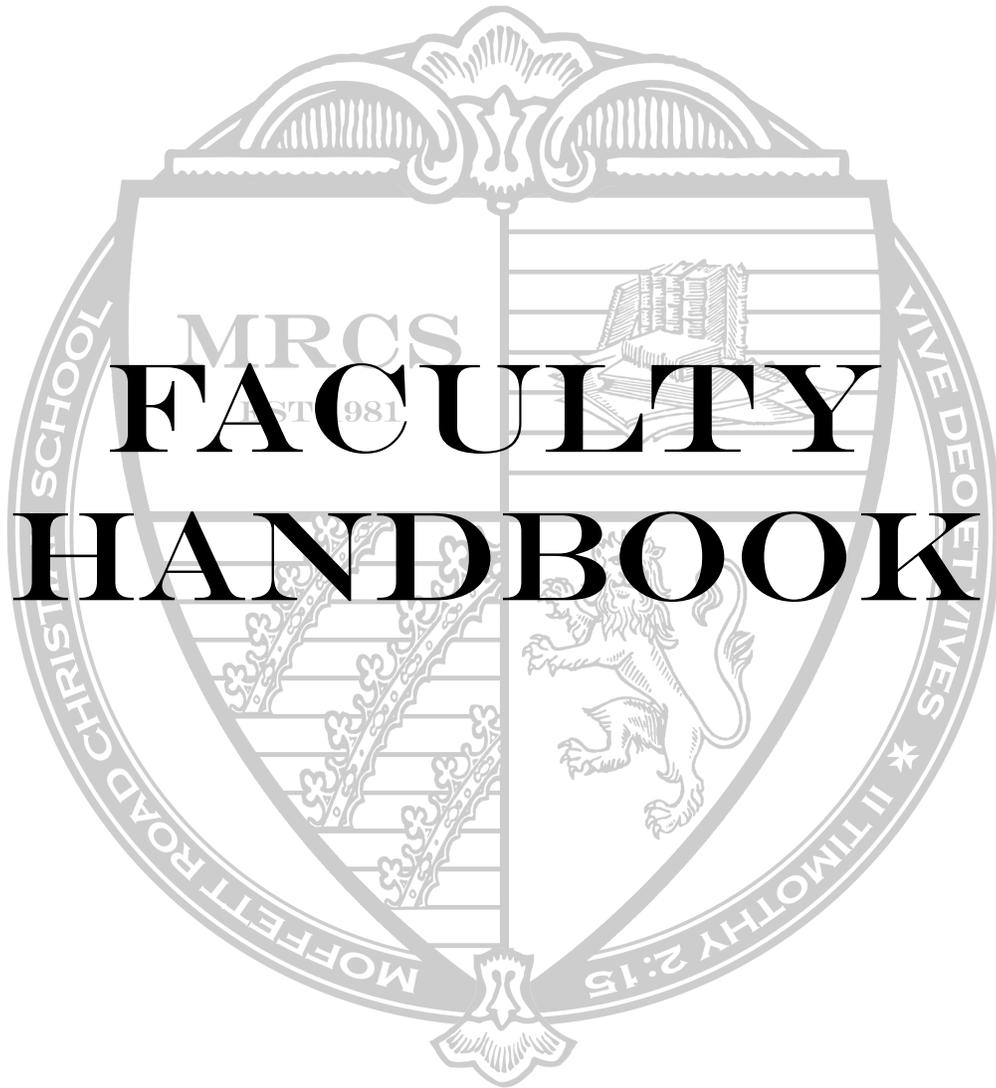


MOFFETT ROAD CHRISTIAN SCHOOL



6159 Moffett Road
Mobile, AL 36618
251-391-4663

administrator@mobilemrcs.org • www.mobilemrcs.org

MOFFETT ROAD CHRISTIAN SCHOOL

is a ministry in service and support of Christian parents who have been called of God to educate their children. MRCS is dedicated to helping parents observe the Biblical commands of Deuteronomy 6:4-9, Proverbs 22:6, and Ephesians 6:4.

As a ministry of Moffett Road Assembly of God, MRCS admits students of any race, color, national and 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, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

MRCS Calendar of Events 2014-2015

Homeschooling 101 and Used Curriculum Sale: Saturday, July 19th, 1:00-5:00 pm

High School Meeting: Tuesday, July 22nd, 6:30 pm

Kick-off Meeting: Tuesday, August 12th, 6:30 pm

September: cell meetings

October: MRCS Family Day @ Camp Grace, Tuesday, October 21, 2 pm-8 pm

November: cell meetings

December Gingerbread Meeting: Thursday, Dec. 4th, 10:00 am -12:00 noon

January: cell meetings

February Faculty Meeting: Tuesday, February 10th, 6:30 pm

March: cell meetings

Academic and Fine Arts Showcase: Friday, April 10th, 6:30 pm

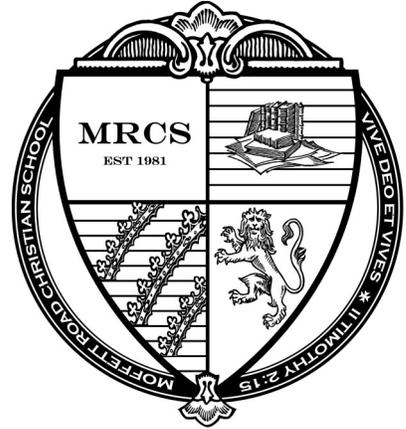
Graduation: Friday, May 22nd, 7:00 pm

More dates TBA. These dates are subject to change.
Check our website, www.mobilemrcs.org, for details each week.
Office hours: 2nd Tuesday of each month, 12:30 pm - 2:30 pm

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WELCOME LETTER



Our handbook includes a listing of policies and benefits that are provided with your membership of Moffett Road Christian School.

Each parent is considered a faculty member of our school. We are all responsible for the success and character of Moffett Road Christian School. It is only by the collective participation of all members that our school has been, and will continue to be, successful.

Your board serves to direct the policies and activities of the school so as to utilize school resources for the benefit all members. If you would like to participate in some area of support or leadership, please contact a Board Member for a place to serve.

Moffett Road Christian School offers several ways for members to stay informed and learn what is going on. The school website, www.mobilemrsc.org, provides the best way to stay up-to-date on activities, field trips, classes offered, testing opportunities, and other aspects of the school. When last-minute news needs to be quickly disseminated, you may receive a news blast via email.

As you seek to instruct you children, it is our prayer that God, through your MRCS family, will greatly strengthen your faith, steadfastly confirm your abilities, and continually encourage you along your home school journey.

For our Father's glory,

Board of Directors

MOFFETT ROAD CHRISTIAN SCHOOL

a ministry of

Moffett Road Assembly of God

6159 Moffett Road

Mobile, AL 36618

Rev. Jerry Jenkins, Pastor • (251) 649-3502

Board of Directors

Retta Franklin

Administrator/New Registration/High School Counselor

administrator@mobilemrcs.org

Kelley Burleson

Volunteers/HSLDA/High School Events

k.burleson@mobilemrcs.org

Stacey Farni

Events

s.farni@mobilemrcs.org

Amy Pimperl

Registrar

a.pimperl@mobilemrcs.org

Teresa Stokes

Registrar/Website

t.stokes@mobilemrcs.org

Cell Group Leaders

Deborah Hawie

d.hawie@mobilemrcs.org

Jackie Louch

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Karen Naman

k.naman@mobilemrcs.org

Patty Peckham

p.peckham@mobilemrcs.org

Wendy Ramsey

w.ramsey@mobilemrcs.org

Elizabeth Watt

e.watt@mobilemrcs.org

Pam Werry

p.werry@mobilemrcs.org

Other Contact Information

**Home School Legal Defense
Association (HSLDA)**

540-338-5600

www.HSLDA.org

**Christian Home Education
Fellowship of Alabama (CHEF)**

334-288-7229

www.CHEFofAlabama.org

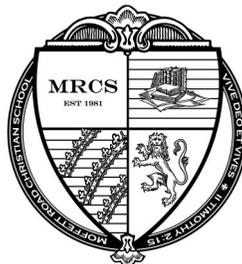
MOFFETT ROAD CHRISTIAN SCHOOL

HISTORY

Mike and Dianne Cottrell, members of Moffett Road Assembly of God, began an ACE school onsite in 1983. Mike acted as principal while Dianne served as teacher. In September of 1991, Dianne began a home school church school for four families who were members at MRAG. Donna Crabtree took over as administrator in 1992, when the Cottrell family relocated. MRCS was a closed church school for MRAG members only until some families from a sister church expressed a need and interest in joining with MRCS. MRAG pastor and deacons approved the school opening to home school families in our area.

Initially, social activities were provided through the Southeast Alabama Home Educator's Association, while only the legalities of homeschooling were handled by individual church schools. Field trips, testing, and Moms' Nights Out were scheduled for a majority of Mobile home school families through SAHE. When the police were called because there were too many cars at a Moms' Night Out event, smaller group meetings became necessary. Also, MRCS had grown to over 40 families. The school leadership expanded from one administrator to a board of five couples and five cell group leaders. Retta Franklin became administrator in 2008 when Donna graduated her youngest daughter. MRCS graduated its largest group of seniors in the spring of 2010. Today, MRCS ministers to over 100 area families, who have been called out to home educate their children.

Without the continued support of Moffett Road Assembly of God, Moffett Road Christian School would not exist. Moffett Road's staff and membership have given sacrificially of themselves through the years to support home schooling Christian families and MRCS with their maintenance of our office and classrooms and the use of their facilities for a majority of our school events. May God abundantly bless all the ministries of Moffett Road Assembly for their continuing graciousness to MRCS.



MOFFETT ROAD CHRISTIAN SCHOOL MEMBER BENEFITS

Fulfillment of Legal Requirements	MRCS files Church School Enrollment Forms with county school superintendents and maintains attendance records on its students. For those who are not legally required to enroll, see the Affiliate Option .
Cell Groups	The enrollment is divided into cell groups. The Cell Group Leaders help maintain the school records, providing a point of contact for each family. During months when there is not a Faculty Meeting, the cell groups meet for fellowship and support.
Faculty Fellowships	On the second Tuesday of even-numbered months, the moms gather for a time of teacher enrichment, fellowship and refreshment.
Field Trips	A Field Trip Coordinator oversees the arrangement of frequent opportunities for extracurricular field trips. Suggestions and input are welcomed.
Library Access	MRCS is constantly expanding an excellent library of resources and curriculum which is available to the faculty and students whenever the office is open. A library content search is available on the school website.
Testing	MRCS offers standardized testing for its members in grades 3-12 at the expense of the member.
HSLDA Discount Group	MRCS offers a group discount for membership in Home School Legal Defense Association, saving 15% on HSLDA fees.
Graduation	MRCS hosts graduation ceremonies for its kindergarten and high school students. High school Valedictorian and Salutatorian are honored. In order to receive an MRCS diploma, a student must score at least 16 on the ACT or pass the G.E.D. Diplomas are awarded at the discretion of the board and typically require students be fully enrolled for their 11th & 12th grade years.
Classes	At times, classes are offered on and off campus. MRCS families receive a discount in the extra fees for these optional classes.
Transcripts	Based on information provided by faculty, the school administrator will provide an official transcript for students transferring to other schools or applying to college.
Website	MRCS maintains a website, www.mobilemracs.org , for its members and those who are interested in the school. The website is updated weekly to keep the faculty and students informed about field trips, meetings and other opportunities. Our website provides members online registration and grade reporting features.

MOFFETT ROAD CHRISTIAN SCHOOL TERMS & CONDITIONS

Parents agree to:

- Sign a statement of faith and declaration that they are members in good standing in a local church.
- Become members of Home School Legal Defense Association under the MRCS Group Membership plan (\$100/year). Membership is not required for those whose only enrolled children are below 6 or above 17 years old. Parents may delay enrolling a 6 year old student by filing an opt-out letter for that year with the county school board.
- Pay a \$175 tuition fee per family plus \$10 per extra child (refundable only if family is not accepted for enrollment); and if applicable, the \$50 first-year registration fee which is non-refundable. Discount \$25 if total is received by May 31. The affiliate membership option requires only a \$75 fee.
- Provide an organized course of study, using curriculum of their own choice upon approval of the Church School Administrator.
- Maintain record of specific days of attendance, each quarter submitting to the Administrator an MRCS Progress Report Form for each student which lists grades and attendance via our online grade reporting system.
- Fulfill the days required in the school term set by the Church School (180 days, including 5 teacher workdays).
- Maintain a lesson plan book. First-year teachers' plans will be reviewed and checked at the end of the first quarter and as needed thereafter.
- Attend a minimum of one MRCS meeting per quarter (4 faculty or cell group meetings).
- At their own expense, have their children in grades three and above take standardized tests (Stanford or Iowa) in their 3rd, 5th, & 8th grade year, or as directed by the Administrator. New MRCS students in grade three and above must test the first year.
- Instruct their children in the basic courses of academic study including, but not limited to: reading, spelling, writing, arithmetic, English, geography, science, health, physical education, and U.S. history.
- For each enrolled child, provide the school with a copy of a birth certificate and a copy of the immunization certificate or an explanation of your reasons for not immunizing your children.
- Commit to assist with at least one MRCS activity per year or pay a \$25 "buy-out" fee.

Parents understand that:

- Applications may be denied or enrollment terminated if faculty members or students fail to exhibit Biblical moral standards.
- Any overt misconduct may result in dismissal from the church school.
- Any missed deadlines or failure to comply with the above requirements will result in a letter of delinquency. If the situation is not remedied in 15 days from that letter, enrollment will be terminated.

Moffett Road Christian School, a ministry of Moffett Road Assembly of God, admits students of any race, color, national and 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, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

Moffett Road Christian School, its Administrator and Board, Moffett Road Assembly of God Church, its Pastor and Board are in no way financially responsible for legal action that may be taken against the family or for any physical conditions or accidents that may occur during any school activities.

Field Trip Policy

As we represent home education to the public, it is important that we portray a responsible, moral, and positive group. Some important guidelines to remember are:

Students and parents will be Christ-honoring in their speech, dress, and mannerisms at all MRCS sponsored events. If necessary, guidance will be given by the adults in charge.

- **You must have a reservation to attend a field trip, class, or event.**
- **All checks must be made payable to MRCS.**
- **SEPARATE checks are required for each field trip, class, or event.**
- **Cash CANNOT be accepted.**
- **All checks must be dropped in the drop box outside the office or mailed to the MRCS OFFICE: 6159 Moffett Road, Mobile AL 36618.**
- **The reservation forms and checks must be received by the deadline date.**
- **For field trips with a fee, reservation forms must accompany your check and must include the number of adults and the number of students attending.**
- **For FREE field trips, reservations by email or through the website to the Field Trip Coordinator are sufficient.**
- **Refunds will be issued if you cancel by the deadline of that field trip, class, or event. Refunds cannot be made for a cancellation after the deadline.**
- **DO NOT bring more people with you than those for whom you have reservations.**

Make reservations for specific field trips by the deadline given, and if cancellation is necessary, call the Field Trip Coordinator as soon as possible. Except in actual emergencies, calls on the day of the event are not acceptable.

Respect the facility's guidelines as to the age of children. Do not bring toddlers to a field trip restricted to "10 and up."

Be **on time** for scheduled events. In most cases, that means arriving 10 to 15 minutes early to allow time to gather as a group before the tour or activity begins. Allow extra time for traffic, getting lost, or finding a parking space. Enter the facility as one group.

Students should stay with parent or designated adult -- no running ahead. (Parents, watch your children! Arrange with another adult to watch your child for a minute if you must attend to the needs of another child.) Be positive, pleasant and, whenever possible, **private** in administering any disciplinary actions. A parent will accompany her own children unless arrangements have been made for another parent to take responsibility for her children.

Be courteous, obedient and responsive to the speakers and/or tour guides. Many times, these people are volunteers. Respect the facility's rules regarding eating and drinking, handling objects or equipment, petting or feeding animals, and staying in authorized areas. No smoking or littering, please. Written thank you notes are always appropriate and appreciated. Form the habit of writing a thank you note for each activity.

Remember: Field trips are designed to be learning experiences in the field. Children and adults should concentrate on the tour and information being presented and reserve their "social time" with each other for before or after the field trip.

Testing Policy

- MRCS requires that students in the 3rd, 5th, or 8th grades, or new students in grades 3 or above, take an achievement test during the spring of the current school year. Parents may choose, at their own discretion, to test annually, but are not required to do so. Parents are responsible for the costs of the tests and to see that a copy of test results is sent to the school office.
- Approved tests include the Iowa Achievement Tests or the Stanford Achievements Tests for elementary through high school students. The PSAT (Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test), SAT (Scholastic Aptitude Test), or ACT (American College Test) are also acceptable for high school students. Either the SAT or ACT will meet our high school graduation requirements.
- MRCS, as a benefit for members, offers test administrators, a testing location, and date for the Iowa Achievement Tests. Parents must be certain that order forms and fees are received prior to the annual ordering deadline. When Iowas are ordered as a group, test results are returned to the school and copies are made for the school files and results are then mailed on to parents.
- Parents may choose to test with a private, approved test administrator, or with another approved group, as long as testing guidelines for certain grade levels and approved tests are followed. Testing administered by a student's parent beyond the group testing arrangements approved by Bob Jones University does not meet the school requirements in the 3rd, 5th, or 8th grades, or for the first year required testing for new members.
- Any deviation from the above guidelines must be pre-approved by the school administrator in advance of testing dates.

Changes of Address & Telephone, and Email

All contact information should be kept current.
Changes of address and telephone should be made
on the School Dashboard of our website
with an update to the member's profile.
Changes in email addresses should be emailed to
Teresa Stokes, t.stokes@mobilemrcs.org.