

**The Georgia Pappas Hellenic Cultural School of
The Annunciation Greek Orthodox Church**

General Information

School Year: The program year shall begin by September 9th and shall conclude June 1st. Exact school year dates will be provided at Open House Meeting in September.

Operating Hours: Monday and Thursday Classes: 5:30pm – 7:30pm, Preschool
Thursday 5:30-7:30

Academic Development and Goals

The Greek School goals are:

1. Sequentially master basic language and conversation skills in a systematic interactive approach.
2. Stimulate the student's intellectuality, curiosity, creativity and confidence.
3. Foster healthy friendships, esteem, and loyalty among the students.
4. Promote positive attitudes, habits, and responsibility for personal actions and choices.
5. Grow through success, failure and interaction.
6. Employing an appropriate, current and skills-based curriculum.
7. Implementing teaching methods to address the different levels of knowledge and using positive reinforcement.
8. Fostering a positive attitude towards learning and discovering the joy of our heritage and richness of our Greek Orthodox faith.
9. Using formal and informal assessments to evaluate individual needs.
10. Promoting student responsibility in instruction, including class work, homework and discipline.
11. Cultivating and sharing their GOD given talents and interests with fellow students.

All goals above will be achieved together through open communication, respect and integrity.

Operating Rules

Registration: Students must be registered and have tuition paid by September 29th to participate in the Greek school program. Upon registration all participants must also agree to comply with the policies and terms set forth in Greek School Code of Regulations.

Tuition: Tuition for the school year with **members in good standing** of The Annunciation Greek Orthodox Church is: \$450.00 per student attending and payment in full **MUST** be received by September 14th. Each additional sibling is \$300.00

If payment is paid in full by September 29th, there is a **\$50.00 discount for the first child** (price drops to \$400.00). After September 29th, for members in good standing of The Annunciation, tuition is \$450.00. If payment is delinquent after September 30th, the student will be held on probation from the Greek School program and will not receive credit for any work that has been completed.

In addition, if you are not current with your church stewardship by May 1st, the child will not receive credit for the grade level. It is the parent's responsibility to make sure the family is in good standing. Please call the church office to verify this if you are not sure. You will be invoiced for Non-member Fee if you are not current in your stewardship.

For **non-members of The Annunciation**, the tuition is \$650.00 per student and is due by September 29th. If payment is paid in full by September 29th, there is a \$50.00 discount for first child (\$600.00). After September 30th the cost is \$650.00. Each additional sibling is \$300.00

***Those students with financial constraints may set up a payment plan with the Greek School Director and the Parish Council. If you choose to do a payment plan, tuition will remain \$450.00 or \$650.00.**

Summary

Members in Good Standing of The Annunciation

First Child- \$450.00 (\$50.00 discount if paid by Sept 29th)

Second Child- \$300.00

Third Child- \$300.00

Fourth Child- \$300.00

Non-Members of the Annunciation

First Child- \$650.00 (\$50.00 discount if paid by Sept 29th)

Second Child- \$300.00

Third Child- \$300.00

Fourth Child- \$300.00

These fees include books and workbooks. PTA is not included.

School Personnel

The Parish Priest: Is ex-officio chief administrator of the Greek School. He determines the policies along with the Parish Council and the Greek School Board of Education.

The Parish Council: Is the governing body and the ultimate authority of church business. The Parish Council works in conjunction with the Parish Priest to make policies. The Parish Council does not involve itself with everyday affairs of the Greek School. This task is left to the Greek School Board of Education.

Greek School Board of Education: Is the governing board of the Greek School. The Board of Education follows the Greek School Bylaws along with the UPR and the church bylaws. The Board of Education handles the day-to-day business of the Greek School.

Greek School Parish Council liaison: Sits on the parish council and works with the priest, board of education, and school families to promote policies of the school and to assist in the financial aspects of the school.

Greek School Principal: Is appointed by the parish priest, and approved by the Parish Council and Board of Education. The Principal deals with all the classroom day to day activities and is the voice of the teachers. The Principal is on the Board of Education but is not a voting member. They are to notify the Board of Education of any needs that they may have.

Teachers: Develop lesson plans following the assigned curriculum of each level that they are teaching and must provide supervision for all students under their care in the classroom and during play time as well. Provide written homework assignments to students on every scheduled class day.

PTA/Volunteers

It is in the best interest of all the students that all parents make every effort to attend these events. Your involvement directly assists the learning process and our fundraising. The Annunciation Greek School program expects each family to be an active member of the PTA and have an active role in the events scheduled every school year. All parents are pre-assigned to an event according to the class their child is attending. **A membership fee of \$20.00 is required per student.** There is no discount for multiple students. Event dates will be provided, during the Open House in September. Yearly event calendar will be posted on bulletin board.

Participant Code of Conduct

In order to participate in the Annunciation Greek School Program, the following code of conduct requirements must be agreed upon all students and parents:

Students Expectations:

1. Arrive to class on time. School starts at 5:30pm.
2. Enter and leave the building from the back door.
3. Attendance is mandatory. If a student is not able to attend a class, then he/she must notify the teacher as soon as possible prior to class.
4. Bring every week your books, notebooks and school necessary materials.
5. Follow school and classroom rules (eating or drinking in classroom is not allowed)
6. Raise hands before speaking or asking a question.
7. Talking is not allowed when teacher is speaking.
8. NO CELL PHONES must be in classrooms otherwise they will be taken away and given back to the parent.
9. Video games, gum chewing, skateboards or any other toys are not allowed in the classrooms.
10. Bathroom breaks are up to the teacher. Please have students use restrooms prior to class.

General Expectations:

In order to set a good example of sportsmanship; students and parents will show respect for all involved including teachers, director, other parents, and other students.

1. Disrespect of any kind shown to any fellow student, parent, teacher, or any other individual is strictly prohibited and may result in suspension of the student and/or parent from the Greek school program. This includes, but not limited to, hitting, fighting, obscene or profane language, disruptive talking, repeated ridicule of another or inappropriate dress.

Any student who consistently exhibits deliberate disrespect or negative behavior will be suspended from class. A parent conference with the teacher/director may be necessary.

2. Damage to personal or school property of any kind is strictly prohibited and is the sole responsibility and liability of the person or persons involved.

Violation of any of the above items may result in suspension or possible eviction from the Annunciation Greek School Program.

Immediate eviction from the Greek School Program will result if the following conditions are committed by students. These offenses are, but not limited to:

- a. Action gravely detrimental to the moral and spiritual welfare of the other students;
- b. Habitual profanity or vulgarity;
- c. Assault, battery or any threat of force or violence directed toward any student, parent or teacher;
- d. Open, persistent defiance of authority of the teacher;
- e. Continued willful disobedience.
- f. Any parent/student or other person who insults or abuses any teachers;
- g. Stealing
- h. Excessive absences without prior arrangements made with the teacher.

3. Students may be prohibited from other church events such as basketball, dance groups and GOYA for violating this agreement.

Parent Responsibilities:

1. Tuition must be paid in full by September 29th.
2. Review “Expectations for Students” above with your child. Your signatures at the registration form acknowledge that you and your child understand and accept these expectations and the consequences of not abiding by them. Both Parents **MUST** sign if applicable.
3. Kindly ensure that the textbooks given to the students at the beginning of the year, are brought to school every class session.
4. Ensure that students complete and return all homework assignments on time and that they have a sharpened pencil, notebook, eraser and textbooks with them at all times.
5. It is imperative that as parent you help your children with their assignments and spend at least 20 extra minutes a week reading the lesson of the week or simply spelling or sounding our words from that lesson. If you do not speak or read Greek, please inform the staff so that they will be able to assist you.
6. Keeping safety as our number one priority, all parents **MUST** park on the back parking lot. Please be careful as not to speed through the lot.
7. Be prompt when dropping off and picking up the students. Long, habitual delays show disrespect. If you will be delayed due to appointments or other reasons, make arrangements with another parent to take or pick up your children. Delays can be disruptive for the rest of the students and can interfere with the departure of the teachers as well. Parents who have students in pre-school, kindergarten and beginner classes must pick their children in person from their classrooms.

Parent Teacher Commitment:

1. Parental involvement is necessary and parents are requested to make every effort to stay in contact with the school. At no time should a parent be unaware of an extreme change in the child’s behavior neither a dramatic academic change. Teachers will communicate these types of problems with telephone calls, conferences and notes when appropriate.
2. Should a student exhibit disruptive behavior, parents will be notified immediately to remove the child from class and schedule a special conference.
3. Our goal of providing the best educational techniques, during the specified teaching time, in a warm, friendly environment which emphasizes love for GOD, peers, parents and teachers will only be met, if all the students, parents and staff co-operate.
4. Help us in our commitment to see our children flourish and learn of our wonderful heritage and legacy. Join us in our enthusiasm for their spiritual, social, personal and intellectual growth with your love, full support and friendship.

Parent Visiting Hours:

Parents are welcome to visit the classrooms. However, we discourage disruptions of class in session, unless there is an emergency. We strongly recommend that parents make an appointment with the teacher prior to visiting a class. Parents must consult the school calendar for upcoming conferences or schedule a meeting after a class session.

By signing this, you agree to all the Rules and Regulations of this Greek School.

_____ Student Signature

_____ Parent Signature

_____ Parent Signature