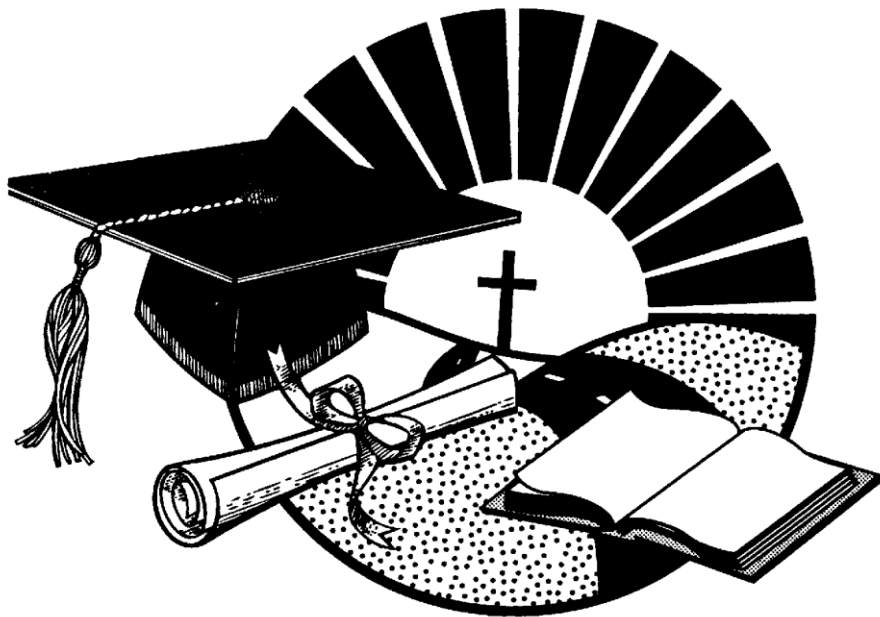


Sunshine Bible Academy



2011 Student Handbook

God's Truth for Today's Youth

Dear Parents and Students,

I am excited about what God has in store for Sunshine Bible Academy this year, and I trust that our school will be able to come alongside families and churches in order to work together in training children in the nurture and admonition of the Lord.

Ultimately, I believe that God has instituted the family as the major arena of teaching for children. Our purpose at Sunshine Bible Academy is to assist families with their God-given responsibility to train their children in a God-centered worldview, with the goal being a lifetime of service to Jesus Christ. We commit to partner with both home and church to instill in each child an authentic and applicable worldview using God's Word as the plumb-line for truth, not textbooks or society.

Choosing where their children will attend school is one of the most important decisions that any parent has to make. At Sunshine Bible Academy, we do not take for granted the trust that you have placed in us and the important responsibility that we have before the Lord in providing education for our students.

As we celebrate 60 years of sharing God's truth with students, we are looking forward with anticipation and expectation for a wonderful year. The success of each school year is due in no small part to the policies and guidelines that have been established by the SBA board; this handbook will help you to understand what is expected of each student at SBA and how those policies and guidelines provide an atmosphere conducive to orderliness and accountability.

Thank you for partnering with us to make 2011-12 a year filled with academic and spiritual growth.

In Him,



*Jason B. Watson
Superintendent/Principal*

MISSION STATEMENT

The purpose of Sunshine Bible Academy is to provide a K-12 Christian educational system that includes a local day-school elementary education program and a residential secondary education program. Historically developed in a rural setting, Sunshine Bible Academy continues to serve families from ranches and farms as well as families from urban areas and foreign countries.

The residential component allows Sunshine Bible Academy to be a ministry to families by providing a Christ centered accredited education for families who desire to attend an excellent Christian school in a strong evangelical non-denominational environment.

Students attending Sunshine Bible Academy are provided an accredited academic program in an atmosphere supportive of spiritual, social, and physical development according to a Biblical philosophy of life. Activities and opportunities will be provided to:

1. Develop within students a respect for learning that will make learning a life-long process.
2. Strive to meet the diversity of individual needs, interests, abilities, and learning styles of students.
3. Enhance the development of responsible citizenship for fulfilling roles of leadership and group participation in life.
4. Promote basic skills including reading, writing, speaking, listening, observing, critical thinking, reasoning, problem solving, and logic in all students.
5. Encourage students in the appreciation, development of skills, and the exploration of talent in music, drama, physical, and practical arts.
6. Assist students in acquiring knowledge and skills to enhance their physical and mental health, which would enable them to accept in themselves and others the Biblically based importance of feelings, dignity, and self worth.
7. Challenge students through successful learning experiences at their ability level which will guide them in personal, social, ethical, moral, and psychological development, with the ultimate experience being the initiation and maturing growth in Jesus Christ as both Savior and Lord.

PHILOSOPHY

Sunshine Bible Academy is committed to a Biblical philosophy of education, a theistic, God-centered philosophy as opposed to a humanistic, man-centered worldview of life. We believe that everything is ultimately related to God and that true education must include revelation from God through His Spirit, His creation, His written Word and Son, Jesus Christ.

Since “the fear of the Lord is the beginning of knowledge,” (Proverbs 1:7), education necessarily must be a process by which we learn to see things from God’s point of view. This process must progress from the learning of Biblical truth to the application of that truth to everyday life. Because in God the Son, Jesus Christ, the creator, architect, and sustainer “are hid all the treasures of wisdom and knowledge” (Colossians 2:3), we believe all knowledge of truth must be viewed as coming from Him.

We believe the Bible to be the revelation of God’s plan and purpose for mankind and a trustworthy authority for faith and practice in the living of the Christian life. From God’s Word we understand that man was created in the image of God, but through the entrance of sin into the human race, man has a basic need to confess his sin, receive salvation from sin, and inherit eternal life through the grace God has given through the life of Jesus Christ.

We believe that Sunshine Bible Academy exists to assist parents with their responsibility to raise their children in the nurture and admonition of the Lord. We believe parents have the obligation to teach their own children in matters of morality and faith, and that formal schooling should support the efforts of parents. We believe behaviors are morally right or wrong because God has declared such in His Word, and values for life are true only if they are based upon His Word. Values based upon principles in God’s Word give meaning, purpose, and design, enabling man to respond to God through faith in love and obedience, joyfully doing His will.

We believe that each student has individual worth and dignity, having been created in the image of God; and that the full potential of each student can be developed through the knowledge of Jesus Christ as personal Savior and Lord and through the disciplined approach to learning in an environment supportive of the pursuit of knowledge and excellence.

Sunshine Bible Academy is a Christian educational system committed to glorifying God by teaching students to love God and to learn academic, social, spiritual, and physical concepts and skills to live a productive, responsible life in family, church, and civic relationships.

The policies have been established to provide a nurturing environment for the educational, emotional, and spiritual development of young people. The responsibility for carrying out the goals expressed in the mission statement and the beliefs stated in the philosophy, must be shared by all members of the SBA community.

DOCTRINAL STATEMENT

1. We believe in the Scriptures of the Old and New Testaments as verbally inspired by God (II Tim. 3:16-17 and II Peter 1:19-21), and inerrant in the original writings, and that they are of supreme and final authority in faith and life (Deut. 8:3 and Matt. 5:18).
2. We believe in one God (Deut. 6:4), eternally existing in three persons - Father, Son, and Holy Spirit (Matt. 28:18-19).
3. We believe that Jesus Christ was begotten by the Holy Spirit and born of the Virgin Mary (Matt. 1:16-23), and is true God and true man (John 1:14).
4. We believe that man was created in the image of God (Gen. 1:26-28); that he sinned and thereby incurred, not only physical death, but also that spiritual death which is separation from God (Gen.3), and that all human beings are born with a sinful nature and, in the case of those who reach moral responsibility, become sinners in thought, word, and deed (Rom. 5:12-19).
5. We believe that the Lord Jesus Christ died for our sins, according to the Scriptures (I Cor. 15:3-4) as a representative and substitutionary sacrifice (Rom. 5:8, 18); and all that believe in Him are justified on the ground of His shed blood. (Rom. 4:24-25).
6. We believe in the resurrection of the crucified body of our Lord (I Cor. 15:3-8), in His ascension into heaven (Acts 1:9), and in His present life there for us as High Priest and Advocate (Heb. 4:14-16).
7. We believe in that "blessed hope" (Titus 2:13, I Thess. 4:13-18) – the personal, premillennial and imminent return of our Lord and Savior Jesus Christ.
8. We believe that all who receive by faith the Lord Jesus Christ are born again of the Holy Spirit and thereby become children of God (Titus 3:5 and Rom. 8:14-16).
9. We believe in the bodily resurrection of the just and the unjust, the everlasting blessedness of the saved, and the everlasting, conscious suffering of the lost (Rev. 20:4-21:8).

SUNSHINE BIBLE ACADEMY ORGANIZATION

*Each one should use whatever gift he has received to serve others, faithfully administering God's grace in its various forms.
I Peter 4:10*

SUPERINTENDENT/DIRECTOR

The superintendent is the chief executive officer of the School Board and exercises general oversight and leadership of the campus ministry of SBA, including staff, faculty, and all resources necessary to carry out the programs of the school.

PRINCIPAL

The principal is the supervisor of the academic program of the school, class schedules, curriculum, and co-curricular activities. The principal's primary responsibility is to promote the educational growth and development of students and faculty.

DEAN OF STUDENTS

The dean serves under the superintendent as the overseer of the school's student life outside of academics, including discipline, the Gratis work program, and student mission trips.

CHAPLAIN

The chaplain oversees the chapel program and other spiritual activities on campus. The chaplain is available as a counselor to all students.

BUSINESS MANAGER

The business manager is responsible for all fiscal affairs.

SCHOOL OFFICE

The school office is open weekdays between 7:45am and 5:00pm. Students should be in the office only for appropriate business. The office is closed on weekends.

*"Hear, O Israel: The Lord our God, the Lord, is one. Love the Lord your God with all your heart and with all your soul and with all your strength. These commandments that I give you today are to be upon your hearts. Impress them on your children. Talk about them when you walk along the road, when you lie down and when you get up. Tie them as symbols on your hands and bind them on your foreheads. Write them on the doorframes of your houses and on your gates."
Deuteronomy 6:4-9*

ACADEMICS

The discerning heart seeks knowledge. Proverbs 15:14

For the Lord gives wisdom, and from His mouth come knowledge and understanding. Proverbs 2:6

ACCREDITATION

Sunshine Bible Academy is accredited by the State of South Dakota Division of Elementary and Secondary Education and also a member of ACSI (Association of Christian Schools International).

GRADE LEVEL CLASSIFICATION

Students will be classified according to grade level by the following criteria:

<u>Classification:</u>	Freshman	Sophomore	Junior	Senior
<u>Credits:</u>	0- 5.75	6 - 11.75	12 - 17.75	18 - +

COURSE REQUIREMENTS/ELECTIVES

Freshmen:

Bible I (Old Testament)
English I
Physical Science
Algebra I/Pre-Algebra
World Geography
Keyboarding I
Study Skills/Intro to IA

Sophomores:

Bible II (New Testament)
English II
Biology
Algebra II*/Geometry*
Speech
Electives

Juniors:

Bible III (Comparative Religion)
English III
U.S. History
1 Math or Science
Electives

Seniors:

Bible IV (Religious Ed & Theology)
English IV
U.S. Government
Electives

Choice of Electives:

Accounting	Chemistry*	Health	Physics*
Algebra II*	Computers I/II	Geometry*	Pre-Calc*
Anatomy	Comp Aided Drafting	Journalism	Spanish I/II
Automotive	Consumer Math	Music Theory/History	Trig/Discrete Math*
Band/Choir	Drama	Personal Finance	Welding
Building Trades	Economics	Physical Education	Woodworking
Calculus*			World History

PREREQUISITES FOR CLASSES

Students must have met the following prerequisites, or be recommended by a teacher, before they can sign up for these classes:

- * Algebra II – Algebra I with at least a C-
- * Pre-Calc – Algebra I & II; at least a C- in Algebra II
- * Trig/Discrete Math – Algebra I, II, Pre-Calc; at least a C- in Pre-Calc
- * Geometry – Algebra I with at least a C-
- * Chemistry – Physical Science with a C-, 2 years of math with at least Algebra I recommended
- * Physics – Physical Science with a C-, Algebra II with C-

Students entering elective classes will have a five-day trial period from the beginning of the class in which to drop out without reason; however, they should normally enroll in another class.

COURSE DESCRIPTIONS

ENGLISH

English I: English I for freshmen includes teaching grammar usage and mechanics with an emphasis on application to writing skills.

Library and Internet skills for research are included to facilitate research for writing. Spelling is taught through the use of the four basic spelling rules and seven keys to good spelling. Vocabulary is taught to improve skills in writing, reading, and speaking. A variety of literature, organized by themes, is included in the course to build appreciation for good literature.

English II: English II for sophomores includes teaching grammar usage and mechanics with an emphasis on application to writing skills. Library and Internet skills for research are reinforced to facilitate research for writing. Spelling and vocabulary are included to promote good skills in writing, reading and speaking.

English III: English III for juniors includes reinforcing grammar usage and mechanics to improve writing skills. The study of vocabulary includes syllabication, pronunciation, parts of speech, synonyms, and antonyms. It also includes the study of prefixes, suffixes, and word roots. Spelling is included to continue promoting good skills in writing and reading. Internet research skills are included to facilitate research for the writing of research papers. American literature is taught to introduce American authors and various genres: short stories, drama, poetry, essays, and novels.

English IV: English IV includes the study of English literature from the Anglo-Saxon period to the 20th century. *Macbeth* and *Pilgrim's Progress* are read in their entirety. Students build vocabulary through drills and study of prefixes, suffixes, and roots. Advanced grammar exercises continue to help the student understand syntax of sentences in order to improve their creative, technical, and persuasive writing assignments.

Speech: The speech course includes teaching the basic skills necessary to speak to others, in small groups or in front of audiences. The course includes choosing a topic, researching a topic, outlining, and using good vocal qualities and good body language. The student will learn to give different kinds of speeches including informative, persuasive, and demonstrative. Other activities include debate, parliamentary procedure, and performing literature.

MATHEMATICS

Consumer Math: Consumer Math is designed for the student who is interested in everything from the ways in which one earns money to how to invest that money for their future. In keeping with Biblical principles, the student will learn about banking, savings, loans, mortgages, and insurance as well as learn to calculate interest, payments, and earnings. The student will be challenged to be a good steward of their resources as they create a budget and experience some of the “budget busters” and “budget blessings” of everyday life.

Pre-Algebra: Pre-Algebra helps students to ease into algebraic concepts while brushing up on foundational mathematic skills. Each unit includes a sketch of a Biblical character and explains how math was used in the Bible at the time. The students are challenged to use scripture as they discover and prove mathematical concepts from a Biblical perspective, not just a scientific perspective.

Algebra I: Algebra I provides a formal development of the algebraic skills and concepts necessary for students who will take other advanced courses. In particular, the instructional program in this course provides for the use of algebraic skills in a wide range of problem-solving situations. The concept of function is emphasized throughout the course. Topics include: 1) operations with real numbers, 2) linear equations and inequalities, 3) relations and functions, 4) polynomials, 5) algebraic fractions, and 6) nonlinear equations.

Algebra II: This two-semester mathematics course includes the study of operations, linear equations, linear relations, quadratic equations, and polynomial functions in the first semester. Topics of the second semester are systems of equations and inequalities, radicals, complex numbers, rational expressions and equations, right triangle trigonometry, inverse functions, and permutations and combinations.

Discrete Math: This one-semester mathematics course involves descriptive and inferential statistics, various types of finite sequence and mathematical induction, combinatorics, and probabilities and their applications.

Geometry: This class is a comprehensive study of Euclidean geometry. Emphasis is placed on logic, plane geometry, solid geometry, and transformations. Applications and constructions are discovered with the use of hands-on activities and *Geometry Sketchpad* software.

Pre-Calculus: This two-semester mathematics course involves the study of trigonometry, evaluating, identifying, graphing, and solving polynomials, functions, and inverse functions in the fall semester. Topics of the spring semester include solving various types of equations, conic sections and polar graphs, complex numbers, and matrix algebra.

Limits and Intro to Calculus: This one-semester mathematics course involves limits, infinite series, and iterated functions and an introduction to differential calculus.

SCIENCE

Anatomy: This advanced biology class will cover the anatomy and physiology of the 11 organ systems of the human body. Each system’s tasks, along with its interaction and integration with other systems, will make up the concentration of the course. The information will be supplemented by viewing slides, testing blood, and using a coloring book to define systems within the body. Students must have completed a one year biology course and a one year chemistry course.

Biology: This two-semester lab science course involves the study of botany, human anatomy and physiology, zoology, and cellular and molecular biology at sophomore level. A leaf project is required for the fall semester. Dissections of organs and various animals occur in the spring semester.

Chemistry: This two-semester lab science course involves the study of matter, stoichiometry, chemical thermodynamics, atomic structure, and the periodic table in the first semester. Topics of the second semester include chemical bonding, intermolecular forces, selected nonmetals, metals, and semimetals, solutions, colloids, chemical kinetics, acids, bases, and salts, nuclear chemistry and organic chemistry. This course is taught at a junior/senior level.

Physical Science: This two-semester lab science course involves the study of meteorology, oceanography, chemistry, geology, and physics at a freshman level. The scientific method will be applied in labs in each of these areas of science.

Physics: This two-semester lab science course involves the study of the states of measurement, classical mechanics, matter and thermodynamics, electromagnetics, geometric optics and light, and modern physics at a junior/senior level. Numerous labs and demonstrations will be performed in these areas of physics. Modern technology will be utilized when possible.

SOCIAL STUDIES

Economics: Economics provides a study of microeconomic and macroeconomic principles. Some themes covered include the problem of scarcity, subjective valuation, general market principles, the role of government in exchange, international trade, and international monetary system. Examination is also given to contemporary themes in economics such as poor relief, environmental issues, and price control schemes.

United States History: United States History provides for a survey of the people and events associated with the United States from 17th century colonial establishment through the Post World War II era. Themes include social, political, and military developments that have shaped American society.

United States Government: United States Government provides for a study of the Constitution of the United States. Topics include a historical background of the American governmental system, survey of the articles of the Constitution, the Bill of Rights and other amendments, state and local government, and a brief survey of political issues in contemporary culture.

World Geography: World Geography provides for a study of the world’s topography, cultures, climate, resources, and history. Areas of concentration include the United States, Latin America, and Europe. Map study covers every continent except Antarctica.

World History: World History provides a survey covering from ancient Sumeria through the twentieth century world. Topics include: the rise of ancient civilizations; ancient Greek and roman developments; political, religious, and social developments in the Middle Ages; the rise of nations; the Renaissance and Protestant Reformation; social, political and technological developments in the modern era; the effects of Christian revivals; and the world wars. Emphasis is on developments in western civilization.

MODERN OR CLASSICAL LANGUAGE

French I: French I introduces the student to the fundamental elements of basic French sentence structure and vocabulary. Conjugations of regular and irregular verbs in the present tense are studied throughout the course. Speaking and listening practice is observed daily to begin to master pronunciation of language. Writing activities reinforce vocabulary and sentence structure. Study of the culture of the French speaking population relates the language to the people.

French II: French II continues to promote additional vocabulary and more complex sentence structure. Imperative, preterite, imperfect, and future tense verb conjugations are studied. Expanded and specialized vocabulary is practiced. Higher level writing and speaking/listening activities improve student's command of the language. Cultural studies focus on the history/culture of French speaking countries

Spanish I: Spanish I introduces the student to the fundamental elements of basic Spanish sentence structure and vocabulary. Conjugations of regular and irregular verbs in the present tense are studied throughout the course. Speaking and listening practice is observed daily to begin to master pronunciation of language. Writing activities reinforce vocabulary and sentence structure. Study of the culture of the Spanish speaking population relates the language to the people.

Spanish II: Spanish II continues to promote additional vocabulary and more complex sentence structure. Imperative, preterite, imperfect, and future tense verb conjugations are studied. Expanded and specialized vocabulary is practiced. Higher level writing and speaking/listening activities improve student's command of the language. Cultural studies focus on the history/culture of Spanish speaking countries.

FINE ARTS

Band: This course provides training for students to improve their instrumental technique and develop their interpretive skills as an instrumental musician through the playing and performance of a variety of instrumental styles of band literature in an ensemble setting.

Choir: This course provides training for students to improve their vocal technique, choral part-singing and interpretive skills as a choral musician through the practice and performance of a variety of styles of choral literature in a choir setting.

Drama: Through this drama course, the students will learn the elements of Oral Interpretation. They will also learn basic acting skills and stage directions. The course will include learning voice control and body movements to effect emotion and action in plays. They will produce various skits, one-act plays and a three-act play.

Music History: This semester course presents a summary of the chronological development of Western music from ancient times to the Romantic era through the study of famous composers and their music.

Music Theory: This semester course provides training in basic musical skills including concepts of pitch, rhythm and time signatures, scales and key signature, intervals, triad, chord and their inversions and basic progressions. The training the student receives will be in both written and aural form.

COMPUTER SCIENCE

Computer I: Applications: Excel, Access, FrontPage and Publisher. Computer applications and programming are the focus of the class. By using the applications, the students will see the interactivity between the programs. FrontPage allows the students to understand website design along with the basics of programming languages by using the HTML language.

Computer II: Applications: Video Editing, GIS/GPS Arc View, Advanced Access and EXCEL. The application of this yearlong class is to go beyond the simple procedures of EXCEL and Access and get an in-depth look at what these applications can do. Students will gain an understanding of different peripherals that can be used to produce quality output that can be used in today's technological society. Pinnacle software and ArcView 3.3 are used to create videos and land maps.

Keyboarding: Basic keyboarding skill is taught as well as number pad skills and word processing applications. Students will use these skills to efficiently type documents. The number pad is stressed to encourage proficiency in using the 10 key system for data entry.

INDUSTRIAL TECHNOLOGY

Exploring Technology (Electronics & Robotics): This course introduces students to electronic devices and the system components assembled to make them work. Students will learn to use electronic test equipment, basic electricity and electronic circuitry, digital electronics, basic PC repair, and robotics technology. Instructional approach will include creative problem solving activities that address real problems and opportunities.

Automotive Systems and Repair: The Automotive Technology course includes classroom, "hands-on" experiences in the diagnosis, maintenance and repair of the automobile. These experiences entail the understanding of auto engines, power train systems, auto chassis and suspension components, and automotive electricity. Activities involve shop safety, use of cars and service publications, a general knowledge of theory of engines, brakes, drive line, ignition and electrical systems in the automobile.

Welding: This course explores electric arc oxyacetylene welding processes. Students will practice welding skills and produce welded joinery commonly used in industry. Students will estimate material costs, practice layout techniques, and perform cutting and grinding operations. Each student will assemble a project that will demonstrate their mastery of skills learned.

Building Trades: Individuals apply technical knowledge and skills in the maintenance and repair of residential and commercial buildings. Instruction includes the basics of carpentry, millwork, plumbing, painting, electricity, tile setting, hardware usage, heating, ventilation, waterproofing, roofing, and record keeping. Students have "hands-on" training in a variety of skills. From creating rough drawings to applying blueprints to installing the finished carpentry work, the course reinforces classroom theory with construction projects. Course will cover units in carpentry, plumbing, and electricity. These areas include the following: installation and repair of structural units, care and use of hand and power tools, principles of blueprint reading, and residential wiring.

Farm & Home Electricity: This course teaches students the skills and knowledge to safely work with electrical equipment in a home or on a farm. Class time is divided between electrical theory lessons and "hands-on" applications. Special emphasis is on

electrical/electronic motor controls and programmable logic controllers. Students will learn the basics of residential, commercial and industrial wiring and control wiring.

Drafting & CAD: This course prepares students to use technical knowledge and skills to plan, prepare and interpret mechanical/architectural drawings. Provides the essential foundations of drafting and engineering principles emphasized through “hands-on” activities that help students develop skills and knowledge required of entry level employees and for the continuation of education within architecture/engineering fields. Among the skills attained are the sketching and drawing of mechanical devices, machinery, buildings and structures. The course will use AUTOCAD software during the second semester. \$70 LAB FEE REQUIRED for an AUTOCAD reference book with 6 month software license that students may keep.

CAD II: The class will focus on using AutoCAD 2006 to prepare architectural drawings using common architectural drafting conventions. Class will cover Foundation Plans, Drawing Elevations, Sections and Details, Creating Schedules, Drawing Framing Plans and Roof Plans, and Drawing Electrical, Plumbing, and HVAC Plans. Cost for this two semester class will be \$120 to cover a 1 year AutoCAD license and reference book which the student may keep.

Woodworking: This course deals with the basic study of woods and woodworking equipment. Areas of study include material selection, planning procedures, safety, hand tools, wood joints, woodworking, power equipment and finishing methods. Assigned projects will be used to introduce the student to basic tools, equipment and operations. LAB FEE & SAFETY GLASSES & HEARING PROTECTION REQUIRED. Extra cost will be incurred beyond the lab fee depending on the type of projects done.

OTHER ELECTIVES

Accounting I: Accounting I covers the complete accounting cycle for a sole proprietorship, a partnership and corporation. The students are guided through a manual process and then a computerized system. They learn journalizing, posting, and reconciling data, along with preparing financial statements.

Journalism: Journalism covers the full scope of producing school printing media. They learn the process of writing, photography and layout of a newspaper. They learn to interview, take notes, and research to form the basis for news articles. The student also learns the basic of yearbook composition. This includes gathering information, writing copy and photography. Students in the class produce both the school newspaper and the yearbook.

BIBLE

Bible I: This course is a survey of the Old Testament. The purpose of this course is to introduce students to the Old Testament. It is the intention that the student will gain an understanding of the over-all flow of the Old Testament and become acquainted with the content of each book.

Bible II: This course is a survey of the New Testament. The purpose of this course is to introduce students to the New Testament. It is the intention that the student will gain an understanding of the over-all flow of the New Testament and become acquainted with the content of each book.

Bible III: This course is a survey of world views. The student will study the major world views (Secular Humanism, Marxism, Cosmic Humanism, Postmodernism and Islam) to gain an understanding of how these worldviews differ from biblical Christianity. The purpose of this course is to solidify the student’s faith and enable him to both defend his faith and be a more effective witness.

Bible IV: Students in Bible IV study basic Christian doctrine. The areas of study include: the Bible, the nature and existence of God, Jesus Christ, the Holy Spirit, sin, salvation, angels, Satan, demons, the church and biblical prophesy. Time is also spent during the senior year helping the student develop a biblical purpose for life.

GRADING/HONOR ROLL

A+ 99-100	B+ 91.5- 93.49	C+ 83.5-86.49	D+ 74.5-76.49	F 69.49-0
A 95.5- 98.99	B 88.5- 91.49	C 79.5-83.49	D 71.5-74.49	I Incomplete
A- 93.5- 95.49	B- 86.5-88.49	C- 76.5-79.49	D- 69.5-71.49	

4.00 Scale

Grade Conversion to GPA

A+ / A = 4.000	B+ = 3.357	C+ = 2.350	D+ = 1.357
A- = 3.643	B = 3.000	C = 2.000	D = 1.000
	B- = 2.643	C- = 1.650	D- = 0.643
			F = 0.000

The honor rolls are published every nine weeks. Students who have earned at least an A- average will be on the A Honor Roll. Students who have earned at least a B- average will be on the B Honor Roll.

GRADUATION CLASS REQUIREMENTS

The State of South Dakota requires 22 units of credit for graduation, while Sunshine Bible Academy requires 24. The two additional units required are Bible courses. (The upper level Bible courses are accepted by the State of South Dakota, but not the lower level courses.) Students are required to pass a Bible course for each year they attend Sunshine Bible Academy. The courses and units on the following page must be included in total credits.

Current requirements for basic admission requirements to a South Dakota college by the SD board of Regents are as follows:

You must be in the top 60% of your class, achieve a composite score of 18 on the ACT test, or have a GPA of at least 2.6.

Please check with your prospective college, university, or your vocational school for required entrance qualifications.

As approved by the South Dakota Board of Education Nov. 2, 2009

Except where otherwise noted, these requirements begin with students entering 9th grade in the 2010-11 school year.

A student's Personal Learning Plan must document a minimum of 22 credits that include the following:

- (1.) Four units of Language Arts – must include:
 - a. Writing – 1.5 units
 - b. Literature – 1.5 units
(must include .5 unit of American Literature)
 - c. Speech or Debate – .5 unit
 - d. Language Arts elective – .5 unit
- (2.) Three units of Mathematics – must include:
 - a. Algebra I – 1 unit
 - b. *Algebra II – 1 unit
 - c. *Geometry – 1 unit
- (3.) Three units of Lab Science – must include:
 - a. Biology – 1 unit
 - b. Any Physical Science – 1 unit
 - c. *Chemistry or Physics – 1 unit
- (4.) Three units of Social Studies – must include:
 - a. U.S. History – 1 unit
 - b. U.S. Government – .5 unit
 - c. World History – .5 unit
 - d. Geography – .5 unit
- (5.) ~One unit of the following-any combination:
 - a. Approved Career & Technical Education
 - b. Capstone Experience or Service Learning
 - c. World Language
- (6.) One unit of ^ Fine Arts
- (7.) One-half unit of Personal Finance or Economics
- (8.) One-half unit of Physical Education
- (9.) ~One-half unit of Health or Health Integration

Academic core content credit may be earned by completing an approved career and technical education course. Approval to offer credit must be obtained through an application process with the Department of Education. The application must include: course syllabus; standards based curriculum; teacher certification; and assessment of standards by methods including end-of-course exams, authentic assessment, project-based learning or rubrics.

*With school and parent/guardian approval, a student may be excused from this course in favor of a more appropriate course. A student may be excused from Algebra II or Geometry, but not both. A student is still required to take three units of Math. If a student is excused from Chemistry or Physics, the student must still take three units of Lab Science.

~Required beginning Sept. 1, 2013

Regarding the health requirement: Beginning with students who are freshmen in the fall of 2013, students will be required to take .5 unit of health at any time grades 6-12. A district may choose to integrate health across the curriculum at the middle or high school level in lieu of a stand-alone course. See Frequently Asked Questions for details.

^ Local decision. A district may decide to offer credit for extracurricular Fine Arts activities. Students may be granted up to one credit in Fine Arts for participation in extracurricular activities. A maximum of ¼ credit may be granted for each activity in each school year.

Adopted by State Board of Education January 2005 - Effective Fall 2006

- 1) English/Reading and Communication Arts (4 units)
(1.5 Writing and 1.5 Literature including .5 American Literature and .5 Speech)
- 2) Social Studies (3 units)
(1)US History, (.5)US Government, (.5)Geography; and (.5)World History
- 3) Mathematics (3 units)
(must include Algebra I, Algebra II, and Geometry)
- 4) Science (3 units)
(min. of 3 units of lab science) (must include Biology and Chemistry or Physics)
- 5) Fine Arts (1 unit)
- 6) Health or Physical Education (.5 units)
- 7) Economics or Personal Finance (.5 units)

Required Offerings:

Students must select (2 units with any combination of)

- a. World Language, or
- b. Computer Studies; or
- c. Approved Career and Technical
- d. Education courses; or Mathematics courses in addition to meeting the math requirement above; or Science courses in addition to meeting the science requirement above.

GRADUATION AND BACCALAUREATE

Any senior who has not completed all graduation requirements by the date of graduation will not be permitted to participate in any commencement activities. All seniors are expected to be on campus and help with graduation and baccalaureate preparations.

GRADUATION AWARDS

VALEDICTORIAN: This honor goes to the senior with the highest four-year academic average, and who has spent at least the last four semesters of high school at SBA.

SALUTATORIAN: This honor goes to the senior with the second highest four-year academic average and who has spent at least the last four semesters of high school at SBA.

GRADUATION WITH HONORS: This honor is given to all students who graduate with a four-year academic average of at least A- (3.643 GPA).

CRUSADER AWARD: This is the highest honor given a senior student, who in the considered opinion of the staff, best embodies the academic, co-curricular, and spiritual principles of the school.

CITIZENSHIP AWARD: This honor is given to a senior student who, in the opinion of the staff, has demonstrated outstanding qualities of leadership, concern for others and Christian character.

E. STANLEY MORGAN SCHOLARSHIP AWARD: The E. Stanley Morgan post-high scholarship in mathematics/science was given by his son Robert Morgan as a memorial to his father in 1985. This scholarship is awarded annually to a graduating senior with interest and ability in mathematics or science or other field who will be attending college. The amount of the scholarship is \$500.00.

KEA UFEN-DEARING MUSIC SCHOLARSHIP AWARD: This scholarship is given to an outstanding senior music student, who will be attending college, who has Christian character, personal integrity and exemplifies Kea's Christian example. The amount of the award is \$150.00.

AWARDS

Rejoice with those who rejoice. Romans 12:15a

And let us consider how we may spur one another on toward love and good deeds. Hebrews 10:24

AWARDS NIGHT

All students who have excelled in athletics, academics, or co-curricular activities will be recognized at awards night. This will be a dress-up occasion and all students are required to be in attendance.

KEA UFEN-DEARING CHARACTER AWARD: Given to an underclassman (9th-11th) music student who has personal integrity and Christian character to be applied towards their next year's SBA tuition. The amount of the award is \$150.00.

DILIGENCE AWARD: This award is voted on by teachers and given each year to students, who display diligence in all areas of SBA life, regardless of academic averages.

PERFECT ATTENDANCE: This award is given to any student who has been present every day during the year.

CHARACTER AWARDS: Each of the following awards, which are based on Christian character, are voted on by the faculty and staff. Students may receive the same award only once during their high school years.

David (Godly Leadership) - The David Award is given to a person who displays godly leadership. We think of David because he was called "a man after God's own heart". David learned to sit in God's presence, depend upon him for strength and courage, and displayed trust in God when faced with giants and armies.

Daniel (Personal Integrity) - The Daniel Award is given to a person who displays personal integrity. Daniel was a young man when taken into Babylonian captivity. He was most likely taken from his family, home, and church family and thrust into a pagan culture. Despite all the reasons he could use for not living a godly life, he remained faithful to God. When asked to forsake his religious customs as a teenager, he found a way to be obedient. During the last years of his life, when he was ordered to obey a royal decree that would offend God, he chooses to pray. All throughout his life, he was known as a man of high integrity.

Peter (Apparent Spiritual Growth) - The Peter Award is given to a person who displays apparent spiritual growth. Very few in the Bible show us such a wide range of growth as does Peter. During Peter's early years we see him as rude, brazen, impulsive, just to name a few. But as time progresses, we begin to see a different Peter emerge. We see him with a new boldness and learning how to temper his zeal with patience and grace.

Barnabas (Tireless Encourager) - The Barnabas Award is given to a person who is a tireless encourager. Barnabas is not the most famous person in the New Testament, but nonetheless, he was Paul's faithful assistant and companion during many miles of sharing the gospel message. Barnabas actually means "Son of Encouragement" and we see how he worked alongside Paul tirelessly, even when he was not the main attraction. Encouragement means that one places courage into a person so that they can continue on.

Jonathan (Loyal Friend) - The Jonathan Award is given to a person who is a loyal friend. If I asked you who in the Bible were close friends, you would say Jonathan and David. Jonathan, son of King Saul, befriended a giant-slaying shepherd who eventually took his spot as king. They could have been rival enemies, but Jonathan showed his friendship in many ways. He defended David and his character, he gave gifts that showed his great love for his friend, and they even agreed to take care of each other's families. Jonathan was indeed a loyal friend.

CO-CURRICULAR AWARDS: Awards are given to students who participated, excelled, or improved during co-curricular activities. Students who have lettered in an activity will receive them as well.

ATTENDANCE POLICY

Our people must learn to devote themselves to doing what is good, in order that they may provide for daily necessities and not live unproductive lives. Titus 3:14

Knowledge builds upon knowledge. It is progressive and therefore a student's presence in the classroom is essential. The discussion and lesson that is presented is crucial for learning to take place. That is why students are expected to attend school regularly. Absences must be kept to an absolute minimum. Excused absences due to illness or parental request will be allowed with limitations. When drive-in students are absent from school, the school office must be notified by 8:30am, or it will be counted as an unexcused absence.

All anticipated absences (other than emergencies) are to be discussed with the principal at least one week in advance provided it does not interfere with any previous commitments by the student. An absence form will be given to the student. The student will submit the form to each teacher involved and will receive written instructions. Teachers will initial when assignments are completed. The form will then be returned to the dean of students.

Generally speaking, it is unacceptable for a student to leave prior to the last exam at the end of the year. In emergencies, see the principal.

ABSENCES

1. EXCUSED ABSENCES are allowed for illness of the student, emergency medical appointments, parental requests, or school related activities. All other medical appointments will be made after school hours, or during summer or scheduled vacation time. Parents are urged to notify the school of any absences at least one week in advance. Seniors and juniors will also be allowed two days to visit colleges or universities. Students with excused absences will be allowed to make up all work missed, although the students must accept the responsibility for doing so, within the time limits specified by the teacher's prior written directions as recorded on the absence form.
2. UNEXCUSED ABSENCES are those instances in which students do not receive permission by administration to be absent or are suspended from class by administrative decision. A student with an unexcused absence will be required to complete all work due that day but will receive a zero as the grade.

MEDICAL SERVICES

School personnel attempt to provide an environment in which students will be safe from accidents. If a minor accident occurs, the school staff will administer first aid. (First aid is defined as the immediate, temporary care given in case of accident or sudden illness). In case of emergency, every effort will be made to notify parents. School officials request updated home or work telephone numbers for this reason. If parents cannot be reached, emergency medical attention will be obtained as necessary.

Medical services in the area include a hospital, clinic, chiropractors, dentists, and an optometrist. Appointments will be made after school hours. Students are to make appointments for any medical services through the dean of students. All charges will be billed to the parent directly by the doctor or hospital and are to be paid directly to them. If a resident supervisor is not available to take an upperclassmen in for a doctor or chiropractic appointment, s/he may drive himself (alone or take a sibling) in for the appointment. S/he must receive permission from the administration and let a resident supervisor know (if after school hours). Permission will not be given for tanning, hair appointments, fueling cars, getting snacks or meals, etc.

**Students must inform school officials if they are taking any medications, both prescription and non-prescription type. These will be kept by the resident supervisor and administered with their supervision.

**If students become ill during the day, they must report to the principal (or the dean of students if the principal is not available). Parents will be notified. Any needed doctor's appointments will be made.

**Students should report any illness or injuries, major or minor, to the resident supervisor or administration immediately.

**Students who are ill during the school day will not be allowed to attend or participate in co-curricular activities or other scheduled activities that evening.

REQUIRED EVENTS

Attendance is required for several events throughout the year. Those include the homecoming banquet, the SBA auction (the first Saturday in December), servant days (a short mission trip), Mega-Teen Retreat weekend, awards night, and graduation. Students are encouraged to support and encourage other classmates even when they themselves are not directly involved in that activity.

Any students missing a required weekend event during the school year (those mentioned in the above paragraph or Junior/Senior Banquet) will work the following Saturday at school unless there is a family emergency that has been discussed and confirmed by the administration. A senior who misses graduation will not receive a signed diploma. An underclassman who misses graduation will have to make up one work day before s/he can be re-enrolled for the next school year.

JUNIOR/SENIOR BANQUET

Attendance at the Junior/Senior Banquet, held each spring and sponsored by the junior class, is mandatory for all juniors and seniors. Staff is invited. No outside dates are permitted. Formal dress standards will be approved by the dean and the resident supervisor. Driving arrangements to the banquet need to be approved by the administration.

SCHOOL WORK

Whatever you do, work at it with all your heart, as working for the Lord, not for men. Colossians 3:23

STUDY HABITS

Studying is a most important part of academic discipline. Good studying begins with proper attitudes and practices. The following are the minimum prerequisites for the satisfactory completion of course work at SBA:

- regular and prompt attendance in class
- respectful and courteous attitude toward teachers, school personnel, and fellow students
- regular participation in class discussions
- mastery of minimum or essential skills for each course

CLASSES/STUDY HALLS

All students report for attendance and have all materials before the bell rings. Students must be in their assigned chairs WHEN THE TARDY BELL RINGS. Restrooms may be used with only one student excused at a time (except in cases of emergency).

Study halls are intended for individual study only. Study times with more than one person must have special permission from the study hall supervisor. Students who have been declared ineligible will not be permitted to read magazines or other nonacademic things during study hall or use computers outside of assignments. Evening study hall will be scheduled for dorm students. Seniors who are not in EXCEL will be allowed to study in their rooms or in the dorm lounge area.

EXCEL

All students receiving a D or F (cumulative) or Incomplete in any class will report to EXCEL (before school study hall) until notified by the principal. Teachers will re-calculate grades every Monday to determine the release from EXCEL of a student with a previous D or F. Students with an Incomplete will be released upon completion.

PASSES

Whenever students leave a classroom or study hall during the day, they must receive the teacher's approval and carry a hall pass. When students are late to class as a result of being detained by a teacher, they must present a pass from the teacher who detained them. Approval of the principal is required for a student to go to their dorm room during the school day for emergencies only.

TEST, QUIZZES, EXAMS

The maximum testing for freshman and sophomore students is two tests and one quiz or a combination of these in one day. Example: three quizzes or two quizzes and one test. The maximum testing for junior and senior students will be the same for the subjects of English, mathematics, social studies, science, and Bible. Elective classes outside of these areas will not be included in the total number of test/quizzes allowed. A test will be defined as an assessment of a unit of the subject. A quiz will assess a chapter of the given material. 'Pop' quizzes are not included in these calculations.

TEXTBOOKS

Textbooks are loaned to students at the beginning of the school year and are to be returned at the end of the course (or upon leaving school) in good condition. Charges will be made for books damaged or not returned.

LATE WORK POLICY

Late work is any assignment not completed and turned in at the beginning of the period of the day due. Students with late work are required to submit such assignments to the teacher at or before the beginning of the following day's class period.

The following regulations and grade deductions are as follows:

- | | |
|--------------|--------------------------------------|
| 1st day late | 20% deduction |
| 2nd day late | 40% deduction and academic probation |
| 3rd day late | 0% and academic probation |

ACADEMIC PROBATION

Let us run with perseverance the race marked out for us. Heb 12:1b

Any teacher may place a student in his/her classes on academic probation when the student does not complete assigned work on time. Academic probation means that the student is put in an isolated area after school until the student's completed work has been turned in. The student will not be dismissed from AP until the assigning teacher releases him/her. Work MUST be completed as a requirement for the course even though the grade may be a zero.

Drive-in students on academic probation are to leave campus as soon as school is out; they may attend practice the same as dorm students but must leave immediately after practice. Drive-in students on academic probation may not be on campus for socialization. If a drive-in student is on campus for a practice scheduled late in the day, the student will be assigned to isolation, in a classroom by a resident supervisor until practice time.

Students on academic probation may practice only with the football, basketball, ministry team, etc., of which they are a member and attend chapel. They may not attend scheduled activities as a spectator.

DROPPING CLASSES OR ACTIVITIES

Students entering activities or elective classes will have a five-day trial period from the beginning of the class or activity in which to drop out without reason or penalty.

FOOD/GUM/POP IN CLASSES

Food, pop, and gum are prohibited in the classrooms, hallways, library, and any other academic areas of the school. Special class celebrations involving food or drink may be acceptable with administration approval.

SEMESTER EXAMS

Semester examinations will be required of all students in all high school subjects. Senior students with at least an A- average in a class the second semester of their senior year do not have to take the final or attend that class period. These semester tests will count 1/10 (10%) of the final semester grade. Semester exams will not be given early to any student unless there is an extreme emergency, such as a death in the family.

DISCIPLINE

Our fathers disciplined us for a little while as they thought best; but God disciplines us for our good, that we may share in His holiness. No discipline seems pleasant at the time, but painful. Later on, however, it produces a harvest of righteousness and peace for those who have been trained by it. Hebrews 12:10-11

DISCIPLINE POLICIES

We realize that each person at Sunshine is at various growth stages of their walk with Christ, and we strive to help them continue to mature in their relationship with Christ. Sometimes that maturing requires discipline in order to grow. Therefore, we do not look at discipline as a negative thing, but rather an opportunity to grow and become more Christ like.

Efforts will be made to develop attitudes and habits of behavior that will assist each student to have compatible relationships with teachers, parents, and fellow students. For a student whose conduct is unacceptable, the administration will warn the student in a private conference. For a student whose conduct is habitually unacceptable, school officials will administer whatever reasonable corrective action seems both necessary and expedient to accomplish desired results with student. The parents will be informed of the student's behavior and consequences. If the behavior continues, parents will be contacted to determine the student's future at SBA.

Detention is expected to be a detriment to inappropriate behavior and attitude. Faculty/Staff may give detentions for any infraction of classroom rules. Each detention will equal 10 min to be served **at 4:15** on Friday. These detentions will accumulate throughout the semester. As the number increases, penalty time will be assessed as indicated below and will be served at an assigned time designated by the administration.

First offense: 45 minutes penalty for **10 detentions**

Second offense: 1 hour penalty and loss of computer privileges (1 week) for **15 detentions**

Third offense: 2 hours penalty and loss of computer/cell phone privileges (2 weeks) for **20 detentions**– will also meet with parents to determine future of student at SBA

CHEATING POLICY

Cheating will not be tolerated at SBA. Students found to be guilty of cheating in any class will be dealt with in the following manner:

First offense: The student will receive a zero on the assignment. The principal will contact the parents.

Second offense: A conference will be held with the student's parents, either in person or by telephone. The student's future at SBA will be discussed.

Third offense: The student will be expelled from SBA.

DISMISSAL/SUSPENSION

Any student may be suspended or dismissed at any time in the event of gross misconduct, willful or repeated breach of rules, or if in the opinion of the school, such suspension or dismissal is in the best interest of either the school or the student. Suspended students must not be on the school campus for any reason unless the administration decides upon an on-campus suspension. When students are suspended the following rules apply:

1. All daily work completed upon their return will receive a zero.
2. Students may complete tests and quizzes missed during suspension within a reasonable time limit. There will be a 20% grade deduction for tests and quizzes.
3. Students returning from suspension will be on academic probation until all quizzes and tests have been completed and all homework has been turned in.
4. Students on suspension may have projects designed by the Administration that must be completed before they will be admitted to school.
5. Exceptions may be made by the administration.

WITHDRAWAL/DISMISSAL

If students withdraw from school before the end of the year, certain procedures are to be followed in order for the withdrawal to be official. Signatures of all persons directly involved with the student indicating that materials have been returned and accounts settled must be obtained on a withdrawal clearance slip. Tuition, charges, and fees must be paid before records/transcripts can be sent. It is the responsibility of students to obtain these signatures personally before leaving.

Students leaving SBA October 1 until the end of the school year will be charged (or refunded) based on the actual number of days attended.

END-OF-YEAR CHECK OUT

On a check-out sheet students must secure signatures from all staff directly involved indicating that the materials have been returned and accounts settled. All personal possessions must be removed from dorm rooms (unless previous plans with the school were made

for storage). Year-end report cards will not be released until check-out sheet has been turned in to the office and tuition, charges, and fees have been paid. A \$50 fine will be assessed to any student who does not properly check out.

LIBRARY

The library is available for student use. Reference books and current magazines are not to be removed from the academic area. All books must be properly checked out. All students and staff are encouraged to make full use of the library. The following is a list of guidelines each person using the library is asked to follow:

CHECKING OUT MATERIALS

Books: Books may be checked out for three weeks. Please write your full name on the card and stamp the card and date due slip with date due.

Magazines: Magazines in the plastic folders on display may NOT be taken out of the academic area except by express permission from the librarian. Magazines in the stacks may be checked out overnight by writing your name and the date of the magazine on a blue card, (which are located in the front of the card file on the desk). Be sure to place the returned magazine in the return basket so that your name is properly crossed off.

Reference materials: Any book with an **R** on its spine may not be checked out of the library. Exception - there is one set of encyclopedias that may be checked out overnight. Please write name on the card with the date taken out and place it in the front of the card file on check out desk.

Fines: Students will be notified of overdue material. A fine of 10¢/day per book will be assessed or a student will be charged the value of the unreturned items.

Returns: Library materials, books, magazines, encyclopedias, etc. should be returned to the librarian's desk in the check-in basket.

COMPUTER LAB

NO FOOD OR DRINK allowed in the computer lab. Computers are available for use when supervised by a staff member. School lap-tops must remain in academic area only. In order to protect personal files, disk or flash drives should be used instead of storing on the hard drives. Any student caught changing computer settings will not be allowed to use the school's computers for the rest of the year. Push chairs back under the table before leaving.

INTERNET USE POLICY

The use of the Internet requires staff supervision. Sunshine Bible Academy believes that the Internet has much to offer students with its wide variety of resources. It is our goal to educate students about the efficient, ethical and appropriate use of those resources. With the context of our mission statement as a school, the Internet connection will be used to meet the goals of our curriculum and allow for communication with student families. Specifically, students will have the opportunity to enhance their learning through:

1. A wealth of additional resources for reference and research.
2. Consulting with experts in a variety of fields.
3. Communicating with other students and individuals in areas or situations they are studying.
4. Learning to conduct searches, evaluate resources, and locate relevant material.
5. Interacting with up-to-date primary sources.

In order to assist students in learning to use the Internet correctly, the school will do everything it can to ensure that students access the resources appropriately. This includes providing:

1. A reliable connection that is protected by the best firewall we can find. Firewall blocks sites that are objectionable for content, language, or a variety of other things that the school has defined as inappropriate, such as releasing personal information.
2. Supervision of students while they are using the Internet. The Internet connection will be disabled whenever there will not be adequate supervision. (Our firewall can do this for us.)

It is to be understood that Internet access for students is a privilege, not a right. All users of the Internet will agree to adhere to the following code of Ethics:

I will strive to act in all situations with honesty, integrity, and respect for the rights of others, and to help others to behave in a similar fashion. I will make a conscious effort to be a good testimony to my fellow students, faculty members, and others I communicate with on the Internet. I agree to follow Sunshine Bible Academy's basic rules. I will strive to apply Philippians 4:8 to my electronic communications. "Finally brothers, whatever is true, whatever is noble, whatever is right, whatever is pure, whatever is lovely, whatever is admirable - if anything is excellent or praiseworthy - think about such things."

The Internet user is held responsible for his/her actions whenever using the Internet. Unacceptable uses of the network will result in the suspension or revoking of these privileges. Some examples of unacceptable use are:

1. Using the network for any illegal activity.
2. Using the network for financial gain or initiating any financial transactions.
3. Degrading or disrupting the equipment or system performance. Any security problems must be reported to the technology coordinator and not shared with other users.
4. Vandalizing the data of another user.
5. Wastefully using finite resources, after being warned and instructed as to proper use.
6. Gaining unauthorized access to resources, including attempting to get around the firewall installed on a computer with Internet access.
7. Invading the privacy of individuals including reading mail that belongs to others without their permission.
8. Using an account owned by another user—with or without that user's permission.

9. Posting personal communications without the author's consent or posting information containing information not meant to be made public.
10. Posting rude or inappropriate messages.
11. Violating the spirit of the Sunshine Bible Academy's Mission Statement.
12. Downloading any software for personal use.

The Internet user and his/her parents must understand that he/she uses the Internet at his/her own risk. Considering the provisions mentioned above, SBA cannot assume responsibility for:

1. The reliability of the content of a source received by a user. Students must evaluate and cite sources appropriately.
2. Costs that the students incur if they request a product or service for a fee.
3. Any result due to disruption in service. There may be times when the Internet service is down or scheduled for use by teachers, classes, or other students.
4. Guaranteeing privacy of mail. Though we do support privacy of e-mail, users must not assume that his/her privacy is guaranteed. The technology coordinator and the principal reserve the right to investigate possible misuses or to monitor any e-mail that comes through SBA computers.

The primary use of the Internet will be for educational purposes; however because students are away from home, e-mail use will also be allowed on the Internet. These guidelines will need to be followed:

1. Only short messages are to be sent. Any lengthy communications should be written as letters using the Postal Service.
2. Because of time constraints, emergency messages need to be transmitted using telephones since students may not be able to check e-mail each day.
3. Research will take precedence over e-mail; consequently students using a computer for e-mail will have to give up the computer to students who need to do research on the Internet for a paper or project.
4. Sending or receiving messages to or from Sunshine students who are off campus for disciplinary reasons is prohibited.
5. Chat rooms and MySpace.com are areas which are prohibited. Facebook is allowed during certain monitored times.

SCHOOL ACTIVITIES

Do you not know that your body is a temple of the Holy Spirit, who is in you, whom you have received from God?

You are not your own; you were bought at a price, therefore, honor God with your body. I Corinthians 6:19-20

Do you not know that in a race all the runners run, but only one gets the prize? Run in such a way as to get the prize.

I Corinthians 9:24

Let your light shine before men, that they may see your good deeds and praise your Father in heaven. Matthew 5:16

There are many benefits from co-curricular activities such as learning to work with different personalities as a team, learning self-discipline, sportsmanship, and learning that like life, activities are played within rules and boundaries.

All school rules apply on all field trips and on all school-sponsored events on the school campus and away from it. We also realize that God will present us with many opportunities to witness to others through our actions, words, and attitudes.

We ask that the student and their family consider carefully committing to a co-curricular activity because these activities require a commitment to others – coaches, other players, and the school. When you agree to join an activity you are agreeing to attend practices and games because you belong to a team. Students entering activities will have a 5-day trial period from the beginning of the activity in which to drop out without reason, after that period, they are expected to complete their commitment until the activity or season is done.

ATHLETICS

STATEMENT OF PHILOSOPHY

The athletic program at SBA gives the student-athlete another avenue in which to develop mentally, physically, socially, and spiritually. This is done through cultivating stewardship of time and abilities and developing the discipline and spiritual character needed to live a life separated unto God. We believe it is of great benefit to the individual to include physical activity in the total education program. Ultimately, our desire is that the SBA athletes give testimony to the physical blessing the Creator has entrusted to them by practicing and performing to their utmost ability.

The inter-scholastic sports that are offered at SBA are:

Fall Sports	Winter Sports	Spring Sports
Volleyball - girls	Basketball - boys & girls	Track and Field - boys & girls
Cross Country - boys & girls	Wrestling - boys	
Football - (9 man) boys		
Cheerleading		
Girl's Basketball - A and B	Boy's Basketball - A and B	
Football	Wrestling	

(Cheerleaders for B teams may be 9th-12th graders. Cheerleaders for A teams may be 10th-12th graders.)

GENERAL GUIDELINES

1. ATTENDANCE

Students entering activities will have a 5-day trial period from the beginning of the activity in which to drop out without reason.

A. Excused absences are allowed in the following instances:

- 1) Illness which prevents participation.
- 2) Emergency medical appointment – every possible attempt must be made to make appointments when they do not interfere with classes, practices, or competitions.
- 3) Bereavement in the family.

B. Penalty for unexcused absences:

- 1) First offense:
 - a. no participation in the next scheduled competition
 - b. student will not letter
- 2) Second offense: dismissal from the team
- 3) Tardies and absences will be left to the discretion of the individual coaches and administration.
- 4) Athletes must attend school the day of a game in order to participate and are expected to attend school the day following a weekday game. Failure to comply with this twice during the school year will result in the individual being ineligible to participate in the next contest.

2. LOCKERS

Students who have school-issued equipment or clothing for an entire season will be required to check out a locker and have a padlock.

3. PHYSICAL EXAMS

Each student must have a completed physical examination prior to participation in a sport. The physical exam must be renewed every year.

4. TRANSFER STUDENTS

Transfer students (including open enrollment) in grades 10, 11, 12 are eligible if they meet guidelines established by the SDHSAA. However, these students may not be eligible in many cases. Any questions regarding the eligibility of transfer students in these grades should be directed toward the athletic director.

5. LETTERING PROCEDURES

A. General Guidelines

- 1) Students receive only one letter. After receiving one letter, bars or pins for the individual sports are given as recognition.
- 2) To letter, students must participate at varsity level. Certificates and other recognition may be extended to other students.

B. Individual Sports

- 1) Basketball – average of one quarter of participation per game
- 2) Football – average participation in two quarters per game
- 3) Volleyball – average participation of one game per match
- 4) Wrestling – place at one tournament
- 5) Track and Field – place in an individual event at a varsity meet or be part of a relay that receives at least a total of four points during the season
- 6) Cross Country – place in an individual event at a varsity meet

The above standards along with a Christian testimony are the guidelines for lettering. However, the coach, athletic director and administration determine the final lettering decision.

FINE ARTS

STATEMENT OF PHILOSOPHY

The fine arts program at SBA gives students an opportunity to develop skills that can be used throughout their lives in both church and community. Through their involvement they will develop in the areas of self-discipline, group cooperation, time management, and ministry. Through the ministry opportunities in fine arts, students will not only develop personal skills but further their Christian experience by giving God the glory and praise for the abilities He has given them.

The fine arts activities that are offered at SBA are:

Choir	Band, Praise Band, Pep Band	Drama	Oral Interpretation
Ministry team	Handbells	One-Act Play	Spring Play

Seventh and eighth graders are required to participate in the music program. Competent elementary students may be in the band. Choir, band, and drama receive credit and are therefore not considered co-curricular.

1. ATTENDANCE

Each student must attend all practices and performances unless otherwise excused by the director/coach and the administration.

A. An excused absence is allowed in the following instances:

- 1) Illness which prevents participation.
- 2) Emergency medical appointment - every possible attempt must be made to make appointments when they do not interfere with classes, rehearsals, or performances.
- 3) Bereavement in the family.

B. Penalty for unexcused absences

- 1) First offense:
 - a) No participation in the next scheduled performance
 - b) Student will not letter
- 2) Second offense: dismissal from the activity
- 3) Tardies and absences will be left to the discretion of the individual director/coach and administration
- 4) Participants must attend school the day of an activity in order to participate and are expected to attend school the day following a weekday activity. Failure to comply with this twice during the school year will result in the individual being ineligible to participate in the next activity.

2. LETTERING PROCEDURES

A. General guidelines

- 1) The activity must be co-curricular to letter.
- 2) Students receive only one letter. After lettering in one category, bars or pins are given as recognition.
- 3) To letter, students must be in grades 7-12. Certificates and other recognition may be extended to other students.
- 4) They must also exemplify high Christian expectations and life style standards.
- 5) The director/coach and administration determine the final lettering decision.

B. Individual lettering

- 1) One-Act Play – If the play advances to state level, all members letter. A student letters if he gets an outstanding performer award at the regional contest. If students have been in three contest plays, they may letter in the third and fourth year. (This includes stagehands.)
- 2) Spring Play – If students have been in three spring plays, they may letter the third and fourth year. (This also includes stagehands.)
- 3) Oral Interpretation – Any student who advances to regionals will letter. If students have been in oral interpretation for three years, they may letter in the third and fourth year. (This also includes stagehands.)
- 4) Music –
 - a. Ministry Team: All music team members may receive a letter (For entire school year, not summer only.)
 - b. Music Contest: Receiving a superior rating at regional level. (This may include each member of an ensemble.)
 - c. Choir Tour: (when in operation) Those members of the choir chosen to go on choir tour may receive a letter.
 - d. Handbell Choir: (when extra curricular) If students have participated in handbell choir for three years, they may letter the third year.

The above standards along with a Christian testimony are the guidelines for lettering. However, the coach, athletic director and administration determine the final lettering decision.

ELIGIBILITY

The eligibility policy of Sunshine Bible Academy may never violate the minimum standards of the South Dakota High School Activities Association or set aside educational requirements to the detriment of the student. The minimum standard of eligibility for SDHSAA is passing 20 hours of class work per week or an equivalent of 2 credits per semester.

Beginning of the Year:

First three weeks of the year

Freshmen – all are eligible

Sophomores through Seniors – if transferring from another school, must be passing at least four semester courses.*

Sophomores through Seniors – if a Sunshine student – must have passed at least four semester courses.*

***Minimum standards of the SDHSAA**

After the first 3-week period of each nine weeks:

1. Grades for the first 3-week period are due by the following Monday. Any student with a failing grade (cumulative average for the course) will not be eligible for any extra-curricular activity beginning on the Monday following 3-week period.
2. After the initial 3-week period, cumulative 9 week grades for all students will be checked each Monday to determine eligibility for the following week until the final cumulative grade is figured for the grading period.
3. A student with a failing grade may re-gain eligibility status by raising his cumulative score to a passing grade by the following Monday.

After Quarter Grades and 1st Semester:

1. A failing cumulative grade in any course on a 1st Quarter, 1st Semester, or 3rd Quarter report card will cause a student to be ineligible for the first 2 week period following the quarter or semester term.
2. Teachers will calculate students' grades on the Friday ending the first 3-week period of the new quarter. If previously ineligible students have a passing grade, they will be eligible on the following Monday.

Ineligibility means that a student cannot represent the school in co-curricular activities, but will be allowed to spend practice time with the team or group. When a student receives more than one F, he may be required to meet with a specially convened Eligibility Committee consisting of the superintendent, principal, teacher, and the coach or director of the activity. The Committee shall make a determination as to the best interests of the students regarding the extent of participation in practice sessions.

SBA EVENTS

Students who are participating in an off-campus event must ride in the vehicle provided by the school. Exception will be made when participating students live beyond the event and wish to drive their own car (alone or with siblings) in the school caravan to the game and then proceed home after the event. In cases of Friday night or Saturday events, students remain the responsibility of the school until the activity is over.

Students returning to SBA after the event must ride both directions in the school vehicle, unless parents plan to return with their student to Sunshine. Non-participating students who plan to attend the event and are checking out to go home for the weekend or who plan to go home with a friend after the event, must inform the resident supervisor of their transportation plans according to policy.

STUDENT LIFE

He who walks with the wise grows wise. Proverbs 13:20a
And whatever you do, whether in word or deed, do it all in the name of the Lord, Jesus, giving thanks to God the Father through Him. Colossians 3:17

CAMPUS REGULATIONS

These rules have been adopted for the benefit of students and will serve as guidelines for a meaningful and successful learning experience. It is important that all members of the school community (parents, students, and staff) understand that regulations are necessary for the welfare of the group living and learning together and must be observed by all. The regulations have been established to provide a nurturing environment for the educational, emotional, social, and spiritual development of young people. The responsibility for achieving the goals expressed in the Mission Statement must be shared by all members of the SBA community.

KNIVES AND GUNS

No recreational equipment including knives or guns will be allowed on campus. Students will not be allowed to transport anything that could be considered a weapon onto the SBA campus. All equipment deemed a potential weapon, or, any ammunition found in violation of policy will be confiscated and returned to the parents only.

TRANSPORTATION

MOTOR VEHICLE REGULATIONS

All motor vehicles shall be registered with the dean upon arrival on campus. Dorm students must have permission from school administration before using their vehicle at any time. Keys to student vehicles are to be turned in to the main office upon arrival to campus. In the event the office is closed, students are to give their keys to a resident supervisor or to drop them in the student mail drop located in the cafeteria. Students are to lock their cars during the week. Car doors will be checked to ensure they are locked. Student vehicles will remain parked on campus until leaving for home, or permission granted by administration.

The speed limit on campus is **10 mph**. Sunshine is also a residential area for families with small children so care must be taken while driving on campus.

PARKING REGULATIONS

Dorm boys' parking is to the rear of the boys' dorm. Dorm girls will park south of the front door in front of the boys' dorm. The area north of the main entrance is reserved for drive-in school personnel and visitors to the school. Drive-in students should park east and west facing the flagpole.

GRATIS ASSIGNMENTS

The tuition at SBA has been kept low in part because of the student gratis program. The gratis program not only benefits the school by not having to hire additional personnel; it also provides a daily responsibility for the student. This program includes these provisions:

1. Each student must work on an assignment for 30-60 minutes each day.
2. Work must be done to the satisfaction of the immediate supervisor or an additional work assignment will be given.
3. If a student is absent for reasons other than illness, it is the student's responsibility to see that the work assignment is done by securing a substitute and notifying their supervisor.
4. If a student is ill, a replacement will be assigned.
5. All work assignments are to be completed at the assigned times. All other arrangements must be approved by the student's supervisor/Dean of Students.
6. If a student fails to comply with the established work assignment rules, he/she will be assessed a \$25.00 fine each time they are out of compliance.
7. Students will be evaluated on their job performance and the parents will receive a copy of that evaluation.

CONDUCT

So whether you eat or drink or whatever you do, do it all for the glory of God. I Corinthians 10:31
Avoid every kind of evil. I Thessalonians 5:22

Students of SBA should seek to honor God in everything they do – Colossians 3:17. Therefore, students are expected to maintain a lifestyle based on Biblical standards of moral conduct. Biblical standards excluded any activities associated with homo-sexuality, pre-marital sex, drugs, alcohol, or cults. A student's involvement in any of these activities any time during the school year or summer break may be deemed sufficient cause for immediate dismissal. As a Christian school we will be very selective about the activities in which our students engage. There will be no gambling or school sponsored dances. Regular playing cards are not allowed on campus. Movies and video selection and use will be closely monitored by the administration.

Movies today, generally, teach humanistic views. As a Christian school we feel very strongly about being selective of the type of movies or videos our students view. We encourage our students also to be extremely selective as to what type of movies they view, literature they select, and music they listen to.

DECORUM

Now we ask you, brothers, to respect those who work hard among you, who are over you in the Lord, and who admonish you. Hold them in highest regard in love because of their work. Live in peace with each other. I Thessalonians 5:12-13

In consistency with the Biblical mandate to do unto others as you would have them do unto you, attitudes which exhibit a Christ-like character will be expected. This includes respect for staff and other students, obedience to the guidelines outlined in this handbook, submission to authority and self control as outlined in Galatians 5:22-23.

Students are to address staff members and their spouses as “Mr.” “Mrs.” or “Miss” before surnames.

As a matter of respect students will remove their hats, caps, and sunglasses in buildings during school hours.

DRESS CODE

Your beauty should not come from outward adornment, such as braided hair and the wearing of gold jewelry and fine clothes. Instead, it should be that of your inner self, the unfading beauty of a gentle and quiet spirit which is of great worth in God’s sight. I Peter 3:3-4

Be careful, however, that the exercise of your freedom does not become a stumbling block to the weak. I Corinthians 8:9

Students are expected to dress with modesty, good taste, and decency. All clothing shall be neat, clean, and in good repair. Students will be expected to practice good personal hygiene as implied in I Corinthians 3:16, “Don’t you know that you yourselves are God’s temple and that God’s Spirit lives in you?” To promote understanding of the standard for dress and grooming these terms are defined to include, but are not limited to the following:

Modesty: Designs of clothing are subject to continual appraisal. The intent of a standard for modesty is to have students wear clothing that will promote an attractive appearance without being suggestive or revealing. Garments intended as undergarments may not be worn as outer garments, and proper undergarments must be worn. Girls need to give attention to proper length of skirts or dresses, styles of neckline, and tightness of clothing. Low cut bodices, bare shoulders/back, and tight shirts/jeans are not permitted. Boys need to wear shirts at all times and keep them buttoned. Half shirts, large mesh shirts, and tank tops are not acceptable.

Good Taste: Socks or hose must be worn with appropriate shoes. Girls’ make-up must be moderate. Flip-flops (any footwear that goes between the toes) may be worn from April 15-October 15 during the school day.

Decency: Clothing must be laundered and neat. Shoes must be laced and tied. Clothing may not be frayed, torn, or with holes.

SCHOOL DAY DRESS

Boys: Jeans, casual/dress pants, sleeved shirts with or without a collar, polo type shirts, turtleneck shirts, mock-turtleneck shirts or sweaters may be worn. Vests may be worn. No sweatshirts, hooded sweatshirts/jackets, or t-shirts (ribbed neck) may be worn. Shirt tails must be tucked in. Shirts with a finished straight edge hem do not have to be tucked in. No midriff or underwear should be showing at any time. No coats or jackets are to be worn in the classrooms. Khaki or Bermuda shorts no shorter than the top of the knee may be worn from April 15 to October 15 for school day dress if weather permits. Appropriate t-shirts may be worn to classes on Mondays.

Girls: Jeans, casual/dress pants, capris (below knee), skirts, or dresses may be worn. Girls may wear sleeved shirts with or without a collar, polo type shirts, sweaters, turtleneck shirts, or mock-turtleneck shirts. No sweatshirts, hooded sweatshirts, hooded jackets, or t-shirts may be worn. Shirt tails must be tucked in. Shirts with a finished straight edge hem do not have to be tucked in. No coats or jackets are to be worn in the classrooms. Vests, jean jackets, or dress jackets may be worn over school day dress in the classroom. No midriff, underwear, or bra straps may be showing at anytime. No clothing is to be tight or sheer. Necklines must be within three fingerwidths of the collarbone. Khaki or Bermuda shorts no shorter than the top of the knee may be worn from April 15 to October 15 for school day dress if weather permits. Appropriate t-shirts may be worn to classes on Mondays.

WEDNESDAY DRESS DAY/ATHLETIC PARTICIPATION

Boys: Slacks, dress shirt, tie, belt, and clean shoes. Sweaters are permitted over shirt and tie.

Girls: Dresses, skirts, gauchos (which resemble skirts), sleeved shirts, sweaters, and clean shoes. Long pants are not acceptable for Wednesday Dress Day. The length of dresses must reach the top of the kneecap and any slits in skirts or dresses should not be above the knee. Dress pants may be worn for all athletic dress days.

AFTER SCHOOL/INFORMAL

Jeans, casual pants, or shorts (finger tip length) are permitted. T-shirts (with appropriate designs or messages) sweatshirts, hoodies, etc. may be worn. Sleeveless shirts may not be worn in public areas.

ATHLETIC EVENTS

School day dress or crusader wear is required at all home and away games. Appropriate caps may be worn. Crusader T-shirts may be untucked as long as no midriff or underwear shows when hands are raised.

SUNDAY DRESS

Sunday dress must reflect the culture and dress of that church limited to at least school day dress.

BANQUET/CONCERT DRESS

Boys: Slacks, dress shirt, tie, belt, and clean shoes are the minimum standard.

Girls: Dresses may be sleeveless. Skirts (no gauchos) are acceptable. All other guidelines under Dress Code apply.

HAIR STYLES

Boys' hairstyles are to be neat, off the collar in back; *above the* eyebrows and the ears. Boys must be clean-shaven and moustaches are not permitted. Sideburns may not extend beyond the bottom of the ear. Extreme hairstyles for boys or girls are not acceptable. Boys may not change their hair color. Girls may make **moderate** changes to their hair color. Girls must keep their hair off face and eyes. Final decisions regarding hairstyle or haircuts rest with the administration.

TATTOOS & PIERCINGS

Body piercings will not be allowed at Sunshine (excluding girl's earrings). Boys are not allowed to wear any type of earrings. No tattoos are allowed at Sunshine, however, if a new student comes to Sunshine with a tattoo, he will be asked to have it covered at all times, including any athletic events.

WEIGHT ROOM POLICIES

All weight lifters must agree to follow these rules and guidelines for safe weight lifting at all times. The weight room is available for use by any student who has direct supervision (in the room) by a staff, faculty, or coach.

1. No one is allowed to lift weights alone. "Spotters" must be used whenever appropriate.
2. At no times will both boys and girls be in the weight room at the same time.
3. Both doors to the weight room must be open at all times when the room is in use.

Students must agree to abide by these rules governing the weight room. Sunshine Bible Academy is waived of all liability of accidents involving the weight room.

WEEKEND & VACATION POLICY

Once students leave the SBA campus for the weekend/vacation, or by specific request/parental request to leave campus, they become the responsibility of the parent. Students may visit in other students' homes and ride together provided they have specific written/oral permission from parents and on file with the school.

RETURNING TO DORMS AFTER WEEKENDS & VACATIONS

Students are expected to be back from weekends for Monday lunch at 11:15. Any exceptions must be cleared with the administration. A resident supervisor is on duty each weekend the dorm is open. The dorms will open Sunday evening at 6:00pm after they have been closed for long/holiday weekends. Students should arrive back at SBA before 9:20pm if returning to school in the evening.

OTHER POLICIES

Other policies regarding student life that may need attention will be determined by the administration.

DORM LIFE

God is not a God of disorder, but of peace. I Corinthians 14:33
Everything should be done in a fitting and orderly way. I Corinthians 14:40

DORM ROOM INFORMATION

FURNISHINGS: Boys Dorm: single twin-size mattress-extra long, bed frame, desk, 2 dressers **or** built-in drawers in closet unit

FURNISHINGS: Girls Dorm: single twin-size mattress (some extra long-reserved by request), bed frame, 2 dressers and desk

WINDOWS: 50" L x 30" W; one per room with a window blind

RUGS: Rugs, as floor coverings, must meet fire code specifications (No foam-backed carpets are allowed):

Flame spread - maximum 75; Smoke emission - maximum 125; Fuel contribution - maximum 50

Floor size: Girls Dorm 12' L x 11' 3" W Boys Dorm 12' L x 10' 6" W

Closet size is 5'11" x 2'

LOSS OF DORM KEY

If a dorm room key is lost, the replacement cost is \$10.00.

SPECIFIC DORMITORY REGULATIONS

Students shall check into assigned dormitory rooms at registration time and check out before leaving for the year, completing the necessary form each time. A similar procedure is required if changing rooms by permission during the year. Students are expected to keep their room clean and neat. Decorations should reflect Godly character consistent with Biblical principles. Morning room checks will be made and periodic inspections will be conducted without prior notice.

Students must have weekend plans to their resident supervisor by 10:00pm Wednesday night. Special permission from the parent/guardian must be conveyed to a resident supervisor or the dean of students.

There will be no television viewing Sunday evening through Thursday evening, or after 10:30pm on Friday and Saturday. TV may not be watched on school nights. TV/VCR/DVD IS TO BE OPERATED BY STAFF MEMBERS ONLY.

The dormitory areas are off limits to students of the opposite sex at all times. (This excludes registration and graduation check-out days.) Staff dependents must observe academic and activity schedules of dorm students.

On Sunday through Thursday evenings, all students must be in their dormitory by 9:20pm and have their lights out no later than 10:00pm. On Friday and Saturday evenings students must be in the dormitories by 10:30pm and have their lights out by 11:00pm.

Group and/or personal devotions are to be conducted twenty (20) minutes before lights are out from 9:40 to 10:00pm. All rooms are to be cleaned by 7:25am. Students who require extra study time may obtain permission from their resident supervisor to get up early to study in their rooms or in the dormitory lounge. Students may not be out of the dormitory area between 9:20pm (Sunday through Thursday) or 10:30pm (Friday and Saturday) and 7:00am the next morning without permission.

DAILY SCHEDULE

A daily schedule is established to maintain order and ensure the safety of all students. If any student is missing at any time, the resident supervisor **or school administration** should be notified at once.

Daily schedule: Rising time	6:30am		
Breakfast	7:00 – 7:20am		
Excel	7:30 – 7:50am		
Daily School Schedule	7:55 – 3:40pm	Monday Schedule	12:00 – 3:57pm
Gratis	3:45 – 4:15pm	Monday Gratis	4:05 – 4:30pm
Sports Practice	4:20 – 6:20pm		
Socialization(ex Chapel days)	7:00 – 8:15pm		
Supper	6:00 – 6:30pm		
Study Hall	8:15 – 9:00pm	Wed Study Hall	7:15 – 7:40pm
Dorm time	9:15pm	Friday & Saturday	10:30pm
Devotions	9:20pm		
Lights out	10:00pm	(Friday 11:00pm) (Saturday 10:30pm)	

ANIMALS ON CAMPUS

Students are not permitted to have any animals, fish, or birds on campus.

ATTENDANCE AT CHAPEL AND CHURCH SERVICES

Attendance is required of all students. Sunday morning services will be attended at a local church with staff on duty.

DINING HALL/GAME AREA

The dining hall is for the regular use of SBA students, faculty, and staff. Visitors and friends may eat meals in the dining hall and are requested to give a donation of their choice per meal. (Donations typically run \$4.00 each.) Of necessity, prior notice will usually be expected.

DRIVE-IN STUDENTS IN THE DORMS

When necessary, drive-in students may stay in the dormitories overnight with the permission of the dean of students. When doing so they are subject to all of the dormitory rules. Students must check in with the resident supervisor EACH time they wish to stay in the

dorm. They will also be required to pay \$6.00 room fee per night, \$2.00 for breakfast, and \$4.00 for supper. These fees also apply to alumni/guests staying in the dorms overnight. Alumni are encouraged to help out with gratis during their visits to campus.

FRONT ENTRANCE

Students are reminded that the front entrance and stairway (both up and down) are the main entryway into the school for visitors, business people, and deliveries, and should not be congested. Visitors should be greeted cordially. **No** loitering allowed in the upstairs school area after supper hours.

LAUNDRY

Laundry facilities are available on campus in the laundry room. Students have the responsibility to wash clothes and help keep the laundry room clean. Girls and boys are not to be in the laundry room at the same time. Girls wash on Monday, Wednesday, and Friday. Boys wash on Tuesday, Thursday, and Saturday.

LOSS OF PROPERTY

The school does not accept responsibility for the loss of personal property.

MEAL SCHEDULE

Students will be served during the designated serving times unless a delay was caused by an organized school activity. On special occasions the meal schedule may be altered, and such changes will be announced and posted. All dorm students are to attend all meals unless excused by resident supervisor. Drive-in students are to attend the noon meal.

<u>Monday</u>	<u>Tuesday-Friday</u>	<u>Saturday</u>	<u>Sunday</u>
Breakfast 8:30-8:45	Breakfast 7:00	Breakfast 8:00-9:00	Breakfast 8:30-8:45
Dinner 11:15-11:30	Dinner 11:45-12:15	Dinner 12:00	Dinner 12:45
Supper 6:30	Supper 6:30	Supper 5:00-5:30	Supper 6:00-6:30

MUSIC/COMPUTERS/ELECTRONICS

Finally, brothers, whatever is true, whatever is noble, whatever is right, whatever is pure, whatever is lovely, whatever is admirable – if anything is excellent or praiseworthy – think about such things. Philippians 4:8

Students may have a radio, CD player, and/or stereo in their rooms. Students are encouraged to listen to music, which is edifying to the individual and brings glory to God. No secular music will be allowed. Only original label CD's will be allowed – no burned CD's. Secular music will be confiscated and not returned. Individual television, DVD players, head phones, Ipods, and videogame systems are not permitted in the dorms or in school vehicles. Confiscated electronic equipment will be held until the end of the school year and a reasonable attempt will be made to return them unless special arrangements are made with school administration.

Personal computers are allowed in dorm rooms for students to use. No Internet is available in the dorm rooms. Secular music, movies, and games must be removed from hard drive. Any violation of these rules can result in the laptop being confiscated for the rest of the school year.

POST OFFICE

The post office is located in the southeast corner of the dining hall area. Students may purchase stamps in the school office and may mail letters at the post office or the school office. Incoming mail is normally in the student boxes by noon and may be picked up during the dinner hour. Each student will be assigned a mailbox with a private combination. Packages too large for student boxes may be picked up from the student bank at noon or after school. All mail should be addressed to the student at 400 Sunshine Drive, Miller, SD, 57362-6821. Students must NOT use their SBA mail box number as part of their address.

SCHOOL EQUIPMENT AND FURNITURE

The equipment of the school is provided for service to the entire school community. Its use is restricted to persons who have been approved by the administration. School furniture should not be moved without proper permission. If students want to bring their own furniture, permission should be sought from the **Dean of Students**.

Respect for the property of the school and of fellow students is expected. Students will pay for any damage done to school property, and, in addition, a \$25.00 fine for willful destruction of property will be enforced. Removal or destruction of windows and screens, as well as trespassing on roof areas by students will result in a \$50.00 fine and additional disciplinary action.

EMERGENCY EXITS

The door at the south end of the boys' dorm and the doors at the north end of the girls' dorm are for emergency exit only.

SOCIAL LIFE

Do not rebuke an older man harshly, but exhort him as if he were your father. Treat younger men as brothers, older women as mothers, and younger women as sisters, with absolute purity. 1 Timothy 5:1-2

Boys and girls are encouraged to develop appropriate Biblical relationships with many persons, rather than concentrating one's thoughts and energies on a single person of the opposite sex. Physical displays of affection by a couple are not allowed, nor are any couple permitted to be alone in a secluded place, classroom, stairwell, etc. Couples may socialize in designated public areas such as the dining hall, game area, or east of the main school building from 7:00pm to 8:15pm. Couples remaining on campus during the weekend will be allowed to socialize during meals and evening free time. If a boy and girl spend excessive time together, restrictions will be established by the administration.

STUDENT BANK

The bank is available as a depository for student money and for cashing checks. Banking hours will be during noon hour. The student bank will not be open on weekends. Students are encouraged not to keep money in their rooms. The student bank services are optional for drive-in students.

STUDENT RESPONSIBILITIES

Students are encouraged to support each other's good behavior. Students are expected to counsel, confront, and correct one another's bad behavior using the Scriptural approach found in Matthew 18. The desire must be for bringing the student into a right relationship with Christ and others, not to just point fingers. Following this model in Scripture shows loving concern for the brother and sister in Christ and will help develop morals and morale within the SBA community.

TELEPHONE

Parents may call the dorm phones to reach their student.

Boys' Dorm 853-9210, 853-9214

Girls' Dorm (upstairs) 853-9274, (downstairs) 853-9215, 853-9273

Calls may be **RECEIVED** during the following times: (all times CENTRAL STANDARD TIME)

Monday through Friday: 6:00am - 7:50am

Noon Break 12:00am - 12:35pm

After school 3:40pm - 9:15pm

Saturday and Sunday 8:00am - 10:30pm

Students will need to have a calling card or a cell phone in order to make calls. All cell phones must be turned in to a resident supervisor from 10:00pm to 3:40pm the following day. Any inappropriate use of a cell phone will result in loss of the phone for 30 days.

CELL PHONES

Cell phones may not be taken to any sports events (home or away) or other extra-curricular events unless the student is leaving from that event and traveling home. The cell phone is not to be used at any time during the event without permission of the sponsor/coach. The sponsor/coach will have a cell phone while traveling for safety purposes. Administration may inspect, examine and confiscate student cell phones if there is suspicion of violation of policy.

Cell phones are collected at 10:00pm and before school on Monday's from dorm students. Students may pick up their cell phones from the resident supervisors after school at 3:40.

WEEKEND VISITATION

Visits between students on weekends are subject to review by the dean of students. Permission may not be granted in some cases if such arrangements are not deemed to be in the best interest of the persons involved. If a student visits in the home of another student, the school's expectation is that the students are supervised by the parents. SBA staff are responsible for students who visit their homes. If a student is given permission to spend the night at a staff person's home, the student is considered checked out of the dorm and under the authority of the staff person.

VISITORS TO CAMPUS

All visitors to the SBA campus are asked to report to the main office during business hours or the appropriate resident supervisor after hours and weekends.

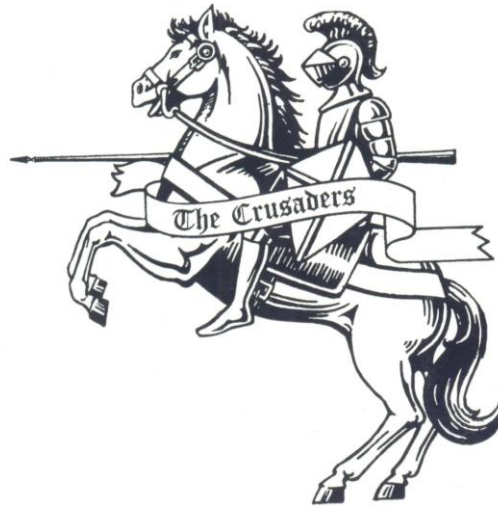
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Sunshine Bible Academy is a non-denominational
Evangelical Christian boarding school.

Sunshine Bible Academy admits students
without regard for race, sex, national or
ethnic origin and is non-discriminatory in
the administration of all its programs.