



Parent/Student
Handbook
2026-2027

(907)715-4277

This Page Intentionally Left Blank

Table of Contents

INTRODUCTION

Mission_____	6
School Objectives_____	6
Admissions/Withdrawals_____	6
Non-Discrimination Policy_____	6

GENERAL INFORMATION

Arrival/Dismissal_____	7
Lost and Found_____	7
Transportation_____	7
Lunches_____	7
Weather and Emergency Procedures_____	7
Medical Guidelines_____	8
Communicable Diseases_____	8

ACADEMIC POLICIES

Grading_____	9
Grade Scale_____	9
Testing_____	10
Graduation Options_____	10
Graduation Requirements_____	10 & 11
Homework_____	12
Makeup Work_____	12
Conferences_____	12

STUDENT EXPECTATIONS

Grades_____	13
Attendance_____	13
Absence/Tardy_____	13
Cell Phone Policies_____	14
Vehicle Policies_____	14
Behavior Guidelines_____	14 & 15
Discipline Policies_____	15
Property Damage_____	16
Dress Code_____	16 & 17
Student Confidentiality_____	17

DISCIPLINE POLICY

Introduction_____	18
Philosophy of Discipline_____	18
Discipline Policy_____	18
Preventative Discipline_____	18
Formal Discipline Measures_____	18
Infraction List & Levels of Misconduct_____	19
Consequences (per quarter)_____	19
Bullying Policy_____	20

DEFINITIONS OF SPECIAL DISCIPLINE TERMS

Infraction_____	21
Detention_____	21
Student and Parent Responsibility Contract_____	21

Probation_____	21
Suspension_____	21
Expulsion_____	21

PARENT EXPECTATION

Volunteer_____	22
Confidentiality_____	22
Discipline_____	22
Communication_____	22

FINANCIAL POLICIES

Tuition Cost_____	23
Tuition Offset Options_____	23
Additional Fees_____	23
Refund Policy_____	23
Donations_____	23

INTRODUCTION

Mission:

Our vision is to provide children with high quality faith-based education that preserves and enhances Russian Old Believer traditions and faith.

Our mission is to provide a professional learning environment while celebrating the Russian Old Believer values.

Our overall business goal is to strengthen the Russian Old Believer community by providing high quality education and celebrating the religion and community.

Our vision reflects our values: integrity, service, excellence and teamwork.

School Objectives:

The school's main objectives are to teach Christian values, reinforce faith, morality, and promote student growth in both Christianity and academia. It is our goal to create an atmosphere that promotes quality education that encompasses our churches Christian values.

Admissions/Withdrawals:

Old Believer Private School reserves the right to limit enrollment of students. Student enrollment is contingent upon meeting all financial obligations, space availability and other admissions policy requirements. The student is expected to be active in one of our recognized Russian Old Believer churches and practice their faith. The board reserves the right to withhold acceptance of any student and the decision of the board is final.

Parents must officially notify the school office prior to withdrawing a student from classes. The office will prepare the required withdrawal forms. The student is considered a full-time student whether in attendance or not until the formal withdrawal process has been completed. Tuition will be prorated for the amount of time the student was enrolled prior to withdrawal.

Families that participate in school functions and volunteer within the school will be priority when enrolling students.

Non-Discrimination Policy:

Old Believer Private School will continue the practice of admitting students from within our Russian Old Believer Community. This school does not discriminate on the basis of race, color, gender, national or ethnic origin in the administration of its educational policies and other school-administered programs.

GENERAL INFORMATION

Arrival/Dismissal:

School hours are from 8:20 AM to 2:00 PM. From 2:00 to 3:00 PM the school will be used for further learning purposes. Students may arrive 15 minutes prior to class. Students MUST be picked up no later than 3:30PM. Parents will be charged an additional \$20 for every half hour that they are late. A phone call will be made to the guardians by 3:15 PM if the student has not been picked up.

Parents or Guardians must make arrangements with the school ahead of time if the student is to leave early or be late. Students will not be permitted to leave early unless a parent/guardian approves it via message or phone call.

Lost and Found:

All lost and found items should be turned into the office. Items not claimed by the end of each quarter will be donated to families in need or disposed of.

Transportation:

Old Believer Private School does not currently provide busing. Transportation to/from school is solely parents responsibility. Carpooling arrangements are the responsibility of parents, not the school.

Lunches:

Students will need to bring their own sack lunch and multiple snacks. We strongly encourage children to bring a reusable drinking container. Drinking water is available. The school will provide microwaves to reheat meals. Students are expected to clean up after themselves after lunch.

Weather and Emergency Procedures:

Emergency drills for fire, earthquake and lockdowns will be practiced periodically, as is appropriate.

Announcements concerning inclement weather days (snow, wind, flood, etc.) or unscheduled school closures will be sent to all parents, and other public forums depending on the situation.

All decisions regarding school closures will be made by the administration: taking into account decisions of surrounding districts as well as the weather conditions of families and staff who live

in outlying areas. The school may decide to make-up school days to allow students to catch up on class work.

Medical Guidelines:

In the event a student becomes seriously injured or ill during the school day, efforts will be made to contact the parent or guardian to determine appropriate action. If parents are unreachable, emergency contacts will be called.

State health regulations require that certificates of vaccination against measles, diphtheria and other required vaccinations are on file. Information on how to obtain an exemption can be found on the Old Believer Private School website at oldbelieverprivateschool.org. Parents must hand exemption forms into Matsu Central.

Required medications will be administered by the office personnel only. A medication authorization form must be on file in the school office before any behind the counter medication may be dispensed. Students may not carry medication of any kind on school property. Exceptions to this may include an emergency inhaler which has been approved by doctor and/or parent. Parents may approve over the counter medications from school administration, upon request. School administration will not administer ANY medication without parental/guardian approval.

All medications including pain relievers, cough drops, etc. must be brought in by the parent/guardian, and in the original container. Please do not send your student in with the medication. If possible, parents are encouraged to get a medication administration plan outside of school hours.

Old Believer Private School will not be held responsible for any injuries that are obtained on school grounds.

Communicable Diseases:

The following are procedures regarding a contagious and/or communicable disease:

1. Students will be sent to the school office.
2. Parents will be contacted and required to pick-up the student.
3. A doctor's release may be required in the case of certain diseases.
4. In the case of head lice, students will not be allowed to return to school until treated and are lice/nit free. Students must be checked upon returning to school.
5. Students need to be fever, diarrhea, and vomit free for 24 hours before returning to school.

ACADEMIC POLICIES

Grading:

Report cards are designed to give parents and students an indication of student progress. Additional copies can be available upon request any time during the year. Please contact your student's teacher if you have any concerns, questions about any assignments, or updates. Quarterly report cards will be sent home with students at the end of each quarter. Students will periodically receive updates on missing work.

Grade Scale:

Middle and High School Classes:

<u>Letter Grade</u>	<u>Numeric Grade</u>
A	90 and above
B	80-89.9
C	70-79.9
D	59.5-69.9
F	59.4 and below

Elementary Classes:

<u>Scale</u>	<u>Level of Mastery</u>
4	Exceeding Standard
3	Meeting Standards
2	Working Towards Standards
1	Not Meeting Standards
N/A	Not Assessed At This Time

Testing:

Students that are enrolled through Matsu Central are encouraged to do state testing. Tests will be administered at Mat-Su Central, unless communicated otherwise. Transportation can be arranged if needed. As part of the comprehensive assessment system, state testing helps parents and educators see the progress within our school as well as individual progress. Students can have their parents opt out of any state testing if they choose to.

Graduation Options:

If a student is enrolled through Matsu Central, they will receive an accredited diploma through them. The same expectation of credits are required even if students are not enrolled through Matsu Central or other homeschool programs. We can still supply them with a diploma and graduation, although the diploma will not be accredited.

If a student who is not enrolled through Matsu Central or similar program still wants an accredited diploma through Old Believer Private School, the student can take the GED test at the expense of the school. The school will pay for two GED tests per student. If the student is unable to pass the test both times, the third attempt will be at the expense of the parent.

Graduation Requirements:

Students enrolled through Matsu Central will receive a diploma only after acquiring the minimum of 25.5 credits, unless they change their policies (please check in with them to remain up to date). Please see 2026/2027 Graduation Requirements below for a list of subjects and what credits they will be used for at Old Believer Private School.

There are multiple routes that may be used to graduate, this is likely the route that will be followed through Old Believer Private School:

2025/2026 Graduation Requirements

25.5 required credits – Students will be able to graduate by the middle of their 11th year

English (4 Credits)

English 1 (Semester 1)	8th Grade
English 1-2 (Semester 2)	8th Grade
English 2 (Semester 1)	9th Grade
English 2 (Semester 2)	9th Grade
Elective	10th Grade
Elective	10th Grade
Elective	Bible (9th Grade)
Elective	Bible (9th Grade)

Math (4 Credits)

Algebra 1 (Semester 1)	9th/10th Grade
Algebra 1 (Semester 2)	9th/10th Grade
Geometry 1 (Semester 1)	9th/10th Grade
Geometry 1 (Semester 2)	9th/10th Grade
Math Elective	8th Grade
Math Elective	8th Grade
Math Elective	11th Grade (½ year)
Math Elective	11th Grade (½ year)

Science (3 Credits)

Physical	8th-10th Grade
Physical	8th-10th Grade
Biology	8th-10th Grade
Biology	8th-10th Grade
Elective	8th-10th Grade
Elective	8th-10th Grade

Social Studies (3.5 Credits)

Alaska History	8th-10th Grade
Civics	8th-10th Grade
World History S1	8th-10th Grade
World History S2	8th-10th Grade
US History S1	8th-10th Grade
US History S2	8th-10th Grade
US Government	11th Grade

Physical Education (1 Credit)

PE	8th-10th Grade
PE	8th-10th Grade

Health (.5 Credit)

Health	8th-10th Grade
--------	----------------

4C's (1 Credit) – Automatic at OBPS

0.5	8th-10th Grade
1	8th-10th Grade

Electives (8.5 Credits)

0.5	9th Russian
1	9th Russian
1.5	9th Choir
2	9th Choir
2.5	10th Bible
3	10th Bible
3.5	10th Russian
4	10th Russian
4.5	10th Choir
5	10th Choir
5.5	11th Russian
6	11th Choir
6.5	11th Bible
7	PE or Other
7.5	PE or Other
8	PE or Other
8.5	PE or other

Homework:

Our goal is to ensure all students are successful and achieve their maximum academic potential. We provide adequate time during class to complete all class work. Work that is not completed during class time will need to be taken home and completed by the assigned due date.

Makeup work:

When absences occur, it is the responsibility of the student to make arrangements to make up missed work. Parents/Guardians of younger children are encouraged to be involved in assuring that proper arrangements are made with the teacher. As a school policy, students are given grace for assignments based on the number of days of absences. The number of days absent determines the number of days granted to make up work (one day grace for each day absent).

For pre-arranged absences, assignments should be obtained ahead and completed on time. If students are not able to make up their work in a timely manner, they may be required to stay in from recess or encouraged to stay after school.

If the student has missed any tests or quizzes, the student must make arrangements with the teacher for make-up tests.

Conferences:

A report card is a formal notice of student progress which is sent to parents or guardians per quarter. This notice informs parents and students of the student's progress and may contain teacher comments. Parents or guardians are encouraged to meet with teachers regarding student progress. The end-of-the-year report card may be mailed or handed to the parent/guardian at the prerogative of the school administrator.

STUDENT EXPECTATIONS

Grades:

Students are held accountable for any grades they receive or any makeup work they need to do. Extra credit is up to teacher discretion.

*See Academic Policies.

Attendance:

Studies have shown that student attendance at school is directly related to student success. Parents, students, and the school need to work together to promote attendance and success.

In order to effectuate positive results and good communication, parents will be contacted when a student is absent; a notice will be sent to the parents after five days of absence. After nine days of absenteeism, the student's absences will be considered habitual and another notice will be sent to the parents. After ten cumulative absences in a semester an administrative, parent, and student conference is required.

Schools are encouraged to have positive incentive programs to reward good attendance by students and staff. Parents are encouraged to take an active role in student attendance and to alert the school when their child is to be absent. It is the responsibility of the student and parent to make arrangements to keep up with school work when he/she is absent from school.

A student is considered tardy 5 minutes after the start of elementary school and after the class starts for each class in middle and high school.

High school and middle school absences are to be recorded each class period by the teacher. The principal shall have the final authority and discretion on matters related to such discipline for truancy.

Absence/Tardy: students who are not in class when attendance is being recorded. There are two types of absences: excused and unexcused.

Excused Absence/Tardy	Unexcused Absence/Tardy
Personal Illness	Absences due to skipping or cutting class
Illness or death in family	Absences un-cleared by parent for two days after the return of the student
Medical Appointment (Please schedule after hours if possible)	Lateness due to non-emergency situations (i.e. oversleeping, running late, etc.)
Absences that are school-approved (i.e. field days, athletic events, etc.)	Early pick-up for non-emergency situations
Absences deemed excused by administration	Any unspecified reason

Cell Phone Policies:

Teachers may permit the purposeful use of personal electronic devices in support of the curriculum. These personal devices are the sole responsibility of the owners. The school is not responsible for the loss or theft of these devices, unless the loss or theft of the device occurs when the device has been confiscated by a school official for discipline or safety reasons.

Cell phones are to be left either in backpacks or the designated spot, unless approved by the teacher. Violation of this may result in confiscation. Once a device is confiscated, it may be picked up by a parent or guardian in the office upon pickup. Administration will not release devices to the students.

Vehicle Policies:

Students may drive personal vehicles if they have a valid Alaskan drivers license. Students who drive 4 wheelers or similar vehicles will be required to follow our safety guidelines. Our vehicle safety guidelines include:

1. Drivers must abide by the speed limits.
2. Drivers must drive in the appropriate lane.
3. Drivers are highly encouraged to wear helmets, but that will be up to parent discretion.
4. Drivers must park in the appropriate parking spots on school grounds.
5. Drivers are held fully responsible for any damage or theft of their vehicle.
6. Drivers are held fully responsible for any damage that their vehicle causes.

If any of these safety guidelines are not followed, the student may lose their right to drive to school. This will be on a 3 strike system:

- Strike 1: Students lose their vehicle privileges for a day.
- Strike 2: Students lose their vehicle privileges for a week.
- Strike 3: Students may lose their vehicle privileges INDEFINITELY.

The safety of our students is the priority. Not following our safety guidelines may cause bodily injury to the driver as well as other students. Transportation to/from school will be the responsibility of the parents for those that lost their driving privileges.

Behavior Guidelines:

We believe the Scriptures establish the basic principles which should guide the development of Christian character and govern all Christian behavior. These include:

1. Respect and obey all staff.

2. Respect for the Bible.
3. Proper care of all physical property.
4. Conduct expected of a young Christian in the classroom, playground, hallways and restrooms.

A student enrolling in Old Believer Private School must agree to live according to Christian standards whether on or off campus. Irresponsible behavior that violates either a civil law or a biblical principle will be handled according to school discipline policy with the authority that the school has been given.

The biblical and philosophical goal of Old Believer Private School is to develop students into mature individuals who will be able to exhibit a Christ-like life. Of necessity, this involves the school's understanding and belief of what qualities or characteristics exemplify a Christ-like life. On occasion, the atmosphere or conduct within a particular home may be counter to or in opposition with the biblical lifestyle the school teaches. However, while enrolled at Old Believer Private School, all students are expected to exhibit the qualities of a Christ-like life espoused and taught by the school and to refrain from certain activities or behavior. Thus, Old Believer Private School retains the right to refuse enrollment to or to expel any student who engages in sexual immorality. This includes those practicing homosexual, bisexual, and transgender as well as those who condone, support, or otherwise promote such practices.

Old Believer Private School students must agree to distance themselves from activities in which drugs or alcohol are being illegally purchased or consumed.

Open displays of affection between students are considered inappropriate behavior and will not be tolerated at school or school related functions.

Any behavior not in keeping with Russian Old Believer principles or general failure to comply with school policies are prohibited and may result in suspension and/or expulsion.

We discourage students from forming cliques. Instead, we encourage students to interact and build friendships with a wide range of students.

Discipline Policies:

A suspension is a denial of the right of school attendance, either from a single class or up to and including any full schedule of classes for a limited period of time. Expulsion is the permanent denial of the privilege of school attendance within the School District by the School Board. The School Board may consider readmission of a student the following school year. Depending on the circumstances, expelled students may be permitted to attend school in an alternative setting during their expulsion. Suspended students will still be expected to keep up with their school work.

Property Damage:

Students are expected to take care of school property, which includes textbooks, desks, laptops and the building in general. Textbooks are supplied by the school, and students must assume full responsibility for their care. Desk storage and student lockers, where available, are the property of the school and remain so throughout the life of the item. Individual backpacks may be searched when it is reasonable to believe that potentially dangerous objects, contraband, illegal substances, or stolen property is hidden within.

Any damage to property may result in a fine. This fine may be worked off in the form of labor around the school, or paid directly by the parent or student in question. The school administration will have a list of the value of school property that the student will be required to pay. Parents may ask for the list of property costs as needed.

Dress Code:

The guidelines below may not be all-inclusive and are subject to administrative discretion. Our intent is to uphold godly standards of modesty, not a legalistic set of rules.

When you attend a school function or activity, you are representing Old Believer Private School and it is important to display modesty as a Christian. The dress code guidelines apply to all off-campus events.

Old Believer Private School families are responsible to inform any guests of the dress code guidelines and make sure he/she is in full cooperation.

1. A belt must be worn visibly over clothing as part of our traditional Russian Orthodox Christian attire.
2. Hair is to be neat, clean, well groomed, out of the eyes and a natural looking color.
3. Shoes must be worn at all times, and shoelaces must be tied. Elementary students (K-4th grade) may not wear shoes with wheels or heels.
4. No hats or hoods are to be worn during class or in the building.
5. No gang affiliated attire or inappropriate clothing including those promoting tobacco, alcohol, other drugs, guns, other weapons, or inappropriate symbols/individuals/groups.
6. Sleeve length has to be past the elbows as part of our traditions.

Boys:

- Russian shirts are required.
- Slacks or jeans are to be clean and in good condition, not ragged or torn.
- No article of clothing should be extremely tight or extremely loose.

Girls:

- Traditional Russian dresses are required.
- No cleavage should be visible when sitting, standing or bending.

- Dresses should be no shorter than the ankle, but not dragging on the floor.
- No article of clothing should be extremely tight or extremely loose.
- If students choose to wear make-up, keep it to a bare minimum.
- Jewelry is allowed, but cannot be disruptive to anyone.

Failure to comply may mean wearing a coat/sweater or being sent home.

Guidelines exist to encourage modesty and are at the discretion of the administration and could be adjusted as needed. Your cooperation and understanding of our personal grooming guidelines and clarification is appreciated.

Thank you for your cooperation as we reflect our Christian testimonies in a positive manner.

Student Confidentiality:

Students, from time to time, find it necessary to share personal information and may expect confidentiality from our staff. Exceptions include information that is:

1. Serious information about which parents or guardians need to be aware.
2. Life threatening.
3. Sexually or physically abusive in nature.
4. Illegal issues.

The above exceptions to confidentiality will be determined by staff or administration.

Discipline Policy:

A. INTRODUCTION

This school is dedicated to the training of children in a program of study, activity, and living that is Christ-centered. We believe that "all things should be done decently and in order" and that our students should be taught to accept a given responsibility to "walk honorably before all men."

This is not a corrective institution. Therefore, we ask that you do not enroll your child with the idea that we will reform them. We are here to work with the home but not to take the place of parents who have experienced difficulty in fulfilling their role.

B. PHILOSOPHY OF DISCIPLINE

God shows us throughout Scripture that the primary responsibility for nurturing and training children rests with the parents/guardians. Parents and guardians have delegated to Old Believer Private School the responsibility to help them "nurture and instruct" their children. Therefore, Old Believer Private School has established a discipline policy based upon principles in God's Word. The purpose of all discipline is for growth in the Christian life.

C. DISCIPLINE POLICY

Discipline is an important and essential part of the learning process. The classroom must have an atmosphere that is conducive to learning, and the overall school spirit is to have a positive Christian quality. To accomplish this, teachers and administrators must communicate clearly the expectations and consistently enforce policies. These policies will be effective while students are on campus, at school activities or while traveling to school related functions. Students must be cooperative and exhibit self-control. Parents and guardians must be supportive and involved.

The following measures have been established to collectively accomplish these goals:

Preventative Discipline

The administration and faculty at Old Believer Private School will endeavor to prevent discipline problems before they begin through:

1. Communicating expectations in a timely manner.
2. Using positive reinforcements.
3. Teaching right behavior.
4. Addressing issues before they become major.
5. Establishing mutual respect.

Formal Discipline Measures

Should discipline measures require further steps, formal discipline measures will be implemented. The extent and severity of these measures will be at the discretion of the faculty and administration. Level 1 infractions may result in a Level II consequence. The following types of infractions, levels of misconduct and respective consequences for misconduct are approved discipline measures.

INFRACTION LIST & LEVELS OF MISCONDUCT

LEVEL I	LEVEL II	LEVEL III
Class Rule Violation	Blatant Defiance	Alcohol/Drug/Tobacco
Defacing/Damaging of Property	Cheating	Endangerment of Others
Disobedience	Cutting Class	Weapons
Disrespect	False Alarm (Fire)	
Disrespecting Another Property	Fighting (Level II)	
Disruption in Class	Forgery	
Dress Code Violation	Bullying/Harassment	
Fighting (Level I)	Inappropriate Behavior (Level II)	
Foul Language	Inappropriate Internet Use (Level II)	
Hallway Disturbance	Insubordination	
Inappropriate Behavior	Lying	
Inappropriate Display of Affection	Off Campus Violation	
Inappropriate Internet Use	Plagiarism	
Inappropriate Literature	Theft	
Littering	Vandalism	
Loitering		
Off Limits		
Possession of Inappropriate Items		
Restroom Behavior		
Tardy to Class		
Unauthorized use of Phone or Electronics		
Wrong Attitude		

CONSEQUENCES (per quarter)

LEVEL I	LEVEL II	LEVEL III
1st Violation = Verbal Warning	1st Violation = Parent will be informed. Automatic Detention, Possible Suspension	1st Violation = Immediate suspension and removal from school premises
2nd Violation = Written Warning	2nd Violation = 2 or 3 Day Suspension	Recommended Expulsion
3rd Violation = 30 min Detention	3rd Violation = Possible Expulsion	
2nd Detention = Parent Conference		
3rd Detention = 2 or 3 Day Suspension		
4th Detention = Possible Expulsion (per board approval)		

D. BULLYING POLICY

Bullying includes hazing, harassment, and intimidation. Bullying is any repeated act that substantially interferes with a student's educational opportunities or performance including interfering with the psychological well-being of a student.

There are three types of bullying:

1. Verbal bullying is saying or writing mean things. Verbal bullying includes:
 - a. Teasing
 - b. Name-calling
 - c. Inappropriate comments
 - d. Taunting
 - e. Threatening to cause harm
2. Social bullying, sometimes referred to as relational bullying, involves hurting someone's reputation or relationships. Social bullying includes:
 - a. Leaving someone out on purpose
 - b. Telling other children not to be friends with someone
 - c. Spreading rumors about someone
 - d. Embarrassing someone in public
3. Physical bullying involves hurting a person's body or possessions. Physical bullying includes:
 - a. Hitting/kicking/pinching
 - b. Spitting
 - c. Tripping/pushing
 - d. Taking or breaking someone's things
 - e. Making mean or rude hand gestures

(taken from stopbullying.gov)

Old Believer Private School is committed to making the school a safe, bully-free environment. Is your student being bullied? It can be hard for the school to tell because bullying usually takes place behind the backs of the teachers. Help the school defeat bullying. If you see or hear any reports of bullying, tell the administration or one of the teachers. The school will do its best to watch for and handle all bullying appropriately.

DEFINITIONS OF SPECIAL DISCIPLINE TERMS

Infraction - Breaking a school rule. The teacher will formally write the infraction on a write-up form which will be signed by the student and entered into the student's discipline record. Parents will receive written notice of each infraction.

Detention - At OBPS we have students help with cleaning around the school. Detention may take the form of completing cleaning duties without assistance from other students. Level 1 consequences will be served during the final 20 minutes of school. This may take up time after school depending on how long it takes the student to complete cleaning. Level II consequences will be served in a supervised 45 minute required detainment after school in a designated room or cleaning of the school. Parents will receive notice of detention. Detentions are served on designated days only. Please do not ask for an exception to this rule.

Student and Parent Responsibility Contract - A document drawn up between the student, parent/ guardian and the administration to document responsibility, accountability and consequences in order to eliminate and/or change previous misbehavior. If insufficient improvement is made in attitude or behavior, the student may be placed on probation or suspended.

Probation - A specific time period set by administration for a student to demonstrate improved behavior in specific areas. If insufficient improvement is made in attitude or behavior, the student may be asked to withdraw from the school.

Suspension - When a student is not allowed to come to school or to attend class for disciplinary reasons. Students must still complete all assignments missed during the suspension period. Parents will be notified of a student's suspension in writing. Parents will be requested to come to the school and pick up their student.

Students may be suspended during an investigation in order to determine if some serious violation of the school policy has taken place. Parents will be kept informed.

Expulsion - When a student is dismissed from the school by the administrator. A student who receives a recommendation for expulsion from the administrator will be on an at-home suspension until the school board can convene. The board will review the student's behavior record and the recommendation from the administrator, interview the student, his or her parent/guardian, and pertinent school personnel. The school board will make a decision. If the recommendation to expel is declined, the board will determine the appropriate discipline for the student. The parent/guardian may appeal the school board's decision by written request. After an appeal is considered by the school board, the board's decision will be final. Parents will be informed verbally as well as in writing and will be requested to immediately remove their student.

PARENT EXPECTATIONS

Volunteer:

Old Believer Private School expects all families to participate during meetings and events. Parent/student orientations will be held prior to the start of school for new students.

Parent/teacher conferences held throughout the year provide ongoing communication to promote good understanding between parents/guardians, the faculty, and administration of the school.

Throughout the year, the school will organize fundraising events. Parents will be encouraged to assist with the planning of school activities, staff and student support, and volunteer work. This is one way that parents may help enhance their child's education and keep tuition costs low. It is expected that each family is involved by either participating and/or contributing.

Confidentiality:

Staff of the Old Believer Private School will keep family matters of students confidential. Personal family matters are not to become gossip amongst parents and staff members. Confidentiality will only be overruled if the health and safety of an individual is at risk. Abuse, neglect, and illegal activities are to be reported to appropriate authorities.

Discipline:

Repercussions of misbehavior of students will be reported to parents if deemed necessary by the teacher. Parents are encouraged to team up with the teacher during such times to prevent more misbehavior. If parents disagree with the discipline of a student, there should be a meeting set up to come up with a discipline plan that works for all parties.

Parents that fail to support the school in disciplinary plans or fail to follow through with plans, may be required to teach lessons at home for a specific period of time.

Further noncompliance can result in suspension or expulsion of students.

Communication:

Communication is encouraged between parents and teachers. Meetings are available upon request. Parents need to communicate in case of absences, tardies, coming up appointments or engagements. Phone calls during school hours must be made to the school line, NOT personal phones of students or teachers. Staff usually leaves the school at 3:30 PM, if you would like a teacher to call you after hours please contact them for a request. We would like to address all needs, but we are not on call 24/7.

FINANCIAL POLICIES

Tuition Cost:

Tuition cost for students Kindergarten to 11th grade is a flat rate of \$5,000.

Tuition Offset Options:

Parents may fundraise according to the tuition offset guidelines. This may be given upon request from OBPS administration.

Additional Fees:

Additional fees may apply for: field trips, specialty courses, damaged school property, failure to pick up on time, and sports.

Returned check fee: returned checks for insufficient funds will be charged a \$25 processing fee.

Quarterly balance is due by the beginning of each quarter. A grace period will be allotted for those that communicate with the administration.

Past due accounts: if an account becomes more than 30 days past due, children may be suspended from classes until the account becomes current. Any exceptions need to be approved by the administrator prior to the date. If payment is not made, children may be unenrolled.

Refund Policy:

Refunds may be administered under special circumstances. This includes but is not limited to moving out of Wasilla, illness, other unforeseeable events.

Refunds cannot be administered if the family has already received a reimbursement through Matsu Central, a student has been expelled, missed class time, or is unhappy with a service they have already received. Families who choose to withdraw their students and do the final withdrawal paperwork, will not be required to pay for the remainder of the school year.

Donations:

All donations made to Old Believer Private School are extremely appreciated. Donations can be made private, if the donor chooses to do so. Any person on the Board of Directors may accept donations, and write a donation receipt for tax purposes.

Donations can be made through PayPal, Cashapp, or Venmo. Cash and checks are also great forms of payment. Checks should be made payable to "Old Believer Private School".

If you would like your donations to go to a specific cause (i.e. building, curriculum, playground), you can put that in the memo of the check or the receipt we provide you with.

