

FAITH LUTHERAN CHURCH

Board of Parish Education

DAY SCHOOL TUITION ASSISTANCE POLICY

CHURCH CONSTITUTION:

Article VII of the Faith Lutheran Church Constitution (*as of 3/1/2002*) states in material part that it shall be the duty of all members to bring up their children in the nurturing and admonition of the Lord, to teach them religion at home and to send them to Sunday school and confirmation classes. All parents of our church are encouraged to send their children to a Lutheran day school. Furthermore, it shall be the duty of every communicant member to contribute toward all that the congregation has made its concern and to assist in bearing its burdens.

Additionally, Article VI of the Faith Lutheran Church Constitution (*as of 3/1/2002*) states in material part that it shall be duty of all members to exercise faithful stewardship of God's many gifts. Toward that end, the Board of Parish Education has adopted the following policies relating to active membership and student effort.

I. ACTIVE MEMBER POLICY:

The Faith Lutheran Church Board of Parish Education (Board) wishes to stress the importance of a Lutheran education reinforced by attendance at our worship services and Sunday school. The Board adopts the following active member policy for all families who receive tuition assistance to attend a Lutheran day school to respect the commitment that our congregation has made.

1. As approved in the annual church budget, funds for tuition assistance shall be paid for attendance to any Lutheran day school offering educational instruction to students in grades K-8.
2. Tuition assistance, in an amount up to 80% of the annual tuition charge for attendance at the Lutheran day school, shall only be paid for the children of communicant members of Faith Lutheran Church. The Board will consider special circumstances on a case-by-case basis.
3. The Board shall no less than annually, prior to June 1st, determine an exact dollar amount of tuition assistance to be provided to each student pursuant to this policy. It shall be the duty of the Board chairperson to provide notification of the Board's determination to the President of the Church Council and others as necessary to carry out the provision of tuition assistance as set forth in this policy.
4. Families who receive tuition assistance to attend a Lutheran day school are expected to attend our worship services and Sunday School at least 50% of the Sundays.
5. Families visiting another Christian church may bring a church bulletin or signed visitors' card to show they attended a church other than ours. Bulletins and visitors' cards from other Christian churches may account for no more than 7 (seven) Sundays per year.

6. It shall be the duty of the Board to periodically review the attendance records of these families.
 - A. Attendance at church services shall be monitored by the signed pew registration forms and records as maintained by the Board. It is the responsibility of the parents and/or children to see that their names are recorded on the pew registration forms. The Board records shall be the official records.
 - B. Attendance will be reviewed periodically by the Board and Senior Pastor. In cases where the records indicate a concern, parent(s) will be notified by the Board.
 - C. The Board shall review each case individually, taking into consideration each family's dynamics including but not limited to work schedules, travel schedules, vacations, family illnesses, and single-parent family issues.
7. Any family that has not met the required 50% attendance policy will be discussed and upon no less than a 3/4 majority vote of the Board, the tuition assistance for that family's children may be withheld. At the Board's discretion, they may suspend the payment of tuition assistance for a period of at least one month up to no more than one entire school year.

II. STUDENT EFFORT POLICY:

The Faith Lutheran Church Board of Education (Board) wishes to emphasize that the tuition assistance provided by the congregation is one of God's gifts and as such should be used faithfully and wisely in providing the children of the congregation with a Lutheran education at a Lutheran day school.

1. Each student receiving tuition assistance from the congregation must exhibit and put forth a sincere effort at being successful in their academic career.
2. Indicators of a lack of sincere effort include, but are not limited to:
 - A. Absences. Extreme numbers of absences from school in an academic quarter that are not as a result of health issues or other reasons beyond the control of the student and/or parent(s).
 - B. Academic Failure. Failure to be promoted to the next grade level, for reasons other than health or other reasons beyond the control of the student or parent(s).
 - C. Unsatisfactory Reports. Reports, by the student's teacher(s), of exceedingly low levels of academic effort, as exhibited by an extreme lack of classroom participation and completion of assigned tasks and a failure to remedy such low levels of academic effort after being counseled by the student's teacher(s) and/or the Board.
 - D. Behavior. Reports, by the student's teacher(s) of poor behavior that rises to a level of interfering with the learning process and ability of that student and other students in the same classroom.
3. The Board shall inform the teachers of all students receiving tuition assistance of this policy and thereafter periodically inquire as to any instances of non-compliance.

4. Any student who does not comply with this policy will be discussed by the Board and each case will be reviewed individually. Upon a finding of non-compliance by the Board, the Board at its discretion may suspend the payment of tuition assistance for a period of at least one month up to no more than the remainder of the current school year.

III. NOTIFICATION AND APPEAL

1. The Chairperson of the Board shall communicate decisions to suspend tuition assistance as follows:
 - A. The parents of the child are to be notified that tuition assistance payments will cease.
 - B. The Church office and Treasurer are notified to withhold tuition assistance payment.
 - C. The school office of the Lutheran day school shall be notified that tuition assistance for that child will not be paid by Faith Lutheran Church.
 - D. The senior pastor, board of elders, president of the congregation, and Church Council will be notified.
2. Parents wishing to appeal the Board's decision may be heard at one of its meetings. If the Board's decision is upheld, the parents may appeal to the Church Council, and then finally make an appeal at a meeting of the Voters' Assembly.
3. Families that have had tuition assistance payments suspended may, after expiration of the period of suspension of payments, request in writing to the Board that tuition assistance payments paid by the congregation resume.
 - A. In cases concerning active membership, as a minimum pre-requisite to the resumption of tuition assistance the parents and student(s) will need to show compliance with this policy during the period of suspension and beyond.
 - B. In cases concerning student effort, as a minimum pre-requisite to the resumption of tuition assistance the parents and student(s) will need to show compliance with this policy during the period of suspension and beyond, as verified, if need be, by the teachers and administration at the Lutheran day school.