

Dear Prospective Family,

Thank you for taking the time to express interest in Lincoln Christian School. Our desire here at Lincoln is to consistently raise the standard of excellence in our education program, and this is only done through the cooperative effort of staff, students, and parents. In fact, I feel so strongly about parental involvement in the educational process that parents are required to attend one of our Partners In Education meetings that I conduct annually.

Lincoln Christian School promotes a scholastic program that is challenging both academically and behaviorally. In order to accomplish this, we have made it a priority to provide premier facilities and equipment, as well as to promote a positive learning atmosphere where students can thrive. The well-trained staff at Lincoln Christian School is dedicated to serving the Lord and integrating Biblical truths into their daily curriculum to create an exceptional learning environment for your children.

Students at Lincoln Christian School will have the opportunity to discover their God-given talents, develop those abilities fully, and devote their individual gifts to the honor of God. Our purpose is to equip students so they can become lifetime learners and mature into the men and women God has called them to be.

I believe the information provided will assist you in making a quality decision concerning the future of your child's education. Please call the LCS Enrollment & Service Center at (918) 234-8150 if you have any questions, or if there is any way we can assist you.

Sincerely,

A handwritten signature in black ink that reads "Willie George". The signature is written in a cursive, flowing style.

Pastor Willie George

Lincoln Christian School

# Enrollment Process

2010-2011 School Year

Open enrollment for the 2010-2011 school year will begin on March 1, 2010. To enroll students in kindergarten through twelfth grade, please provide the following:

1. One completed Lincoln Christian School Application for Admission (including Statement of Faith, Honor Code, and Parent/Guardian Information Forms) per student.
2. A copy of the student's most recent report card or transcript.
3. A copy of the student's most recent standardized test scores.
4. A copy of any special testing reports (physical and/or psychiatric).
5. A copy of the student's birth certificate.
6. A copy of the student's most current immunization records.
7. A recent photograph.
8. A non-refundable application processing fee of \$25.00, payable one time per family.

Next, deliver one pastoral, one teacher, and two personal recommendation forms to the appropriate individuals with stamped envelopes addressed to the Enrollment & Service Center. The pastoral form may be filled out by the children's pastor or youth pastor of the class the applicant regularly attends. These forms should be returned directly to the LCS Enrollment & Service Center. The school address is printed on each recommendation form. Forms may also be faxed to (918) 234-8152.

When the applicant's file has been completed and evaluated, you will be contacted regarding your family interview. Please address any questions regarding the admissions process to our Enrollment & Service Center by calling (918) 234-8150.

## Fee Schedule

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Upon receiving a written confirmation of acceptance from our enrollment office, a non-refundable enrollment fee of \$150.00 per student is due to secure your child's place at Lincoln. When the enrollment fee has been paid and all required enrollment forms are complete, a space will be reserved for your student. Initially, acceptance is given on a provisional basis, and is made final after each family has attended a Partners In Education (PIE) meeting, completed the PIE Agreement Form, and the final records from the student's former school have been received and reviewed.

## Tuition

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Tuition fees are payable directly to Lincoln Christian School either in full by August 1<sup>st</sup>, by the semester by August 1<sup>st</sup> and January 15<sup>th</sup>, or by monthly payments over a ten-month period beginning August 1<sup>st</sup> through May 1<sup>st</sup>. Families that select the payment-in-full or payment-by-semester options will receive a 1.5% discount on their tuition. In order to qualify for this discount, payment must be received by the specified dates. An official payment schedule and contract will be sent to parents this summer.

# Financial Schedule

Application Fee – One time per family \$ 25

Enrollment Fee – Per student, no multiple-child discount \$150

Includes: Student Insurance  
Standardized Tests  
Student I.D. Badge  
Accreditation Fee  
Lab & Activity Fee  
Miscellaneous Materials

Book Fee (No multiple-child discounts.)

High School (9 <sup>th</sup> – 12 <sup>th</sup> )	\$375
Middle School (6 <sup>th</sup> – 8 <sup>th</sup> )	\$375
Elementary (1 <sup>st</sup> – 5 <sup>th</sup> )	\$300
Kindergarten	\$200

LCS High School/Middle School Tuition	<u>COTM Tither Rate*</u>	<u>Non-COTM Tither Rate</u>
First Student	\$4600	\$5600
Second Student	\$4140	\$5140
Third Student	\$3680	\$4680
Fourth Student	\$3220	\$4220

LCS Elementary Tuition

First Student	\$4400	\$5400
Second Student	\$3960	\$4960
Third Student	\$3520	\$4520
Fourth Student	\$3080	\$4080

LCS Kindergarten Tuition†	\$3960	\$4960
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†The tuition for a kindergarten “First Student” is \$3960 at the COTM Tither Rate and \$4960 at the Non-COTM Tither Rate; if multiple students are enrolled, the kindergarten student’s tuition rate will be the appropriate multiple-student elementary rate (“Second – Fourth Student”).

\*The COTM Tither Rate is available to the parents or guardians of an LCS student who consistently attend scheduled worship services at Church on the Move and have contributed at least the tithe (10%) of their income to COTM on a regular basis (i.e. weekly/bi-weekly/monthly) for at least four consecutive months. Records are verified twice a year in June and December and may affect enrollment status.

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# The Facts

## School History

Lincoln Christian School (LCS) was founded by Pastor Willie George in 1997. The school began in the educational wing of the church with 68 students in K4 through 5th grade, and it quickly grew to accommodate kindergarten through 12<sup>th</sup> grade. In 2003, LCS saw the graduation of its first senior class, and its current enrollment is over 750 students.

## Accreditation

Lincoln Christian School is fully accredited with the International Christian Accrediting Association (ICAA) and the North Central Association Commission on Accreditation and School Improvement (NCA CASI). The ICAA is recognized by the State of Oklahoma and approved for full membership in the National Council for Private School Accreditation (NCPSA), a national consortium for the recognition of qualifying private school accrediting associations in the United States. The ICAA is also an active member of the Oklahoma Private School Accreditation Council (OPSAC). Lincoln Christian School is a member in good standing with the Oral Roberts University Educational Fellowship (ORUEF). The NCA CASI is an organization that accredits over 8,500 public and private schools for 19 states in the central United States. LCS is also a member of the Oklahoma Secondary School Activities Association (OSSAA).

## Vision

Lincoln Christian School's philosophy is stated in three priorities: godly character, academic excellence, and extracurricular activity. Our main focus is to help students discover God's gifting and plan for their lives. The faculty and families of LCS work diligently to enable students in the development of their God-given talents and to prepare them for a lifetime of learning, serving and honoring God. We firmly believe that only through the discovery of one's vision can an individual find true meaning (Proverbs 29:18). The LCS vision embraces the responsibility of providing students with an education that will give them an equitable academic opportunity with peers beyond our doors.

## Faculty

Lincoln Christian School requires teachers to hold degrees, certification, and extensive experience in their areas of expertise. It is our goal to have the best teachers possible. Presently, the LCS teaching staff has an average of 10.4 years of experience.

## Facilities

Our classrooms are exceptional in design, and we offer special facilities for art, music, and science and computer labs. There are separate auditoriums, gymnasiums, and libraries for the elementary and secondary levels. We have plenty of outside playground space for recess and activities, and our football and baseball stadiums are among the best in the state of Oklahoma.

## School Colors & Mascot

The colors of Lincoln Christian School are crimson, gold, and black, each holding a special significance. Crimson is the color of sacrifice and Christ's redemptive blood, and it denotes the school's basis in the Christian faith. Gold represents character, and at LCS we place godly character at the top of our priorities. Black is the color of moral absolutes, and it reminds us to not compromise our faith or standards. As the school's mascot, the bulldog symbolizes character traits that we value – perseverance and tenacity.

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# Admission FAQ'S

## Grade Levels, Class Sizes and School Hours

### What grade levels are offered at Lincoln Christian School?

Lincoln Christian School offers a K5 through 12<sup>th</sup> grade program. Kindergarten through 5<sup>th</sup> grade classes are part of our elementary school and our middle school (6<sup>th</sup> – 8<sup>th</sup> grade) and high school (9<sup>th</sup> – 12<sup>th</sup> grade) are both located in our secondary classroom building.

### What is your student-to-teacher ratio?

Smaller class sizes allow teachers to more effectively communicate with and instruct their students. For this reason, we endeavor to maintain the following student to teacher ratios:

K5 – 2 <sup>nd</sup> grade	16/18:1
3 <sup>rd</sup> – 5 <sup>th</sup> grade	20:1
6 <sup>th</sup> – 12 <sup>th</sup> grade	17:1

### What is the length of the school day and how are the classes structured?

Classes are held five days a week for two eighteen-week semesters. Middle School and High School days are composed of seven 45-minute periods. LCS employs traditional scheduling, not block scheduling. Our kindergarten program is a full-day program.

Kindergarten & Elementary	Monday – Friday, 8:00 AM – 3:00 PM
Middle & High School	Monday – Friday, 8:00 AM – 3:05 PM

### How old does a student need to be to enter kindergarten or 1<sup>st</sup> grade?

Kindergarten	5 years old on or before September 1 <sup>st</sup>
1 <sup>st</sup> Grade	6 years old on or before September 1 <sup>st</sup>

Students must have successfully completed an approved kindergarten program or be found to be developmentally ready for 1<sup>st</sup> grade.

### Who will be my child's teacher?

Families of enrolled students are notified about placement at the annual "Meet Your Teacher / Schedule Pick-Up" day prior to the first day of school.

## Admission Requirements

### What are the requirements for entrance to LCS?

- Completed application and recommendation forms
- Placement testing for 1<sup>st</sup> – 12<sup>th</sup> grade (for those applicants without recent testing scores submitted from another school)
- Entrance testing/screening for kindergarten
- Consistent family attendance and participation at primarily COTM or a similar Bible-believing church
- Family interview with the LCS School Board
- Payment of the enrollment fee upon acceptance

### Do you have admissions testing?

Testing scores are just one of the items we evaluate as part of our application process to assist us in determining grade placement. We will test students that do not have recent standardized testing scores available. We also do a screening for kindergarten applicants to verify that they are developmentally ready to begin a full-day K5 program.

## **When is your open enrollment period?**

Open enrollment for the 2010-11 school year will begin on Monday, March 1, 2010.

## **Do you accept late enrollments or semester transfers?**

The majority of our enrollment is conducted between March and July for the start of the fall semester as this allows us to adequately plan for the upcoming school year. Whenever we do receive an admissions application after the open enrollment period has ended, it will be considered on a case-by-case basis. However, the monthly tuition payment plan option is not available for late enrollments; tuition must be paid in full up front upon acceptance.

## **Are students whose families attend a church other than Church on the Move admitted to LCS?**

Preference is given to COTM families. However, when openings occur, we do grant interviews to consider extending admission to those who are in agreement with our philosophies.

## **We attended COTM at one time, but now attend another church. Does this impact our enrollment?**

We will not admit students whose families have left Church on the Move. COTM is the driving force behind LCS and the reason for its existence. We believe this policy gives us the unity necessary to maintain a cohesive body, since the leadership is the same for both organizations.

## **Tuition**

### **Why do you have two different tuition rates?**

The Lincoln Christian School facilities have been made available through Church on the Move. COTM families have helped to make these facilities possible through their obedience to God's Word as it relates to tithing and giving (Malachi 3:10-12). The Non-COTM Tither Rate also helps to cover our facility expenses.

### **Who qualifies for the COTM Tither Rate?**

The parents or guardians of LCS students who have consistently attended and contributed at least the tithe (10%) of their income to Church on the Move on a regular basis for at least four consecutive months qualify for the COTM Tither Rate. Records are verified twice a year in June and December and may affect enrollment status.

### **Can a grandparent paying for their grandchild's tuition qualify for the COTM Tither Rate?**

Grandparents who consistently attend and tithe at Church on the Move and pay for their grandchild(ren)'s tuition will qualify for the COTM Tither Rate (even if the parents would not qualify on their own) if the parents meet the guidelines of the LCS Partners In Education Agreement.

### **Are scholarships or financial aid available?**

We require that parents count the cost and make the best financial choices for their family while focusing on God as their Source and Provider. We endeavor to keep our tuition rates affordable. While LCS does not have a true scholarship program, a limited amount of financial assistance may be available to families that have a demonstrated need. All financial assistance is determined by the following Financial Assistance Review Process:

- 1) The family must be members or regular attendees of Church on the Move.
- 2) The family must qualify for the COTM Tither Rate. The LCS School Board audits records twice a year, in June and December.
- 3) The family must be a current LCS family. New applicants to LCS will not qualify.
- 4) The family's income level will be verified by a third party analyst.
- 5) The application deadline for the 2010-2011 school year will be May 14, 2010.

## **Academics**

### **Do you have honors and advanced placement classes?**

Our goal at LCS is to train and develop children spiritually, academically, socially, and physically, with the express aim of preparing each child to fulfill the God-given plan for his or her life. For those students who desire to attend college, we offer Pre-AP Biology and Chemistry and the following AP courses: Chemistry, Biology, U.S. History, English, Spanish, and Calculus.

### **What classes are available to high school students in the core subject areas?**

High school core classes include Bible, English I – IV, Physical Science, Biology, Chemistry, Anatomy, Physics, Algebra I & II, Geometry, Trigonometry, Calculus, Oklahoma History, Government, World History, and U.S. History.

### **What elective classes are available to high school students?**

High school elective courses include Accounting, Art, Athletics, Computer Technology I & II, Creative Writing, Drama, Driver's Education, Drum Line, Economics, Health, Jazz Band, Physical Education, Spanish I - III, Vocal Music, and Yearbook.

### **What elective classes are available to middle school students?**

Middle school students have an Explore elective class built into their daily class schedule. In this Explore class, they will rotate through Art, Computer Technology, Music, and Spanish classes during the academic year, each for a period of nine weeks.

### **What specials classes are available to elementary students?**

At the elementary level, we offer Art, Computer, Music, Physical Education, and Spanish. Art, Computer, and Spanish are taken on a rotating basis – each for a period of three weeks each nine-week quarter. Music and Physical Education classes alternate each day.

### **What curriculum is used at LCS?**

In order to meet the educational needs of each student, Lincoln Christian School is dedicated to using the finest curricula available. As a private school, we endeavor to utilize textbooks written from a Christian perspective when possible.

Current curriculum used at the elementary level includes:

- Language Arts, Reading, and Phonics – *Houghton Mifflin*
- Math – *A Beka*
- Social Studies – *A Beka, Bob Jones Press, and "Time for Kids"*
- Science – *A Beka, Bob Jones Press, and Carolina Biological Science Kits*
- Bible – *Faith Roots*

Publishers at the secondary level include:

- Language Arts – *Glencoe, Bob Jones Press, Educators Publishing Service*
- Math – *Glencoe*
- Social Studies – *Glencoe, Bob Jones Press, Pearson Longman, and University of Oklahoma Press*
- Science – *Glencoe, Bob Jones Press, Prentice Hall, Addison-Wesley, and McGraw-Hill*
- Bible – *Faith Roots, Harrison House, Baker, Tyndale, Levitt, Ramsey, McDowell, Strobel, Missler*
- Spanish – *Glencoe, McGraw-Hill*

### **Does LCS offer a home-school program?**

No, but we accept home-schooled students who wish to embrace a traditional Christian classroom environment. We use academic records and rely on placement tests for verification of academic ability.

## **Do you offer special education classes or handicapped services?**

Our school offers a traditional classroom setting with some additional help available for students who are able to be educated in a regular classroom. LCS does not have separate special education classes. All of our facilities and classrooms are handicap accessible.

## **What about school supply lists?**

Supply lists are available to LCS families during the summer months. We also post this information on the ParentsWeb that is accessible by all current LCS families.

## **Extracurricular Activities**

### **Are you a member of the Oklahoma Secondary School Activities Association (OSSAA)?**

LCS became an OSSAA member school effective at the beginning of the 2007-2008 school year.

### **Will my child be eligible for athletic competition if he/she transfers to LCS?**

According to OSSAA rules, transfer students are ineligible for varsity competition for a period of 365 days after transferring to a new school. During that time, students are eligible to compete at the junior varsity level. Only students that live in our school district would be immediately eligible for varsity level competition.

### **What are the boundaries of your school district?**

Lincoln Christian School has a small geographic district with the following boundaries: from Pine Street, south on 129<sup>th</sup> E. Avenue to 51<sup>st</sup> Street, east to 193<sup>rd</sup> E. Avenue, north to 41<sup>st</sup> Street, west to 145<sup>th</sup> E. Avenue, north to Pine Street, west to 129<sup>th</sup> E. Avenue.

### **What team sports do you have available?**

As in all other areas, Lincoln Christian School endeavors to compete at the highest levels. Secondary sports offered are football, basketball, baseball, track, fast-pitch softball, slow-pitch softball, volleyball, and cheerleading. Golf is also available at the high school level. Elementary sports include football, basketball, baseball, softball, and cheerleading.

### **What non-athletic activities do you offer?**

Each student is encouraged to participate in extracurricular activities, and we offer a variety of options in order to appeal to different interests. Activities include National Honor Society, Presidential Physical Fitness, Quiz Bowl, Safety Patrol, Spiritual Emphasis Week, Spirit Week, High School Dances, Junior/Senior Prom, Homecoming, pep rallies, student government, spelling bees, educational field trips, art shows, music competitions, and musical and drama productions.

## **Biblical Instruction**

### **What are the beliefs of Church on the Move and Lincoln Christian School?**

Church on the Move is a non-denominational, charismatic church. Our Statement of Faith details our beliefs and the basis for what we teach in our Bible classes and chapel services.

### **How often do you have Bible classes and chapel services?**

All elementary and secondary students have daily Bible classes. We also incorporate Biblical truths into every subject. All students participate in weekly chapel services.

### **Will my child fit in if we don't attend your church and youth group?**

Although a large majority of our students are from COTM families, we do have a number of families from outside our church that have blended very well with our school culture. We always plan for new students at our school on an annual basis and they historically have acclimated to the new environment and quickly made new friends.

## Dress Code

### **Do your students wear uniforms?**

Lincoln Christian School employs school uniforms in their dress code guidelines. The primary purpose of uniforms is to give parents and students general guidelines for appropriate school clothing and appearance. More uniform information will be made available to the parents of students that are accepted for admission to LCS.

## Before & After School Care (BASC)

### **Do you provide before-school and after-school care?**

Yes, before-school and after-school care is available to LCS families. Breakfast is not served during before-school care; children should be fed before arriving at school. A light snack will be served during the after-school care program.

An annual registration fee of \$25.00 per family will be required for the use of before-school and after-school care. The registration fee covers both services. Even if only before-school or after-school care is needed, the \$25.00 registration fee applies. The fee will be charged once a non-registered student has attended before-school and/or after-school care twice in one month.

### **What are the hours and costs for before-school and after-school care?**

Before School Care            Monday – Friday, 7:00 AM – 8:00 AM  
All students arriving before 7:30 AM will be placed in before-school care and charged accordingly.

One Child - \$3.00 per day, Siblings - \$2.00 per day

After School Care            Monday – Friday, 3:15 PM – 6:00 PM  
All students in kindergarten through 5th grade, who are on school property after 3:15 PM and not under direct supervision by a staff member, will be placed in after-school care. All students in grades 6th through 12th, who are on school property after 3:20 PM and not under direct supervision by a staff member, will be placed in after-school care.

*Short-Term (Until 4:00 PM)*            One Child - \$3.00 per day, Siblings - \$2.00 per day  
*Long-Term (Until 6:00 PM)*            One Child - \$6.00 per day, Siblings - \$4.00 per day

### **What is the frequency for Before & After School Care billing?**

Charges for BASC are billed on a weekly basis and are due upon receipt. Statements are sent to parents via email.

## Lunch Program

### **Do you provide a hot lunch program?**

Lunches are catered in Monday through Friday for both elementary and secondary students.

### **How much do hot lunches cost?**

Lunches are available for \$4.50 per day for secondary students and \$4.00 per day for elementary students. We reserve the right to increase the lunch prices as needed, but ample notice will be given.

## Transportation

### **Does LCS provide transportation or busing?**

No, LCS relies on parents and families to get students to and from school each day. If you need assistance, we suggest that you register for our car pool list, which is available in the elementary school office.

### **Are car pools organized?**

Yes, at the beginning of the school year, LCS provides names of families who have registered and reside in the same zip code.

## **Discipline**

### **What is your discipline policy?**

Discipline and learning go hand in hand to build character and to allow students to develop their God-given abilities; therefore, the school uses such disciplinary measures as instruction, exhortation, correction, rebuke, and corporal punishment (paddling) in an effort to achieve the ultimate goal of self-discipline. When corporal punishment becomes necessary, the child's parents will be notified in advance.

### **What are the general school rules for discipline?**

- Follow directions promptly and with a good attitude.
- Walk quietly to and from assigned areas.
- Keep hands, feet, and personal objects to yourself.
- Come to class prepared and complete all work assigned.
- Use appropriate language. Disrespectful speech and unkind words are not permitted.

## **Parental Involvement**

### **How can parents get involved at LCS?**

After an application and a required background check have been approved, parents can be involved as athletic event volunteers, teacher helpers, lunchroom or recess monitors, field trip assistants, and helpers at teacher-directed parties.

### **What fundraising will I have to do for school activities?**

Some of our extracurricular groups have opportunities to raise money for athletic camps and for other activities such as the senior trip; however, we keep a close watch on the number of fundraisers allowed. Our school is primarily funded by tuition/fee payments.

## **RenWeb**

### **How can a parent keep up with their child's assignments and grades on a regular basis?**

LCS partners with RenWeb, an online-based software provider that gives you access to your child's lesson plans, assignments, and grades.

### **How often do teachers update classroom information on RenWeb?**

Teachers update homework assignments and grades on a daily basis so you always have up-to-date information on your child's progress in his/her classes.

### **What other information can I view on RenWeb?**

In addition to classroom information, you can also view student accounts, attendance, discipline, and family demographic information.

## **Enrollment & Service Center**

### **Where is the Enrollment & Service Center located?**

The Enrollment & Service Center is located in the Willie George Ministries Building, which is on the west side of our campus at 1003 N. 129<sup>th</sup> E. Avenue in Tulsa, Oklahoma.

## **What are the hours of operation for the Enrollment & Service Center?**

Hours of operation are Monday through Friday from 8:30 AM to 5:00 PM with the exception of holidays. The Enrollment & Service Center handles admissions inquiries, tuition and fee payments, and all questions regarding school accounts should be forwarded to this office. For your convenience, tuition payment boxes are located in the school offices as well as in the Willie George Ministries Building and the Church on the Move lobby.

## **Is anyone in the office(s) during the summer?**

The Enrollment & Service Center is staffed year-round, except for a break at Christmas.

## **Visiting Lincoln Christian School**

### **Do you have open houses for prospective families?**

Yes, families may attend an Open House of our elementary and secondary facilities on Sunday, February 28<sup>th</sup> from 10:00 AM – 1:00 PM and on Saturday, March 27<sup>th</sup> from 7:00 PM – 8:30 PM.

### **Can I take a tour of your school?**

Tours can be scheduled by calling the Enrollment & Service Center at (918) 234-8150. Please call to schedule tours at least 24 hours in advance.

### **Do you offer shadowing of students?**

Shadowing is offered on select dates and can be scheduled by turning in a request form at least one week in advance of the requested date. The dates available are on Thursdays, April 15<sup>th</sup> through May 13<sup>th</sup>. Please contact the Enrollment & Service Center at (918) 234-8150 for more information.

PLEASE NOTE: Information contained in the Admission FAQ's is current for the 2009-2010 school year and is subject to change for the 2010-2011 school year. Adequate notice will be provided to families that have students enrolled in LCS for any changes that do occur. All applicable policy and procedure standards will be given to LCS families prior to the start of the school year through the Parent & Student Handbook.