

Being a CCCS parent is a unique calling. Your Explorers will bring home new skills and ideas gained from learning in a Socratic way. They will be more independent in their learning and more able to share their ideas and make personal decisions. It is a challenge to be on the other end of this transformation. It is important to en-

gage with your Explorer as their capacity for thinking expands.

Parents are asked to sign a Parent Pledge, recognizing their role as an active parent. We ask parents to participate in school events and programs throughout the year. All newsletters and class letters should be read monthly and weekly. We ask parents to actively check with Guides on ways they can assist with materials and projects. We also expect parents to be in communication about absences, illnesses, vacation days, and appointments.

Parents are invited to participate in the parent teacher organization T.R.A.I.L (TOGETHER RAISING AND INSPIRING LEARNERS). TRAIL will meet through the year to provide additional communication and support to CCCS students, families, and teachers. TRAIL will assist with parent volunteers and additional activities to promote school community.

CONTACTING GUIDES

Because much of our philosophy revolves around empowering Explorers to manage their own learning, it is a general policy that guides not come between parents and children. You are the main authority and shepherd of your child's education and we are here as support. The best way to contact a guide is through email. If you wish to direct your email to a particular guide, simply address your note to him or her but use the common email address.

The information in emails is kept strictly confidential between guides and director.

Be prepared: guides are Socratic and rather than answering your questions may ask you questions and refer you to resources to help you.

Understand that guides will not be available to talk with you during the morning drop off, during school, or during afternoon pick up times. They will respond to email messages before and after school. We value dedicated family time at CCCS, not only for our parents and Explorers, but also for our guides.

Email is the most effective form of communication. It's up to each guide if they are willing to share their personal cell phone number for you to text them. If a guide does share their number, please be respectful with it and only use it if absolutely necessary.

For emergencies or issues requiring immediate response, please call Sara at 480-991-6440 or text Sara at 602-341-8076. If it is not an urgent issue, please email Sara at CCCS@chaparral.org.

Also refer to the separate Communication Contract provided at the beginning of the school year.

STAYING INFORMED

How is my Explorer progressing and how do I talk to them about it?

GOALS

We trust parents to take the initiative to understand and support their Explorer's weekly goals. This is an important part of your journey as CCCS parents and takes an intentional effort. You have access to your Explorer's online programs as well. Your Explorer can share the passwords with you and give you a tour of their work plans. Most importantly, we encourage you to talk with your Explorer about goals. Asking them where they are feeling excited, challenged, or frustrated can help you to encourage them with "growth mindset" praise and give you a chance to celebrate their achievements and learn from their mistakes.

The lower elementary will make daily goals before core and quest time. Official learner goals will be shared during conferences.

PARENT INVOLVEMENT IN TRACKING LEARNING

We encourage parents to find a healthy level of involvement in their Explorer's learning that works for their family.

You have many tools available. (See below.) We encourage you to become familiar with your Explorer's online learning sites. Ask them to teach you how to log in and to give you a tour! **However, we ask that working on those sites is only done while at school. It is not a competition or race to complete goals first and we believe family time is valuable, so the only "homework" should consist of your**

child reading books or other materials that he or she enjoys at home.

At a minimum, we encourage parents to ask their Explorers about their goal setting at the beginning of the week and follow up at the end of the week.

HERE ARE SOME HELPFUL QUESTIONS TO ASK

- What was your greatest achievement this week?
- What was your greatest failure?
- What will you do differently next week?
- Where are you feeling the most challenged?
- When did you have the most energy today?
- When did you serve as a guide to someone?
- Who guided you?
- Is there something you need a break from to get back to a strong start for next week?

TOOLS TO MEASURE LEARNING

EXHIBITIONS OF LEARNING

There will be public exhibitions for parents (and sometimes the public) on a particular area of learning. Explorers demonstrate their learning through debates, speeches, presentations and demonstrations. Your guides will advise you of each quest's exhibition date and time at the beginning of the session.

PORTFOLIOS/LEARNING PLANS

Portfolios contain learning goals, achievements, reflections and experiences over their tenure at CCCS. Explorers will share these with parents during conferences. Spring conference is student driven.

PROGRESS TRACKING

At CCCS, we do not use letter grades. Explorers will receive feedback on the work they produce from their peers, guides, and other sources as appropriate. Portfolios provide documentation of learning in the arts and sciences through projects and quest work. Leadership and character development are reflected in peer feedback and participation in Socratic discussions. The software programs used for language, reading, and math track learning progress and can be accessed by parents at any time.

Metrics derived from software programs and portfolio work can be condensed into transcripts for Explorers transferring to other schools or, eventually, applying to colleges, as well as AZ State Standard's Progress Reports.

TUITION

Please note tuition is subject to change yearly. You can pay your tuition in 10 monthly payments or the full year all at once. Tuition payments are made through the 1CORE family portal. Tax-Credit schol-

ships are available through ACSTO and several other tax credit organizations.

MAKING PAYMENTS

Your tuition and outstanding fees are due at the 5th of every month *even if ESA funds are being used.* 1CORE will send you a reminder to pay your tuition on the 5th. You have a 10 day grace period to pay tuition each month. After the 15th, you will be assessed a \$25 late fee and your child will not be able to attend school until tuition is paid. Contact the school director if a special circumstance arises with tuition to see if a possible solution can be found.