

School Handbook

2022-2023

Igniting, Instilling, Inspiring



Vegas Valley Adventist Academy
6059 W. Oakey Boulevard
Las Vegas, Nevada 89146
702-871-7208
Website: www.vvaa4u.org

School Information

Administration

Principal: Dacyl Galicia-Silveira Phone: 702-204-8030 Email: dgaliciasilveira@nevadautah.org
Business Manager: Karla Rojo Phone: 702-871-7208 Email: krojo@nevadautah.org
Admin. Assistant: Eucaris Galicia Phone: 702-871-7208 Email: egalicia@nevadautah.org

Office Hours:

Monday through Thursday, 7:50 A.M. – 3:30 P.M., Friday: 7:50A.M. – 12:15 P.M.

Faculty

Grades TK-4

TK-Kindergarten Dacyl Galicia-Silveira Email: dgalicia-silveria@nevadautah.org
1st and 2nd grade: Rosemarie Jones Email: rjones@nevadautah.org
3rd and 4th grade: Jocelyn Trejo-Torres Email: jtrejo@nevadautah.org

Grades 5-10

Social Studies and Technology Joshua Garcia Email: jgarcia@nevadautah.org
Science and PE Maria Brandt Email: mbrandt@nevadautah.org
Math, Bible Gladys La Porte Email: glaporte@nevadautah.org
English, Music, Art Melanie Contreras Email: mcontreras@nevadautah.org

School Board

School Board Chair: Elder Carlos Camacho Email: ccamacho@nevadautah.org
NUC Superintendent: Fernando Lista Email: flista@nevadautah.org

School Hours

Monday through Thursday: **8:00 A.M. – 3:30 P.M.**
Friday **8:00 A.M. – 12:00 P.M.**

After School Care Hours

Monday through Thursday: 3:45 P.M. – 6:00 P.M., Friday: 12:15 P.M. – 5:00 P.M.

About Vegas Valley Adventist Academy (VVAA)

Welcome to Vegas Valley Adventist Academy, our new school in Las Vegas, NV. VVAA is owned and operated by the Nevada Utah Conference of Seventh Day Adventists. Vegas Valley Adventist Academy (VVAA) is seeking to develop a new culture built on trust. There will be written policies, procedures, and rules creating a healthy school culture. Decisions will be based on what is best for students.

VVAA is committed to building a diverse, equitable, and inclusive school. We seek to enable all members of the school community (students, faculty, staff, parents, visitors) to achieve their full potential in an environment characterized by equality of respect and opportunity.

Guidelines/Principles:

- Foster a school culture and climate that is welcoming, understanding, caring, and respectful, as well as a safe and secure learning environment that is motivating for all students.
- Acknowledge, celebrate, and further develop the strengths of all students.
- Enable each student to develop a sense of personal and cultural identity that is confident, receptive, and respectful towards others.
- Ensure collective responsibility for the teaching and learning of all students.
- Nurture a culture of trust and collaboration among faculty.
- Increase a sense of belonging in the school.
- Ensure a culture of quality.
- Implement best practices of customer service.

You have chosen to attend a school where students are expected to:

- Work hard
- Take accountability for their work
- Be active participants in their learning

Teachers are expected to:

- Set clear expectations and expect students to rise to the challenge of the classroom.
- Treat student, parents, and staff with respect

History

Vegas Valley Adventist Academy was established in July 2020 to provide Adventist Education to Las Vegas Adventist families and to the community at large. Due to financial exigencies, it was decided by the school boards of the Abundant Life Christian Academy and Las Vegas Junior Academy along with the NUC leadership to discuss effective ways to provide Adventist Education by consolidating educational resources and creating a new school reflecting all the constituents of the Las Vegas Valley. Through the collaboration of the school boards and constituents of the Abundant Life Christian Academy, Las Vegas Junior Academy and the Nevada Utah Conference leadership, the schools were voted closed, and a new school was established to consolidate the educational resources of the Las Vegas Valley.

Vegas Valley Adventist Academy is a part of the world-wide Seventh-day Adventist educational system which includes, elementary and high schools, colleges, and universities around the globe. Together we are engaged in a Journey to Excellence which values innovation and continuous improvement.

Our Aim: Our aim is to provide an opportunity for students to accept Christ as their Savior, to allow the Holy Spirit to transform lives, and to fulfill the commission of preaching the gospel to the entire world. VVAA is a Christ-centered school that creates a learning culture that reflects and reinforces Christian values and enables each student to become an independent and effective learner uniquely prepared for further academics and daily living.

Mission Statement: Our mission is to honor God by striving for academic excellence and character development and to grow positive relationships with our community and each other.

Admissions

Registration

Parents and students seeking admission agree to support VVAA's principles, programs, and personnel and to act in harmony with the standards, requirements, and philosophy of the school. The Admissions Committee reserves the right to refuse admittance to any student who does not exhibit behavior in harmony with VVAA's principles.

Although VVAA is designed to educate Seventh-day Adventist students, we seek a diverse student population which shares our school mission and educational philosophy. Therefore,

VVAA is committed to educate students from the community who exhibit a positive attitude towards school, are actively engaged in classroom learning, and desire a quality education in a Christian environment.

New Students

Registration of a new student may occur at any time during the school term. All new students must submit a copy of their birth certificate, current report card, recommendations forms, and an updated immunization record. New students will need a school physical completed in the State of Nevada, unless they have had a physical in another state within the past year. All forms and information must be submitted before the Admissions committee can act upon a new student's application. **Testing may be required for new students.** A testing date will be scheduled after all forms are completed.

Returning Students

Returning students must submit a completed set of application forms, the registration fee, and an updated copy of immunizations (if changes have occurred). **NOTE:** All students whether new or returning must have a zero-balance remaining on their previous school's account (last year's account for returning students) before they can enroll in VVAA.

Admissions: Admissions to VVAA may be determined by the school board based upon the recommendation of the Administration. The board reserves the right to refuse admission based upon:

1. Failure of parents and/or students to support VVAA's Mission, Philosophy, Goals, and Student Conduct Agreement.
2. Behavioral record.
3. Academic record.
4. Attendance record.
5. Outstanding school account with VVAA or previous school. Financial clearance and approval are necessary.
6. Request to transfer from another local school any time during the first or second semester of the school year.

Full Classrooms

Each class has a capacity limit in terms of the number of students it may successfully accommodate. If a classroom becomes full, a waiting list will be generated with priority given in the following order:

- Returning students who are pre-registered
- Siblings of current students registered
- New students who are pre-registered
- Registration date

Transitional Kindergarten (TK), Kindergarten, and Other 1st time Students

Students enrolled in TK, Kindergarten, and 1st grade must meet the minimum age required for the respective grade.

- Transitional Kindergarten – In accordance with Nevada State law a child entering TK in a private school shall be 4 years old by the first day of school.
- Kindergarten – 5 years old by the first day of school. **An exception to this policy for Kindergarten: The school may waive the entrance age policy for a student transferring from a school with different entrance age requirements and admit them to Kindergarten upon proof of residency from the previous school.**
- 1st grade – 6 years old – by September 30th of that school year. **The school may waive this entrance policy if a child has completed a kindergarten program at another school or test at the 1st grade level.**

Student Acceptance

As stated in the Inclusion statement in the Core Values, Vegas Valley Adventist Academy “values inclusion of students regardless of their gender, race ethnicity, denomination, or socio-economic status”. Vegas Valley Adventist Academy is essentially “mainstream,” meaning that we generally teach age- and grade-level appropriate subject matter and do not offer Resource or Special Education classes.

An additional strength of our school is that our faculty are trained and experienced in providing Differentiated Instruction which allows and enables them to tailor curriculum to individual student learning styles, needs, and pace, if/when/where necessary.

Vegas Valley Adventist Academy lacks the resources to offer the necessary services to children with special needs, learning disabilities, or emotional disorders. However, VVAA staff will do their best to help all students in their learning.

Student Withdrawal

Should you choose to withdraw your child from attending VVAA, we ask that you complete a withdrawal form for us to keep in our records. To withdraw, prior written notification is needed to give time to secure progress of final grades from the teacher/s, turn in textbooks, and receive financial clearance from the business office. Records will not be released until these steps are completed and there is no outstanding balance on the student’s account. The principal or board chair may also request an exit interview. Please refer to the financial page for guidelines regarding any refunds.

Student Health and Safety

Safety Drills. Safety drills are conducted monthly. Students are asked to walk to designated area of the school campus to allow for emergency vehicles to have a clear path to the buildings and to ensure student safety.

School Delays or Closings. If there is a question as to whether the school is to be delayed or closed, parents and students should expect to be advised by the principal/staff regarding such delays or closings through our Jupiter communication system.

Roller blades/Skateboards/Skates. Skateboards, roller skates or in-line skates are not permitted on campus at any time.

School Lunches. The Seventh-day Adventist Church recommends a healthful, vegetarian diet. All students are encouraged to bring a well-balanced lunch each day.

Behavior Expectations. Good behavior and good manners are expected at all times. Loud or boisterous behavior is not acceptable.

Student Illness. Parents should not send their child to school if the student has been vomiting, has a temperature above normal (98.6 F), is suspected of having a contagious condition (Covid, ringworm, chicken pox, pinkeye, lice, flu, etc.) or has not sufficiently recovered from an illness. A child displaying any of the above illnesses should not be sent to school until they have been fever-free for 24 hours without using fever-reducing agents.

If a student becomes ill or has an accident at school, steps will be taken to ensure the child's safety and well-being. The student's parents will be asked to take them home. If we are unable to reach a parent, the individual listed as the emergency contact on the registration form will be notified.

Medication Policy. Nevada law does not allow school personnel to administer medication without explicit written instructions. This includes prescription and nonprescription medication. The following medication procedure will allow school personnel to administer non-prescription and prescription medication:

1. A form, available in the office, providing the child's name, medication, dosage, times to be administered and parent's signature, must be filled out.
2. The medication must come to school in the prescription bottle or manufacturer's package. The student's name and written instructions must be on the label.
3. The medication must be sent or carried directly to the office. Medication may not be kept in the student's lunch box, backpack or on his/her person. This is a violation of Nevada State law.
4. Medication records become a part of the student's record.

Insurance. The school purchases school accident insurance coverage for each student. The cost of this insurance is included in the registration fee. The school is responsible for only the amount covered by its insurance. All accidents must be reported immediately, as no claims will be paid unless an accident report has been filed.

Parent Involvement

The School Board recognizes that education of children is a process that involves a partnership between the child's parents, teacher(s), school, and school board. The School Board recognizes that parental participation in their child's educational process through parent/teacher conferences, classroom visitation, serving as a school volunteer, serving as a field trip chaperone, Home and School participant, and other such services is critical to a child's educational process. For that reason, the School Board requires parental participation in the life of their child's school.

Home and School Association. The Home and School Association is organized to unite the home and school in their endeavor to provide Christian education for the children of the church, and to provide an agency by which cooperation may exist between school and the parents and/or guardians of the students. Each church will choose a home and school representative and from that group, a home and school leader will be chosen.

The Home and School Association leadership meets with school administration at the beginning of the school year to formulate plans and annual goals. The leadership of the Home and School Association will work closely with the board to promote harmony and maximum effectiveness.

Communication

Office Hours. Individuals who wish to make an appointment with administrative staff are urged to call during regular office hours, 7:30 a.m. - 3:30 p.m. Monday through Thursday.

Personal Calls. If a phone call becomes necessary, a student must acquire a phone pass from their teacher to use the front office phone. Parents should not contact students by phone. The administrative office will deliver messages to the students.

Cell Phones. Personal cell phones will be taken at the beginning of the day and returned at the end of the day.

Visitors. All individuals wishing to visit must check in at the office. If another student or child wishes to visit, please make prior arrangements with the office and classroom teacher 1 week in advance. Visitor forms are in the office.

Student Grades for Parents/Guardians. A report card for all students will be issued after each nine-week period.

School Hours and Attendance Guidelines

All students enrolled in school are expected to be punctual and regular in attendance. The school year consists of one hundred-eighty (180) school days. We encourage parents not to take their children out of school for vacation or for other reasons. It is recommended that medical appointments be scheduled after school or during school breaks.

School hours are 8:00 a.m. - 3:30 p.m. Monday through Thursday, and 8:00 a.m. - 12:00 p.m. on Friday.

Attendance

- **Tardies.** Students are expected to be in their seats and ready to begin class at 8:00 a.m. Students who are not in class at 8:00 a.m. will be considered tardy.
- **Absences.** It is usual practice that a student may be absent from, or tardy to school only when he/she is sick, at a medical appointment, attending the funeral of a relative, or a preapproved church activity. A written excuse from a parent or guardian is required for each absence, and the specific reason for the absence should be stated.
- **Excused Absences.** Schoolwork may be made up for excused absences with no grade penalty. Students will be given one day (from the day of return) for each day of absence to make up work. To receive an excused absence, students should bring a note from home explaining the absence. In the case of illness or a doctor's appointment, a doctor's note is preferred. The following reasons are considered valid excuses for school absence: Illness of the student, death in the family, medical appointments, educational, church trips, unforeseen circumstances, etc.

School Attire

All VVAA students must wear uniforms. Uniforms are to be clean and neat, appropriately sized, and worn as they were designed. The uniform should reflect a positive attitude of pride in self and school. Parents are expected to support the school's efforts by not allowing exceptions to the uniform policy. The uniform must be free of holes, rips, tears, etc.

Uniforms are to be purchased at *Campus Club*, located at 2411 Tech Center Court, #107, Las Vegas, NV 89128. You may call *Campus Club* at 702.360.0555

In addition to the above, the following standards are expected to be followed:

Pants:

Blue or Khaki

Skirts:

Blue or Khaki. Skirts can not be shorter than 1 inch above the knee.

Shirts:

Shirts are polo in forest green, navy blue, or gold. They must have VVAA's logo.

Jackets/Sweaters/hoodies:

All sweaters, or hoodies must be VVAA uniforms purchased from the uniform store. Jackets must be solid black or navy blue. Jackets cannot have any writing on them or special designs. They must be solid color.

Shoes:

Acceptable:

- Closed-toe, strapped, or closed heel shoes.
- Tennis shoes for all physical education classes.

Not Acceptable:

- Flip-flops, sandals, or open-toe shoes.
- Shoe with heels or soles over two inches high.
- Shoes with lights, wheels, etc.

Hair. Hair should be clean, well-managed, natural color, non-distracting and not an extreme cut.

Jewelry. No jewelry is to be worn at school or school related functions. There are medical and religious exemptions. Letters from appropriate professionals required for exemptions.

Hats. Hats, caps, bandanas, or forehead bands are not to be worn in any classroom building.

Make-up. Make-up and nail color must be natural shades.

Code of Conduct

VVAA is a community of Christian individuals bound together by trust and respect for God and for one another. The standard of conduct at VVAA is based upon the belief that character and ethical standards must be both modeled and taught by the entire school community. Individuals must behave responsibly towards fellow students, staff, parents, and to themselves.

School-wide offenses include, but are not limited to:

- Academic dishonesty
- Gum chewing
- Drink or food in classroom without permission
- Dress code violations
- Not following teacher's instruction
- Not following classroom procedure
- Disruption of teacher or instruction
- Name calling/teasing
- Inappropriate language
- Inappropriate behavior during lunch
- Not following arrival or dismissal procedures
- Not following after-school procedures
- Leaving the building without permission
- Fighting/Physical aggression/Confrontation
- Intimidation/Threat/Harassment/Bullying

- Insubordination
- Inappropriate internet use
- Defacing property
- Theft
- Possession of controlled substances

Standards of Conduct

Certain behaviors are not in harmony with the Christian lifestyle and/or are contrary to the purposes of VVAA. We desire our students to exhibit the Christian lifestyle on and off campus.

Respectful/Behavior. Each student is expected to maintain respect for teachers and staff, classmates, and property.

Substances. Use, possession or trafficking of tobacco in any form, alcoholic beverages, illicit drugs or drug-related paraphernalia, narcotics or any substance used for narcotic effect will not be tolerated. This policy is in effect while a student is on school property, attending or participating in any school-sponsored activity.

Dangerous Devices. Any weapon or device that may cause harm or injury to property or another person will not be permitted on campus. Students who bring these items, such as firecrackers, lighters, matches, knives, firearms, or any other weapons, will be dealt with immediately by the administration.

Property Rights. Areas used by students to store their books and belongings are school property and may be searched by the faculty at any time. Belongings may be searched when there is reasonable suspicion that students possess prohibited material.

Civil Authority. It is important to know that should a student choose to participate in any act which is in violation of civil law; the act will be reported to the proper authorities in addition to being handled internally by the school administration.

Sexual/Racial/Harassment

VVAA is committed to providing a school environment free from sexual/racial harassment for all students and staff. Incidents of harassment should be reported to the principal or teachers and appropriate action will be taken.

- *Sexual harassment* consists of unwelcome sexual advances, requests for sexual favors and other inappropriate verbal, nonverbal, written, graphic, or physical conduct of a sexual nature. Such conduct interferes with a student's academic performance, or creates an intimidating, hostile, or offensive school environment. Sexual harassment, as defined above, may include, but is not limited to the following:
 1. Verbal, graphic, and written harassment or abuse.
 2. Pressure for sexual activity.
 3. Repeated remarks to a person with sexual or demeaning implications.
 4. Unwelcome or inappropriate touching.

- *Racial harassment* is verbal, nonverbal, graphic, written, or physical conduct that denigrates or shows hostility or aversion toward any student. Racial harassment, as defined above, may include but is not limited to the following conduct, which is based upon race:
 1. Epithets (name calling) and slurs.
 2. Negative stereotyping.
 3. Threatening, intimidating, or hostile acts.
 4. Written or graphic material that shows hostility toward an individual or group.
- *Reporting Procedure.* Students must clearly understand that conduct believed by them to constitute harassment must be reported to the principal/staff members. Staff must clearly understand that if a student complains to them regarding alleged harassment, they must refer that student to the principal to investigate the complaint. Students must clearly understand that they, and others supporting them, will not suffer any retaliation on account of their reporting of any alleged harassment because of participation in an investigation of an alleged harassment.

Dating and Public Displays of Affection

VVAA strongly discourages dating. Students should refrain from intimate relationships with opposite or same sex gender. Being overly affectionate in school creates an environment that is not conducive to concentration and learning, therefore students should refrain from inappropriate, intimate behaviors on campus or at school related events & activities. Inappropriate public displays of affection will not be tolerated. This behavior will result in a parent meeting and possible suspension if inappropriate behavior continues after being warned. The expression of feelings of affection toward others is a personal concern between two individuals and not of others surrounding them. Therefore, good taste and respect for everyone is expected.

Discipline Policy

Students will be suspended and may be expelled from school if they are found in possession of knives, firearms, weapons of any kind (real, look-alike or pretend, regardless of intent), or fireworks on campus or to school-sponsored activities; use or possession of alcohol, illegal drugs, or tobacco on campus or during school-sponsored activities; and/or any serious incidence of theft, property damage, or other illegal activity. Students may also be suspended or expelled for lack of academic effort, insubordination by willful disrespect, attendance issues (as listed under Attendance heading), or other serious misconduct.

The following are specific examples of behaviors and actions with possible suspension or expulsion, but is not limited to the following:

If action by the administration or School Board is needed as a result of suspension, it will be arranged at the earliest opportunity convenient to the members.

Discipline process:

Step 1

The student is warned regarding inappropriate behavior, counseled regarding appropriate behavior, and is informed as to steps taken if behavior occurs again. Disciplinary action, such as recess detention, may be taken. Documentation of the incident and any resulting disciplinary action is recorded in Jupiter.

Step 2

The student is referred to the principal. A conference may be scheduled with the student, staff member, parent/guardian, and administration may be necessary before the student may return to class. Documentation of the incident and any resulting disciplinary action is recorded in Jupiter.

Step 3

The student is referred to the principal for disciplinary action. At this point, the student may be sent home. A conference involving the student, staff member, parent/guardian, and administration will be **required** before the student may return to class. Documentation of the incident and any resulting disciplinary action is recorded in Jupiter.

Step 4

The student may be suspended or expelled depending on the infraction.

If the parent/guardian wishes to appeal steps in the discipline process, they may appeal to the School Board. Documentation of the incident and any resulting disciplinary action is recorded in Jupiter.

The staff and School Board reserve the right to use their discretion in dealing with each situation as it arises, recognizing that each situation is unique and deserves special attention. It is the right of the school administration and/or School Board to suspend any or all steps of the discipline process if the offense is serious enough to warrant such action and the student's influence is detrimental or destructive to the school

Academic Information

Curriculum. The curriculum at all levels reflects the philosophy and objectives of Seventh-day Adventist education. It incorporates an awareness of the principles of human growth and development, encouraging, guiding, and sustaining the students as they seek to understand themselves and to relate to their fellow human beings and to their Creator. The textbooks and course material used throughout the school follow the recommendations of the Office of Education for the General Conference of Seventh-day Adventists and the state of Nevada.

Textbooks. Students are expected to use their textbooks in a responsible manner. Therefore, the student must make restitution for any damage to a textbook.

Testing

Achievement Tests. All students participate in MAP testing which is given three times a year to monitor progress and adjust teaching as needed. All students should be in school during this time. This test is used to help identify each student's relative strengths and weaknesses to meet individual student needs.

Computer Use

The following rules and policies provide general guidance concerning the use of VVAA's computers. This list does not attempt to describe every possible prohibited activity by students.

A. Consequences for Violation of Computer Use Policy and Rules:

Student use of VVAA's computers, networks and Internet services is a privilege, not a right. Compliance with policies and rules concerning computer use is mandatory. Students who violate these policies and rules may have their computer privileges limited, suspended or revoked. The staff and/or school board shall have the final authority to decide whether a student's privileges will be limited, suspended, or revoked based upon the circumstances of the particular case, the student's prior disciplinary record, and any other pertinent factors.

B. Acceptable Use:

VVAA's computers, networks and Internet services are provided for educational purposes consistent with its educational mission, curriculum and instructional goals. All policies, school rules and expectations concerning student conduct and communications apply when students are using computers. Students are also expected to comply with all specific instructions from teachers and other school staff when using the school's computers.

C. Prohibited Uses:

Examples of prohibited use include, but are not limited to, the following:

1. Accessing Inappropriate Materials - Accessing, submitting, posting, publishing, forwarding, downloading, scanning or displaying defamatory, abusive, obscene, vulgar, sexually explicit, sexually suggestive, threatening, discriminatory, harassing and/or illegal materials.
2. Illegal Activities - Using school computers, networks and internet services for any illegal activity, including copyright infringement. VVAA assumes no responsibility for illegal activities of students while using school computers.
3. Plagiarism - Representing as one's own work any materials obtained on the Internet (such as term papers, articles, music, etc.) When Internet sources are used in student work, the author, publisher and web site must be identified.
4. Non-School-Related Uses - Using VVAA's computers, networks and Internet services for non-school-related purposes such as emails, social media, etc.

5. Misuse of Passwords/Unauthorized Access - Sharing passwords, using other users' passwords, and accessing or using other users' accounts.
6. Malicious Use/Vandalism - Any malicious use or harm to VVAA's computers, networks and Internet services, including but not limited to hacking activities and creation/uploading of computer viruses.

D. No Expectation of Privacy:

VVAA's computers remain under the control, custody and supervision of VVAA staff at all times. Students have no expectation of privacy in their use of school computers, including email, stored files and Internet access logs.

E. Compensation for Losses, Costs and/or Damages:

The student and his/her parents are responsible for compensating VVAA for any costs due to damages incurred while the student is using VVAA's computers. VVAA assumes no responsibility for charges or costs incurred by a student while using school computers.

Grievance policy

We realize sometimes misunderstandings happen. If you have a concern, please talk to the person directly before going to administration. For example, if your concern is with your child's classroom, please speak with the teacher first. If it concerns administration, please talk to the principal first.

If a concern has not been handled to your satisfaction, make an appointment to meet with both the person to whom you first spoke with and the supervisor (teacher/principal or principal/superintendent, etc.).

Written documentation of any incidence will be required. VVAA wants to come to a mutual satisfactory resolution for any concerns in order to provide the best possible environment for learning. VVAA hopes that you feel comfortable talking to any member of the staff if you should have any questions or concerns. It is the school's prayer that you will find your experience at VVAA to be enjoyable for your family.

Financial Policies

Vegas Valley Adventist Academy is operated on a non-profit basis at the lowest possible cost to our parents/guardians as is consistent with good business practices.

Registration

Registration fee is \$375.00 for grades TK-6th grade.

Registration fee is \$475 for grades 7th-10th.

Registration fees are non-refundable.

There are discounts if registration fees are paid early.

Tuition

TK to 6th Grade \$500.00 per month for 9 months, September through May **or** \$450.00 per month for 10 months, September through June for Seventh Day Adventists.

7th to 10th Grade \$600.00 per month for 9 months, September through May **or** \$550.00 per month for 10 months, September through June for seventh Day Adventist.

Community rates:

K-6 \$550.00 per month

7th – 10th \$650.00 per month

Sibling Discounts

Discount in the same household:

- 1st child full tuition,
- 2nd child 5% discount,
- 3rd child 10% discount,
- 4th and over 15% discount.

Advance payments:

Full year tuition: 6% discount

Semesterly tuition: 3% discount

Violations

- There will be a \$1.00 charge for uniform violations.
- There will be a \$3.00 charge per tardy after tardy #7 per quarter.

Forms of Payment

- Payments by check or cash are accepted in the office.
- Square payments are accepted online or in the office.

Invoices

- Invoices for tuition and fees are sent out by the 25th of the month.
- Payment is due on the 1st of the following month.
- Automatic payments will be processed by ACH or credit card based on the family's Transaction Authorization Form options and the payments dates selected.

Special circumstance

A \$30.00 fee will be assessed if a check is returned by the bank for insufficient funds. If more than two checks are returned for insufficient funds, cash or credit card payments will be required.

Accounts 60 days past due will be referred to a collection agency

If you have paid an annual payment and cannot finish the year, a refund will be made on a prorated basis. There are no refunds on monthly billings.

Financial Assistance Policy

- Scholarships through Nevada Utah Conference of SDA
- Scholarships through Pacific Union Conference of SDA
- Scholarships through AAA or Silver State Scholarship (formerly Dinosaur and Roses)
- Church assistance (check with your local church)

Extenuating Circumstances

If there are special extenuating circumstance your family is experiencing, please talk to the business manager or principal.

After School care Program Rates and Payment Policy

\$6.00 per hour (sibling discounts are available)

If child is picked up after 6:00 p.m., an extra charge of \$10.00 for the first 5 minutes and \$1.00 per minute thereafter per child.

Upper Grade 11th – 12th online

Please see principal for information on this program.