

THE HISTORY OF MARTIN LUTHER SCHOOL

THE LUTHERAN SCHOOL ASSOCIATION
OF WARREN

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INTRODUCTION

The Spring of 1982! I can remember standing outside of the gymnasium at Martin Luther School after the graduation service. The six of us graduates, shaking the hands of our loved ones and plotting how we would destroy the dreaded Recorders that we had to play through the years at MLS. A new chapter in our life was now beginning - the high school years. Four of the group were planning to go to the other MLS - Michigan Lutheran Seminary. I was heading off to Northwestern Preparatory School in Watertown, Wisconsin. As I write this now in April of 1998, I am finishing my formal education in preparation for the pastoral ministry. One last assignment is due. The Senior Church History Paper. I have decided to write about the history of Martin Luther Grade School of Madison Heights, Michigan, since I am the first graduate of this school to enter the pastoral ministry. The history of this school is really quite an interesting one because of its type. In the late 70's, it was the first association school in our synod.

BEGINNINGS

The seed for the beginnings of an association school grew out of area pastors discussing the idea in study groups, interest from some parents, and discussions at congregational council/voter's meetings. The date of July, 1976, was set to meet at St. Mark's Lutheran Church, Sterling Heights, to discuss the concept of a joint Christian day school. At that first meeting all in attendance set forth their ideas. It was noted that the entire area had no WELS elementary school and that a number of congregations had tried unsuccessfully to establish one. Would it be possible for all the area congregations,

working together, to establish a school? The pastors decided to “feel out” their respective congregations. Approximately a year after this initial meeting, the idea of an association school would soon become a reality. Martin Luther School would become the first association school in the Wisconsin Synod. There were nine congregations that comprised the association (Ascension, Cross of Glory, Divine Grace, Hope, Mt. Olive, Our Shepherd, Zion, Zoar, St. Mark’s).

On February 5, 1977, the first meeting of the Christian Day School Study Committee was held at Our Shepherd Lutheran Church, Warren. The lay representatives and the pastors from the area congregations faced many problems - location, financial responsibility, transportation, organizational structure, and numerous others. Many meetings later, in July 1977, the committee presented its recommendations to the individual congregations as well as the philosophy and objectives of the school (printed below). This resulted in the birth of the Lutheran School Association of Warren. It was decided that the school was to be run by a board of education comprised of the pastors and lay representatives of each member congregation. Plans were made to begin classes in September, 1978.

MARTIN LUTHER SCHOOL PHILOSOPHY

Because man is by nature a lost and condemned creature; because God has worked out man’s salvation through the atoning death of His Son, Jesus Christ; because salvation is laid hold of only through faith which the Holy Ghost works by means of the inerrant, absolute Word of God; because all of the earthly activities in the life of the redeemed child of God are motivated by faith in Christ and focused in Him; because the

whole body of knowledge proceeds from and is centered in the creative work and continuing activity of our God, Martin Luther School exists:

MARTIN LUTHER SCHOOL OBJECTIVES

TO EQUIP THE CHILD SPIRITUALLY

To teach the child the Scriptures in its truth and purity. To teach the child God's plan of salvation as found in the Bible. To teach the child the basic Christian doctrines contained in the Bible. To apply all Scriptural truths to bring about the fruits of faith in the life of the child. To equip the child with those things essential for a Christian life during his time of grace. To equip the child spiritually by providing a Christian environment and experiences which will enable him to grow in his faith, by encouraging the child to live his faith, by instilling a reverence for what is sacred and holy, by instilling in the child a love for God through encouragement of individual and family Bible study and prayers and also through encouragement of devout public worship, by instilling a desire to be a good steward by giving freely of his time, talents, and treasure for the work of the church in all areas, by encouraging the child to dedicate his life to the full-time ministry of the church so that he may serve God in whatever walk of life he may enter.

TO EQUIP THE CHILD MENTALLY

By instructing the child in all appropriate branches of learning, by treating each child as a unique individual, by encouraging each child to use his God-given talents to the fullest extent, by providing experiences which will help him to meet and deal with the problems of life, and by developing in the child the ability to compare the correctness of the learning of man with the absolutes of God's Word.

TO DEVELOP THE CHILD PHYSICALLY

By teaching him to respect his body as a temple of the Holy Ghost, by providing experiences which promote physical well-being through a physical education program and inter-scholastic sports, by encouraging cooperation with the public health agencies, by encouraging good health habits, and by developing an interest in physical activities as a wise use of leisure time.

TO PREPARE THE CHILD SOCIALLY

By instilling a respect for each other, for those in authority, and for his own and other people's property, by encouraging Christian love toward all people, by teaching the child to participate responsibly as a Christian citizen of his country, and by teaching and encouraging good manners.

TO CARE FOR THE CHILD'S EMOTIONAL NEEDS

By standing in "loco parentes" (in place of the parents), by helping him to cope with his sensory feelings (sensations such as pain, cold, bodily well-being and sickness), by helping him to understand and control the feelings that govern his thoughts and actions (such as sorrow, anger, gladness, surprise, love, hatred, trust, distrust) and learn to give release to these feelings in a God-pleasing way, and by developing aesthetic feelings toward the wonders of God's creation.

THE DREAM BECOMES A REALITY

THE FIRST TEACHERS

The dream became a reality when the Lord granted two capable workers early in

1978. On January 31, 1978, Leon Brands received the call from LSAW(Lutheran School Association of Warren). After much deliberation, he accepted the call. According to the March 6th minutes of the Board of Education, two other teachers were called by the association. Elizabeth Serwe & Linda Eckhoff. Both of which declined the call. The District President suggested the name of Susan Wichert, of Benton Harbor. She was about to be married and was going to move to the Detroit area. On May 1st, her acceptance letter was received. On June 17th she was married and became Susan Weir.

THE SCHOOL BUILDING

The Lord again answered all prayers. Pastor Henderson telephoned and/or visited 5-7 area school districts to see if any were interested in selling their facility. The word was also put out to interested parents and congregations to be looking or gathering information on any possible sites that might accommodate 30-40 children. Pastor Henderson met with a representative of Sixma School in the fall of 1977. There were furnished classrooms to be rented in a former public elementary school in Madison Heights, only a few miles west of what was considered the "ideal central location." The children also have access to the playground and to the gymnasium facilities in this school building." Following that meeting, area pastors and any other interested persons met at the location, agreed that it would suit their needs financially and geographically and arrangements were soon made to lease (on a year to year basis) the property from the school district.

A portion of the facility was also leased to various groups from time to time for continuing education classes etc. Sometimes this posed problems with either parking or the interaction of these other groups with the smaller school children. Efforts were made

to keep the facility separated as much as possible to avoid unnecessary conflicts and interruptions to the children's educational experience. The gymnasium, however, was a shared space for all groups and dates and times had to be reserved.

FINANCIAL

The school has a set budget which is divided into two components. Each congregation within the association contributes to half of the budget amount based on the number of its communicant members. This half is referred to as the communicant share. The other half is based on the total number of full time students. This half is referred to as the student share (See also Addendum I, Article VIII). Martin Luther School has usually not had a problem meeting their budget as the budget was based on the number of children in the school as well as the number of communicants from each associated congregation. Each congregation was budgeted according to its size and as size fluctuated, so did the amount of the congregations' contributions. The school also received gifts of money from time to time from outside sources which helped them to meet their budget.

SCHOOL BEGINS

Martin Luther School was started and began with two called workers, a principal, Leon Brands who taught grades 4-8 and a teacher, Susan Weir who taught K-3. 9:00 AM Wednesday, September 6 was the first day of class. 37 students were enrolled which represented 18.1% of the potential in the eight congregations. Leon Brands states:

"The school day went well. The teachers were happy....and it was a happy

group that went home after Day #1. They all returned on Thursday! I went out of my way to make the first days of school pleasant for the students, so that "school" didn't bring to mind negative feelings. Comments and reactions from students were positive and feedback from parents was also good. We complied with state regulations, school text and other supplies were on hand, parental support was evident, as was the grace of God; and so Martin Luther school was a reality!"¹

Ms. Weir only taught kindergarten through November of that first year and then Linda DeRuiter was called as a full time kindergarten teacher. Following that first year, there were three full time teachers and the grades were divided as Kindergarten, 1-5, and 6-8. The enrollment grew to 48 as the year progressed. During that first year a music program was added. Mrs. Pat Maaske volunteered to set it up and run the program. Pat, who was a substitute public school teacher, would come twice a week to conduct 3 twenty minute music sessions. A library was also begun with the help of volunteers.

THE YEARS THAT FOLLOWED

CONSTITUTION

Martin Luther required a unique constitution because it was unique in the Synod. By the start of school on September 5, the Constitution proper was completed. The By-Laws were a different story. Many long and drawn out meetings were held before it was finished in 1981. But that wasn't the end. Discussion was reopened in 1982 and was finally printed in 1983 and distributed in 1984 only then to be amended in 1985. This constitution was eventually given out to other church groups who sought to benefit from the groundbreaking work accomplished by Martin Luther's Board. I have attached this

¹Brands, Leon. Organizing and Beginning a Lutheran Elementary School. 1979.

constitution as Addendum I. It is worth reading through it to see how unique it is in almost every aspect.

THE SCHOOL BOARD

The school board itself, which consisted of 17 members (one pastor and at least one lay person from each of the association congregations), was very different from the normal 3-4 member school board which most of our synods grade schools have. This was beneficial in that many experiences and ideas were discussed and these experiences and ideas came from various areas of the of Metropolitan Detroit - city and suburb alike.

Both pastors and lay school board members each had an equal say in how the school was to be run. One group did not dominate the other. None of the pastors on the school board had ever been associated with a school before, so this association school concept would prove to be a new experience for all. Although it is important for both the pastor and lay person(s) to be in agreement, if the pastor does not take the leadership role and is not behind something the congregation will not be either. Likewise, lay leadership needs to be strong because the pastor cannot handle everything.

The parents of the children that went to the school also played a big role in the success of it. They were very cooperative and because they had to drive their children in to school they were able to converse with the principal and teachers on a regular basis (more than just at conference times).

TEACHERS

The success of the school is dependent primarily on a good teaching staff, and the Lord has blessed this school with just that. Here is a list of those teachers:

- ▶ Leon Brands came as the first principle in March of 1978. He left in June of 1983.
- ▶ Susan Weir arrived in May of 1978 and left in 1982.
- ▶ Linda DeRuiter served from September, 1979 until 1981 as Kindergarten teacher. Returned to head the preschool department in 1993.
- ▶ Sheila Toll took over 1st and 2nd grade in 1981 and taught until she got married in 1985.
- ▶ Lisa Ibsch began as Kindergarten teacher in 1982 but left in December of 1982 to have a child.
- ▶ Karla Hutchinson became Kindergarten teacher in December of 1982 and has served in that position to the present time. First grade was also added to her duties in 1994.
- ▶ Susan Hopkins also came in 1982 to teach the middle grades(3-5), but her stay was only a year.
- ▶ Kathy Brands then became the middle grade teacher in 1983 and taught until 1992.
- ▶ Doug Fillner came in as Principle and upper grade teacher in 1983 -present.
- ▶ Lisa Carmichael served on the staff from 1985-1990.
- ▶ Sarah Fillner began teaching then in 1990 - present.
- ▶ Besides the above teachers, there were also many volunteers. Pat Maaske, Betsy Workentine and Gloria Aita all helped with the Music Department.

“This staff has been totally dedicated to its work, realizing that they have served the

Lord, as well as the children.”² One of their main objectives has been to encourage the children to serve the Lord in the public ministry. To this date, 52% of all the graduates have gone to Michigan Lutheran Seminary and one has gone to Northwestern Preparatory School. Out of that 52%, 15 have studied to become parochial school teachers or are in the process of achieving that goal. One is entering the preaching ministry this year, and two more are in the pastor track at Martin Luther College.

BUILDING COMMITTEE

A hope which never materialized was that there would be enough funds to one day build a school rather than rent an existing one. At one time Zion was considered as a possible site for a school addition, but it was later realized that the amount of work necessary to complete such a project would be much too costly. Another reason was that many feared having an association school attached to a particular congregation within the association because it may become “that church’s school.”

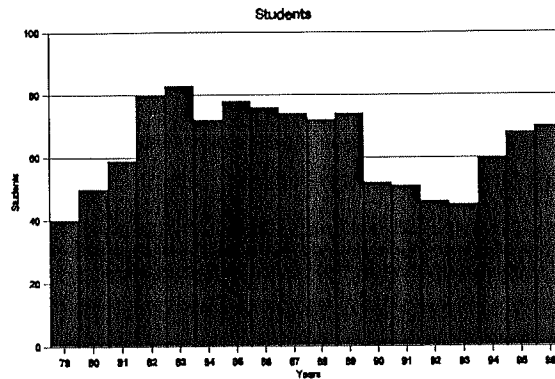
A positive to this situation was that the location of the school is away from all churches and is not one church’s school. On the other hand, a negative aspect is that anyone who does not have a child in the school tends to be disconnected from the school. Therefore, some wondered what the money, that was said to be used for the school, was

² Frey, Rev. Edward. History of Martin Luther School.

really being used for. This did not pose a hindrance for those that were really interested in sending their children to a Christian day school, but for those that were members of congregations that did not

have school age children. Their negativity with the idea did hinder the overall expansion of the school. Those that did have children in the school would often times invite their friends and neighbors to a special service (Christmas, graduation, etc) which did create added interest in enrollment. See chart to for enrollment trends.

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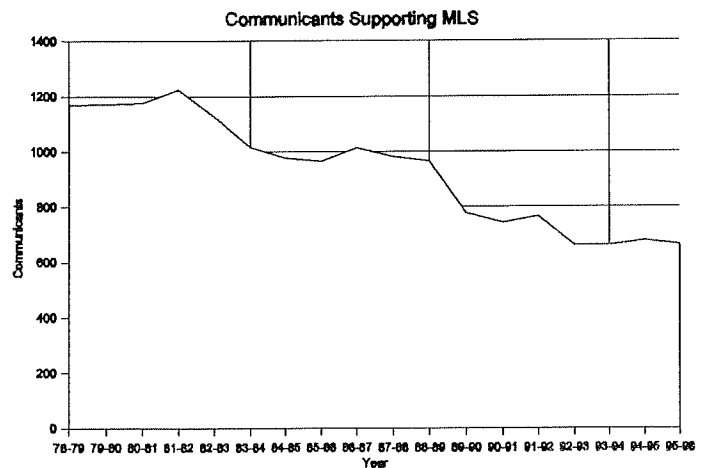


FINANCIAL

The one area that caused the biggest problem (especially with an association school) is when one or two churches fall behind on their payments which are needed to help meet the budget. In an association setting, when a church or churches

falls behind on their payments it is not really an issue that they can be forcibly be made to pay, rather it is a commitment on their part that they will pay a designated amount over

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a certain period of time. There were occasions when one or more churches would fall behind on their payments toward the budget of the school and when this happened the school was able to keep operating due to other "reserve" funds (one of

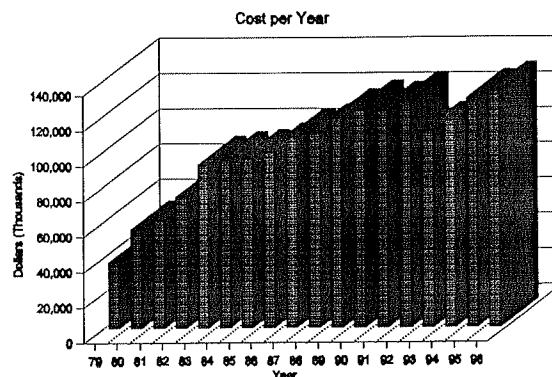
the association churches closing down and leaving a sizable lump sum to the school, non-church member tuition students, savings).

As you can see from these charts, the reasons for some of the churches falling behind was due to the fact of declining numbers of communicants and the rising costs of the school. The numbers of

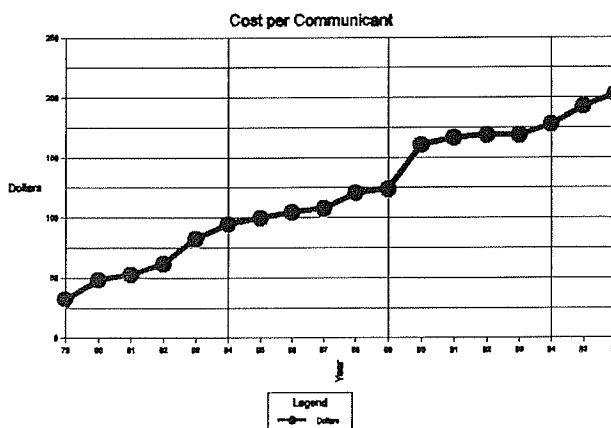
communicants dropped because of the withdrawal of several of the churches from the association. Ascension was the first in 1983, but it returned in 1986. Hope was the next to leave when it disbanded and

closed its doors in 1986. When it left it paid its debt to the school of \$6,116 and gave a gift to the school of \$10,000. When Divine Grace left the association in 1989, it had a severe impact on the school's finances since it had the most pupils attending the Martin

MARTIN LUTHER SCHOOL



MARTIN LUTHER SCHOOL



Luther School.

The "Mile of Pennies " project was enacted to help the school also. Each member congregation saved pennies and then donated them to the school. The goal was to have enough pennies donated to equal the length of a mile. The goal was reached and proved to be an educational experience for the children at the same time.

THE CHRISTIAN EDUCATION SOCIETY

In November, 1978, what started as the Ladies Auxiliary was reorganized as the Booster Club, then eventually changed its name to the Christian Education Society. This group has done many things for the school ever since. They have hosted Book Fairs. Bought uniforms, sweatshirts and T-shirts. They even built a float for a Thanksgiving Day Parade.

SPECIAL EVENTS

Each year the school has a large Christmas production in the gym which all the congregations are invited to attend. At this event one will hear the Gospel message proclaimed in singing and speaking, and also several pieces of music played by a group playing Recorders and other instruments.

SPORTS / ACADEMIC EVENTS

Martin Luther has a fairly wide range of sporting activities that stretch through the year. The year begins with kickball and soccer. With winter comes basketball which has always seemed to be the main sport at Martin Luther. At times the team has been very good, even taking first place in the division couple of times. Then comes spring and along with it track and softball. In track MLS took fourth place three times and in softball, let's

just say we rule, winning 13 out of 15 tournaments.

Martin Luther has also been strong academically, winning the Math Contest 3 different times.

CONCLUSION

The Lord has richly blessed this school in many ways. Excellent teachers, good students, and the support of all the hardworking congregations in the association. Overall it seems that the association concept has worked well and it seems that the schools founding fathers thought things through very carefully to give the school an operating procedure that has led it through 20 years of existence. It also seems as though the school's Christ centered curriculum has had a positive influence on most of the students who have attended the school. With 52% of the graduates continuing on in one of our high schools and with 15 becoming teachers and 1 becoming a pastor, the Lord has truly blessed the efforts of these teachers. May the Lord continually bless those graduates who are pursuing these two very important vocations as well as the efforts of this faculty as they share the Gospel message with their students.

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Jahnke, Gene. "Eight Congregations Equal One School" The Northwestern Lutheran. LXV
(December, 1978), 402-403.

Martin Luther School Board Minutes

INTERVIEWS

Leon Brands - May 29, 1997 at 9:30am.

Rev. Robert Ehlers

Rev. Edward Frey - (via phone) May 29, 1997.

Rev. John Henderson - May 30, 1997 at 11:00am.

Karla Hutchinson - May 30, 1997 at 4:00pm.

Doug Fillner - May 30, 1997 at 4:30pm.

**Constitution
of the
Lutheran School
Association
of Warren**

Revised
February 3, 1992

CONSTITUTION OF THE LUTHERAN SCHOOL ASSOCIATION OF WARREN

January 1, 1984

PREAMBLE

"Train up a child in the way he should go; and when he is old, he will not depart from it" (Proverbs 22:6). Mindful of God's grace and His will that the children be brought up "in the nurture and admonition of the Lord" (Ephesians 6:4), and firmly believing that a Christian school will help us carry out our child training responsibilities in a God pleasing manner, we the undersigned congregations form the Lutheran School Association of Warren and adopt this Constitution and By-Laws.

ARTICLE I - NAME

This Association shall be known and incorporated as the Lutheran School Association of Warren.

ARTICLE II - ARTICLES OF FAITH

This Association accepts and confesses all the canonical books of the Old and the New Testaments as the verbally inspired Word of God and submits to this Word as the only infallible authority in all matters of faith and life (II Timothy 3:15-17). This Association also accepts and confesses all the symbolical books of the Evangelical Lutheran Church contained in the Book of Concord of 1580 as true statements of scriptural doctrine. They are:

- A. The three ecumenical creeds
 - 1. The Apostles' Creed
 - 2. The Nicene Creed
 - 3. The Athanasian Creed

- B. The six Lutheran confessions
 - 1. Dr. Martin Luther's Small Catechism
 - 2. Dr. Martin Luther's Large Catechism
 - 3. The Unaltered Augsburg Confession
 - 4. The Apology of the Augsburg Confession
 - 5. The Smalcald Articles
 - 6. The Formula of Concord

Further, this Association accepts and confesses these symbolical books without reservation, not insofar as, but because they are the presentation and explanation of the pure doctrine of the Word of God and a summary of the faith held by the Evangelical Lutheran Church. Therefore, no doctrine or subject matter shall be taught or tolerated in the Association schools which is in

ARTICLE II - ARTICLES OF FAITH (Continued)

any way at variance with these symbolical books and the Holy Scripture. Likewise, all controversies which may arise in this Association shall be decided and adjusted according to this norm of doctrine and practice (I John 4:1), this Constitution, and the By-Laws of this Association.

CONSTITUTION: ARTICLE III - PURPOSE

This Association shall establish and maintain, without profit, a Lutheran school (or schools) for the children of congregations holding membership in the Association and other children as specified in the By-Laws, for the purpose of providing a Christ-centered education. In accordance with God's Word, this school shall not discriminate on the basis of sex, race, color, national or ethnic origin in its admission policy.

ARTICLE IV - MEMBERSHIP

The Association is a confederation of congregations belonging to the Wisconsin Evangelical Lutheran Synod (WELS) or other church bodies in doctrinal fellowship with WELS. Congregations belonging to these church bodies may be admitted to this Association as either member or associate member congregations upon the recommendation of the Association's Board of Christian Education and approval of two-thirds of the member congregations. Associate member congregations are those which are unable to assume the financial responsibility required of full membership. Associate member congregations shall have non-voting representation on the Board and shall have no property rights or other privileges except as may be set forth herein.

ARTICLE V - ORGANIZATION

The congregations forming the Association shall be represented by a Board of Christian Education, hereafter called the Board.

The Board shall consist of elected representatives from member and associate member congregations, and other Association-related organizations as designated herein, and shall be the governing body of the Association, except as limited herein and by resolution of the member congregations.

Board representation shall be as follows (all lay delegates to the Board shall be voting members of a member or associate member congregation):

ARTICLE V - ORGANIZATION (Continued)

- A. Member congregations shall be represented by one pastoral delegate, and one lay delegate for every 200 communicant members or fraction thereof.
- B. Associate member congregations shall be represented by one non-voting delegate.
- C. A parent-teacher organization, approved by the Board, shall be represented by one elected delegate.
- D. There may be other voting or non-voting representation if recommended by the Board and approved by two-thirds of the member congregations.
- E. The Association's school principal(s) shall serve as an advisory member of the Board.

Communicant membership of the member congregations shall be calculated as of December 31 of each year for the purposes of determining Board representation. Board membership as determined by this census shall be effective for the next full school fiscal year.

The term of office for lay delegates of member congregations shall be three years. The term of office for delegates of associate member congregations, Association-related organizations, and other approved representation shall be one year. Member congregations with decreasing communicant membership which requires a reduction in Board representation shall notify the Board Chairman in writing as to which lay delegate(s) shall continue as their representative(s) and which delegate(s) have been withdrawn.

The Board shall adjust the term of office of initial lay delegates from new member congregations to provide for overlapping terms, so that approximately one-third of the member congregation's lay delegates are elected each year. Teachers called by the Association shall not be eligible for membership on the Board.

ARTICLE VI - AUTHORITY

The authority and control of the Association shall be through the official voters' assemblies of the member congregations, and their designated representatives to the Board, as defined herein. The authority of the Board as the governing body of the Association shall be limited as follows:

- A. All capital expenditures, exclusive of repairs and maintenance, shall require approval of two-thirds of the member congregations, except as otherwise provided by the By-Laws.

ARTICLE VI - AUTHORITY (Continued)

- B. Any action or decision by the Board may be nullified by vote of the member congregations. The procedures for nullifying a Board action or decision shall be as directed in the By-Laws.
- C. Changes to the constitution shall require approval by a two-thirds majority of the full Board and ratification by two-thirds of the member congregations at two consecutive voters' meetings.

The Association, as a confederation of Christian congregations, shall have the right to call teachers and principals. Further, it shall have the right to acquire, hold, or dispose of property and equipment and to engage in such other activities as necessary to conduct its work.

ARTICLE VII - FINANCIAL RESPONSIBILITY

Member congregations have the sole financial responsibility of the Association and shall assume such commitments as are specified in the By-Laws to meet the financial requirements of the Association.

ARTICLE VIII - REMOVAL OF CALLED FACULTY

In accordance with Christian practice, a called faculty member shall be removed from his office by the Board if he persists in false doctrine, an unchristian life, unfaithfulness in duty, or if deemed incompetent by the Board to meet the requirements of his call. Removal from office shall be in accordance with Scripture (I Timothy 3:1-7 and Titus 1:6-9) and the By-Laws of this Association.

CONSTITUTION: ARTICLE IX - DISSOLUTION

This Association shall continue as long as at least two congregations desire its continuance. Since all congregations depend upon each other in this venture, member congregations, having committed themselves to the mutual responsibility of providing a Christian education for their children, and having committed the Association to assume major financial responsibilities, shall not withdraw from this Association without the following conditions first being met:

- A. Congregations intending to withdraw from the Association shall give at least on full fiscal year's notice of such intention.

CONSTITUTION: ARTICLE IX - DISSOLUTION (Continued)

- B. Congregations withdrawing before dissolution of the Association shall waive all rights to existing property of the Association and shall make a just and equitable settlement of their obligations to the Association as provided by the By-Laws.

In the event of termination or dissolution of the Association, the Board shall, after paying or making provision for the payment of all liabilities of the Association, dispose of its remaining assets, if any, exclusively for the purposes of the Association, by distributing the remaining assets to (and only to) member congregations of record at the time of dissolution, which shall at the time qualify as exempt organization(s) (under Section 501(c) 3 of the Internal Revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue law) as provided in the By-Laws.

ARTICLE X - CURRICULUM AND TEXTBOOKS

The Board shall establish the curriculum in accordance with the Holy Scriptures, Luther's Small Catechism, and the laws of the State of Michigan.

Besides the Holy Scriptures and Luther's Small Catechism, only such books shall be used for the instructing in Christian doctrine as are in accordance with Article II of this Constitution. In subjects where textbooks printed by the Wisconsin Evangelical Lutheran Synod are not available, applicable, or preferred, teachers shall be obligated to guide the children in the proper interpretation of textbooks and reference materials, maintaining the doctrinal viewpoint of the Wisconsin Evangelical Lutheran Synod. The Board shall approve all textbooks and other instructional material.

ARTICLE XI - RULES OF ORDER

In the meetings of the Board and of the Association, all questions of order shall be decided in accordance with Robert's Rules of Order unless otherwise specified by the Board.

BY-LAWS OF THE LUTHERAN SCHOOL ASSOCIATION OF WARREN

February 3, 1992

ARTICLE I - ADMISSIONS POLICY

- A. The first school operation by the Association shall be known as Martin Luther School. Martin Luther School is operated by an Association of Wisconsin Evangelical Lutheran Synod congregations. Its purpose is to teach children the way to salvation and to teach Christian principles in both secular and religious subjects, in accordance with Christian doctrines as confessed by the Wisconsin Evangelical Lutheran Synod (WELS). To this end, admission to this school is limited to children whose parent(s) or guardian(s) are members of an Association congregation, a WELS congregation, a congregation of a church body in doctrinal fellowship with WELS, or other children who meet one or more of the following qualifications:
1. At least one parent or guardian is attending doctrinal instruction classes at a congregation of the WELS or of a church body in doctrinal fellowship with the WELS, with the intention of becoming a communicant member of the church.
 2. At least one parent or guardian must be a member of a Christian congregation.
 3. The Board shall have the authority to waive the above requirements for admission in individual cases where, as determined by the Board, special circumstances exist in which admission to the School will benefit the child and serve the purposes of the School and the Lord's Kingdom.
- B. Procedures for admission to the Association school(s) shall be as follows:
1. Association member and associate member congregation children shall be admitted under the name of their congregation.
 2. Admission of non-Association member WELS children (or children from churches in fellowship with the WELS) shall be upon written request of the parent(s) or guardian(s) to the Board and a letter or recommendation from their pastor. Approval by the Board is required.
 3. Admission of children whose parent(s) or guardian(s) are receiving doctrinal instruction as noted in paragraph A, 1, above shall follow the same admission requirements as specified in paragraph B, 2, above.
 4. Admission of children from other Christian congregations requires approval of the Board upon written application of the parent(s) or guardian(s). The Board shall appoint a committee, including the local pastor, to investigate the request and make a recommendation to the Board. Approval may be given by the Board if it determines that the interests and Christian purposes of the Association shall be met through

ARTICLE I - ADMISSIONS POLICY (Continued)

the requested admission. Such admissions shall be subject to annual review by the Board and the following requirements.

- a. At least one parent or guardian must receive informational instructions from a WELS congregation pastor in the Lutheran doctrines taught in the Association school(s).
 - b. Students admitted under this sub-paragraph shall be encouraged to attend all school functions, including religious functions outside of the regular school room programs, on an equal basis with other students.
5. The Board may waive the above requirements for admissions in individual cases where, as determined by the Board, special circumstances exist where admission to the School will benefit the child and serve the purposes of the School and the Lord's Kingdom.
- C. The following requirements shall apply to all applicants for enrollment:
1. The child, in the pinion of the principal, with concurrence by the Board, shall not require unusual disciplinary measures to maintain required standards of conduct. If serious disciplinary problems occur with a child during the school term, the enrollment of the child may be terminated by the Board upon request of the principal.
 2. In order to maintain discipline in the School, the parent(s) or guardian(s) shall grant written permission to the Association to take such disciplinary measures as are defined in the School handbook.
 3. Children with special educational requirements, for which the School has neither the capability nor program to provide, shall not be admitted.
- D. In accordance with Article III of the Constitution, no one shall be denied admission because of sex, race, color, national or ethnic origin.
- E. In the event enrollment must be limited, applicants will be accepted on the basis of the following priorities:
1. Applicants from member congregations.
 2. Applicants from associate member congregations.
 3. All others as provided for above.

ARTICLE II - ASSOCIATE MEMBERSHIP

- A. Conditions for acceptance: Congregations applying for associate member status (as defined in Article IV of the Constitution) shall state the reasons why they are

ARTICLE II - ASSOCIATE MEMBERSHIP (Continued)

unable to meet the financial responsibilities of full membership and shall provide such information as the Association may require for determining the status of the applicant. Associate membership shall be granted only when it is determined to the satisfaction of the Board and member congregations that the applying congregation cannot meet the financial requirements of full membership. Refusal or reluctance on the part of the applying congregation to accept full financial responsibility shall not be deemed a valid reason for granting associate membership. An associate member congregation shall request full membership status as soon as full responsibility can be accepted. The Board shall review the associate member status annually and report its findings to the member congregations.

- B. Obligations: In accordance with the Christian purposes of the Association, the charges for associate member pupils shall reflect the ability of their congregation and/or parents to pay, as determined annually by the Board. Capital expenses for buildings and land shall not be included in determining costs of associate member pupils. Associate member representatives shall accept committee assignments in the same manner as other Board members.

ARTICLE III - OFFICERS AND DUTIES

- A. At the first Board meeting of each fiscal year, which is from July 1 to June 30, the Board shall elect a Chairman, a Vice-Chairman, a Secretary, a Treasurer, and a Board of Trustees of three members. The election shall be a ballot. The term of office shall be one year. No person shall hold the office of Chairman for more than three consecutive years.
- B. Duties of each officer:
 - 1. The Chairman shall:
 - a. Preside at all meetings of the Board;
 - b. Appoint committees;
 - c. Insure that the Board and all committees adhere to the Constitution and these By-Laws;
 - d. Be an ex-officio member of all committees;
 - e. Appoint two or more qualified persons to perform an audit of the Treasurer's books prior to September 30 each year;
 - f. Perform the other duties generally incumbent upon a chairman's office.
 - 2. The Vice-Chairman shall perform the duties of the Chairman in the latter's absence or disability.

ARTICLE III - OFFICERS AND DUTIES (Continued)

3. The Secretary shall:
 - a. Keep the minutes of the Board;
 - b. Handle correspondence as directed by the Board;
 - c. Maintain Board records;
 - d. Perform other duties associated with his office.
 4. The Treasurer shall:
 - a. Be bonded;
 - b. Receive all funds;
 - c. Deposit all funds to the credit of the Association in a bank designated by the board;
 - d. Disburse by check such funds as are specifically noted in the budget and as otherwise directed by the Board.
 5. The Trustees shall be the legal representatives of the Association. They shall perform such duties as are required by law of trustees of a non-profit corporation. Legal documents of the Association shall be signed by two Trustees.
- C. There shall be an Executive Committee consisting of the Chairman, Secretary, and Treasurer of the Board and shall be empowered to make day-to-day decisions on behalf of the Board in situations requiring Board action where there is insufficient time to convene the Board. Such decisions shall be presented to the Board at its next meeting for concurrence or amendment.
- D. Each congregation shall submit to the Board its official communicant membership count by January 31 of each year. At the next regular Board meeting, the Chairman of the board shall enter into the minutes the communicant membership tally and the number of Board lay delegates for each church for the next school year.
- E. The term of office for lay Board delegates will begin on July 1, except in those cases where a delegate is appointed by a congregation to complete the term of resigned or removed delegate.

ARTICLE IV - DELEGATE CREDENTIALS

Member and associate member congregations and authorized Association organizations shall advise the Board in writing of their duly elected lay delegate(s) whose names shall be recorded in the minutes. Alternate delegate representation is not authorized.

ARTICLE V - PRINCIPAL, TEACHERS, AND STAFF

- A. Duties of the principal and teachers shall be as defined in the call form currently in use by the WELS.
- B. Additions or reductions to the number of called workers and employees shall have concurrence of two-thirds of the member congregations prior to final action by the Board.
- C. Removal of a faculty member, as described in Article IX of the Constitution, or other staff personnel by the Board shall require approval by three-fourths of the members of the full Board. No removal action shall be taken until the faculty or staff member has been interviewed by the Board at a regular or special meeting.

ARTICLE VI - DUTIES OF THE BOARD

- A. The Board shall plan and administer the affairs of the Association and its school(s).
- B. The Board shall execute all duly adopted decisions of the Association and shall administer the funds of the Association as good stewards.
- C. The Board shall submit an annual proposed budget for the next fiscal year to the member congregations for their review and comment. The proposed budget shall be submitted to the congregations by April 1.
- D. The Board shall issue Divine Calls for a principal and teachers on behalf of the Association and shall employ all other personnel as may be required.
- E. The Board shall act as a liaison between the faculty and member congregations.
- F. The Board shall provide the systematic and regular visitation of the school(s), assuring itself that the educational policies of the Association are being duly followed.
- G. The Board shall supervise the creation and activities of all auxiliary organizations.

ARTICLE VII - AUTHORITY LIMITATIONS AND PETITION RIGHTS

- A. Association member congregations may change or initiate Board actions as follows:

ARTICLE VII - AUTHORITY LIMITATIONS AND PETITION RIGHTS
(Continued)

1. The voters' assembly shall petition the Board in writing to change or initiate a Board action.
2. The Board shall consider the petition at its next meeting and shall take no further action on the disputed matter until it is resolved as provided in this Article.
3. The Board's response shall be in one of the following forms:
 - a. Enact the petition.
 - b. Submit the petition to a committee for further study and recommendations to the Board. Subsequent Board action must be completed within 45 days unless additional time is granted by the petitioning congregation's council.
 - c. Reject the petition in part or in whole. Reasons for rejection shall be submitted in writing to the petitioning congregation.
4. Within 30 days after receipt of the Board's decision, the petitioning congregation's voters may:
 - a. Accept the Board's decision.
 - b. Petition the Board for a vote by the Association member congregations' voters' assemblies.
5. If a vote of the member congregations is requested, the petition must be submitted to the member congregations by the Board within ten days along with written arguments from the petitioning congregation. The Board also may submit written arguments in support of its position.
6. The member congregation voters' assemblies shall have 45 days to vote on the petition and respond to the Board.
7. At its next meeting, the Board shall enact the decision of the congregations. A simple majority of the votes received, exclusive of abstention votes, shall decide the issue. In the event of a tie vote, the Board's decision shall be binding.

- B. Councils, boards, or individual communicant members of member congregations shall have the right to petition the Board in writing and may personally appear before the Board to present their petition. The Board shall consider the petition at its next regular meeting and shall advise the petitioner of its action in writing.

BY-LAWS: ARTICLE VIII - FINANCIAL RESPONSIBILITY

- A. The financial commitments of the Association shall be divided into operating and capital expenditures. Operating expenditures shall be all costs required for operation of the school(s) not specified as capital expenditures. Capital expenditures shall be defined as expenditures for the purchase and/or improvement of real property.

BY-LAWS: ARTICLE VIII - FINANCIAL RESPONSIBILITY

(Continued)

- B. The following expenditures, excluding repairs and maintenance, shall require approval by the member congregations:
 - 1. All capital expenditures.
 - 2. Initial rental of new or additional facilities.
- C. Expenditures for non-budgetary items must be approved by a majority of the Board at a duly called meeting.
- D. Apportionment
 - 1. Operating expenditures shall be apportioned each fiscal year as follows:
 - a. Fifty percent of operating expenditures shall be assessed to member congregations proportionate to their communicant membership.
 - b. Fifty percent of operating expenditures shall be assessed to member congregations proportionate to the number of their children attending the School. Congregational student assessments shall be adjusted for part-year enrollments as follows:
 - (1) Assessments for students leaving after the first day of classes shall be as follows:

<u>Month of School During Which a Student Leaves</u>	<u>Pay this Percentage of Students' Portion of Cost</u>
First Month	36 Percent
Second Month	44 Percent
Third Month	52 Percent
Fourth Month	60 Percent
Fifth Month	68 Percent
Sixth Month	76 Percent
Seventh Month	84 Percent
Eighth Month	92 Percent
Ninth Month	100 Percent

- (2) Assessments for students entering school after the beginning of the school year (first day of classes) shall be as follows:

BY-LAWS: ARTICLE VIII - FINANCIAL RESPONSIBILITY

(Continued)

<u>Month of School During Which a Student Leaves</u>	<u>Pay this Percentage of Students' Portion of Cost</u>
Ninth Month	12 Percent
Eighth Month	24 Percent
Seventh Month	36 Percent
Sixth Month	48 Percent
Fifth Month	60 Percent
Fourth Month	72 Percent
Third Month	84 Percent
Second Month	96 Percent
First Month	100 Percent

- (3) Assessments for kindergarten students shall be 100% of the preceding schedules times the fractional part of the school year that kindergarten is in session.
2. Capital expenditures shall be apportioned each fiscal year to member congregations proportionate to their communicant membership.
 3. Associate member financial obligations shall be apportioned as in Article II, B of the By-Laws.
 4. Non-association member student tuition shall be determined as follows:

The Board will set tuition for the next school year at the March meeting each year.

Tuition will be set from a minimum of zero dollars to a maximum of 2 times the full time student assessment.

Kindergarteners will be charged proportionally based on class time.
- E. Congregations withdrawing before dissolution of the Association shall meet their full financial obligations for the remainder of the fiscal year in which such notice was given and for the next full fiscal year.
- F. For the purposes of determining the withdrawing congregation's financial responsibility towards the Association's indebtedness, the total indebtedness, including indebtedness for real property, shall be apportioned between member congregations on the basis of communicant membership. The withdrawing congregation must arrange for repayment of their apportioned indebtedness through a contract with the Association or full cash payment at time of withdrawal.

BY-LAWS: ARTICLE VIII - FINANCIAL RESPONSIBILITY (Continued)

- G. Exemptions: A member congregation shall be exempt from the provisions of paragraph E above provided the congregation's voters' assembly relinquishes its right to vote on all capital expenditures through its representatives on the Board (lay and pastoral) and as a congregational voters' assembly. The congregation must notify the Board of their decision in writing. Any capital expenditure vote by a member congregation permanently voids its right to this exemption. If greater than twenty-five percent of member congregations apply for exemptions, capital expenditures must be postponed until such time that exemptions are twenty-five percent, or less, of member congregations. Acceptance of these special provisions shall not release a congregation from its full fiscal year financial obligations, including normal payments towards capital debt reduction. The congregation's voters' assembly may void this option at any time and regain full voting privileges on subsequent capital expenditures by notifying the Board of its action in writing. The congregation then shall be bound by all withdrawal provisions of the Constitution and By-Laws. The two-thirds rule specified in Article VI, Item 1, of the Constitution shall include exempt member congregations.

BY-LAWS: ARTICLE IX - DISTRIBUTION OF ASSETS UPON DISSOLUTION

Should the Association ever dissolve, its total assets shall be liquidated and applied first to the payment of accrued salaries and other indebtedness or liabilities. Any remaining monies shall be apportioned to member congregations of record at that time, in accordance with the Constitution, on the basis of communicant membership. If one or more member congregations desire to purchase the total assets of the Association, the purchase price shall be 75%, or less, of the market value as determined by a certified appraiser.

ARTICLE X - MISCELLANEOUS

- A. Regular Board meetings shall be held at least monthly on a day as mutually agreed by the Board. Special meetings of the Board shall be held as called by the Executive Committee.
- B. The agenda shall be as determined by the Chairman, with additions by the Board, if desired.

ARTICLE X - MISCELLANEOUS

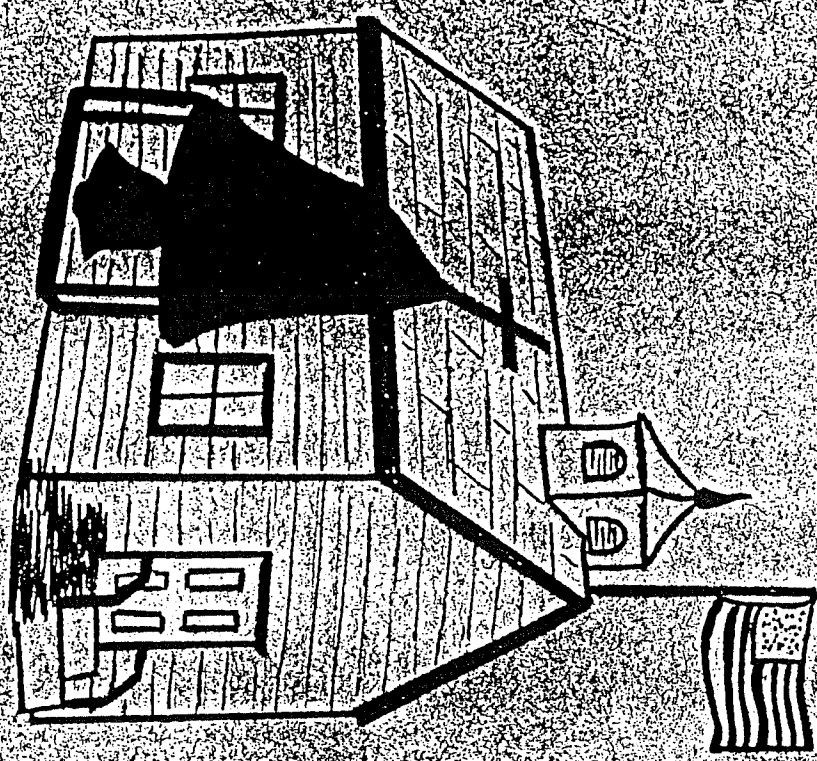
(Continued)

- C. Board meetings shall be open to communicant members of Association congregations or to parent(s) of a student attending an Association school and such others as the Board may approve. The Board Chairman shall permit such attendees to address the Board at his discretion. Public discussion of an issue shall be at the discretion of the Board Chairman.
- D. A current handbook shall be provided to the families of students and available to others upon request.

ARTICLE XI - CHANGES TO THE BY-LAWS

Changes to the By-Laws shall require approval by two-third's majority of the full Board and ratification by two-thirds of the member congregations.

KEEPING EDUCATION IN THE SHADOW
OF THE CROSS



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TO ALL PARENTS

Upon enrolling your child in Martin Luther School, you indicate that you subscribe to the policies stated in this handbook. If there are any questions regarding any of the school's policies as stated or not stated herein, you are encouraged to bring your questions to the principal, any faculty member, or any member of the Board of Education.

Our earnest desire is that this handbook will set forth the policies of our school clearly and will thus lead to an even greater mutual understanding and cooperation between parents and teachers as we work together to give the children a sound, well-rounded Christian education.

PURPOSE AND PHILOSOPHY

Martin Luther School was established and is maintained by the Lutheran School Association of Warren for the purpose of offering the children of the congregations a Christ-centered education according to the doctrinal stand of the Wisconsin Evangelical Lutheran Synod. The congregations, the Board of Education, and the faculty accept the Bible as God's inspired and inerrant Word, the only infallible Authority and Guide for Christian faith and life.

All academic subjects are taught according to God's Word. The students are taught to behold the guiding hand of God the Creator, Redeemer, and Sanctifier as shown in the Creation of the world, in the historical course of events, and in the lives of every individual.

OBJECTIVES

The primary objective of the school is that each child shall grow in the knowledge of Jesus Christ as his personal Savior. Other specific objectives of Martin Luther School are:

1. To teach God the Father as Creator and Preserver of the universe.

2. To teach that Jesus Christ is the Son of God, the Savior of man from sin.
3. To teach the Holy Ghost as the Sanctifier of man.
4. To teach the Bible as the inerrant Word of God.
5. To teach God's Word diligently in obedience to God's command.
6. To teach all subjects in the light of God's Word.
7. To build Christian character.
8. To strengthen the Christian home.
9. To strengthen the Christian congregation.
10. To teach Christian citizenship.
11. To provide for the temporal and spiritual welfare of the child by means of complete Christian education.
12. To teach children to evaluate all education from the Christian viewpoint.

MANAGEMENT AND SUPERVISION

God is not the author of confusion, but of peace, as in all the churches of the saints...Let all things be done decently and in order.
I Corinthians 14:33, 40

Martin Luther School is at all times under the control and supervision of the Lutheran School Association of Warren through the voters' assemblies of the member congregations, and their designated representatives to the Board of Education. The calling of teachers, the adoption of a course of study, and all the changes and policies for the improvement and welfare of the school are accomplished by this board. The pastors, being the spiritual heads of the congregations, will assist and advise the teachers in all matters pertaining to the welfare of the school and the attainment of its objectives. The principal is responsible for the proper administration and supervision of the school on a day-to-day basis. That this objective may be achieved, the principal will seek the advice of his

follow teachers, the pastors, and the Board of Education.

ADMISSION POLICY

The Lutheran School Association of Warren maintains Martin Luther School primarily for the Christian education of its membership. To this end, admission is limited to children whose parent(s) or guardian(s) are members of a Wisconsin Evangelical Lutheran Synod (WELS) congregation or a congregation of a church body in doctrinal fellowship with the WELS. However, other children may be admitted, subject to the approval of the Board of Education.

NONDISCRIMINATION POLICY

In view of the fact that the Bible teaches that "God is no respecter of persons" (Acts 10:34) and that the purpose of Martin Luther School is to preach the Gospel to all nations, this institution cannot and does not discriminate on the basis of race, color, sex, national and ethnic origin in administration of its educational policies, admission policies, and any school-administered program.

ENTRANCE REQUIREMENTS

All children beginning kindergarten must be five years old on or before December 1 of the year in which they enroll. Similarly, all children beginning in first grade must be six years old on or before December 1 of the year in which they enroll. In extreme cases the immaturity of the child might make it necessary to postpone the child's entrance into kindergarten. All admissions will be up to the Principal and Board of Education after consultation with the parents.

REGISTRATION FEES

The registration fee paid at the beginning of each year covers the cost of textbook rental, workbooks, and other incidentals. Full payment of these fees on Registration Day will be expected from any family with one or two children. If a family has more than two children in school, the registration fees for two children will be due on Registration Day, with the balance due by the end of October. The registration fees are stated in a letter to the parents which is sent before the beginning of the school year.

TUITION

A tuition fee for each school year is set by the Board of Education based on a review of actual expenses. The approved fee is for each child attending the school, with no sliding scale for second, third, fourth, etc., children from the same family. Each association congregation has set a financial policy for their individual congregation, and parents should contact their local pastor for the specifics in their church.

CURRICULUM

The curriculum of Martin Luther School is based on "The Course of Study for Michigan Elementary Schools" and suggestions of the WELS Board for Parish Education.

As the child advances through the grades, he progressively learns more of the chief parts of Christian doctrine, Bible verses, hymns, and prayers.

The following subjects comprise the basic curriculum:

- | | |
|--------------------|-----------------------|
| Religion | Language Arts |
| Mathematics | (Reading, Spelling, |
| Science | English, Handwriting) |
| Music | Social Studies |
| Art | (History, Geography, |
| Physical Education | Citizenship) |

TESTING

In addition to the regular subject matter tests, Martin Luther School administers a number of standardized objective tests for purposes of student and school evaluation.

NEATNESS IN SCHOOL WORK PENS AND MARKERS

School work should be done as neatly as possible. A neat, clean paper and a readable handwriting will save the teacher much time and energy. Besides, a messy, incorrect paper does not speak well of the child's attitude. In order to encourage neatness, ball-point pens, felt-tipped markers, etc., are not to be used for assignments.

HOMEWORK

It is understood that the Christian student will want to do his work to the best of his ability and to the glory of God. This may necessitate the completion of some assignments at home.

An excessive amount of homework should not be necessary unless the student has been absent, wilfully neglects his work while at school, or is not working up to the grade level for other reasons.

When unfinished work is not completed at home, the pupil should give an explanation to the teacher before class time.

Oral reading at home is especially helpful in the lower grades and for those who have reading difficulties.

Parents should check their child's work regularly for the child's benefit to see that it has been completed. Parents should also make sure that their child's corrected papers are brought home so they will know how their child is progressing.

MAKE-UP WORK

When a child has been absent from school for any reason, it becomes his responsibility to do the necessary make-up work. Parents, please see to it that the make-up work is completed in a reasonable length of time.

SPECIAL HELP

If a child needs special help in any school subject, the teacher will comply with any reasonable request of a student or parent by giving additional assistance.

REPORT CARDS

The teachers of grades 1-8 will inform the parents of the academic progress of their child with a report card issued every six-weeks and a Parent-Teacher Consultation after the first six weeks of the school year. If a parent wants a progress report on his child between the six-week periods, the parent should contact the teacher. If a child receives any grade alarmingly below his level of capability, the parent should make an appointment with the teacher to discuss the child's problems. Parents should inform the teacher of any condition that may affect the child's learning: such as sight impairment, hearing difficulties, or any other health problems.

It is important that parents evaluate the report card very carefully, discuss it with the child for the purpose of encouraging the child to even greater faithfulness in his school work, sign the card, and return it to the school as soon as possible.

DISCIPLINE

Every attempt is made to maintain Christian discipline at all times in accordance with God's Word. It must be understood by students and Parents alike that the pupils owe implicit obedience to their teacher under the Fourth Com-

mandament. If pupils feel that they are treated unfairly, they are encouraged to discuss the matter privately with the teacher. Everything administered by human hands has its faults - and our school is not an exception. Situations may arise where parents and teachers will need to sit down and in a Christian and loving way discuss such problems. Appointments should be made after school hours. If no satisfactory agreement can be reached, the matter should be taken up with the principal and then the Board of Education.

NUISANCE ITEMS

Toys, comic books, knives, matches, etc. are not to be brought to school unless specifically asked for by the teacher. Such items are considered detrimental to the normal classroom situation, and as such will be confiscated.

SCHOOL HOURS

At present the school day begins at 9:00 a.m. and ends at 3:30 p.m. The school door will be open by 8:15 a.m. Students should not arrive before 8:30 a.m. unless available transportation makes an earlier time necessary. Students are to go directly to their respective classrooms upon arrival and remain quiet by diligently studying before the morning devotion begins. Lunch hour is from 12:00 to 12:40.

SCHOOL ATTENDANCE -- WRITTEN EXCUSES

Regular attendance is necessary for the successful progress of each student in school. Children who are absent must, upon returning to school, present a written excuse signed by the parent, or guardian explaining why the child was absent. A written excuse is not required if the parent excuses the child in person or by telephone. If a child is to remain in at recess or noon hour because of a recent illness, a note must be sent to the teacher.

If possible, dental and other appointments should be made at times other than during school hours. All parents are supplied with a school calendar to assist them in making advance appointments. The school will excuse pupils for emergency appointments at any time.

SCHOOL STORE

A school store is maintained by the school for the convenience of the students. A complete line of reasonably-priced school supplies is available. Parents should refrain from buying school supplies until the teacher has made known what supplies are necessary for each grade. Such a list is sent in a letter to each family prior to school opening.

STUDENT DRESS AND APPEARANCE

In establishing any rules for student dress at Martin Luther School, we are faced with the fact that a group of students cannot always dress and conduct itself as it might do privately within the family environment. We must strive to find a common ground, which, while it might not please everyone completely, will allow all concerned to maintain an overall appearance that will reflect the Christian principle that we acknowledge our bodies to be the temples of the Holy Ghost.

(the specifics are yet to be discussed)

MILK

Milk is offered to the children on a daily basis. The cost will be announced at the start of each new school year. For planning purposes, we would appreciate it if the child would make a regular commitment for the use of the program.

TRANSPORTATION

Martin Luther School does not provide transportation to the school. Car pools are set up by individual groups of parents. If you are in need of transportation for your child, please contact the school office and you will be put in touch with someone in your area who can help you.

TELEPHONE

Parents should use discretion when making calls to the school. Only emergency calls should be made to the school during school hours. Children may use the phone in cases of extreme importance provided they have the teacher's permission.

DAMAGES

The child must reimburse the school for the loss of, as well as the willful or careless damage of school books. School property, including furniture and equipment, must not be defaced, marred, or damaged in any manner. All violators of this rule will be billed for the amount of the damage.

EMERGENCY SCHOOL CLOSING

If it should be necessary to cancel school because of weather conditions or other emergency, every family will be notified. A telephone relay will be set up so that each family is called.

INSURANCE

School accident insurance is available on an optional basis. The insurance fee must be paid at the time of registration. If a parent elects not to purchase insurance, a waiver form must be signed to be kept on file in the school office. If the insurance plan is not purchased, Martin Luther School will not be responsible for expenses incurred due to accidental injuries.

VISITING

Parents and other interested individuals should feel welcome at any time to come and visit school. Please make arrangements with the teacher.

STUDENT VISITORS

Students from other schools are welcome to visit their friends if one day's notice is given, and if proper arrangements are made with the teacher whose classroom the individual plans to visit.

SCHOOL GROUNDS - LIMITS

Since the school assumes the responsibility of the safety of the children, we must insist that no child leave the school grounds except by written consent of the parents or permission of the teacher.

CHURCH ATTENDANCE

On the basis of God's Word our pupils are taught and trained to attend church services regularly. Such attendance is noted on the report card. Parents can present no better example than by attending church regularly with their children. Let us prayerfully echo the words of Joshua: "As for me and my house, we will serve the Lord," and let attendance at worship services be but one area of that service.

FIELD TRIPS

Classes will be taken to points of educational interest whenever possible. Children are permitted to participate only with written parental consent.

CHILDREN'S WORSHIP SERVICE
MISSION OFFERING

All pupils assemble for a regular weekly service on Wednesday mornings. This service is conducted on the level of the children, and is not intended to take the place of the Sunday morning service. The pastors of the Association churches lead the service on a rotating basis. Parents are invited to attend the service.

To impress upon the children their God-given responsibilities to "Go and teach all nations," Matthew 28:19-20, the children are given the opportunity to support mission work through offerings collected at this service. Mission envelopes are provided for this purpose. This provides training in systematic free-will giving out of love for Christ and His Church. The offerings are designated for specific purposes in our WELS total mission program.

COOPERATION

In order for any school to function to its best ability, there must be cooperation between the home and school. We hope and pray that all can work together as a family of God. If this is done, we can have a very successful and blessed school year.

PARENTS CAN HELP THEIR CHILD:

- (a) By attending church regularly with their children and discussing the sermon with them.
- (b) By having regular family prayers and devotions.
- (c) By seeing that the child is regular and prompt in school attendance.
- (d) By encouraging the child to eat well-balanced meals.
- (e) By encouraging sufficient hours of rest and sleep.
- (f) By encouraging the child to form regular study habits and to provide adequate facilities for proper study.

- (g) By exposing the child to many wholesome experiences.
- (h) By encouraging the child to play games suitable for his age and skill.
- (i) By encouraging the child to be considerate and courteous.
- (j) By refraining from being critical of school procedures in the presence of the child.
- (k) By discouraging the child from bringing any distracting items to school.
- (l) By letting the Word of God be the sole guide in all phases of daily living and conduct.

CLOSING

The primary objective of Martin Luther School is that each child shall grow in the knowledge of Jesus Christ as his personal Savior. We the staff, with the help of our gracious God, will do our very best to see that the objective is carried out.

It is our prayer that God will continue to bestow His bountiful blessings upon our school and the work done here. May the Christian training which our children receive in their home, church, and school prove to be a lasting blessing to them on earth. May the Lord continue to increase the faith our children now have so that at life's end, they may enter their eternal home in heaven.