



# **DESTINY ACADEMY**

## **PARENT & STUDENT HANDBOOK**





# WELCOME

Dear Parents and Students,

Welcome to Destiny Academy, where we are dedicated to educating with purpose and leading with faith. We are thrilled to embark on this journey with you as we equip our students to navigate the ever-changing world through the lens of biblical truth.

At Destiny Academy, we believe that every child is uniquely created with a divine purpose. Our mission is to provide a nurturing environment where students can grow academically, spiritually, and socially, empowering them to become confident leaders in their communities.

As we navigate the challenges and opportunities of the modern world, our commitment to integrating biblical principles into every aspect of learning remains steadfast. Through rigorous academic programs, meaningful community engagement, and a supportive Christian environment, we strive to instill in our students the values of academic excellence, faith and virtue, a spirit-led life, and community and service.

Our slogan, "Educating with Purpose. Leading with Faith.", encapsulates our commitment to excellence in education grounded in faith. We believe that by equipping our students with a solid foundation in both knowledge and faith, they will be prepared to tackle whatever challenges lie ahead with confidence and grace.

We are excited to partner with you in the educational journey of your child and look forward to seeing them grow and thrive at Destiny Academy. Together, let us embrace the adventure of learning, guided by the timeless truths of the Gospel.

Blessings,

Pastor Olivia Aziz, Director  
Dr. Steve & Reita Ball, Chancellors



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# INTRODUCTION

## **MISSION STATEMENT**

At Destiny Academy, our mission is to cultivate a nurturing Christian environment where students are empowered with the knowledge, values, and faith to navigate the complexities of an ever-changing world. Through rigorous academic pursuits rooted in biblical principles, we aim to equip each student with the skills and discernment needed to thrive spiritually, academically, and socially, fostering a lifelong commitment to Christ-centered living.

## **VISION STATEMENT**

Our vision at Destiny Academy is to be a beacon of light and hope, inspiring students to embrace their God-given potential and fulfill their destiny as compassionate leaders and influencers in society. We envision a community where students confidently navigate the challenges of the modern world with unwavering faith, integrity, and wisdom, becoming transformative agents of positive change grounded in the timeless truths of the Gospel.

## **PURPOSE STATEMENT**

At Destiny Academy, our purpose is to provide a Christ-centered educational experience that empowers students to discover their unique gifts and talents, equipping them with the knowledge, character, and faith to navigate an ever-changing world with confidence and integrity. Through a dynamic blend of academic excellence, spiritual formation, and community engagement, we strive to cultivate leaders who will impact their world for Christ, embodying the values of love, service, and truth.

## **STATEMENT OF FAITH**

We believe the bible to be the inspired word of God and our standard for faith and practice. We believe in God as revealed in the bible. He, as our eternal Heavenly Father, is the author of truth, love, and faith. We believe in the deity of the Lord Jesus Christ, in His virgin birth, in His sinless life, in His vicarious and atoning death, in His bodily resurrection, and in His second coming. We believe in the Holy Spirit who empowers us for service through spiritual fruit and spiritual gifts and reveals Jesus in us. We believe that man was created in the image of God, fell through disobedience, and is saved through faith in Jesus Christ. A complete list of our beliefs can be found at [www.destinyacademychatt.com/beliefs](http://www.destinyacademychatt.com/beliefs).

## **NON-DISCRIMINATION/HARASSMENT LAW TCA 49-6-3109**

Destiny Academy is a church-related umbrella school, with all the rights of a religious or denominational educational institution to select its pupils exclusively or primarily from members of our religion or denomination, or from giving preference in selection to such

members or to make such selection of our pupils as is calculated to promote the religious principle for which we are established. Destiny Academy admits students of any race, creed, color, sex, or national origin, to all the rights, privileges, programs, and activities typically available to the students at the school.

Destiny Academy reserves the right to operate according to its sincerely held religious beliefs about biblical marriage and sexuality and therefore does not define “harassment” as including any enforcement of, or adherence to, its biblical principles and expectations in the areas of marriage, sexuality, dress, and discipline. Destiny Academy does not discriminate on the basis of race, color, national origin, or ethnic origin in the administration of its educational policies, admission policies, scholarships, financial aid, and athletic and other school-administered or sponsored programs and events.

### **EDUCATIONAL OBJECTIVE**

At Destiny Academy, our educational objective is to foster a dynamic learning environment where students are encouraged to excel academically, grow spiritually, and develop essential skills for success in a rapidly evolving society. Through personalized instruction, innovative teaching methods, and a curriculum grounded in biblical truth, we aim to empower students to think critically, communicate effectively, and engage with compassion and integrity. Our goal is to equip students with the knowledge, wisdom, and character necessary to thrive academically, professionally, and personally, becoming lifelong learners and servant leaders who make a positive impact in their communities and beyond.

### **BASIC EDUCATIONAL GOALS**

1. It is the goal of Destiny Academy to aid the home and church in teaching students the Biblical principles and knowledge necessary to prepare them for life and eternity.
2. Destiny Academy will provide the atmosphere and opportunity for students to receive a basic education that states the Bible is the Word of God and the guide for all areas of life.
3. Destiny Academy will be an aid to the home in developing in students good study habits, the ability and desire to continue the process of education after school, an appreciation for physical labor, strong moral character, honesty, dependability, a fear of God, and obedience to His Word.
4. Destiny Academy will teach students the proper respect for authority in the home, church, school, and state. Students will be taught not to speak evil of those in authority, but rather to be subject to them and to pray for them.
5. Students will be taught to be self-supporting as adults and to avoid becoming a liability to the society in which they live.
6. Destiny Academy will focus on the fundamentals of Bible, Language Arts, Mathematics, Social Studies, and Science with an appreciation of the arts.

## **CORE VALUES**

These core values reflect Destiny Academy's commitment to providing a holistic education that honors God and prepares students to lead meaningful and impactful lives.

### **1. Academic Excellence**

Pursuing knowledge, wisdom, and understanding in all academic endeavors, recognizing that our minds are a gift from God and that we are called to use them to glorify Him.

### **2. Faith & Virtue**

Developing a strong foundation of faith in Jesus Christ, and cultivating virtues such as compassion, integrity, and humility, as we strive to become more like Him.

### **3. A Spirit-Led Life**

Seeking guidance from the Holy Spirit in all aspects of life, and trusting in His power to transform us, as we follow God's plan and purpose for our lives.

### **4. Community & Service**

Building a community that reflects the love and unity of Christ, and serving others with kindness, empathy, and compassion, as we demonstrate God's love to a world in need.

These core values serve as the foundation of Destiny Academy's mission to inspire students to become followers of Jesus Christ, and to equip them with the knowledge, skills, and character necessary to succeed in life and make a positive impact in the world.

## **PHILOSOPHY OF CHRISTIAN EDUCATION**

Destiny Academy starts with the premise that the only true education is a Christian education. This premise is based on the fact that only Christian education deals with all the dimensions of life as viewed from a Biblical perspective. Furthermore, we believe there are three essential components for the successful education of the child. These three components are listed in proper order of responsibility from God for the training of godly men and women:

- 1. Parents** – The God-given primary responsibility for the training and education of children is that of the parents. The success of a student at Calvary will be directly correlated with his/her parents' faith in Christ as personal Savior and their commitment to honoring God's Word in separating from the sinful practices and lifestyles of the unsaved world.
- 2. Church** – Next in importance is the ministry of the local church in the life of the family. We strongly encourage every family to be committed, through attendance and participation, to a Biblical church. A Biblical church is a church that adheres to

the fundamentals of the Christian faith and endeavors to keep itself pure from worldly practices and toleration of unbiblical teaching and practice).

- 3. School** – Lastly is the school and community that the parents have chosen to help them with the education of their children. The school will never be able to stand in place of the parents or church. However, in proper order, these three components play a stabilizing and strengthening role in the education and development of a child.

When these three are in agreement in philosophy, standards, and convictions, the outcome will be the development of men and women who are firmly grounded in Truth and able to function faithfully in the world around them. When there is inconsistency and disagreement in these three, there is a propensity toward disrespect for one of these authorities and may result in rebellion to authority in the life of the child.

Destiny Academy believes that all persons involved at the academy are part of a team effort to train up children according to Proverbs 22:6. We expect volunteers, staff, faculty, administration, leadership, students and families to support and uphold the educational philosophy set forth by Destiny Academy. The academy exists as an extension of the Christian home to help parents fulfill the responsibility of educating their child(ren): "And all the children shall be taught of the Lord, and great shall be the peace of thy children" (Isaiah 54:13).

For an educational program to be academically sound and instructionally effective, it must be founded upon Christian education principles that recognize the true nature of God, truth, knowledge, and of man. Implicit in Christian education are these basic truths:

1. Man does possess a spiritual dimension (Genesis 1:26-27).
2. Education involves the total being – spiritual, physical, intellectual, and social (Proverbs 9:9).
3. Each person possesses unique individual potential, traits, and needs (Romans 12: 3-8).
4. The educational experience must involve (as a primary emphasis) the development of Christian beliefs, attitudes, and skills toward zealous application.
5. An integration of Bible truth will be an inseparable and primary part of the total educational process. Christian concepts will be unified with, inseparable from, and central to the academic offerings.
6. Youth need a steady influence while preparing to live in a complex society. Only the Bible has the answers to man's needs and longings, and therefore, will serve as our final authority on all questions.



# ADMISSIONS

## **ADMISSIONS POLICY**

Destiny Academy is open to students from the community if they qualify in age and in health. Priority will be given to current enrolled students in the programs, followed by members of Metropolitan Tabernacle Church, followed by students from the community.

Prior to enrollment an application must be submitted. Once the application has been reviewed, an acceptance letter will be sent via USPS to the provided address for the applicant. After an acceptance letter is received, a pre-enrollment visit must be conducted for each student. All applications are subject to the approval of Destiny Academy administration.

Upon enrollment, the state of Tennessee requires that a student information packet be completed for our files (certified copy of student's Birth Certificate, proof of medical exam, medical consent forms, allergy information, Tennessee Child Health/Immunization records, emergency phone numbers, custody arrangements/court documentation, etc.) These forms must be on file before the student's first day at Destiny Academy.

## **ENROLLMENT PROCEDURES**

All decisions concerning the admission and enrollment of a family into this school will be made by the Destiny Academy leadership team. Details of the enrollment procedure were developed by the school administrators. The enrollment procedure includes:

1. Carefully reading the Handbook for parents and students.
2. Parents scheduling a facilities tour "Meet and Greet" with a member of Destiny Academy leadership, during which the student(s) should also attend.
3. Completing all forms in the "Enrollment and Student Cumulative Record" packet.
4. Parents make the necessary financial arrangements required by the school.
5. School arranging a schedule for testing and placement of each student.

## **KINDERGARTEN AND FIRST GRADE ENTRANCE REQUIREMENTS**

A child entering kindergarten must be five years old on or before August 15. Before a child can be admitted, the following records must be on file:

1. Physical examination report from physician.
2. An up-to-date immunization record. If the required immunizations are not given, we must have a statement signed by a physician stating that the child has not been immunized and tuberculin-tested because of religious convictions.
3. Photocopy of birth certificate.

4. Permanent and cumulative Records (first grade only).
5. A pre-school vision test (conducted by physician or school nurse).
6. A pre-school hearing test (conducted by physician or school nurse).

A record of these requirements must be on file in the office before your child is allowed to enter the Academy. A child does not have to enroll in school at five years of age, but enrollment must occur no later than the child's sixth birthday.



## **EMERGENCY PROCEDURES**

### **FIRE DRILLS**

The school will participate in a fire drill once per month. The fire alarm will sound, and students are to proceed in a quiet, orderly manner to the places designated on the fire drill exit sheets posted in each classroom. Students are to remain quiet and follow instructions. Teachers and students will stay in their designated areas until administration instructs them to go to another location or return to the building. Fire extinguishers are located in specified areas around the church and school. State law requires that one fire drill be conducted per month, with the execution of the evacuation timed.

### **TORNADO DRILLS**

In the event of a possible tornado or damaging storm conditions, students will leave rooms and proceed to the designated areas. They will sit with their back against the wall and head down. Students and staff will remain silent and wait for further instructions from the office.

### **SCHOOL SAFETY DRILL - INTRUDER**

This drill has been put in place to educate students as to the procedures to follow in the unlikely event of an intruder in the building, as well as persons who may cause harm to our students and are located outside the building. It will be announced to the teachers as to whether we are in an "internal" or "external" school safety drill.

### **DISASTER PLAN**

A disaster, by nature of circumstances, makes it difficult to plan for in advance. If any disasters should occur during normal school hours, the following instructions will be adhered to: In case the building must be evacuated, the fire alarm will be sounded, and the fire-drill procedure will be followed. If a disaster not requiring building evacuation occurs, students outside of their classrooms will return to class immediately and await instructions.

### **ACCIDENTS & INJURY PROTOCOLS**

In the case of minor accidents involving injury, the teacher or school office personnel will administer first aid. An accident report will be filled out for all major injuries. In case of more serious injury, parents will be contacted immediately. Where emergency on-the-spot treatment is needed, both parents and emergency crews will be summoned immediately.

In cases where neither parent can be contacted and medical treatment is needed, the family must have signed a *Medical Release Form*, that permits the school administration to

use its best judgment in contacting a physician or transporting the child to the nearest hospital or emergency treatment facility.

In the event of an emergency where necessary medical treatment is needed, and the parents or emergency contact cannot be reached to transport child to hospital, school personnel will call 911 for transport. The parent/guardian of the child shall be responsible for all bills associated with emergency care.



## **DISCIPLINE POLICY**

Destiny Academy students shall not be engaged in any immoral, illegal, or unethical activities or any other activities that may have a detrimental effect on the offending student, other students, the school, the community, or the name of the Lord Jesus Christ. Destiny Academy expects students to respect the physical and psychological well-being of others and will not tolerate behavior that exploits another individual.

### **CODE OF CONDUCT**

Destiny Academy is committed to the philosophy of providing excellence in education within a Christian environment. An essential part of the school's mission is to promote the development of strong ethical and moral values in our students. Therefore, the Code of Conduct has been established to assist the school in fostering personal integrity and responsibility among our students. Destiny Academy students are expected to meet the highest standards of personal, ethical, and moral conduct possible. Attending Destiny Academy is extended on the condition that students and guardians accept and support school policies, protocols, and measures, including this Code of Conduct. At Destiny Academy, our goal is to develop Christ-like characteristics, along with motivation and good study habits, among the students. Students are to follow rules and to always be respectful to authority. "Do everything without complaining or arguing, so that you may become blameless and pure, children of God without fault in a crooked and depraved generation, in which you shine like stars in the universe." (Phillipians 2:14-15 NIV)

Families are expected to be familiar with the school's conduct policies and to willingly abide by them. If any student or parent violates the school's conduct policies, there will be a disciplinary response by the school. The school, in its sole discretion, will make the final determination of whether there has been a violation of the school's conduct policies. Serious violations may result in expulsion, a request that the student be withdrawn from the school, or a recommendation of suspension for a limited time period. If a student is expelled, withdrawn, or suspended, there will be no refund of tuition or waiver of financial obligations.

### **PRINCIPLES OF THE CODE OF CONDUCT**

School officials are guided by certain principles in the administration of discipline. These guiding principles include the following:

All consequences should be fair, redemptive, and instructive. Penalties may include repentance, prayer, amends, counseling, school service, or classroom/school removal. School removal may be temporary or permanent, depending on the severity of the

infraction. Detention, suspension, and expulsion/withdrawal are forms of classroom/school removal.

The demeanor, repentant attitude, and cooperation of the student and family involved may be considered in the enforcing of consequences.

When a student is dishonest during an investigation into a possible violation of this Code of Conduct, the penalty imposed on the student will be significantly increased. Conversely, when the School Administration believes a student is cooperative, truthful, and repentant, the penalty for a violation may be significantly reduced.

If a student has violated or is struggling with temptations to violate this Code of Conduct, and if the student is wanting help with such issues, the student may, without fear of disciplinary action under this Code of Conduct, seek the counsel of the administration or teachers.

If the circumstances surrounding a violation of a school conduct policy are sufficiently serious or if there are violations of multiple policies, Destiny Academy may immediately request that the student be withdrawn or may recommend expulsion.

Tennessee statutes require Destiny Academy to report violations of law to civil authorities. When conduct policy violations occur that may also be violations of law, the school will notify authorities accordingly.

This Code of Conduct is not intended to be an exhaustive list of wrongdoing that will subject students to discipline. Destiny Academy reserves the right to determine if consequences are warranted, even if the specific conduct is not mentioned in this Code.

## **MISCONDUCT POLICIES**

- **Deception:** Deliberate verbal or written falsification is a form of deception and is a violation of the Conduct Code. Omission of details or deliberately allowing a false assumption to be drawn also constitute deception.
- **Theft:** No one has the right to use property without the expressed consent of the owner. The student will be responsible for restitution of items taken and will be responsible for consequences per Tennessee state law.
- **Academic Dishonesty:** A student guilty of cheating may receive a zero (“0”) on the assignment and/or be suspended, at the discretion of the Administration. A repeat offense may result in classroom/school removal.
- **Plagiarism:** Plagiarism is a specific form of Academic Dishonesty and is often a difficult concept for students to grasp. Plagiarism is defined as: “the practice of taking someone else’s work or ideas and passing them off as one’s own”. Students

must give credit on all assignments for work that is not entirely their own, whether that work is explicitly quoted or merely paraphrased. The first violation will result in a warning to the student and informing the parent of the violation, a chance to make up the work for partial credit will be allowed at the discretion of the course instructor/classroom teacher of the assignment being plagiarized. The second violation will result in a zero ("0") grade for the assignment and a parent conference with the student, leadership, and the teacher. A third violation may result in classroom/school removal.

- **Misuse of Resources:** Honor violations involving misuse of technology encompass some components of all of the above. In general, students should not do anything with their technology resources that would constitute lying, stealing, or cheating. Specifically, students may not electronically misrepresent who they are, send email that deliberately conceals their identity, or borrow passwords, files or documents from other students without their permission.
- **Complicity:** Students are expected to do all in their power to support the community of trust embodied in the Honor Code and are expected to not condone violations of the Code by others.

## **PARENT SUPPORT**

It is not possible to maintain and enforce discipline without the cooperation and support of the parents. When students come home complaining of disciplinary measures, we ask parents to remember the following:

1. Give the staff and administration the benefit of the doubt. Keep in mind that we have the best interest of your child at heart.
2. Realize that your child is emotionally involved in the situation and may not be able to accurately provide all information.
3. Realize that the school has reasons for all rules and that they are enforced impartially.
4. Support the administration and contact the school for all of the facts.

## **CORRECTION OF OFFENSES**

Teachers will generally be responsible for the conduct of students throughout the school day. Students should expect to be corrected by a teacher whenever they are guilty of any one of the thoughtless acts that are not in the best interest of the school. In the case of minor infractions, parents will generally not be contacted unless the teacher's corrective action has proven unsuccessful, in which case parents will be informed and involved. The school administrator will generally be responsible for handling the more serious offenses. Parents will be notified of the nature of the offense and of the disciplinary action taken.

## **DISCIPLINARY ACTIONS**

1. Parent Conferences
2. Verbal and Written Repentance
3. Prayer and Confrontation with Leadership
4. Noon or Recess Detention
5. Non-participation in Extracurricular Activities
6. Release to Parental Custody for Out of School Suspension
7. Expulsion from the Academy

*\*This is not an exhaustive list*



## DRESS CODE

A Destiny Academy uniform shirt/top is required for all students while on-campus and at all Destiny Academy related activities, including field trips. Maintaining an appearance that is appropriate for high academic and Christian standards is important. Likewise, promoting an environment conducive to undistracted student learning is vital.

Keeping these goals in mind, teachers and administration will make every effort to carry out the responsibility to uphold the following dress code policies with respect and tact. Students must abide by these guidelines and always remain in proper dress code while on campus or attending school-sponsored activities. The key words of our dress code are "*neatness and modesty.*"

*\* If appropriate clothing is not worn to class, the student's parent may be called and asked to bring in proper clothing or an alternative will be provided in the case a parent cannot be reached.*

- **Tops**

A Destiny Academy uniform shirt/top will be required for all students. Tops should not be altered at the hems or sleeves or be worn in such a way that exposes midriff, bared shoulders, or below the neck. For extra-curricular activities or times students are representing the school while not in uniform, tops should cover the midriff, straps should be larger than two inches and they should be free from insignias/emblems/messages that distract unreasonably, show disrespect, or are deemed contrary to the educational mission of the school.

- **Bottoms**

Bottoms must be either khakis or jeans. All bottoms must fit properly around the waist and must be no shorter than three inches from the top of the knee. These items should be modest and appropriate to the current weather. All bottoms must be free from holes or rips/tears. Be mindful that if temperatures are above 40 degrees, students will play outside.

- **Footwear**

Destiny Academy students are required to wear socks and tennis shoes every in-person day, on Destiny Academy field trips, and other activities unless otherwise noted. Footwear should be neat and comfortable. Shoes must be worn at all times.

- **Hair**  
Hair should be neat, clean, and kept out of the face and eyes.
- **Outerwear**  
Heavy coats/jackets can be worn into school but will be removed while in the classroom. Please send a light jacket or sweater to wear for additional warmth in the classroom setting. Hats and caps are to be worn outside the building only, and with permission from the leadership or on special occasions, such as a “hat day”.
- **Piercings/Body Modifications**  
Ear piercings are generally allowed, so long as earrings are not so long/large as to distract from learning.

*\*Destiny Academy reserves the right to change and amend all dress code policies as new fashion "trends" emerge and present themselves in popular culture. Any questions regarding the dress code shall be decided by the school leadership.*



## **ATTENDANCE POLICY**

It is the responsibility of the student and parent to create the habit of being punctual and regular in attendance. The school's administrator and other staff feel that faithful attendance is necessary for maximum benefits.

### **ATTENDANCE LAW EXPLAINED**

According to the law (Tennessee Code Annotated 49-6-3001(c)) every parent, guardian, or other person residing in this State having control or charge of any child between the ages of six (6) and seventeen (17), both inclusive, shall cause such child or children to attend a public or non-public school, and in the event of failure to do so, shall be subject to the penalties hereinafter provided. Any child who is habitually and unlawfully absent from school must be reported to the appropriate judge having juvenile jurisdiction in that county, the child to be dealt with in such manner as the judge may determine to be in the best interest of the child (Tennessee Code Annotated 49-6-3007(f)).

### **EXCUSED ABSENCES**

1. Personal illness, injury, or doctor appointments that cannot be scheduled after school hours.
2. Illness in the immediate family that requires the student to be absent from school.
3. Death in the family.
4. Personal absences with prior approval from the Administrator (see below).
5. Approved School Sponsored Activities - Students shall be marked present when participating in a school sponsored activity away from the school building.

*\* The student's teacher or the administrator must be notified as quickly as possible concerning any absences.*

### **UNEXCUSED ABSENCES**

Unexcused absences include any absence not meeting the above criteria and absences whose reasons were not communicated to the teacher or admin. To avoid absences being recorded as unexcused, a written statement signed and dated by the parent/guardian and any medical documentation should be presented to the leadership within five (5) days of the student returning to school. Destiny Academy will not begin legal action until a student is absent more than five (5) days without adequate excuse (defined above).

### **TRUANCY**

Truancy is defined as an absence without the knowledge and consent of parents or school staff. This would include leaving school without permission before the end of the day, or

staying out of any scheduled class without permission from the teacher. Such action will not be tolerated. Students will be reported to the truancy officer if they accumulate five (5) unexcused absences over the course of a year.

### **TARDINESS**

Each student is expected to be in the classroom when school begins. All students must come to class fully prepared with the materials needed for class. School starts at 9:00 AM with opening prayer, at 9:05 AM. Students who arrive after 9:05 AM will be considered tardy and will report to class after being signed in at the office by a parent. Students will not be admitted to class without an Admit Slip.

### **MAKE-UP WORK POLICY: ELEMENTARY SCHOOL**

If a student is sick and stays home, the parents must call the school **before** 11:00 AM the day of the absence to inform the school. The student's teacher will have make-up work for the student ready the next business day. If the student is at home sick for multiple consecutive days, the parents must inform the school each day as stated above. The teachers will have the work ready for the student upon return to school, or the parent/guardian can retrieve the work from the school after one business day.

### **MAKE-UP WORK POLICY: MIDDLE & HIGH SCHOOL**

If a student is sick and stays home, the parents must call the school **before** 11:00 AM the day of the absence to inform the school. If the student is at home sick for multiple consecutive days, the parents must inform the school each day as stated above. The day the student returns to school they will collect the work they missed. As stated above, all make-up work is due within five (5) days of the absence(s). If a student is absent for more than three (3) consecutive days, it is the responsibility of the parent to help the student obtain their assignments, and the teachers will each give a scheduled date for the work to be returned, which may or may not be within the five (5) day rule. It is the teacher's professional discretion as to how long a student may take to return the missing work in this case. Work not turned within the required timeframe will be unexcused, resulting in the grade of a zero ("0") and the days missed may be counted as unexcused absences until the work is completed. If a student accumulates three (3) unexcused absences in a single quarter, a parent conference will be required in the interest of resolving the issue prior to report cards.

### **HOMEBOUND POLICY**

In the event that a student is homebound, either for medical or legal reasons, the parent/guardian must contact the school within one (1) business day of the notice and/or doctor's request. There will be a parent/teacher meeting to determine the academic learning plan for the immediate future. All work will still be required to be completed and turned into the teacher(s). If a parent does not notify the school within one (1) business day, the student may receive a failing grade in any or all classes missed during this time.



## PROTOCOLS AND MEASURES

**Office Hours:** Monday – Thursday | 9:00 AM – 3:30 PM

**School Phone:** 423-894-3377

**School Email:** [info@destinyacademychatt.com](mailto:info@destinyacademychatt.com)

**School Website:** [www.destinyacademychatt.com](http://www.destinyacademychatt.com)

### TEACHER COMMUNICATIONS

Teachers have 1 business day to respond to any email, text, or call. During the school day, the teachers' main responsibility is the classroom and students. If there is an emergency, call the school directly.

### DESTINY DIGEST

A monthly newsletter will be emailed to the emails on file for all parents/guardians. This newsletter will include important information and updates regarding the school and upcoming events.

### DROP-OFF/PICK-UP POLICY

Drop off is from 8:45 AM – 9:00 AM. The building will be locked until 8:45 AM. Students dropped off prior to 8:45 AM will be unsupervised outside of the building. Destiny Academy and Metro Tab Church will not be liable.

Pick up is from 3:30 PM – 3:45 PM. Parents are asked to make arrangements for the prompt pick up of children at school dismissal times. For safety, students are expected to promptly leave campus when school dismisses each day. Students are not allowed to wait more than fifteen minutes past their dismissal time unless in a designated school activity.

To avoid confusion at dismissal time, parents are asked to please remain inside your vehicle. Parents will be given a car tag with your student's name to place on the rearview mirror of your vehicle to signify authorization of student pick up. Students who are not picked up by 3:45 PM must be signed out by a parent/guardian. Parents will be charged \$1 for every minute their child remains at the school after the 3:45PM pick up deadline.

### NON-PARENTAL PICK-UP

Only authorized persons from a family's pick-up list on file at the school are allowed to check out a student from the front office. In case of a last-minute change or addition, please send a note in the morning authorizing your child's release to the new person and include the dates for which permission is given. Notes can be left with the admin in the school office. Email authorization is accepted from a parent/guardian's email address that

we have on record. Photo ID will need to be presented upon pick up. The teacher on pick-up duty will be notified of this change and will confirm the person's identity. If a person that is not on file with the front office comes to pick up a student, the Academy will not allow it.

### **TRANSPORTATION**

Primarily due to cost and liability factors, the Academy does not provide transportation. Parents may seek to establish "car pools."

### **STUDENT DRIVERS**

Any student possessing a valid driver's license may request permission from administration to register a vehicle for parking on the Metro Tab Church campus. To request permission the student must provide a written request from his/her parent/guardian. Students who drive to school are expected to do so responsibly. Having a vehicle on campus is a privilege which may be revoked at any time for reasons including, but not limited to poor academic performance, misconduct, unsafe driving on school grounds, and disobeying any rules related to the use of the vehicle.

A \$35 parking fee (non-refundable) will be charged for the school year. Students will be given a car tag to place on their rearview mirror.

### **CLOSED CAMPUS**

Destiny Academy has had a closed campus policy. Students are not allowed to leave the school grounds for any reason without written permission or accompaniment by parent or parent-approved individual. Parents/guardians must sign the Sign Out Sheet at the office before leaving and upon returning to school.

### **HALL PASSES**

Students are not permitted in the halls during class hours unless they are accompanied by a teacher/staff member or have a hall pass from an authorized staff member.

### **VISITORS**

All visitors, including parents, are to check in at the office and wear a visitor badge. Students must obtain permission from the administration before bringing a visitor to school. Visitors should abide by the same standards of dress and conduct as Destiny Academy students. Generally, a student visitor will not be allowed to attend on special school days or on exam days.

### **INCLEMENT WEATHER**

Decisions regarding school closing due to inclement weather will be announced via text message and email. Destiny Academy will not generally open late unless specifically announced. Due to the varying terrain of the surrounding area, families who feel it necessary to stay home should contact the office.

## **FOOD & LUNCH POLICY**

Students will bring their lunch to school. Students are not allowed to bring caffeinated, canned, or glass-bottle drinks to school. Students will be allowed to have a snack each day, and parents are responsible for sending a snack. The time of snack will be determined by the teacher. Water only in the classrooms.

Students will have 30 minutes for lunch each day. No student will be allowed to share food with another student – the exception being store bought treats to celebrate a student’s birthday which should be approved by your student’s teacher or a member of the Destiny Academy administration. Monitors including Destiny Academy staff, faculty, vetted volunteers, and leadership will be in the lunchroom to help supervise students during this unstructured time.

## **MEDICAL**

A Medical Release Form is required by each family. Please make sure you keep your contact information current with the teacher. Minor first aid will be administered by school personnel, while serious injuries will be directed to emergency services. No child with a fever of 100°F or above will be allowed to remain at school. Your child must be fever free for 24 hours without the use of fever reducing medicine before returning to school. A child may return to school 24 hours after any symptoms of nausea, vomiting, diarrhea, rash, itchy scalp, etc. are gone, or when the family can provide a physicians note for the student to return.

## **HEAD LICE**

Please check your child’s head occasionally for nits or head lice. Any student with nits or lice must be treated with recommended shampoo. If a student has been diagnosed as having head lice, the parent will be contacted at once, requesting the child to be taken home for treatment. All lice and nits must be completely removed from the hair before returning to school. Proof of treatment is required before a student may return to school.

## **MEDICATION**

Prescribed internal and external medications will not be administered to a child by staff except under the direction of a physician **and** with the parent’s written permission. It is the preference of the school that, if at all possible, prescriptions be given to students prior to school arrival or after school ends. The school will consider administering medications only when there is no alternative. Medications must be in the original container, labeled with the child’s name and specific instructions for administering them. They will be kept locked in the front office or secured medical area. Students may not bring medications of any type to school except those that have a filed medication authorization form and must then bring them directly to the front office. Students are not allowed to keep any type of medication themselves while at school. Failure to comply with this policy will result in disciplinary action. Immediate/emergency medications needed for individual students (i.e. Epinephrine autoinjector “EpiPen”, or other life-saving medicine(s) will be carried by the student’s teacher on a case-by-case basis.

## **STUDENT INSURANCE/ACCIDENT INSURANCE**

School insurance is limited in nature and is called “excess insurance.” It covers only those expenses not covered by any other insurance policies parents may have (e.g., Blue Cross, Travelers, HMOs, etc.) and is school-time only coverage. The school does not take part in claim processing, except for providing parents and/or the insurance carrier with a copy of the accident report and appropriate claim-filing forms. This insurance covers only school-related accidents and is not medical insurance. All accidents must be reported to the school administration immediately. Parents must first submit a claim to their own insurance company. Any item not covered in the student’s policy should then be reported to the school carrier.

## **FINANCIAL POLICY**

The Academy operates as an integral and inseparable part of the Church. Therefore, the school is considered to be a “faith ministry.” As such, financial support for the school is derived from tuition and student fees. However, the school is underwritten by the church and necessary supplemental funds are provided by the church. The monetary support for the school is treated as a regular budget line item of the Church. Costs of student curriculum materials are to be paid for by the parents. Parents will be informed prior to each school year what the approximate costs will be to support each child in the program. Tuition increases will happen only as the needs arise, such as to offer more classes and/or programs, increase teacher pay, or accommodate a growing Academy. A late fee will be charged when tuition is past due. Students whose families fall behind in tuition must meet with leadership regarding further enrollment. Destiny Academy will hold all school records and transcripts until all financial accounts are settled. Families have until June 15th before the start of the next school year to withdraw from Destiny Academy without penalty. If families withdraw their student(s) after this date, they are still responsible to pay the full year’s tuition.

### Tuition (per student):

Kindergarten to Grade 5	\$3,900
Grades 6-8	\$4,900

### Other Fees (per student):

Application	\$35
Registration	\$150
Book	\$300

### Payment Plans:

- Pay in full (Due August 15)
- Semi-annual payments (Due August 15 & January 15)
- 10-month payment plan (First Payment August 15 & Last Payment May 15)

\* *Payment Methods: Cash, Check, or Paypal.*

\* *Application fees, registration fees, and re-enrollment fees are non-refundable.*

*\* Accounts not paid by the 20th of each month will be assessed a \$20 late charge; any payment past due more than 30 days is subject to a \$30 late charge, and student may be asked to withdraw.*

*\* A charge will be implemented for all returned checks. No report card or records will be released until all bills are paid.*

*\* Tuition is owed for the entire school year once the academic year begins and is refundable only in cases where a family is moving away from the area and, as a result, is no longer able to attend Destiny Academy. Reimbursement will be pro-rated by the day for those moving away from the area.*

#### Fundraisers:

Students and their families will be required to participate in fundraisers throughout the school year. Fundraiser information will be sent to families accordingly.

### **GIFTS & DONATIONS**

A significant portion of gift and fund-raising income is needed yearly for operating and capital expenses. Your participation and support are greatly appreciated. Families are asked to prayerfully consider any gifts or donations that they may be able to contribute.

### **PARENT/GUARDIAN VOLUNTEER HOURS**

Destiny Academy requires a minimum of 20 hours per family of volunteer hours at the school for the school year. Destiny Academy is a Homeschool Academy and functions alongside families, this may exceed the limitations of current staffing or resources without help from families. These hours are to be served at the school itself, at school-related events, or at off-campus activities such as field trips. Background checks will be required for volunteers in charge of student supervision.

*\* Families will have the option to pay \$10 per volunteer hour for up to 10 hours in lieu of physical volunteering.*

### **WITHDRAWAL POLICY**

Parents wishing to withdraw children must come by the school office and sign withdrawal forms. All textbook books must be turned in, fees paid, lockers cleaned out and any other obligations must be met prior to withdrawal. A \$25.00 withdrawal fee will be charged.

### **RECORDS REQUEST/RELEASE**

A records request form must be filled out five (5) business days prior to retrieval. Records requests can be found in the school office.

### **ACADEMIC POLICY**

Teachers will stay in close communication with parents throughout the school year regarding student academic performance. A satisfactory level of academic achievement is determined on the basis of a student's cumulative grade average, calculated on the basis

of all academic work. If a student is failing in one or more subjects, a conference will be held with the students, parents, and administration to discuss appropriate intervention.

### **DESTINY ACADEMY PRIMARY (K-2) ACADEMIC MASTERY SCALE**

Kindergarten through second grade will use an academic mastery scale. Mastery-based grading uses a different scale from the traditional 0–100 point letter grading system for students in primary ages.

Instead, it uses a 1-3 numeric scale, which breaks down academic subjects into specific skills needed for a content area. A mastery scale communicates the student’s current understanding of a topic. Each category of the scale is easily identifiable by teachers, families, and students. The mastery grading scale is as follows:

- 1 = Below Grade Level
- 2 = On Grade Level
- 3 = Above Grade Level

### **DESTINY ACADEMY 3<sup>rd</sup> – 8<sup>th</sup> GRADE ACADEMIC GRADING SCALE**

The 3<sup>rd</sup> – 12<sup>th</sup> grade academic grading scale will be a traditional 0-100 point grading scale and is as follows:

- A = 90 – 100
- B = 80 – 89
- C = 70 – 79
- D = 60 – 69
- F = 59 or Below

Conduct grades given are “Excellent”, “Satisfactory”, “Needs Improvement”, or “Unsatisfactory.”

### **HOMEWORK**

Assignments, projects, extra drill work, etc. are given as each teacher deems necessary and will serve as a natural extension of the regular classroom. Homework is provided to assist the student in understanding and developing concepts along with reinforcement of the previous day’s lesson and the development of strong academic knowledge.

It is important that a student have ample time after school for recreation and family time, which are essential for the total growth of the student. It is recommended that homework be made a priority during the early evening in a well-lighted room, away from television or other distractions. Failure to turn in completed assignments on time will affect the student’s grade in that subject area.

Keeping track of assignments, learning to prepare for long-term tests and projects, and increased accountability for completing tasks on time are issues young people have to

deal with on a regular basis. Success requires teamwork - good instructions by teachers, close accountability by students, and a continuous line of communication between school and home.

### GRADUATION

A fee is charged for all K5 students to help defray the costs associated with the graduation program. Fees are not reimbursed to any student who is withdrawn or does not attend graduation.

### TRANSCRIPTS

A written request is required before any transcripts will be released to other schools. Financial accounts must be cleared before transcripts will be sent.

### PROGRESS REPORTS

To maintain communication with parents regarding students; grades below a C average or having a failing grade, a Progress Report will be sent home at mid-grading period. Parent conferences are encouraged at this point.

### REPORT CARDS

Report cards will be sent out at the end of each quarter, every 9 weeks. There are four (4) quarters in a year, two (2) per semester.



#### 8-12 REPORT CARD

STUDENT NAME _____											
SEMESTER _____	TEACHER _____										
SUBJECTS	GRADE										
ENGLISH											
READING											
MATHEMATICS											
SCIENCE											
SOCIAL STUDIES											
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">GRADING SYSTEM</th> <th style="text-align: center;">ATTENDANCE:</th> </tr> <tr> <td>A - 90-100</td> <td>D - 60-69</td> <td rowspan="3" style="text-align: center; vertical-align: middle;">GPA:</td> </tr> <tr> <td>B - 80-89</td> <td>F - 59 OR BELOW</td> </tr> <tr> <td>C - 70-79</td> <td></td> </tr> </table>		GRADING SYSTEM		ATTENDANCE:	A - 90-100	D - 60-69	GPA:	B - 80-89	F - 59 OR BELOW	C - 70-79	
GRADING SYSTEM		ATTENDANCE:									
A - 90-100	D - 60-69	GPA:									
B - 80-89	F - 59 OR BELOW										
C - 70-79											
COMMENTS AND RECOMMENDATIONS:											



#### K-2 REPORT CARD

STUDENT NAME _____											
SEMESTER _____	TEACHER _____										
SUBJECTS	GRADE										
ENGLISH											
READING											
MATHEMATICS											
SCIENCE											
SOCIAL STUDIES											
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">GRADING SYSTEM</th> <th style="text-align: center;">ATTENDANCE:</th> </tr> <tr> <td>3 - ABOVE GRADE LEVEL</td> <td>2 - ON GRADE LEVEL</td> <td rowspan="3" style="text-align: center; vertical-align: middle;">CONDUCT:</td> </tr> <tr> <td>1 - BELOW GRADE LEVEL</td> <td></td> </tr> <tr> <td></td> <td></td> </tr> </table>		GRADING SYSTEM		ATTENDANCE:	3 - ABOVE GRADE LEVEL	2 - ON GRADE LEVEL	CONDUCT:	1 - BELOW GRADE LEVEL			
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1 - BELOW GRADE LEVEL											
COMMENTS AND RECOMMENDATIONS:											

## **CRITERION FOR HONORS & AWARDS**

Each quarter, Destiny Academy will recognize students in grades 3<sup>rd</sup> – 8<sup>th</sup> that maintain an “A” average on their report cards with the distinction of “Star Roll” and will receive a printed certificate. Students that maintain a “B” average will be recognized as “Honor Roll” and receive a printed certificate. Students who are not absent the entire year will receive a “Perfect Attendance” award at the end of the school year during their classroom awards ceremony.

## **STUDENT PROMOTION/RETENTION**

Any student with a majority of unsatisfactory grades in basic areas—math, reading, English, social studies, spelling and science—will be in danger of having to repeat the current grade. Each student will be dealt with as an individual. Parents will be informed of concerns and encouraged to take an active role in planning strategies to alleviate problems at an early stage. The final decision will be made by the director with teacher input.

## **EXTRA-CURRICULAR OFFERINGS**

Future subjects, clubs, or lessons may become available as staffing expands.

## **PHYSICAL EDUCATION**

A regularly scheduled and planned program of physical activity is required for all students. Quality instruction includes a variety of planned physical, mental, emotional, and social development. Christian values of teamwork and sportsmanship are emphasized.

If a student is sick or has been sick and out of school and you do not wish for him/her to participate in P.E. you must submit a written note for the teacher’s approval. Please keep in mind that a parental note can only be accepted for one (1) day. If a child cannot participate for more than one day, a doctor’s note must accompany your written request. It is a general rule that if children are too sick to attend P.E. class, they are probably too sick to attend school.

All students are required to have appropriate clothes and shoes for P.E. class.

## **ATHLETICS**

The Tennessee Secondary School Athletic Association (TSSAA) permits homeschooled students to participate in public school extracurricular athletics if that student’s parent has filed a notice of intent for that student and has otherwise complied with the requirements of Tennessee Code Annotated § 49-6-3050(b). Homeschool students associated with a church-related school may participate in public school extracurricular athletics, subject to compliance with eligibility rules (See TSSAA Bylaws, art. II, § 25, page 23). Local schools are prohibited from preventing homeschoolers from seeking to participate. Tennessee Code Annotated §49-6-3050(e), as signed into law April 1, 2013, "For the purposes of this rule, a school team may be one school or a cooperative program

of one or more schools” (See TSSAA Bylaws, art. IV, § 1.) This can include homeschool cooperative teams and teams from church-related schools. Schools may also play or scrimmage individual homeschooled students during the regular season, especially in individual sports such as track and field, wrestling, and golf.

### **SEX EDUCATION POLICY**

The school’s stance on sex education is that it will be the parent/guardian’s responsibility to discuss sex education with their children. Destiny Academy highly suggests parent/guardian’s ensure students beginning in grade 5 have a basic understanding of sex education and/or reasonable knowledge of such matters based on parental preference. It will not be discussed or offered as a class at Destiny Academy.

### **STATE TESTING**

Grades required by the State of Tennessee in accordance with homeschool laws will be tested along with all Hamilton County schools. Testing will be conducted at Destiny Academy campus unless otherwise notified prior to the testing dates.

### **SPECIAL NEEDS**

Destiny Academy does not have in-house gifted, ESOL, IEP, 504, or exceptional education programs or interventionists on staff. All students are challenged at or above grade level in the grade that is equivalent with their age for the purpose of developing social, emotional, and behavioral skills. If a parent feels their student should work a grade level ahead, testing from an outside vendor can be conducted at the parent’s expense.

### **LEARNING DELAYS**

If a parent feels their student struggles with learning delays, speech, mental disability, or other possible handicaps, testing from an outside vendor can be conducted at the parent’s expense.

### **FIELD TRIPS**

Students must have passing grades in all classes and not be currently involved in a violation of the Code of Conduct in order to participate in field trips, at the time. Prior to any field trip, notes that detail all necessary information will be sent home so that families will know what to expect. Written permission slips and any necessary money must be turned in by the specified date in order for a student to participate. Only parents or legal guardians may attend field trips with students and may be asked to pass a background check prior to departure. No other guest may attend the trip unless permission is granted by the administration. Preschool siblings may accompany parents when appropriate and space allows; however, parents assume sole responsibility for their supervision and expenditures. The classroom teacher, in conjunction with the administrator, will decide which field trips are appropriate for preschool siblings.

### **SCHOOL PICTURES**

Individual school pictures are taken for purchase in the fall and spring of each year

## **SCHOOL CALENDAR**

Destiny Academy will operate on campus, face-to-face Monday - Thursday with Fridays being an asynchronous, at-home learning day.

The required minimums for the state of Tennessee are: 180 instructional days, including asynchronous. At least 4 hours devoted to instructional time during each school day, including asynchronous. 6.5 hours scheduled for in-person "brick and mortar" days on campus.

See the calendar on page 39 and online at [www.destinyacademyhatt.com/parents](http://www.destinyacademyhatt.com/parents)

## **SPIRITUAL EMPHASIS**

- **Chapel** – An opportunity for inspiration and worship appropriate to the child's age is presented regularly. Varied formats for the presentation of the gospel and Christian discipleship are used. A time of spiritual focus is given during the convocation.
- **Classroom Atmosphere** – All academic matter and curriculum is chosen for its academic strength and its ability to strengthen the student's Christian perspective and worldview. The strength of acquiring a Biblical worldview at Destiny Academy is not necessarily that a curriculum is Christian in orientation but that faculty and staff model truth and responsibility as a lifestyle of choice.
- **Prayer & Devotions** – A time of prayer and devotions are given each morning at the start of class.
- **Spiritually Offensive Materials** – The school reserves the right to permanently confiscate and destroy immoral or offensive materials brought to the school whether books, magazines, poster, tapes, CDs, videos, etc.

## **VOLUNTEER STAFF PROGRAM**

Volunteers are highly encouraged. Parents, grandparents, family members and supporters are welcome. The Destiny Academy Volunteer Staff Program exists to support the cooperative effort of the home, school and church, offering opportunities to assist in quality education and community involvement. Families complete a Volunteer Staff Availability Form during orientation. Volunteers must sign in and out at the office each time of visit.

Volunteer Ideas:

1. Assist in the classroom
2. Serve as a chaperone on field trips
3. Serve as a story reader
4. Serve as a guest artist or offer your special talents
5. Share your experiences, trips, vacations or vocation as they may relate to an area of study in a class
6. Volunteer your help in the many tasks related school events
7. Supervise students during lunch
8. Cleaning or other maintenance projects

## **STAFF**

The leadership of Destiny Academy consists of...

- Dr. Steve & Pastor Reita Ball – Chancellors (*Admin*)
- Pastor Olivia Aziz – Director (*Admin*)
- Pastor Brittnei Raff – Compliance Director
- Kristal White – Administrative Assistant
- Other Teachers and Volunteer Staff

The key to students achieving academic excellence depends a great deal upon the instructors and their ability to impart information in a manner in which the students comprehend the material. In selecting teachers, Destiny Academy sought academically qualified persons. However, certification does not always equate being qualified. Because Destiny Academy is a ministry of Metro Tab Church, the leadership team must also select teachers who will be instilling Biblical principles and Godly character in the students they serve. The school's hiring committees select staff based not only on their academic qualifications, but also on the scriptural principle of the Call of God and the Gift of Teaching (See Romans 12:6-8; I Corinthians 12:5-11, 28-31; and Ephesians 4:11-16). Destiny Academy, a category 4 school, is not required to hire certified teachers. However, it is important to establish standards for hiring. Below are guidelines considered when hiring and/or training:

1. Possesses a "gift" for teaching and understands and demonstrates Godly character.
2. Knows the subject, truth, skill, or art to be taught and can teach from a full mind and a clear understanding.
3. Knows familiarly the language (vocabulary) of the subject to be taught (i.e. math language, science language).
4. Can assess where a child is in their learning and can link new knowledge to known facts of a particular subject or skill.
5. Can use a student's mind to grasp a desired thought or master a desired skill or art.
6. Can test or assess the proof of teaching done.

## **FACULTY WITH HANDGUN PERMITS**

We know many people have a permit to carry or conceal handguns, but we ask that no weapon be taken into the Destiny Academy building unless permission is given by the Administration. According to code TCA 49-50-803, we reserve the right to allow staff members of our school and church to carry a concealed firearm with a state issued concealed carry permit.

*Under Tenn. Code Ann. § 49-50-803, the "board or governing entity of each private K-12 school, or the chief administrative officer if the school does not have a board or governing entity, may establish a handgun carry policy," which policy can prohibit, permit, or permit in certain areas the carrying of a handgun "for any property on which the school is located*

*that is owned or operated by the school and for any building or structure located on the school property.” Id. § 49-50-803(a) (emphasis added). If the board or governing entity, or the chief administrative officer when appropriate, permits a person to possess handguns at the private school, “[t]he person must have a valid Tennessee handgun carry permit, pursuant to § 39-17-1351.” Id. § 49-50-803(b)(2).*

### **FAMILY COMMITMENT AGREEMENT**

Destiny Academy commits to provide the most excellent facilities, curriculum, faculty and instruction that it possibly can for the students and families of the school. We pledge to come alongside your home in helping you to raise your child in the nurture and admonition of the Lord. The faculty, staff, and administration at Destiny Academy feel that students benefit most when the partnership between parents and the school is clearly defined.

### **GRIEVANCE PROCEDURES**

Any member of our school body deserves a right to express concerns and be heard. If the concern is with a teacher, take that concern to the teacher. If the situation cannot be rectified to the satisfaction of both parties, the matter will be referred to the teacher’s supervisor and/or administration. If anyone has a grievance or dispute about the general operation of the school (apart from the classroom) they should bring their concerns to the administration. Anyone making a grievance must be willing to see the issue through to conclusion. The Destiny Academy staff and administration will not deal in innuendo. Its’ charge is to work expeditiously in Christian love to settle the issue.

Though all efforts at resolving the issue are sought with prayer and counsel, no one is perfect, but the issue will be resolved based on Scriptural principles found in Matthew 18, 5:22 and 6:14.

The faculty and administration are very interested in helping you resolve any issue that may arise; however, we need your assistance to reach that goal. When a parent or student voices a complaint to ones other than appropriate school personnel, the problem generally goes unresolved, and frustrations increase for everyone involved. Such actions are also detrimental to personal relationships and dishonoring to one’s Christian testimony. Repeated offenses of this nature by a family become grounds for dismissal from the school. Our goal is to let our light shine to the community by honoring each other in word and in deed.

### **SOCIAL MEDIA INTERACTION**

We understand the mentoring role many of our teachers play in the lives of their students. Therefore, teachers are allowed to **respond** only to any requests from students to be social media contacts but may not seek out students or send requests. Teachers will not initiate interaction with any student until after they graduate. They are also not to have any private messaging interaction, chatting, texting, etc. where the public is not able to view it.

## **PARENT/TEACHER CONFERENCES**

Conferences to discuss the students' progress and needs will be scheduled with parents periodically throughout the school year. Parents are always welcome to ask for extra conferences. However, parents must call or send a written request for a conference with the teacher before coming. Teachers are on campus until 3:45 PM on school days and are willing to work with parents in scheduling conferences at mutually convenient times. If parents have questions or concerns about a teacher or student performance, please arrange to speak with the teacher before coming to the administration. As a general rule, the administration will require this before taking action. An orientation/open house is scheduled early in the school year for parents to meet teachers and visit the classrooms, and meetings are scheduled throughout the year for parents to check their children's progress. Parents are required to attend all meetings and conferences.

## **STUDENT RELATIONSHIPS**

Students should be above reproach in their relationships in and out of school. This is particularly important in co-ed relationships. Holding hands, embracing, nor any other form of public displays of affection are not allowed anywhere on campus or at any school related function. Students are not permitted to be alone in an unobserved location. Any infraction of these policies will result in a conference with the students and parents of the involved. Appropriate disciplinary action will result, not to exclude suspension or expulsion if warranted.

## **STUDENT GIFTS/INVITATIONS**

Please do not bring gifts or party invitations to school unless you are bringing one for each student in the class. No personal deliveries should be made to the school (i.e. flowers, candy, birthday gifts, Valentine's Day gifts, etc.)

## **PROHIBITED ITEMS**

Music devices without permission from the teacher, video and electronic games, skateboards, illegal substances, tobacco of any kind, smoking paraphernalia of any kind, any alcoholic beverages at or away from school, narcotics, knives, guns, and all other weaponry. Matches and explosives of any kind are not permitted on school property. Books, magazines, catalogs, or any other materials unrelated to a course of study and in violation of Destiny Academy mission, vision, and philosophy of education are not to be brought to school. These items will be taken away and, in some cases, not returned. Any infraction of these policies will result in a conference with the students and parents. Appropriate disciplinary action will result, not to exclude suspension or expulsion if warranted.

*\*All policies apply to students attending school-sponsored functions as well.*

## **CELL PHONE POLICY**

All students and families will sign and adhere to the Destiny Academy Cell Phone Contract. While cell phones can be helpful, purposeful, and used for both education and Kingdom

growth, they are often misused, tempting their users to act, talk, or think in ways that are not God-honoring. Therefore, students and families will agree to commit to the guidelines outlined in the contract, sign and return it for records.

### **TECHNOLOGY POLICY**

All students and families will sign and adhere to the Destiny Academy Technology Agreement and Contract, a separate contract from the cell phone contract. Through purposeful technology usage, Destiny Academy will meet the needs of students by enhancing the curriculum through inclusion of technological access and devices. Technology is intended to enrich the education of students and bring glory to God by providing a variety of avenues for students to build skills in communication and collaboration, creativity, and higher order thinking pathways. However, technology is not the only means providing a well-rounded education, nor will it be used to replace reliable classroom resources. Therefore, students and families will agree to commit to the guidelines outlined in the contract, sign and return it for records.

### **OFFICES**

The school office is open for business each day, Monday through Thursday, between 9:00 AM and 3:30 PM. Anyone who has questions or needs information concerning school policies and activities may call or visit the school office during these hours. If a parent must bring homework, books, or other materials to his/her child during the school day, they must stop at the office to arrange for delivery. A parent desiring to visit a classroom during the day should make prior arrangements and must check in at the office. The office will not allow early dismissal from class once pick-up begins, and at approximately 2:30PM the front office will no longer accept visitors that do not have prior appointments to meet with faculty, staff, or admin.

### **LOST & FOUND**

Any lost articles that are found should be taken to the office. Lost items not claimed within a reasonable time will either be given to a worthy cause or discarded. Students should always check with the office whenever an article is lost. The students, not the school, must accept the responsibility for their personal items. Destiny Academy is not responsible for damage to personal property or lost articles. Expensive personal items should not be brought and all items should be labeled with the student's name.

### **SOLICITATION**

No person or group of persons will be permitted to solicit for personal profit from the staff or families that attend this school. Under no circumstances is the student directory available for personal, business, or recruitment use.

### **LEGAL STATUS OF SCHOOL**

Church-Related Schools, State Exempt. Destiny Academy operates legally in the state of Tennessee by virtue of its membership in the Tennessee Association of Non-Public Academic Schools, T.C.A. 49-50-801. Membership in TANAS in no way denotes state

control of Destiny Academy. The school is exempt from state accreditation and does not call itself accredited.

The school is classified by the Tennessee State Department of Education as a Category IV, Church- Related School, Exempt from Accreditation. Students transferring back to public school from Destiny Academy may be required to take pre-placement tests. Students graduating from Destiny Academy are accepted at colleges and universities. However, students who score below average on ACT and/or SAT college entrance exams may be required to take the GED before admission.

