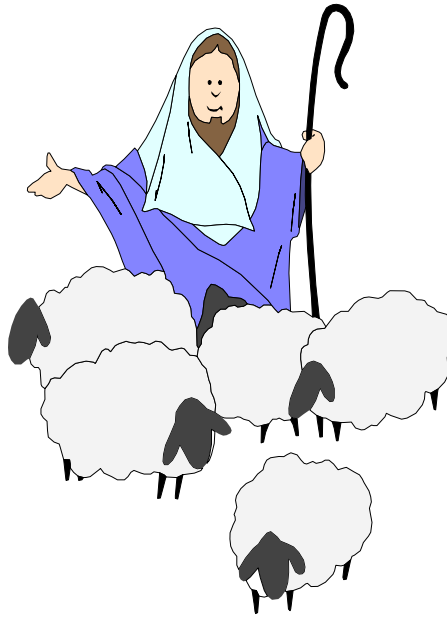


The Lord is my Shepherd.....



Pre-School

Pre-Kindergarten

Parent/Student Handbook

2011-12





One of my joys as Superintendent of Hope Christian School is to be in a group of alumni and hear them talk about how Hope made a difference in their lives. There are always stories about the mischievous antics, but more important are memories of how teachers impacted their lives. Often I hear about how attending Hope helped to mold **them** into the adults they became. There are comments of gratefulness and words of praise for the opportunity to attend a Christ-centered school and receive a valued education. **Each year we graduate more and more students that attended Hope for at least 13 years. As our alumni are having children of their own, they want to start their children in our pre-school program and give them the same opportunity. This says a great deal for the atmosphere in which they want their children to be exposed.**

Parents are looking for a school that will begin the training process and prepare their children to enter the academic classroom. They also want a place where their child will be cared for and nurtured in a Christ-centered atmosphere. This handbook contains the facts and information needed to help **you understand the opportunities available** at Hope Christian School. It is a guide to the requirements and expectations of **children coming to Hope.**

We do not take our mission statement lightly. We intentionally **“pray for, equip, and send Christi-centered, passionate leaders to change the world.”** Teaching **children** to become knowledgeable adults with a Christian worldview is one of the most important things we do. **We understand that this process begins at a very early age. We build on our program each year and give children the knowledge they will need to lead their lives in the way God would lead them.**

We, the Admissions Office, the **Pre-school Director** and I, are all here to help you through the process of bringing your **child(ren)** to Hope Christian School. Please feel free to contact any of us. We will be in prayer with you as you seek God’s **direction for your child(ren).**

**-Sandi Black, Superintendent**

*“Apply your heart to instruction, and your ears to words of knowledge.”*

*Proverbs 23:12*

***Mission Statement: To pray for, equip and send Christ-centered, passionate leaders to change the world.***

*Licensed by NMCCA*

# Educational Philosophy and Goals

Hope Christian School is committed to the total development of each student. We strive to meet certain academic, social and spiritual needs. Partnering with parents, we will do all we can to contribute to the enlightenment, health and wholeness of every child.

We seek to promote Christian values in academics and to provide an environment conducive to Christian growth. By incorporating Christian principles in our curriculum, we seek to teach the students that Christ is essential in all meaningful learning and relevant for daily living.

We view education as a foundation for life-long learning. Our curriculum is designed specifically to prepare our students for entrance into elementary school.

## ***Patriotism***

Patriotism, by definition, is the love and loyal support a person shows his/her country with an attachment to that country's land and people, admiration for its customs and traditions, and devotion to its well-being. Our school endeavors to develop patriotism in order to create an appreciation for the common memories, hopes and traditions of our country. This is achieved through the reciting of the Pledge of Allegiance and the recognition of patriotic holidays and events.

## ***Parent Involvement***

Parents are encouraged to participate in their child's experiences at Hope. Opportunities to work in classroom activities are open to parents. Teachers welcome conferences with parents who request them. Children will be more productive and effective students when parent support is evident.

As indicated above, parents are welcome to and encouraged to participate in their child's educational experiences here at Hope Christian School. However, if that participation reaches a point of interfering with the educational process, the parent will be so notified.

It is Hope's policy to make every effort to work with parents; however, a parent's misconduct toward or about Hope Christian School faculty or staff may result in a required withdrawal of one's student(s) and does not negate the contractual obligation to pay tuition and fees.

We request that parents who help in the classroom or on field trips dress modestly and in accordance with Hope's dress code standards. Parents volunteering on a regular basis may be requested to complete a background check.

Parents are encouraged to participate in our Parent Support Fellowship (PSF).

## ***Admissions***

### ***Age Requirements***

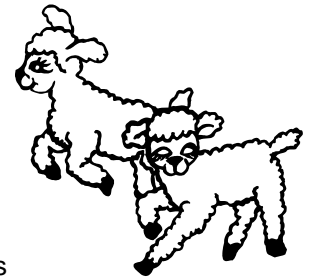
All students must be three years old by September 1st to enter the **pre-school** program, and four years old by September 1st to enter the **pre-kindergarten** program. ***All students must be completely toilet trained (no pull-ups).***

Even though a child may meet the age requirement to enter the pre-school or pre-kindergarten program, maturity level of the child is a factor in his/her success in our program. If it is determined by the end of the first quarter that the child is not handling the structure of our academic program, a conference will be called with the parents. In some circumstances the parents may be asked to withdraw the child until he or she reaches a higher level of maturity.

## ***New Student Admission***

The following is a list of procedures that will guide new students applying for enrollment in Pre-School or Pre-Kindergarten at Hope Christian School.

1. Obtain a New Student Packet from the Admissions Office.
2. Read all information carefully and return **completed** registration form and information as indicated in the packet.
  - A. Current Application/Registration Form (Completed and signed by a Parent/Guardian)
  - B. Copy of Current Shot Records
  - C. State Certified Birth Certificate
  - D. Include a recent photograph
  - E. Parent's personal testimony
  - F. Two Character References (one from a friend or teacher and one from a pastor or Bible teacher). These are confidential and should be sent directly to Hope Christian School by the person completing the form.



**We are required by the State of New Mexico to have certain forms on file in order to maintain our pre-school license. An incomplete application file may result in a student not being considered for entrance.**

### ***Returning Student Registration***

Information will be provided each year to notify parents of registration dates and procedures for returning students.

Pre-School students **must** register for the Pre-Kindergarten class. **Space is limited and failure to register with all necessary paperwork by posted deadlines may result in student losing space.**

Pre-Kindergarten students must **apply** for Kindergarten. Please call the Admissions Office at 821-2513 to receive information on the admissions procedures for Kindergarten through 12th grade.

Returning students to Hope Christian School will be reviewed on the basis of behavioral and academic progress.

Students who are not readmitted to Hope will be notified in writing. Lack of interest, violation of rules, inappropriate behavior, etc., are some of the reasons for not being readmitted. Teacher input will be weighed very heavily in determining readmission.

Students will not be allowed to re-enroll or begin the new school year with an outstanding balance from the previous school year or from the summer programs. Any outstanding monies, fees, paperwork, and/or materials (including textbooks, library books, etc.) must be turned into the Business Office before a student will be allowed to start school.

### ***Tuition and Expenses***

Tuition at Hope Christian School is kept as low as possible. We are supported completely by tuition and voluntary contributions. Hope is a nonprofit corporation registered with the State of New Mexico.

There is a \$25.00 (non-refundable) application fee that should be submitted with the application. The (non-refundable) registration fee is \$250.00. Tuition amounts for the upcoming school year are available in the Admissions Office.

The Pre-Kindergarten program is a five-day program (Monday through Friday) and can be either half-day or full day.

The Pre-School program is available as either a two-day program (Tuesday/Thursday) or a three-day program (Monday/Wednesday/Friday). Either program can be half-day or full day.

Please Note: Half-day students **MUST** be picked up by 11:15 AM.

There are no early payment discounts. Multi-student discounts only apply when there are two or more students in a household in Pre-School/Pre-Kindergarten at Hope.

Payments will be accepted through the F.A.C.T.S. payment program only or tuition must be paid in full in advance. F.A.C.T.S. is a nationally recognized tuition payment program that automatically withdraws payments from your checking or savings account. They charge a yearly processing fee (approximately \$38.00) for the program. Forms will be provided at the time the tuition contract is signed.

### **Returned Check Charges**

**Hope Charges \$20 for each returned check.** Anytime a returned check is received, cash, a cashier's check or a money order in the amount of the returned check plus the \$20.00 returned check charge is required within ten (10) business days. Failure to do so may result in the student being required to withdraw from a program or school until the required payment is made.

### ***Refund Policy***

#### **Registration Fee**

The registration fee is non-refundable and non-transferable from one student to another or from one school year to another.



#### ***Tuition***

Tuition is non-transferable from one student to another or from one school year to another. Tuition is non-refundable unless one of the following criteria applies:

- A. If withdrawal occurs before the first day of school, there will be a 100 percent refund of any tuition money paid.

- B. After school starts refunds will be given for withdrawal occurring before the beginning of a quarter. Our Pre-Kindergarten is a nine-month program and is divided into four quarter periods.

If the tuition is set up on a F.A.C.T.S. payment program and withdrawal occurs before the end of the fourth quarter, it is likely there will be a balance due the school and F.A.C.T.S. payments will continue.

- C. When a student withdraws from Hope (for any reason), a letter of explanation is required to request any refund which applies.

**Withdrawal of a student during a quarter, including dismissal, will result in forfeiture of tuition paid to Hope Christian School and will not negate the obligation to pay Hope Christian School any outstanding tuition.**

### ***Student Withdrawal***

The following procedures should be followed when a student withdraws from Hope Christian School for any reason.

1. Notify the Principal's office in writing of the exact date of withdrawal as soon as possible. A Student Check Out sheet will be completed reflecting the last date of enrollment. The sheet will be circulated to all areas required (teachers, library, lunchroom, business office, etc.) for completion.
2. For voluntary withdrawal, write a letter informing the school of the reason for withdrawal. Please include a forwarding address and the next school the student will be attending, if possible.
3. Arrange an appointment with the Principal's office to review the Student Check Out sheet and sign the form. All fees must be paid as required by Hope Christian School and the check out sheet signed by a parent or legal guardian before a student is considered officially withdrawn. No records will be released or applicable refunds issued until this step is completed.
4. Request any applicable refund in writing. The request may be submitted in a separate letter or included in the notification of withdrawal letter. Allow up to four weeks for refund checks after withdrawal is complete.

**Please note:** *The refund policy is clearly stated above and on the Enrollment Contract and is determined by the Board of Directors. Even when a refund applies and a student is enrolled for any time during a quarter period, tuition is due through the end of that quarter.*

## **Miscellaneous**

### ***Record Changes***

It is the responsibility of the parent or guardian to notify the school office of any change of name, address, phone numbers (home, work, cell or mobile), email address, job or insurance company.



### ***Phone Calls***

Students are not allowed to make personal calls from office phones except in extreme emergencies.

### ***Privileges Reserved***

Hope Christian School reserves the right to use any student photos for publicity purposes. Discretion will be used.

### ***Parent-Teacher Conferences***

Parents are encouraged to contact the school to arrange parent-teacher conferences before or after school. The Director will be involved if requested by the parent or teacher, or as deemed necessary by the administration. We kindly ask that conference requests and related calls be made after 8:30 a.m. This will leave the lines open for absentee calls and emergencies.

### ***Lost or Damaged Property***

Families must pay **in full** for any property (books, furniture, buildings, etc.) which a student loses or damages. To receive a refund of monies paid for a lost book, the book must be returned in good condition within 30 days after the last day of school in the current school year.

*Students must pay for any HCS property stolen from them while in their possession. Hope will not be responsible for lost or stolen articles belonging to a student.*

## **Transporting Students To and From School**

Parents transporting students to and from school should comply with all “drop-off and pick-up” rules. These rules ensure safety and expediency. Designated times, places and rules will be made available at the beginning of each year along with the necessary rules for accomplishing the task.

### **Attendance**

State Law requires your child be brought into the facility and the child’s parent, guardian or other previously designated adult is required to sign the child both in and out of school each day.

### **Illnesses and Emergencies**



Parents should call the Elementary Campus at **797-4290** regarding student absences as early in the school day as possible.

If a student comes to school and is found to have a fever of 100° +, the student will be sent home.

When a child is ill, we would appreciate it if you please be considerate of the other children in the class and not bring your child to school. For the well-being of your child and his/her classmates, please refrain from bringing your child to school if he or she:

- Has a fever or has had one during the previous 24 hours Has diarrhea
- Has a cold
- Has a nasal discharge
- Has a constant cough
- Is fussy, cranky, and generally not acting like he/she normally does
- Is vomiting in the morning prior to coming to class
- Is not well enough to play outside
- Has been on medication less than 24 hours
- Has symptoms of a possible communicable disease

Please notify the school if your child has a communicable disease. In accordance with New Mexico state requirements, after a child has had a communicable disease such as chicken pox, pink eye, impetigo, etc., he/she will be readmitted to school only upon written approval of the attending physician.

## **Visitors**

Other than parents, we have a general “no visitor” policy at Hope. If you come on campus during the day, you must check in at the Elementary Office and obtain a visitor’s badge. Any unauthorized visitors will be asked to leave campus.

## **Daily Time Schedules**

All-Day Program.....8:15 AM - 2:40 PM  
Half-Day Program .....8:15 AM -11:15 AM

All programs begin at 8:15 a.m. Half-day programs dismiss at 11:15 a.m. **sharp. Half-day students must be picked up on time** because the all-day students will be having lunch at 11:20 a.m. All-day programs dismiss at 2:40 p.m.

All-day students are required to take a nap.

## **Curriculum**

ABEKA Curriculum is used for Pre-School and Pre- Kindergarten.



## **Pre-School**

Language arts will include recognition of the name and sound along with the concept of vowels and consonants. The student will develop language and listening skills that include color words, shapes, animals, transportation, countries, community helpers, health, safety, manners, and science. Number skills will include simple counting of 1-30 and number concepts of 1-15. Bible lessons will include stories of Bible characters and the boyhood of Jesus.

## **Pre-Kindergarten**

Language arts will include recognition of the name and sound along with the concept of short vowels and consonants, the introduction of phonics and reading, as well as manuscript writing. Poetry will be introduced as well as memorization. Language development and listening skills will include color words, shapes, animals, transportation, countries, community helpers, health, safety, manners and science. Number skills will include counting of 1-100 and number concepts using 1-20. Bible lessons will include stories of Bible characters and children of the Bible along with memory verses.

## Dress Code: Pre-K - 5th Grade

### Bottoms - BOYS

- A. COLORS: Solid navy or khaki-colored (Khaki comes in colors of tan, stone, green, brown, gray) NO denim
- B. Classic Dockers-type or corduroy pants: No hip-huggers, no baggy, draggy or saggy pants, no cargo pants
- C. Knee-length Dockers-type shorts or cargo-shorts, no shorter than four inches above the knee or longer than the middle of the knee

### Tops - BOYS (Polos and shirts)

- A. Any color EXCEPT black
- B. All must have sleeves, fold-down collars, and buttons
- C. Lightweight-knit turtleneck shirts may be worn under dress code shirts
- D. Turtleneck sweaters may be worn without a dress-code shirt over them, but must be long-sleeved and long enough that no part of torso is seen at any time



### Bottoms - GIRLS

- A. COLORS: navy or khaki-colored (khaki comes in colors of tan, stone, green, brown, gray) NO denim
- B. Classic Dockers-type or corduroy pants: No hip-huggers, no baggy, draggy or saggy pants, no cargo pants
- C. Knee-length Dockers-type shorts or cargo-shorts, no shorter than four inches above the knee
- D. Crop or Capri pants allowed in colors listed above
- E. Skirts, skorts, or jumpers no shorter than four inches above the knee and may be solid color (khaki or navy) or any color plaid
- F. No wrap-around skirts or slits higher than four inches above the knee
- G. No long skirts (impedes play time)
- H. "Leggings" may be worn under dress-code length apparel

### Tops - GIRLS

- A. Any color EXCEPT black.
- B. All must have sleeves, fold-down collars, and buttons, snaps or eye-hooks
- C. Shirts or blouses (any type of button-down shirt with a fold-down collar and sleeves)
- D. Lightweight-knit turtleneck shirts may be worn under dress code shirts
- E. Turtleneck sweaters may be worn without a dress-code shirt over them, but must be long-sleeved and

long enough that no part of torso is seen at any time

### Shoes (K-5th boys and girls)

Tennis shoes in good condition are recommended. No flip-flop shoes allowed. NO "Heelys"



Other matters concerning personal grooming are as follows:

1. Headgear is not permitted unless it is worn for protection from the weather and may only be worn during recess.
2. Hair
  - A. Should be clean and neatly trimmed
  - B. No shaved heads (nothing shorter than a # 2 blade)
  - C. No oddly colored, cut or spiked hair
  - D. Girls are not to wear boys' haircuts
  - E. Boys
    1. Haircuts may not be below the eyebrows in front or the bottom of the shirt collar in the back
    2. No pony tails, braids, or other effeminate styles

We appreciate the labeling of outer garments, including hats and mittens. Many items are left behind during the year and labeling helps the school return them quickly.

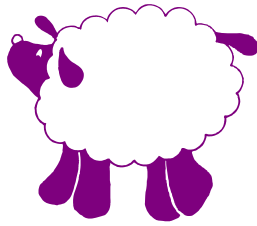
Each child needs a gallon size plastic zip-lock bag with the child's name on it that contains a shirt, slacks or shorts, underwear and socks.



### *Snow Day*

When APS has an abbreviated day or cancellation due to snow, Hope will do the same. The abbreviated school day for full-day students will be a two hour delay from the normal start time and dismiss at regular time. Half-day students would not be expected to attend. **Listen to the local TV stations** for notice of abbreviated day or cancellation. *If school is cancelled, we will announce later if a make-up day will be required.*

## Standards of Conduct/ Behavior Code



Hope Christian School holds high standards of behavior and conduct for all its students. We have a fundamental statement of faith and a general, conservative philosophy of education. Hope Christian must, therefore, provide an environment conducive to the spiritual growth and development of young people who are not yet mature Christians. A standard of conduct based on the following Biblical imperatives is necessary to provide such an environment. All of the activities of the Christian must reflect the glory of God Who indwells us (I Corinthians 8:9, 12-13, 10:32). The Christian will endeavor to be sensitive to the spiritual needs of the world and to other Christians — physical, mental or spiritual well-being (*I Corinthians 9:27*).

A sense of the need for spiritual growth in the light of these principles has led Hope to adopt the following standards. These are conducive to the environment that will best promote the spiritual welfare of the student. The school, therefore, requests each student, whether at home, school or elsewhere,

1. To refrain from the use of swear words, using indecent language; from stealing, or being involved in any other activity which would dishonor Christ or the Christian reputation and honor of Hope Christian School.
2. To maintain Christian standards of morality, honesty, courtesy, and kindness.

The selection of the restrictions mentioned in this pledge may appear arbitrary to some, but, while not condemning others who see differently, Hope Christian School believes that these specific types of conduct are detrimental to the standards established as its objective.

Students are expected to abide by these standards throughout their enrollment, whether at home, school, or elsewhere. Students found to be out of harmony with the Hope Christian ideals of work and life may be invited to withdraw whenever the general welfare demands it, even though there may be no specific breach of conduct.

In this atmosphere of definite and positive Christian standards, professional scholastic planning and genuine personal relationships between faculty and students, there is fine opportunity for the development of strong Christian character.

## Behavior Code

**The following policies are designed to promote the best possible learning environment in the classroom and to instill the importance of accepting authority and responsibility in each student. Each student is required to be obedient and respectful to the authority of the school staff and to address each staff member with “yes, sir,” “no, sir,” “yes, ma’am,” and “no, ma’am.” Discipline is the primary responsibility of the teacher.**

Generally, common sense should guide all behavior. However, the following will not be tolerated at Hope and may be grounds for suspension or expulsion:

1. Leaving class without permission or staying away from class without permission.
2. Use of profane language or lying.
3. Disrespect toward teachers or other students.
4. Refusal to obey a teacher, administrator, etc.
5. Fighting, rough play or possession of a knife, club, stick or any such instrument which could conceivably be used as a weapon.
6. Flammable materials such as matches and lighters.
7. Destruction of property (school or others).
8. Stealing.
9. Biting is not tolerated. A conference with the parent and teacher will be called upon the first two instances. The student will be dismissed upon the third instance.
10. Any other activity not included in this list that is deemed inappropriate by the School Administration.

## Disciplinary Policies

Discipline is an essential teaching part of the classroom and is not viewed as punishment. Discipline is used to help children learn self-control, to help develop their self-esteem and a regard for and acceptance of others in the classroom.

Discipline will be consistent and age appropriate. Discipline will include positive guidance, redirection, and clear limits that encourage the child's ability to become self-disciplined. When redirection is not working at a particular time for a child, **time out** will be employed. (**Time out** is a non-



solitary separation of one child from the group.) Discipline will guide the children to resolve conflicts and will model skills that help children to solve their own problems.

## ***Guidelines for Special Holidays***

### **Halloween**

Hope Christian School does not celebrate Halloween.

### **Thanksgiving**

Emphasis will be on the first Thanksgiving and the many things for which we are thankful: family, religious freedom, health, food, etc.

### **Christmas**

Emphasis will be on the Birth of Christ. The Christmas story will be read out of the New Testament, or the Abeka material. If Santa Claus comes up in the classroom, it is approached as the fact that there was a Saint Nicholas who gave gifts to children. Questions will be directed to parents.

### **Valentines Day**

Friendship, including friendship with Jesus, is emphasized. Students should give valentines to each student in the classroom.

### **Easter**

The Resurrection of Jesus will be stressed. Bunnies, eggs, etc., if used, will be used to teach the Resurrection story. Eggs may be used to teach about new life in Christ, etc.

## ***End of the Year Parties***

Please communicate with the teacher or director regarding end of the year parties.

Dress code is in effect at all parties.

## ***Notice to Parents and Students***

Hope Christian School (HCS) hereby gives public notice, as required by the Amended Family Educational Rights and Privacy Act of 1974, to all parents of students under the age of 18 and to students 18 or older that:

- A. HCS maintains the following education records directly related to students:
1. Academic records

2. Personal information records
3. Disciplinary records
4. Attendance records
5. Health records
6. Standardized testing records

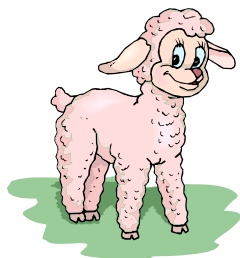
- B. Access to educational records is limited to the following:

1. Parents of students under 18
2. Parents of students over 18, if such student is a dependent as defined in the Internal Revenue Code
3. Students age 18 or over
4. Officials of this school who have a legitimate educational interest
5. State and local officials to whom information is required to be reported.
6. Certain testing organizations
7. Accrediting organizations
8. Appropriate persons in connection with an emergency
9. Pursuant to subpoena or court order
10. Any person with the written consent of the parent of students under 18 or the student over 18
11. School to which a student seeks or intends enrollment

- C. HCS policy requires that education records be kept to an essential and relevant minimum. Records are reviewed at the end of each school year and non-essential or irrelevant material is deleted.

- D. HCS policy limits the right of access to education records to the persons and under the circumstances indicated in paragraph B above. HCS requires that copies be made available to persons entitled to copies at the cost of 25 cents per page. HCS policy provides that explanations and interpretations of records are available upon reasonable advance notice. Some records, such as standardized test scores and other material of a technical nature, may only be reviewed with a person qualified to interpret and explain such materials and records. HCS policy provides the right to challenge the contents of records. If records contain information on more than one student, the right to inspect relates only to that portion of the records concerning the particular student in question.

- E. Student information may be released without prior consent unless the parent or student informs the Principal within a reasonable period of time that any or all of the information should not be released without prior consent. Student information includes:



1. Student's name and address
2. Telephone listing
3. Date and place of birth
4. Participation in officially recognized activities and sports
5. Weight and height of members of athletic teams
6. Dates of attendance
7. Degrees and awards received
8. Most recent previous educational agency or institution attended by the student

Questions regarding education records shall be directed to the Principal.

### *Health Services Program*

#### **Physicals**

All students are strongly encouraged to have a physical examination before school starts each year.

***All students in grades 6th through 12th are required to have an annual physical exam between April 1 and August 1 each school year.*** Physical forms are available at the school or on our website, [www.hopechristianschool.org](http://www.hopechristianschool.org). They must be filled out and signed by a physician AND a parent. Return signed forms to the Business Office with required catastrophic insurance fee.

Upon initial admittance to Hope, all physical limitations (if any) are noted and if continuous medical care or medication is required for the student, arrangements are made in accordance with the need and/or doctor's (parent's) wishes. This notation then becomes a part of the student's record.

#### **Medical**

Immunization records are on file for each student and teacher. Teachers are always alert for physical problems which may arise and immediately report these to the office. The parents are then promptly informed so that proper medical attention may be rendered if needed. Hope Christian School does not have licensed medical personnel on campus. If a student needs to take medication during the day, the parent must sign a medication instruction form and leave the medication with the appropriate office. When a student has a serious medical condition that may require emergency treatment, parents will be required to sign a release of liability agreement.

Accidents are attended to by the teacher on duty or one of the coaches. First aid is applied if needed. Parents are then notified immediately and an accident report form is filled out. A copy is given to the parent for the doctor (if necessary), and a copy is filed.

#### **Insurance**

Students of Hope are required to have accident insurance before being admitted to our school. For students who are not covered, the school has a plan available. No student is allowed to stay in school unless he/she is covered by accident insurance.

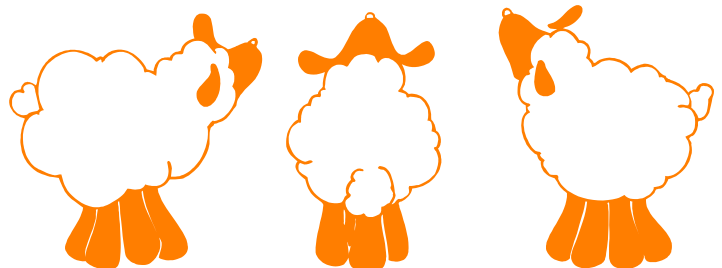
### ***Summer Programs***

#### **Summer Day Camp**

Hope offers a summer camp program for students age five through entering 5th grade. (Non-Hope students can attend, but must have a parent/student interview with the camp director and furnish current shot records and evidence of current medical insurance.) A mid-school summer camp for students entering 6th, 7th, or 8th grades is available for Hope Christian students.

These programs are available from 7:00 am until 6:00 pm each day through June and July. They are directed by Hope Christian School's personnel and includes sports, arts and crafts, Bible instruction, music and field trips. Information on cost is available through the Admissions Office.

All Summer Program accounts must be kept current. If payments are overdue, the student may not be allowed to use these programs until the overdue amount is paid.



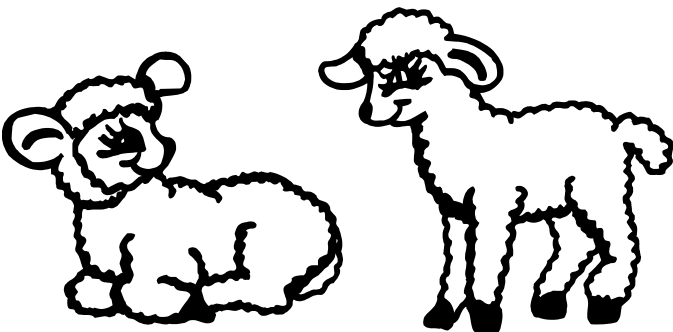
## Pre-School Supplies

<u>Item</u>	<u>Qty</u>
Crayons ( <u>Crayola brand</u> , washable, 8 count)---	4 boxes
Glue sticks -----	12
Classic Colors Crayola magic markers -----	1 box
<i>(Washable; <b>NO</b> bold colors)</i>	
Watercolors (single row of colors)-----	2 boxes
Scissors (Fiskars, rounded end, not sharp)-----	1 pair
2" White binder w/clear window-----	1
Backpack (full size) -----	1
Large paint shirt -----	1
<i>(can be one of dad's old shirts, put child's name on it)</i>	
Pocket folder with child's name on it-----	2
<u>Plastic</u> Nap mat (full-day students only) -----	1
<i>(put child's name on it with permanent marker)</i>	
Flushable wipes-----	1 box
Disinfectant wipes (Wet Ones Brand) -----	8 tubs
Facial tissues (small square boxes) -----	2 boxes
Paper Towels-----	2 rolls
<i>(Please do not buy supplies at the Dollar Stores)</i>	
Please label <u>ONLY</u> your child's backpack, paintshirt and nap mat. All other supplies are considered community.	



## Pre-Kindergarten Supplies

<u>Item</u>	<u>Qty</u>
Crayons( <u>Crayola brand</u> , not washable, 24 cnt). -	1 box
#2 Pencils (6-sided yellow only) -----	1 pkg of 8
Large pink pearl eraser -----	1
Washable White liquid glue (4 oz.)-----	2
Glue sticks-----	12
Classic Colors Crayola magic markers ----	3 boxes
<i>(Washable fat ones; <b>NO</b> bold colors)</i>	
Watercolors (single row of colors)-----	1 box
Facial tissues -----	2 boxes
Paper Towels-----	2 rolls
Single hole paper punch -----	1 each
Scissors (Fiskars, rounded end, not sharp) -	1 pair
Backpack (full size) -----	1
Colored pencils -----	24 ct.
Pocket folder (heavy duty) -----	2
Flushable wipes -----	1 box
Disinfectant wipes (Wet Ones Brand)	2 containers
Plastic Nap mat (full-day students only) -----	1
Clorox wipes -----	2 containers
Boys: zip-type sandwich baggies -----	1 box
Girls: zip-type gallon size bags .....	1 box
<i>(Please do not buy supplies at the Dollar Stores)</i>	
Please label <u>ONLY</u> your child's backpack, and nap mat.	
All other supplies are considered community.	



# Administration

## Superintendent's Office

**Sandi Black, Superintendent**

## Business Office

**Pam Lober, Business Manager**

**Rhonda Jones**

Elementary Principal

and

Pre-School/Pre-Kindergarten Director

**Robyn Taylor**

Assistant Elementary Principal

## Instructional Personnel

**Sue Hall, Lead Teacher**

**Kari Zimmerly, Pre-School**

Assistant Pre-School/Pre-Kindergarten Director

**Teresa Garcia, Pre-Kindergarten**

**Darlene Eidom, Pre-Kindergarten**

## Admissions Office

**Gwen Hughes, Admissions Director**



**Mailing Address:**

**Hope Christian School  
8005 Louisiana Blvd., NE  
Albuquerque, NM 87109**

**9<sup>th</sup> - 12<sup>th</sup> Grade Campus: 822-8868**

**6<sup>th</sup> - 8<sup>th</sup> Grade Campus: 822-5370**

**Pre-School - 5<sup>th</sup> Grade Campus: 797-4290**

**Business Office: 856-2709**

**Admissions Office: (505) 821-2513**