

HALLSTROM CODE OF CONDUCT

The purpose of this code of conduct is to promote behavior that honors the Lord. We require all 8-12 grade students to review and sign an Integrity Covenant agreeing to what is outlined below. As a group of Christian families, our witness to others, both in word and action, is very important. "And whatever you do in word or deed, do all in the name of the Lord Jesus, giving thanks through Him to God the Father." Colossians 3:17

GENERAL CONDUCT

- ◆ All students will be held responsible for their actions and shall conduct themselves in keeping with their level of maturity, showing regard for established authority and the rights and welfare of others.
- ◆ We ask that students seek excellence, be honest, use clean speech, and be courteous and kind to all.
- ◆ All students in the building are required to attend Chapel at 10:00 a.m. each Tuesday. In Chapel, you will have an opportunity to worship the Lord, hear a Biblical message, pray with fellow students and parents, and hear important announcements. No cell phone use is allowed during Chapel. Although announcements are emailed to every family on Mondays and hard copies of announcements are available on Tuesdays, many important announcements are made and explained in greater detail during Chapel.
- ◆ If a student has a free period, he/she can go to Fellowship Hall, the Study Hall in the cafe, or outside with an adult. Crosspoint Church does not allow students to roam the building or grounds unattended.
- ◆ Any defacing or graffiti on Crosspoint Church property is grounds for immediate dismissal.
- ◆ No skateboarding, longboarding, rollerblading, or snowball throwing allowed on Crosspoint property.
- ◆ Any student found with possession of any type of weapon, firearm, tobacco, alcohol, or drugs will be expelled.

DATING

Hallstrom's primary purpose is to provide Christian education and support for one another as home schoolers. It is not to foster dating relationships. For this reason, we have implemented the following policy:

- ♦ Respectful language must be used at Hallstrom and all Hallstrom sponsored events. Inappropriate language or behavior should be brought to the attention of one of the Board members or event chaperones immediately.
- ♦ No pairing off as couples is allowed, and dating-type relationships will not be allowed at Hallstrom or Hallstrom sponsored events.
- ♦ Flirting, as well as any public display of affection, is not allowed.
- ♦ We want to encourage all students to develop healthy and godly relationships one with another. Friendships without the pressures of dating will prove to be a valuable part of the teen years.

DRESS CODE

Students must wear modest and appropriate clothing to Hallstrom. The goal of our dress code is two-fold: clothing that is modest and clothing that does not distract from an academic atmosphere. We do not strive for conformity but rather unity emphasizing flexibility. This is why we have a dress code rather than a non-flexible expensive uniform requirement.

It is the responsibility of each student to follow the dress code. It is the responsibility of each parent to be sure his/her student is in compliance with the dress code every week. Don't allow your children to put a Board member in the difficult and uncomfortable position of having to make a judgment call about their clothing. If you or they are uncertain about their clothing before coming to Hallstrom, change into something you are certain falls within the dress code. The Board commits to do our diligence in fairly enforcing the dress code. Whether students and parents agree with every part of the dress code, adherence is ultimately a heart issue. Parents, while you are not required to adhere to the dress code, please hold yourselves to these standards or higher. We need all parents cooperation in setting a high Biblical standard of modesty.

Clothing - All Students K-12

- ♦ Pants - solid color denim or khaki material (no writing or patterns)
- ♦ Tops - solid color polo or Hallstrom produced/related shirt
- ♦ Skirts and Dresses - solid color and to the knee (solid color leggings may be worn under)
- ♦ Zip up solid color sweatshirt or sweater may be worn unfastened over the required shirt
- ♦ Only FIRE or Hallstrom produced hoodies may be worn

P.E. and Dance Classes – All Students

- ♦ Students may change into loose-fitting, plain or Hallstrom-related t-shirts and modest shorts just before P.E. or dance classes.
- ♦ Students must change back into their dress code clothes immediately after class.

Additional Dress Code Policies

- ♦ No hats
- ♦ Clothes must be clean and not torn; no holes or fraying are allowed.
- ♦ Hair may not include distracting styles.
- ♦ Dyed hair must not be distracting.
- ♦ Boys and girls' hair must be worn so that the eyes are never covered.
- ♦ Young men's facial hair must be neatly trimmed.
- ♦ With the exception of women wearing earrings, the piercing of any body parts is unacceptable.
- ♦ No earrings are allowed for young men; other modest jewelry is acceptable.
- ♦ Appropriate footwear must be worn at all times
- ♦ No hats or caps are permitted to be worn inside the Crosspoint building.
- ♦ Tattoos are not allowed.
- ♦ Areas of dress not mentioned or defined in the above statements will be left to Board members for interpretation and enforcement.

Dress Code Infractions and Fines

- ◆ First Infraction
 - Student will be sent home to change into dress code appropriate clothing.
 - Student/parent will be cited and given a warning along with a hard copy of the dress code.
- ◆ Second Infraction
 - Student will be sent home to change into dress code appropriate clothing.
 - Student/parent will be fined \$25 per infraction.
 - Student/parent will be required to submit a written essay regarding Hallstrom's dress code.
 - Student will not be allowed back to Hallstrom classes until fine is paid and an essay is submitted.

ACADEMIC POLICIES

Attendance

Hallstrom requires a 75% or higher attendance to classes. This is a bare minimum, and students will find that their success at Hallstrom will benefit from the in class instruction. Check with each teacher for their absence/missed work policies.

Late or Incomplete Work

When registering for Hallstrom classes, both parents and students agree that all assigned work will be done on time and to the best of the student's ability. Serious consequences of non-compliance include Academic Probation and dismissal from the co-op. Families should not ask teachers to accept work that is often late or incomplete. Plan ahead; your teachers can help you work ahead if you know you will be away on vacation or busy with another commitment (i.e. theatre production, robotics competition, etc.). The Hallstrom Board and teachers strictly enforce this policy.

Midterm Notices

Midterm reports are issued to families who are behind in teacher payments and to 7 - 12 grade students who are incomplete in their assignments or below 70% in a class. Families are not allowed to register for the next semester until all their teachers are paid in full.

Academic Probation

Students who do not complete their assigned work and/or are earning below a 70% in any class at midterm or at the end of a semester may be placed on academic probation. If work continues to be incomplete and/or the student is not earning above 70% in all classes within a determined time frame, that student may be dismissed from Hallstrom.

Sports Participation Requirement

In order to be eligible to participate in practices or play in a game, a FIRE athlete who is enrolled in an academic class(es) at Hallstrom must be earning 70% or above in all of those classes and have a 75% attendance rate in all Hallstrom classes. Students who have received a citation are not eligible to play in a game until that situation is addressed and corrected.

CITATIONS AND DISMISSAL

Citations

Citations are issued by Board members for any violation of the Code of Conduct, including disrespectful or disruptive behavior while attending Hallstrom or Hallstrom related activities. When a first citation is issued, the parent and student are notified. If a second citation is issued, a conference is held with the parent, student, and the Board. A third citation is cause for dismissal from Hallstrom. Academic citations are issued for cheating or plagiarism and are treated as a double citation. If a family has received two or more citations in a year, they may be asked to re-interview.

Habitual Misconduct

The purpose of the Board is not to police or babysit your children. Families whose children are habitually not in compliance with the Hallstrom Code of Conduct will be asked to leave Hallstrom permanently.

Other Misconduct

Greater misconduct, occurring at Hallstrom or elsewhere, could result in immediate and permanent dismissal of a student and his/her family from Hallstrom. Other misconduct includes, but is not limited to: use of tobacco products, illegal drugs or alcohol, and posting or sending unacceptable information over the Internet via any social media. The Board reserves the right to dismiss any student or family at any time to maintain high Biblical standards.

HALLSTROM INTEGRITY COVENANT

As stated in our Statement of Faith, Hallstrom functions as a Christian community and should demonstrate to members of that community and the outside community the highest level of integrity. Through this document, the Hallstrom staff hopes that students and parents will gain a clear understanding of how students are expected to behave regarding integrity issues. When you agree with this covenant, it gives parents and students and the Hallstrom community as a whole an opportunity to commit together to uphold these policies.

Test Taking

- ♦ As a parent, I agree to administer tests at a time when I can observe the student throughout the test. Students may be alone in a separate room if I have ensured that all test-taking aids have been removed and the student does not leave the room during the test. I will not review the test, nor will my student prior to the actual test-taking session. The student will not have access to notes, texts, or other helps during the test unless the test directions stipulate this is acceptable. I will give no help during the test other than clarifying instructions.
- ♦ As a student, I agree to not preview tests. I agree not to discuss test content with fellow class members until after the class period when all the tests are turned in. I will not use notes, texts, or other helps unless I am instructed to do so by my teacher. During in-class tests I will not access and use another student's test answers nor will I allow another student to access my answers.

Homework Answer Keys

- ♦ As a parent, I agree to limit my student's access to the answer keys. Answer keys are to be used by the parents to grade a student's work. Parents may choose to sit with a student and cooperatively grade a student's work but no answers shall be changed and the parent should be present at all times (unless a teacher directs a student to rework incorrect problems, as in some of the math classes.) With the exception of cooperative grading, I agree to prohibit access by my student to answer keys. If required by the teacher, my signature on the homework ensures this policy was followed.

Homework

- ♦ As a student, I agree to turn in only work I have completed without the help of other students unless the teacher specifically allows more than one student to complete an assignment together. I will not: copy answers from another student, exchange or compare answers with another student, or use answer keys to complete or correct my work. I also agree to follow the guidelines issued in regards to plagiarism and cheating. I agree that all papers, reports, charts, and other written work will be properly credited if they are someone else's work.
- ♦ As a parent, I agree to sign or initial homework only if it is complete and the work is that of my student. I understand that it is my responsibility to supervise and give the needed level of support to my students each week to ensure their work is done to the best of their ability.

PARENT REQUIREMENTS

Parental Involvement

It is important to remember that Hallstrom is a cooperative effort on the part of parents, their children, and teachers. Parents must diligently monitor all their children's Hallstrom work (including their high school students) to ensure that homework and projects are well-done, complete, and turned in when due. This is the parents' responsibility and agreement with Hallstrom when registering their students for classes.

Parental Presence

A parent from each family must be present in the building whenever your child(ren) are in the building. After completing your weekly Service Job, your signature in the Volunteer Binder at the Board table tells us you have completed your Service Job and are also present in the building with your children.

Attending Classes/Parent Classroom Etiquette

As your children's primary teachers, parents may need to regularly attend your child's classes in order to monitor and help with weekly assignments, ensuring that all weekly assignments are completed, and, in general, stay in close contact with all your children's teachers. However, parents are not to ask questions during class or participate in class discussions unless specifically invited to do so by the teacher. Parents should never converse with other parents in the back of a classroom or use cell phones during a class.

Cleaning

This is one of the most important aspects of the agreement Hallstrom has with Crosspoint Church. It is critical that all Hallstrom families bear this in mind. If you or your child makes a mess, clean it up immediately. Vacuums are stored in the closet in Fellowship Hall, and there is carpet cleaner in case of spills. See a Board member for any other cleaning needs. In general, NO food or drinks (except water bottles) are allowed outside of the Fellowship Hall. We ask that each family cleans the area they occupy before they leave for the day.

Service Jobs

There are many weekly duties at Hallstrom. There is no way that all of the work can be done by the Board members and teachers. Parents who are not teachers will be assigned either a weekly Service Job or an event to help plan and execute. Hallstrom parents who teach a Hallstrom class are not required to do a Service Job. Sign in at the Board table after you have completed your Service Job each week.

Parents who have applied to have their 16-year-old or older students attend without a parent pay an additional \$100 fee per semester unless the parent performs a Service Job.

Leaving the Building

Should an emergency or illness arise, parents must have another parent agree to be responsible for their child(ren) if they have to leave for part of the day. You must sign out with a Board member at the Board table before leaving your child(ren) in the care of another adult. Parents are asked not to abuse this option.

Visitors

All visitors, including Hallstrom alumni, must check in at the Board table.

CROSSPOINT CHURCH BUILDING RULES

Hallstrom has been holding classes at Crosspoint Church, previously Temple Baptist, since the fall of 1998. We owe a great debt to the people of Crosspoint Church for their kindness and generosity to us. We praise the Lord for the good working relationship with which He has blessed us, and we ask all of our families to do everything in their power to ensure the continuation of this good relationship.

Crosspoint Church requests the following of all Hallstrom families:

- ♦ Please remind your children weekly that they are meeting in a church and should show their respect in how they act and how they treat the church's property.
- ♦ NO food or drink (except water bottles) is allowed in any rooms except Fellowship Hall. NO purple or red juices. NO gum. Any drinks you bring into the Fellowship Hall need to have a secure cap.
- ♦ Park only in the back parking lots (south side of building facing park). The front parking spaces (north side of building facing East State Street) need to be left open for use by Crosspoint Church.
- ♦ Enter only through the main glass doors on the south side. No other doors are to be propped open at any time. Do not let anyone in the building by the Gym door (the Crosspoint Church staff controls this entrance).
- ♦ The main doors are protected by a security system. You will need an app on your phone or a key fob in order to enter the building. The app is free; key fobs are \$5.25. See Lauren Gustafson, laurengustafson5@gmail.com, for the app or key fob.

- ◆ Know where your children are at all times. No one is to be wandering the halls during class time or during Chapel. Hallstrom is a Closed Campus which means no students are allowed outside without an adult.
- ◆ The Sanctuary is off limits except for Chapel time and scheduled classes.
- ◆ No running or loud talking in the halls.
- ◆ Crosspoint Church also cautions all parents that their East State Street location and the park behind the church are very public areas which draw many kinds of people. Children and teens allowed outside need to be accompanied by an adult at all times.
- ◆ No skateboarding, longboarding, rollerblading, or snowball throwing allowed on Crosspoint Church property.
- ◆ Kitchen Use: Please limit your personal use of the kitchen to the microwaves.