



JOY HOFMEISTER  
STATE SUPERINTENDENT *of* PUBLIC INSTRUCTION  
OKLAHOMA STATE DEPARTMENT *of* EDUCATION

**MEMORANDUM**

**TO:** The Honorable Members of the State Board of Education  
**FROM:** Joy Hofmeister  
**DATE:** August 25, 2022  
**SUBJECT:** Lindsey Nicole Henry Scholarship

William Bradford Christian School (WBCS) request approval to participate in the Lindsey Nicole Henry Scholarship for Students with Disabilities program. They are accredited through The International Christian Accrediting Association (ICAA) and recognized by the Oklahoma Private School Accreditation Commission charged by the Oklahoma State Department of Education with overseeing educational quality of accredited private schools in the state.

WBCS has a part time teacher who leads small group and one-on-one instruction for students with needs beyond traditional classroom instruction. WBCS also works with outside providers that visit the campus during the regular school day to provide therapies and interventions for students.

Included is compliance documentation that meets certain criteria in the application.

- Criteria 1: Fiscal Soundness – WBCS Handbook page 4
- Criteria 2: Non-Discrimination – WBCS Handbook page 7
- Criteria 3: Health and Safety – WBCS Handbook pages 22,24 and Teacher Handbook
- Criteria 4: Academic Accountability – WBCS Report Card Sample
- Criteria 5: Teacher Requirements – WBCS Teacher Employment Application
- Criteria 6: State laws and disciplinary procedures – WBCS Handbook pages 13-15
- Criteria 7: Accreditation – ICAA accreditation certificate

JH/se



OKLAHOMA  
Education

## LINDSEY NICOLE HENRY SCHOLARSHIP PRIVATE SCHOOL APPLICATION

William Bradford Christian School

K3-12

NAME OF PRIVATE SCHOOL

GRADE LEVELS

2320 NE 1st St.

Pryor

Ok

74361

ADDRESS

CITY

STATE

ZIP

918-825-7038

wbcslions.org

PHONE NUMBER

WEBSITE ADDRESS

Larry Stamper

SUPERINTENDENT, HEADMASTER OR PRINCIPAL NAME

Monica Parker

mparker@wbcslions.org

LNH CONTACT PERSON

CONTACT EMAIL

The Lindsey Nicole Henry (LNH) Scholarship Act requires, in part, that participating schools are located in Oklahoma and meet certain criteria prior to being approved. The school must provide supporting documentation that demonstrates compliance that will be reviewed by the State Board of Education (SBE) during the approval process. In many cases, the required documentation can be found in the school policies and/or school handbook.

The SBE shall approve a private school as eligible to participate in the scholarship program upon determination that the private school meets the following:

1. The private school must demonstrate fiscal soundness by having been in operation for one (1) year or providing the SBE with a statement by a certified public accountant confirming that the private school desiring to participate is insured and the owner or owners have sufficient capital or credit to operate the school for the upcoming year by serving the number of students anticipated with expected revenues from tuition and other sources that may be reasonably expected. In lieu of a statement, a surety bond or letter of credit for the amount equal to the scholarship funds for any quarter may be filed with the Oklahoma State Department of Education. ***Proof of compliance required.***
2. The private school must comply with the antidiscrimination provision of 42 U.S.C. § 2000d. ***Proof of compliance required.***
3. The private school must meet state and local health and safety laws and codes. ***Proof of compliance required.***
4. The private school must be academically accountable to the parent or legal guardian for meeting the educational needs of the student. ***Proof of compliance required.***

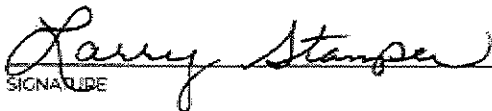
- 5. The private school must employ or contract with teachers who hold baccalaureate or higher degrees, or have at least three (3) years of teaching experience in public instruction in subjects taught. **Proof of compliance required. A statement or excerpt from the school policies or handbook stating the educational requirement for the teaching staff is acceptable documentation.**
- 6. The private school must comply with all state laws relating to general regulation of private schools and adhere to the tenets of all published disciplinary procedures prior to the expulsion of a scholarship student. **Proof of compliance required.**
- 7. The private school must meet the accreditation requirements set by the SBE or another accrediting association approved by the SBE. **Submit proof of accreditation and list accreditation information in the box below.**

- 8. The private school must be able to provide services and/or accommodations for students with disabilities. **Please describe in detail the services, programs and support you offer to students with disabilities in the box below.**

William Bradford Christian School strives to meet the educational needs of all children. We accept and serve many students who were on academic IEPs and 504 Plans through the surrounding public schools as long as all parties agree that educational needs can be met and the student will have a positive learning experience. We have a part time teacher who leads small group and one-on-one instruction for students with needs beyond traditional classroom instruction. WBCS also works with outside providers that visit our campus during the regular school day to provide therapies and interventions for students. Our campus is handicap accessible to accomidate students with diverse physical needs.

I verify that William Bradford Christian School complies with all the criteria listed  
NAME OF PRIVATE SCHOOL

above and will provide documentation for each as proof. The information I have provided to the SBE is correct and complete to the best of my knowledge.

  
SIGNATURE

8/15/2022

DATE

**Complete application and required documents may be emailed to [stacy.eden@sde.ok.gov](mailto:stacy.eden@sde.ok.gov).**

Contact Stacy Eden at (405) 521-4876 for additional Lindsey Nicole Henry Scholarship information.

## ABOUT WBCS



### HISTORY OF WBCS

John and Brenda Alley established William Bradford Christian School (WBCS) in 1987 on the mission that WBCS would provide a Christ-centered learning environment that is an extension of the home. They established that the goal of WBCS would be educating, nurturing, and developing each student spiritually, academically, physically, and socially; preparing them to be Godly servant-leaders striving to fulfill the Lord's call on their life. The guiding principles of WBCS are faith, life, speech, love, and purity. Each is based on a scripture from the Bible. The vision of WBCS is God, Family, Patriotism, and Academics.

Our school board – composed of three couples from the community - and the school administrator governs WBCS. The board meets at least once a month. WBCS is a member of the Oral Roberts University Education Fellowship and is accredited with the International Christian Accrediting Association (ICAA). The ICAA evaluates the school every five years to ensure that it meets the guidelines to remain accredited. We are also accredited with AdvancED. The Oklahoma State Department of Education recognizes our accreditation with ICAA.

WBCS was housed at Pryor Christian Center just south of Pryor for a number of years. Initially the school opened with grades K-4<sup>th</sup>. Each year a new grade was added until we had grades K-4 through 12<sup>th</sup>. By 1992 we had an enrollment of 140. The school had to meet in two locations because we had outgrown our facilities. The elementary students met in Pryor Christian Center while the junior high and high school met in a building in downtown Pryor. During these developing years, a local banker donated 27 acres of land to the school with the stipulation that the school build on the land. In 2000, the school purchased several buildings from Tulsa Public Schools. These buildings were moved to the donated property and renovated. The outdoor basketball court was completed in the summer of 2015. Remodeling began in the summer of 2016 for the last of the three buildings to facilitate the preschool classroom.

In 2002 Mr. and Mrs. Alley stepped down from running the school to take some time away from teaching. During the transition time, Don Burgess and Patrick Mayer served as administrators. Amanda Rutherford was the administrator from 2007-2012. In 2007 we started offering K3 classes. From January 2013 to June 2013 Dale Lemons served as administrator. From July 2013 to May 2014 Rickey Walden served as the administrator. Currently Mr. Stamper has been the administrator since January 2015. WBCS has 127 students enrolled and a staff of 19.

### PHILOSOPHY STATEMENT

William Bradford Christian School partners with parents to provide a Christian education that leads students to the Cross of Jesus. Bradford believes that all knowledge should be filtered through the Word of God and that our job as educators is to teach students to measure everything they learn against the Truth of the Bible. We strive to foster a learning environment that is student driven; meeting the needs of individual students. We seek to help each student discover his/her personal talents and uncover his/her purpose for God.

### VISION OF WBCS

The vision of William Bradford Christian School (WBCS) is to glorify God, strengthen the family, and promote patriotism while achieving high standards of academics.

- A. **GOD:** We believe that God inspired the Bible and it is the standard of truth. Therefore, the best possible education is a God-centered traditional education, which is WBCS's philosophy of education. God is glorified when any school allows prayer and teaches Biblical truth.
- B. **FAMILY:** We believe there should be a cooperative effort between the family and the school. It is the parent's scriptural obligation to "train up a child in the way he/she should go". For this reason, Bradford's role is to be an extension of the home. We promote the same moral values found in the Christian family.
- C. **PATRIOTISM:** We believe that a return to a strong, solid government begins with patriotism. We teach our students about their American heritage. The current problems facing our country are viewed from God's perspective. From this viewpoint students can see that "righteousness exalteth a nation." Proverbs 14:34.
- D. **ACADEMICS:** We believe that academic excellence is a must for any school. WBCS has high standards of academics. At WBCS this is brought about by using the best available curriculum and relying on the Holy Spirit to give wisdom and understanding to our students and teachers.

Criteria #1

## ADMISSIONS

### ADMISSION PROCEDURES

Once a decision has been made to seek enrollment at WBCS, the following steps will be initiated:

1. Return completed Admission application with:
  - A. Financial Policies & Agreement
  - B. A copy of student's most recent report card or transcript (Grades 1-12)
  - C. A copy of student's most recent standardized test scores
  - D. \$25 Application Fee (NON-REFUNDABLE)
  - E. S25 Entrance Exam (if applicable)
  - F. Scholarship Application (if applicable)
2. Interview with the Administrator and/or the School Board for students in 8<sup>th</sup>-12<sup>th</sup> grade.
3. Once review, interview, and/or testing has been completed the following will be determined:
  - A. Accepted
  - B. Accepted with conditions
  - C. WBCS is not able to meet needs of children
4. Notify parents of acceptance
5. After acceptance to WBCS the parent/guardian and student completes the following:
  - A. Copy of student's Immunization Record
  - B. Copy of Student's Birth Certificate
  - C. Copy of Student's Social Security Card
  - D. Statement of Cooperation
  - E. Authority to Transfer Education Records
  - F. Authorization for Emergency Care to Minor
  - G. Payment for Registration, Books, Tuition, and (Automatic Payment and voided check, optional)
  - H. Volunteer Application (If scholarship or discount is offered)
  - I. Vision Screening & Comprehensive Eye Exam Certification Form (K5, 1st, 3rd)
  - J. T-Shirt Form
  - K. Preparticipation Physical Education (if participating in sports)
6. Final grade placement will be determined by the school once all information is received.

### TRANSFER STUDENTS

Students who are transferring from other schools will be expected to take an entrance examination. Should the student's accomplishments (as shown by the test) be on the grade level to which he/she has been promoted, then he/she will be admitted to that grade. However, should the student's accomplishments (as shown by test) be on a lower level, then he/she will be placed in the grade best suited for his/her achievement.

### NONDISCRIMINATORY POLICY

William Bradford Christian School admits students of any race, color, and national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, and national or ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and the athletic and other school administered programs.



*Criteria #2*

# Criteria 3: Health & Safety

Because of our Christian philosophy, our goal is to provide materials on issues from a Christian perspective that may not be available in a public library.

## Circulation Policy:


1. Parents must complete a borrower's agreement for each child in school before any materials may be checked out of the library.
2. Books are checked out to the students for two weeks and may be renewed unless someone is on a waiting list.
3. A student may check out a second book if it is for the purpose of working on a special report for class.
4. A fine will be charged for lost or damaged books. The replacement fee for a lost or damaged book will be the cost to purchase a new book, plus a \$3.00 processing fee.
5. Reference books cannot be checked out.

## LUNCH ROOM

All students will eat lunch in the lunchroom. Students are to bring his/her lunch to school each day. Pizza is usually sold one day a week. We have two vending machines -- one stocked with drinks and one stocked with snacks. These vending machines will take change or bills. Occasionally, one of the high school classes will sell food during lunch. A note will be sent home to inform parents/guardians of when this will happen.

Please consider the ability of your student to open the containers in which you send their food. Your child should easily open all packaging. Microwaves are available in the lunch room for students to heat their lunches, if necessary. However, please consider that students can waste a considerable amount of their lunchtime waiting for a microwave. **All utensils, bowls, etc. must be packed with the child's lunch.**

## MEDICAL

 During enrollment, parents must complete two medical forms: a *Student Health Form* and an *Authorization For Emergency Care To Minor*. These forms are kept on permanent file.

## Immunization Records

All students must present upon school entry, a certified immunization record indicating the date and type of immunization received. This record, preferably the *Oklahoma Official Immunization Record Card 218B*, **must** be signed by a licensed physician or an authorized public health representative. Students failing to complete the required immunization requirements will be subject to dismissal from school until the immunization requirements are met.

## Illness (during school)

The teacher will send students who become ill during the school day to the office. Office personnel will contact parents. It is imperative that parents keep current employment and phone information updated in the office. Students with a fever of 100 or above, vomiting, diarrhea, or other contagious conditions must be picked up immediately.

## Illness (returning to school)

Students with a fever of 100 or above, vomiting, diarrhea, or other contagious conditions must remain at home until such symptoms have subsided for at least 24 hours without medication.

## Medication

If your child requires medication during the school day, you must provide written/signed authorization stating dates, time(s), and amount of medication to be given. Medications to be given for over 10 days require a *WBCS Medical Authorization Form* signed by the parent and doctor. All medications must be sent to the office in the original container/packaging labeled with the student's name, grade, and dosing directions. School personnel will dispense the medication.

## Physical Education Participation

All students are expected to participate when enrolled in P.E. classes. When any student has a physical challenge that limits activity or prohibits a particular activity, the school requires a note from the family medical doctor indicating the reason for limitation and the period of time for which the limitation is valid. Parental requests for occasional exemption (sore throats, nausea, etc.) will be honored.

Criteria #3

## Communication

We communicate primarily with parents through e-mail as required by the school in RenWeb. It is important that you keep us informed of any contact changes.

WBCS makes use of FaceBook to communicate to parents and to the public. We welcome comments from fans on this site. Once posted, WBCS reserves the right to delete comments that contain vulgar language, personal attacks of any kind, are offensive, prejudiced or hurtful toward any person or entity, spam, includes sales/promotion of goods or services, or links to other sites, are off-topic, advocate illegal activity, infringe on copyrights or trademarks. Please note that comments expressed on the WBCS FaceBook page do not reflect the opinion or position of WBCS or the WBCS administration.



## Emergency Procedures

Safety drills will be conducted at regular intervals for fire, tornado, earthquake and lockdown.

## Food and Drinks

Students must have the teacher's permission to bring food or drink into the classroom.

## Housekeeping

Each student is expected to do his/her part in keeping the classrooms, hallways, lockers, and campus clean. Please help us keep our buildings and grounds as a Christian example to the community. This can be accomplished if each of us will deposit our trash in the proper containers and pick up paper, rather than walking over it. Trash containers are located in each classroom and hallway.

## Lockers

Lockers must be kept neat at all times. Food may not be kept in a locker for more than one day. No open liquid containers may be kept in a locker. Writing is not permitted on the inside or outside of the lockers. Pictures on the inside of lockers may only be secured with tape and must reflect Christian character and Biblical morality. Decorations are only allowed on the inside of the lockers. Students may only use the locker issued to them and may not open the locker of another student without specific permission. Any student who does not abide by these rules will forfeit their right to have a locker. WBCS Administration reserves the right to open and inspect any locker at any time that it feels is warranted. WBCS is not responsible for any lost or stolen items from lockers. No personal items (books, bags, etc.) will be allowed to be left in the hallway outside of the lockers.

## Personal Items

Cell Phones, Electrical and Battery Operated Devices: Students are not permitted to call or text other students while they are at school. Any WBCS student who uses cell phone text messaging to harass, tease, or spread harmful or illegal statements or materials about other students, staff, or parents, or who uses text messaging to cheat, will be subject to disciplinary action that may include suspension from school. The same standards that apply to Internet usage apply to cell phones and other electronic devices. Grade school students must turn in their electronic devices to their teacher. Junior high and high school students who bring electrical and battery-operated devices to school must turn them in before the start of school. This includes: Cell phone, Ipods, MP3 players, gaming devices, etc. The devices may be picked up at the end of the school day. E-tablets may be used in the classroom for educational purposes at the discretion of the teacher.

## School Pictures

Individual student pictures are taken early in the fall semester. This photograph is the one that is used for the school yearbook. All students are required to have a picture taken, but purchasing a photo package is optional. A make-up date is scheduled for later in the fall in case of absences.

## My School Worx

Parents can access all of their children's grades and assignments via the internet at [portal.myschoolworx.com](http://portal.myschoolworx.com). To be able to login at the site, the school must have a parent's e-mail address in the system. Teachers will update grades, lesson plans, and homework assignments on a weekly basis. Parents are able to e-mail teachers through this site. Parents can also view their tuition, as well as the school calendar and newsletters. If you receive a message that your My School Worx account has been disabled, it is likely due to an outstanding financial account balance. Please contact the office at 918-825-7038.

Criteria #3

# Criteria 3: Health & Safety

## DRESS

Teachers should dress in a modest manner that represents our profession. Additionally, teacher attire should not contradict anything that is prohibited for student attire. If capri pants are worn by teachers, they should be made of dress-slack material. The student dress code is published in the student handbook. **Wednesdays are chapel days.** Female teachers are to wear dresses or skirts and blouses, and male teachers are to wear dress slacks and collared shirts. If the temperature is below 40 degrees, women may wear dress slacks and blouses. Fridays are Dress-Down days and an opportunity to wear jeans and WBCS spirit clothes. On game days teachers may wear jeans and a Bradford t-shirt.

## FIELD TRIPS \*

Field Trips are planned to enhance the curriculum being taught. If the field trip is out of Mayes County, it must be board approved. A *Request For Field Trip* form must be submitted to the administration for approval **three weeks prior to the trip.** After office approval, teachers will send home a *Field Trip Permission* form. Include the following on the form:

- School policies concerning dress, behavior, and discipline on field trips
- Method of transportation - Transportation will be provided by van or in WBCS approved vehicles. Drivers for field trips must have a completed *Driver's Annual Physical Condition Statement* form on file with the office. All students must ride to and from the field trip in school vehicles unless a release form is signed by the parent and approved by the Administration. WBCS will charge each student \$3.00 minimum per field trip for transportation costs, depending on mileage.

Any adult attending a field trip must have an approved background check form on file. **No adult (parents included) may attend a field trip without this approved form on file.** The cost of a Background check is \$6. Background check forms take a minimum of two weeks to process. NOTE: Background checks expire after three years, and a new one will be required.

Due to the educational nature and supervisory role of the parent, siblings may not attend field trips unless specifically invited by the teacher. Parents may need to provide their own transportation on field trips.

## FILMS/MOVIES

All films or movies are to be previewed by the teacher. Films/movies should reflect the curriculum of the school. Only movies with "G" or "PG" ratings should be shown. If you are showing a reward movie or one rated PG 13, use the *Movie/Video Teacher Permission* form to notify the office. Parents should also be notified that you will be showing the movie, and the name of the movie. Use *Movie/Video Parent Permission* form. This notification should be done early enough so that parents have sufficient time to opt out of letting their child view the movie. We are dealing with students from a wide variety of backgrounds. What you may not find objectionable, a parent might (based on the content of the movie and their knowledge of their child).

**Movies are not to be used as a "babysitter" so that you may get caught up on your grading or lesson plans.**

## FIRE, TORNADO, AND EMERGENCY PROCEDURES

The administration will schedule and conduct all emergency drills. Teachers are responsible for seeing that students know what to do during emergency situations. Instructions should be posted in each room. Each teacher should have a red Crisis Folder with a class roster, emergency contact numbers for the students. Teachers should practice with students during the first week of school.

**Lock-down:** The phrase for a lock-down will begin with the words "be advised". When notified to lock down, all teachers should:

*Criteria #3*



# Criteria 3: Health & Safety

1. Go immediately to the door of the classroom
2. Lock your door(s)
3. Check to make sure it is locked
4. Place the students in an area of the room that cannot be seen from the doorway
5. Make sure there is NO talking or noises in your room
6. Do not open your door for any reason

**Tornado:** When a tornado alarm rings, take your students and Crisis Folder to the designated area. Direct them to line up in the sitting position with their backs against the wall, head ducked between knees, and covered with hands or a textbook. Keep students as far away from windows as possible.

**Fire:** Bring the Crisis Folder with you as you direct students to the nearest fire exit. Have your class line up outside, a safe distance away from the building, and take roll. If you know the whereabouts of all of your students, hold up a green card. If you are missing students, hold up a red card.

**Earthquake:** Drills are conducted in each individual classroom. The teacher will walk into the classroom, begin shaking a table, and shout "Earthquake." Teachers will then instruct their students to DUCK (under table or desk), COVER & HOLD. Turn away from windows. When the "shaking" stops, evacuate due to the possibility of aftershocks. Take the Crisis Folder with you as you direct students to evacuate as they would a fire drill. Stay away from the fall zone of trees. There will not be a siren/bell with this drill.

## FLAGPOLE DUTY

Each morning and afternoon a teacher is to be on flagpole duty – helping students out of and into cars. Morning duty starts at 8:00 A.M and ends at 8:15 A.M. The teacher or volunteer on morning duty is responsible for locking the elementary building. Afternoon duty starts at 3:25 P.M. and ends at 3:45 P.M. The teachers not on flagpole duty will supervise their own students and may leave when all of their students have been picked up. A flagpole duty calendar will be posted in each building.

## FUNDRAISING

We have three major fundraisers annually – Fireworks, Mayes County Fair bake sale, and Bean Supper/Pie Auction. Any other fundraisers need to be approved by the school board. **Teachers are to participate in these events.**

## GRADE BOOK

Your grading system should be explained to students and justified when necessary to students and parents. It is important to remember that parents via SchoolWorx on the Internet can access student grades. **Please make sure your grades are updated weekly.**

Honor and AP classes will be placed on a weighted GPA. These classes will be considered on a 5.0 GPA.

## GRADE CARDS

Grade cards are sent out approximately 2 weeks after the end of each quarter.

## HOMEWORK

Teachers should decide on a **reasonable** amount of homework to assign students. Wednesday night there will be no homework given, or detention assigned so that our students may attend/participate in church activities that night. Avoid assigning "busy work." Homework should enhance the lessons in the classroom.

*Criteria #3*

# Criteria 3: Health & Safety

avoid dealing with a parent who tells us in April that they did not know their student was failing, and that no one from the school had contacted them about their student's failing grade(s). Each grade school teacher will be responsible for collecting her students' progress report.

## PARENT CONTACT (PART II)

All teacher-to-parent communications must be sent through SchoolWorx. The teacher should copy the administrator on all parent communication. Emailed communications should include regular classroom updates as well as individual student updates. A copy of all paper notes, permission slips, and fliers must be kept by the teacher in a folder to be turned in at the office at the end of each semester.

## PARENT ORGANIZATION- BRADFORD BOOSTERS

Please strongly encourage parents to attend these meetings and participate in this organization.

## PAY CHECKS

All employees should receive their check on the 10<sup>th</sup> of each month for the months of September – June. If the 10<sup>th</sup> falls on a holiday or weekend, checks are available the afternoon of the last workday before the 10<sup>th</sup>. Teachers pay is prorated by the number of hours taught.

## PHILOSOPHY STATEMENT

“William Bradford Christian School partners with parents to provide a Christian education that leads students to the Cross of Jesus. Bradford believes that all knowledge should be filtered through the Word of God and that our job as educators is to teach students to measure everything they learn against the Truth of the Bible. We strive to foster a learning environment that is student driven; meeting the needs of individual students. We seek to help each student discover his/her personal talents and uncover his/her purpose for God.”

Each teacher should strive to learn this statement and use it to create/formulate his/her personal teaching philosophy.

## PLAYGROUND RULES

At the beginning of the school year, the grade school teachers will meet and agree together on the playground rules. These rules need to be printed for each classroom and the office to insure consensus and consistency. Also enclose a copy of the playground rules in the first aid kit that is to be taken out every recess.

## RECORDS

We are constantly being asked to be accountable for grades and performance by students in the classroom. You must be able to justify your record keeping and grading procedures. Additionally, student records are confidential information and should not be shared indiscriminately.

## RESOLVING CONFLICTS

The following is the procedure in which conflicts between parents and teachers or parents, teachers administration will be handled.

WBCS believes strongly in and tries to practice the principle of resolving conflicts as set out in Matthew 18:15-17. In keeping with this principle, the established way of dealing with any conflict that arises is as follows:

1. Talk directly to the person with whom the conflict has arisen.
2. If that does not resolve the conflict, talk to the administrator.
3. If that does not resolve the conflict, or the conflict is with the administrator himself, appeal must be made to the Board of Directors for a hearing.

*Criteria #3*

# Criteria 4: Academic Accountability



## William Bradford Christian School

2320 N.E. First Street, Pryor, Oklahoma US 74361  
918-825-7038

August 12, 2021 - May 30, 2022

STUDENT			GRADE						
			3rd Grade						
ID	PERIOD/CLASS	TEACHER	SPR	FAL	SPR	FAL	SPR	FAL	
1	3 Bible	Lindey Morehead	S	S	S	S	S	S	
2	3 History	Lindey Morehead	A	A	A	A	A	A	
3	3 Homeroom	Lindey Morehead	-	-	-	-	-	-	
4	3 Language	Lindey Morehead	A	A	A	A	A	A	
5	3 Mathematics	Lindey Morehead	B	A	A	B	A	B	
6	3 Missions	Stacey Melton	S	S	S	S	-	S	
7	3 Music	Stacey Melton	S	S	S	S	S	S	
8	3 Penmanship	Lindey Morehead	A	A	A	A	A	A	
9	3 Physical Education	Cassie Walker	S	S	S	S	S	S	
10	3 Reading	Lindey Morehead	A	A	A	B	A	B	
11	3 Science	Lindey Morehead	A	A	A	A	A	A	
12	3 Spelling	Lindey Morehead	A	(I)	(I)	A	A	A	
			TOTALS				GPA		
ABSENCES	1	6	0	0	7	CURRENT/ACTUAL		3.9	
TARDIES	0	1	0	0	1				
SCHOOL GRADING SCALE									
Standard	A 90-115	B 80-89.9	C 70-79.9	D 60-69.9	F 0-59.9				
Scale of Satisfactory	S 80-100	N 70-79.9	U 60-69.9	I 0-69.9					
MASTERY GRADING SCALE									

*Lenny Stamps*  
ADMINISTRATOR/TEACHER'S SIGNATURE

DATE

PARENT'S SIGNATURE

DATE

*Criteria #4*

*sample elementary report card*

# Criteria 4: Academic Accountability



William Bradford Christian School  
 2720 N.E. First Street Pryor, Oklahoma, U.S. 74361  
 918-925-7036  
 August 12, 2021 - May 20, 2022

			9/21	10/21	11/21	12/21	1/22	2/22
7th Grade								
1	7 Computer Applications	Janice Geisler	98/A	95/A	97/A	95/A	93/A	94/A
2	7 English	Samantha Parker	93/A	92/A	92/A	90/A	88/B	89/B
3	7 Life Science	Brittany Overton	94/A	94/A	94/A	93/A	96/A	95/A
4	7 Math	Homer Mulanax	93/A	90/A	91/A	90/A	82/B	86/B
5	7 Old Testament I	Sonny Morrison	100/A	98/A	99/A	100/A	100/A	100/A
6	7 World Studies	Lynn Emanuel	98/A	89/B	93/A	95/A	98/A	97/A
7	Junior High Girls Athletics	Cessie Walker	100/A	100/A	100/A	100/A	100/A	100/A

ABSENCES	1	5	0	3	9	CURRENT/ACTUAL	3/86
PARDIES	0	0	0	0	0		

### SCHOOL GRADING SCALE

Standard	A 90-100	B 80-89.9	C 70-79.9	D 60-69.9	F 50-59.9
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### MASTERY GRADING SCALE

Mastery: A = Excellent Achievement B = Above Average Achievement  
 C = Satisfactory Achievement D = Passing below satisfactory  
 F = Insufficient Achievement to Pass

*Larry Stamp*  
 ADMINISTRATOR/TEACHER'S  
 SIGNATURE

5/31/22  
 DATE

PARENT'S SIGNATURE

DATE

Criteria #4

sample junior high  
 report card

# Criteria 4: Academic Accountability



William Bradford Christian School  
 2920 N.E. First Street, Prichard, Oklahoma, US 74361  
 #18-825-7038  
 August 12, 2021 - May 30, 2022

COURSE	TEACHER	10th Grade			11th Grade			12th Grade		
		100%	90%	80%	100%	90%	80%	100%	90%	80%
1	Biology	Brittney Overton	93/A	96/A	95/A	103/A	99/A	101/A		
2	Church History I	Sonny Morrison	100/A	100/A	100/A	100/A	100/A	100/A		
3	English II	Samantha Parker	93/A	95/A	94/A	97/A	94/A	95/A		
4	Geometry	Homer Mulanax	90/A	99/A	95/A	94/A	100/A	97/A		
5	Journalism I	Janice Geister	99/A	100/A	99/A	106/A	94/A	100/A		
6	Life Skills	Lynn Emanuel	101/A	100/A	100/A	100/A	108/A	104/A		
7	U.S. History	Lynn Emanuel	101/A	103/A	102/A	108/A	105/A	106/A		

ABSENCES	8	7	1	4	15	CURRENT/ACTUAL	4
TARDIES	1	0	0	0	2		

**SCHOOL GRADING SCALE**

Standard	A 90-115	B 80-89.9	C 70-79.9	D 60-69.9	F 0-59.9
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**MASTERY GRADING SCALE**

Mastery	A = Excellent Achievement, B = Above Average Achievement, C = Satisfactory Achievement, D = Passing, below satisfactory, E = Insufficient Achievement to Pass
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*Larry Stamp*      5/31/22  
 ADMINISTRATOR      DATE  
 SIGNATURE      PARENT'S SIGNATURE      DATE

*Criteria #4*  
*sample high school*  
*report card*

# Criteria 5: Teacher Requirements

## D. Christian Background

ON A SEPARATE SHEET OF PAPER BRIEFLY GIVE YOUR CHRISTIAN TESTIMONY.

Statement  
Of Faith

Please read WBCS Statement of Faith (online) and indicate below your degree of support.

( ) I fully support WBCS Statement of Faith as written without mental reservations. Initial \_\_\_\_\_

( ) I support the principles except for the areas(s) listed and explained on a separate paper. The exceptions represent either disagreements or items for which I have not yet formed an opinion or conviction. Initial \_\_\_\_\_

Church Denominational preference? \_\_\_\_\_

What is your local church affiliation? \_\_\_\_\_

Are you presently a member in good standing? \_\_\_\_\_ Years? \_\_\_\_\_

Service

In what church activities are you involved and with what degree of regularity? \_\_\_\_\_

What other Christian service have you done since becoming a Christian? \_\_\_\_\_

What is your attitude toward working with those of other races and those of other denominational beliefs? \_\_\_\_\_

Are you capable of teaching a Bible class? \_\_\_\_\_ If yes, what would be your subject preferences? \_\_\_\_\_

To what extent should a Christian school administrator become involved in Sunday and other weekday ministries of the church of which you are a member? \_\_\_\_\_

Devotional  
Life

Describe your routine of personal Bible study and prayer. \_\_\_\_\_

What books have you read recently that have helped you spiritually? \_\_\_\_\_

## E. Professional Qualifications



PLEASE ATTACH PHOTOCOPIES OF ALL YOUR COLLEGE TRANSCRIPTS. (Should you be offered a position, official copies of your transcripts will be required to be submitted for inclusion in your personnel file.)

Formal  
Training

What degree or degrees do you hold? \_\_\_\_\_

Degree Date Received Issuing Institution \_\_\_\_\_

Your major(s) \_\_\_\_\_

Your minor(s) \_\_\_\_\_

Cumulative grade point average: BA \_\_\_\_\_ Graduate work \_\_\_\_\_ Doctoral Work \_\_\_\_\_  
Total \_\_\_\_\_ units after date of Bachelor's degree

Criteria # 5



## Arranged Absence Request Form

Parents desiring to take students out of school for planned extended absences (college visits, family vacations, ministry trips, etc.) must present a written statement indicating the reason for and the anticipated length of absence. A *Student Planned Absence Form* may be obtained from the office and must be signed by parents and administration. Students will be expected to obtain their assignments from their teachers prior to the absence. Students will have the same number of days as the number of days absent to make up their work.

## Tardiness

Students are expected to be seated in the room when class begins. *Students arriving late to class are a disturbance to the entire classroom.* Therefore, students MUST arrive on time. Students arriving at school after 8:15 A.M. must report to the office to receive an admit to class. **Absence from a class period for 15 minutes or more, will be counted as an absence. Three (3) tardies will be counted as one (1) absence.** The only excusable reasons for being tardy are following: car trouble, illness, weather, or road conditions (including accidents) that make travel dangerous or slow. A note or telephone call from the parent will be required.

## Early Dismissal Policy/Procedures

### Driving students

Students who drive will not be released early from school until the office has received and verified the written notification from parents/guardian. Written notification may be made by email to: [info@wbcslions.org](mailto:info@wbcslions.org) or fax to 918-825-7037 or a hand written note from the parent or guardian and should include following information:

- Parent or guardian's name
  - Student's name
  - Student's grade
  - Time parent wishes student to be released from school
  - Reason for early dismissal
  - Estimated time/date of return
- Once a student has signed out they must leave the property

BEFORE leaving school, the student must come to the office and sign out listing exact time of departure on the sign-out sheet. Upon returning to campus the same day, students are required to sign in at the office.

### Non-driving students

Students who cannot drive must be signed out through the office by their parent or guardian. Students will not be released to anyone other than the parent without written permission from the parent or guardian. Students will not be allowed to leave with other students unless the driver is a sibling and the office has received the required information listed above from the parent giving permission for the student to leave with their sibling.

## DISCIPLINE

To achieve the best possible learning environment for all students, school rules and discipline will apply:

- During the regular school day or while a student is going to and from school on school transportation
- During lunch periods in which a student is allowed to leave campus
- While a student is in attendance at any school-related activity, regardless of time or location

The responsibility for rearing children in the nurture and admonition of the Lord is given to the parents. At William Bradford Christian School we desire to partner with you in raising your children in the ways of the Lord.

In order to have a consistent policy that will not be misinterpreted, everyone must employ the same definition of the word "discipline." The parents are responsible for their child's actions and attitudes at school. WBCS expects the parents to actively support school personnel in developing proper attitudes toward other students, teachers, other personnel, and the school in general. Discipline refers to the necessary corrective measures that must be consistently employed in order to help a person become a mature, responsible adult.

Teachers or supervisory personnel shall speak with or discipline students on the school premises and field trips whenever behavior fails to glorify God. All teachers are expected to consult with the Administration for suggestions in handling discipline problems before they become acute.

Criteria #6



# Criteria 6: Disciplinary Procedures

A parent may administer corporal punishment when other correctives measures have failed to bring out proper behavior. It shall be administered according to this policy and when the Administration considers it the most appropriate measures to influence the child's conduct. Should a parent decline to administer corporal correction when requested by the school, other appropriate means of discipline must be implemented immediately. If the alternative disciplinary methods fail to bring about proper behavior, the parents may be asked to withdraw their child. Only the parent will administer corporal correction. A written statement will be placed in a discipline record stating the child's name, the date, the infraction, and any counseling done.

The Administration is required to involve the School Board under certain conditions:

- Any act of vandalism.
- Continued physical violence, threats, physical or emotional bullying on the part of a student. Students who bully other students will be disciplined, and if necessary, referred for professional counseling. Bullying for the purposes of this document means, 1) Any threat or intimidation by physical force or emotional means, and/or 2) Constant teasing or gossiping with intent to hurt another.
- Repeated unacceptable actions such as stealing, lying, foul language, or obscene gestures.
- Attitude problems that interfere with other students' right to learn.
- Threats to anyone in authority on the part of a student or parent.
- Problems with a class or student that interfere with the orderly operation of the school.
- Refusal on the part of the parent to cooperate with the school personnel.
- Any student being found bringing a weapon on school property. William Bradford Christian School supports a zero tolerance policy towards weapons of any kind brought to school or school events.
- Off campus behavior that becomes a problem on campus.

## Handling of Discipline Problems

Correction must begin as soon as possible after the infraction is committed. The correction must be fair to all parties involved with opportunity given for comments. We believe that discipline is necessary for the proper development of each student. Each teacher is given the liberty of making and enforcing classroom regulations in the manner that he/she is in accordance with Christian principles.

Examples of typical corrective measures are student-teacher conference, one-hour detention after school, student-administrator conference, parent-teacher conference, and Saturday school. Students may be suspended or expelled for excessive accumulation of detentions, skipping school, or for failure to report to detention or Saturday school.

Should a student refuse to accept the discipline prescribed by the school, he or she is to be suspended from class until such as he or she will accept the discipline or until a hearing before the board. If a parent refuses to cooperate, a meeting with the School Board will be arranged. The child will be suspended until the School Board meets on the matter. At the School Board meeting a decision will be made as to whether the student will be withdrawn or allowed to return to school.

Everyone involved in discipline is encouraged to make clear to the student the truth that God loves each of us and that "while we are sinners Christ died for us." Personal convictions and judgments should not be the standard in the process of correction. Only Biblical truths, or school policy or procedure should be voiced to the student as the authority. Also, if the student's behavior or attitude indicates an uncooperative spirit or one that is out of harmony with the spirit and standards of WBCS, whether or not there is any definite breach of conduct, he/she may be requested to transfer.

WBCS expects full cooperation from both the student and parents in the education of the student. If at any time the school feels that this cooperation is lacking, the student may be requested to transfer out. Attendance at WBCS is a privilege and not a right. Students forfeit this privilege if they do not confirm to the standards and ideals of work and life of WBCS.

## Resolving Conflicts

WBCS believes strongly in and tries to practice the principles of resolving conflicts as set out in Matthew 18:15-17. In keeping with this principle, the established way of dealing with any conflict that arises is as follows:

1. Talk directly to the person with whom the conflict has arisen.
2. If that does not resolve the conflict, talk to the Administration.
3. If that does not resolve the conflict or if the conflict is with the Administration, appeal must be made to the School Board for a hearing.
  - A. This appeal must be in writing and should include pertinent information surrounding the conflict.

*Criteria #6*

- B. The chairman will either place the appeal on the agenda for the next regular meeting of the School Board or will call a special meeting to hear the appeal.
- C. Ample notice (seventy-two (72) hours minimum) will be given to all parties involved.
- D. The School Board will prayerfully consider the issue raised and will arrive at an equitable solution.
- E. The decision of the School Board is final.
- F. Once a hearing is scheduled, it must be held.

## Public Displays of Affection

Public displays of affection (holding hands, hugging, kissing, etc.) are not acceptable behaviors for school or school-related events.

## Bullying

Bullying of any student(s) at WBCS will not be tolerated. Students who bully other students will be disciplined, and if necessary, referred for professional counseling. Bullying for the purpose of this document means:

- Any threat or intimidation by physical force or emotional means
- Repeated teasing or gossiping with intent to hurt another person

## Cheating

Cheating/plagiarizing will not be tolerated at any grade level. Students found cheating/plagiarizing on any school material, homework, test, class project, etc., will receive a grade of zero. Parents will be contacted by the Administration. Additional consequences are at the discretion of the administration.

## Suspension

Suspension may be used as a disciplinary action for problems deemed by the Administration to be of a more serious nature. Students who do not respond to other means of discipline may be suspended. Whether or not students are allowed to make up work missed due to a suspension is subject to the administration's discretion. In the event of suspension, all work should be gathered from RenWeb and will be due at the time of return to school.

Suspended students will not be allowed to participate in or attend any school-related function or extracurricular activity until reinstated by the administration.

## Expulsion (Dismissal)

Students may be dismissed from school when they fail to respond to correction. Teachers will document all behavior problems that arise with a student. These records will assist the Administration when they meet parents regarding the possible dismissal of a student. When a student's attitude is not in accordance with the school's policies or principles, a parental conference will be called. Action that shows disrespect, dishonesty, rebellion, or other negative attitudes will be handled by the Administration as it sees fit. The school reserves the right to have full discretion in the discipline of all students and to dismiss any student who does not cooperate with the education process.

## DRESS CODE

In 1 Samuel 16:7, we find that God does not look at man's outward appearance, but at the heart of man. How God views us is certainly the most important thing.

It is the belief of the school that parents should take responsibility in the appearance of their children. We also believe that students show their respect for the school by living within the guidelines expressed in their dress code. **Bradford staff members will maintain and enforce the dress code both at school and school-related functions, by notifying the Administrator or acting administrator in writing.**

Students should dress modestly with the school day in mind and reflect a Christian attitude in appearance. Modesty will be determined at administrator, or acting administrator's discretion. Our philosophy is one of being at a workplace instead of a place of leisure.

## Daily Attire

### K3 – 6<sup>th</sup> Grade Dress Code

1. Shorts must be no more than 3" above the middle of the knee. Athletic shorts and athletic pants are acceptable.
2. Tennis shoes or closed-toed shoes must be worn for P.E.

*Criteria #6*

*The International Christian Accrediting Association*

certifies that

**William Bradford Christian School**

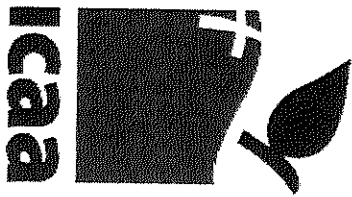
Pryor, Oklahoma

has met the requirements for

**Accreditation**

Kindergarten - 12th Grade

June 2018 - June 2023



*Michelle Rusk*  
CHAIRMAN  
*Aue Hissell*  
SECRETARY  
*Donna Davis*  
DIRECTOR

*Criteria #7*