



# ADVENT

EVANGELICAL LUTHERAN  
CHURCH AND SCHOOL

**2022-2023**

**Parent Handbook**

## **Statement of Faith**

Our statement of faith is the Apostles' Creed, the oldest and most broadly accepted summary of Christianity's essential beliefs.

We believe, teach, and confess that the canonical books of the Bible, both the Old and New Testaments, are the only verbally inspired, infallible, authoritative, inerrant Word of God, fully sufficient for all of faith and life. *Verbum Dei manet aeternum* (Latin for "The Word of God abides forever"). God's Word is true, immutable, and the foundation of all that we do, think, and teach at Advent.

We accept without reservation the confessional writings of the Lutheran Church-Missouri Synod, as found in the Book of Concord, as a true, unadulterated statement and exposition of the Word of God. All teaching, liturgy, and life at Advent is Christ-centered. The Gospel predominates all that we say and do.

## **Statement on Marriage and the Sanctity of Human Life**

We believe that marriage is between a man and a woman, as the Bible teaches.

We believe that all human life is sacred and created by God in His image. Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death. We are therefore called to defend, protect, and value all human life.

## **Mission Statement**

It is the mission of Advent Lutheran School to assist parents by providing a Christ-centered, classical, Lutheran education that nourishes the minds, bodies, and souls of our students so that they are prepared for life in their church, life in their home and community, and life everlasting.

## **Philosophy of Education**

**Advent is a Lutheran school.** As a Lutheran school, we hold to Holy Scripture and our Lutheran Confessions (see "Statement of Faith"). We are fortunate to be able to draw on the rich tradition of the Lutheran Church-Missouri Synod schools. These schools offer a high standard of excellence. We are committed to providing this same standard of excellence here at Advent. Academic faithfulness and excellence is expected from all Advent students and staff.

**We are a classical school.** We fully embrace classical education and the seven Liberal Arts tradition: the Trivium being the art of language, the Quadrivium being the art of mathematics. Students are cultivated in wisdom, eloquence, and virtue. They are trained to know and to do the good, the true, and the beautiful. Our Lord is the Source of these; He is the Fount of all

worthwhile knowledge. This understanding permeates everything we do in and out of the classroom.

All man is sinful. A child is sinful. There is nothing in us that is good. Therefore, we must look, not within ourselves to know what is good, but outside ourselves. We look to Christ for salvation; for in Him alone is salvation found and in no other. We are the inheritors of a rich and wonderful tradition in our Western Civilization. The Western Civilization is a body of ideals and values from the cultures of Athens, Rome, and Jerusalem, transformed and completed by Christianity. We look outside ourselves to examine, admire, and imitate the best of what our Western Civilization has to offer, be it in art, literature, politics, history, or mathematics.

### **Admissions Process**

Parents seeking to enroll their child at Advent Lutheran School must complete the application form. Once this is completed, the Headmaster will then assess the prospective student. An interview with the family will also be conducted with the Headmaster. Parents are required to read through the Parent Handbook and return a signed copy of the Advent Lutheran School Parent Agreement form (included in the Parent Handbook). Advent Lutheran School exclusively reserves the right to admit and de-admit students.

### **Non-Discriminatory Policy**

Advent Lutheran School admits students of any race, color, or national/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, or nation/ethnic origin in administration of its educational policies, admissions policies, tuition assistance program, or other school-administered programs.

### **Class Subjects**

**Theology:** Starting the school day with Matins is certainly the right way to begin. Saying the Creed, the Lord's Prayer, the Kyrie... all these will soon become second nature for the students. We want to synchronize teaching between Advent's church and school as much as possible, which is why the school will use the church's "Congregation at Prayer", printed in the weekly church bulletin. From this will come catechetical instruction (Bible verse, Small Catechism, Psalm, etc.). The students will also be exposed to plenty of Bible stories.

**Reading/Spelling:** Phonics-based reading instruction is the most effective and efficient way to teach reading. Phonogram flashcards will be a big part of instruction. *Classical Phonics* (Memoria Press) consists of phonetically arranged word lists for students to practice their growing phonics skills. In each word list, there are no context clues, so the learner must rely on his mastery of

letter sounds. This approach to teaching reading will build confident readers. *Traditional Spelling* (Memoria Press) embraces a comprehensive and phonetic method to teaching spelling.

**Writing:** Good penmanship is a skill, and it is a valuable skill. Not only does handwriting teach fine motor skills, but it helps a person remember information better. Writing down a Bible verse, a poem, or an important quotation from a book, allows for that piece of information to sink into the student's memory. Beautiful penmanship will be taught and stressed in class. The writing curricula that we will use teaches penmanship, basic grammar, spelling, accuracy, attention to detail, and memory. Cursive writing will begin in 2<sup>nd</sup> or 3<sup>rd</sup> grade, depending on the student.

**Literature:** A child's imagination is precious. Books, no matter what kind they are, impact the delicate imagination of a child. What kind of literature best fosters the imagination of a small child? Answer: fairy tales, folk tales, legends, myths, and beautiful poetry. These are the basic building blocks of more complex literature. Reading about wizards and dragons, faraway lands and magical forests, these are good things for a young child to take in, to think about, to imagine. It is this kind of literature that feeds and nourishes the imagination of a young child and helps a child to read metaphorically. To understand metaphors is a valuable skill.

**Math:** Singapore Math will be our primary curriculum. Singapore Math is focused on mastery, which is achieved through intentional sequencing of concepts. Some key features of Singapore are CPA (Concrete, Pictorial, Abstract), number bonds, bar modeling, and mental math. Saxon embraces an incremental approach, one lesson at a time, using knowledge acquired in previous lessons as a foundation. The students will also be exposed to math riddles and puzzles, types of problems that compel a student to think *laterally*. Students will take timed tests (addition, subtraction, multiplication, division) regularly in class. Math manipulatives will be used.

**Science:** Teachers of younger students have a responsibility to foster a child's wonder. Wonder is a condition for all future study. This is especially true when it comes to teaching science. We delight in and wonder about God's beautiful creation! At this level, science involves mainly identification. Students will learn how to identify: seeds, wildflowers, trees, mammals, insects, birds, and the celestial bodies. *Patterns of Nature* (Memoria Press) consists of lessons in an illustrated workbook. Students will also go through an in-depth study of a variety of mammals. We will also do nature walks and some cooking classes.

**History:** Before students learn about other civilizations, like the Greeks and Romans, they need to learn about their own. At this stage, we will focus on American History. Students will learn about the early settlers of this land, the Thirteen Colonies, the Revolutionary War, the Civil War, and other significant events and people that shaped American history. Chronological expositions of key events and figures will be explored; source documents and vivid biographies will be observed; and significant dates and people memorized. Once their own American history is learned, then the building blocks are in place for them to learn about other world histories.

**Latin:** Why must Latin be a part of our curriculum? Here are three reasons: (1) with over 60% of our English vocabulary being derived from Latin, to understand Latin is to better understand our own English language; (2) as an inflected language, Latin teaches grammar and logical thinking more concretely than English; (3) to more fully understand our Western Heritage, we

must understand the language of our forebearers, which is the thread that has held our civilization together for the past two thousand years.

If we start Latin this year, we will not do a whole lot of it. We will work our way into it slowly and methodically. Most classical schools formally begin Latin instruction in 2<sup>nd</sup> or 3<sup>rd</sup> grade. *Prima Latina* (Memoria Press) uses a clear and systematic format to introduce Latin to young students. It teaches important English and Latin grammar concepts, as well as vocabulary, and more.

### **Matins**

Matins is a morning prayer service. We will begin each school day, Monday through Friday, with Matins in the sanctuary at 8:30. In church and in prayer is the appropriate way to start the school day. At Matins, students will pray the Lord's Prayer, say the Kyrie, recite Bible verses and parts of the Catechism, sing the Psalms, and more. Before long, these beautiful things will become second nature for the students. And this is what we want! We want to instill these good, true, and lovely things in our students so that these become part of the student. Students are expected to attend Matins, Monday through Friday, and their families are also encouraged to come.

### **Homework Policy**

We want students to enjoy being home, and we want them to spend quality time with their families. Though it has its benefits, homework can intrude on this valuable family time. Under no circumstance will Advent Lutheran School teachers assign "busywork" homework to students; but, rather, substantive, family-relationship-building reinforcements for what students are learning in class. First and second grade students can expect to receive one to two hours of homework per week (approximately 20-25 minutes/day).

### **Grading Scale and Parent-Teacher Conferences**

Students will be graded on the A, B, C, D, F scale. Report Cards will be issued at the end of each academic quarter. Parent-Teacher conferences will be held at the end of each quarter, but parents or teachers may schedule additional conferences as needed.

Though the traditional grading scale does have value, we believe in mastery learning and realize that a letter-grade will not fully convey a student's understanding of a particular subject. What has more value will be the feedback that a student and parents will receive from the teacher on a regular basis.

## **Uniform and Dress Code**

The personal appearance of students at Advent Lutheran School should be modest and reflect a humble demeanor, as is fitting for a Christian school. The uniform helps inculcate a sense of harmony with the school and frees students and their families from concerns about style so that they can focus on the school's mission.

Our uniform and dress code will continue to develop as we grow as a school. For this school year, a solid-colored blue, gray, or white polo shirt is required, along with navy blue or khaki shorts/pants for the boys. Girls can wear these but are also allowed to wear a navy blue or plaid skirt, dress, or jumper. All pants and shorts must be flat-front; no corduroy, cargo, etc. Shirts need to be tucked in and a brown belt needs to be worn. Laced shoes or brown loafers must be worn. Solid-colored sweaters/sweatshirts can be worn but cannot have any logos. Jackets can be worn outside but not inside. Students can bring a change of clothing for recess/PE time, which includes dark-colored gym shorts and a white shirt. All students are required to abide by the school dress code.

## **Attendance**

A student enrolled at Advent Lutheran School is expected to be present and on time every day that school is in session, as determined by the school calendar. Regular and punctual attendance is absolutely necessary for your child's education and participation in the Advent community. If a student needs to be absent from school for any reason, the parents should contact the school as soon as possible. In the event that a student is absent 10 or more days for the school year, the student may not receive credit for his academic work that year. Days absent due to family vacations are considered absences. Absences will be excused on account of a student having a doctor's note. In the case of a family emergency, absences can also be excused. In any instance of your child being absent, the make-up work will be given the first day they return to school. Students arriving after 8:25am will be considered tardy.

## **Discipline Policy**

We are all sinners. Even a seemingly innocent child falls short and misbehaves. This is to be expected. However, infractions and behavioral issues must be dealt with, for the sake of the offender and for the sake of the rest of the group. Every wrongdoing is unique and requires a unique response. A student will be told directly and immediately when he has committed an offense. Should the issue continue, more appropriate action can be used by the teacher. These could include: removing the student from the activity/classroom, calling the parent, the student being sent home, etc. Although discipline can seem harsh, it is for the student's good and must always be done out of love for the student's well-being and growth.

### **Student Drop-off and Pickup**

Students should be taken to north entrance of Advent's building. The drop-off window for students is between 8 and 8:25am. Matins begins promptly at 8:30am. Family members are most welcome and encouraged to attend Matins with their children. Upon arrival to school, students are to immediately proceed inside the building and to the classroom. Should a student arrive before 8am, the student must remain with the parent until 8am. A student who arrives after 8:25am will be marked Tardy.

The school day ends at 3:15pm. Students will be taken to the north entrance by the teacher around 3:15pm to be picked up. The teacher will wait with the students at the north entrance until 3:30pm. At 3:30pm, the teacher will escort any remaining students back to the classroom. If a parent arrives after 3:30pm, that parent will have to come in the building and to the classroom to get their child.

### **School Cancellation and Delays**

Should the school day need to be cancelled or delayed for inclement weather or for another reason, parents will be notified by the Headmaster by 7am that day.

### **School Supplies**

Please provide the following school materials for your child:

- sketchpad with drawing quality paper, which will be used in science, art, history, and literature class
- 1-inch, 3-ring binder with pockets on the inside
- dozen regular pencils
- colored pencils
- large eraser
- personal, reusable water bottle with a watertight lid
- additional art supplies will be announced throughout the school year

Rev. Aaron Schultz, Headmaster and Associate Pastor

Advent Lutheran Church and School

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559-920-0476 (cell)



# ADVENT

EVANGELICAL LUTHERAN  
CHURCH AND SCHOOL

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ZIONSVILLE, IN 46077

317-873-6318

[WWW.ADVENTLUTHERAN.ORG](http://WWW.ADVENTLUTHERAN.ORG)

**Advent Lutheran School Parent Agreement**

Parents: Please read the following statements carefully and sign below to indicate your agreement.

I hereby affirm that I have read the Parent Handbook and discussed its policies with my student. I certify that I consent to and will submit to all governing policies of the school, including all applicable policies in the Parent Handbook.

I understand that the standards of the school do not tolerate profanity, obscenity in word or action, dishonor to the Holy Trinity and the Word of God, disrespect to the personnel of the school, or continued disobedience to the established polices of the school.

I understand that the services of the school are engaged by the mutual consent, and that either the school or I reserve the right to terminate any or all services at any time. I understand that the Parent Handbook does not contractually bind Advent Lutheran School and is subject to change without notice by decision of Advent Lutheran School’s governing body. Admission to the school is a privilege, not a right, and admission for one school year does not guarantee automatic admission for future school year.

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Name of Student(s)

\_\_\_\_\_  
Date

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Father’s Name (print)

\_\_\_\_\_  
Signature of Father

\_\_\_\_\_  
Mother’s Name (print)

\_\_\_\_\_  
Signature of Mother