



## **PCAplus On-Campus**

**Parent/Student Handbook**

**2019-2020**

An Affiliate of Prestonwood Christian Academy

## PCAplus On-Campus Student Policies

### Academics

Prestonwood Christian Academy offers students the opportunity to take on-campus courses through PCAplus. Students in kindergarten through eighth grade are offered a maximum of two elective or specials courses where there is space available. Upper School students may select a maximum of three courses in ninth through twelfth grades. These courses may consist of core or elective courses where there is space available. PCAplus cannot guarantee availability of any Prestonwood Christian Academy course. Students requesting Honors, Pre-Advanced Placement or Advanced Placement courses must meet the Prestonwood Christian Academy admittance requirements.

### Time On Campus

PCAplus on-campus students may only be on the Prestonwood Christian Academy campus for their class times, unless prior arrangements are approved through the PCAplus Office (exceptions are to attend chapel and advisory). Special arrangements to stay on campus cannot be made through a teacher but only through the PCAplus Office. Prestonwood Christian Academy cannot be held responsible for students left on campus before or after their designated class time.

### Policies Regarding Prestonwood Christian Academy (PCA) Programs/Activities

PCAplus on-campus students are welcome to participate in the following PCA activities based upon division. All stated participation is contingent upon current on-campus course enrollment. Additional fees incurred by PCA will be paid by PCAplus students. PCA students are given first consideration for participation. PCAplus students may not take the place of a PCA student. For any PCA activity, event, group, program, etc. not addressed, please contact the PCAplus Office for clarification.

### Spiritual

Chapel

Advisory (7th-12th Grade) – retreat & service project participation required)

Retreat (7th-12th Grade) – if student commits to attend chapel and advisory regularly and all service project days

Biblical Worldview Institute

All School Worship

Student Ministry Team

Service Project Days (required with retreat participation)

### Academics

Activity Period for tutoring

Field Trips if enrolled in particular on-campus course

### Social

Homecoming Parade and Dance

Pep Rallies

Prom (Junior/Senior)

Texas Stomp

Lunch – if opted in for dining fee (Grades 9-12 only)\*

\*Only students opted in for dining fee may be in the lunch area during lunch.

### Fine Arts

Marching Band – must be enrolled in the PCA Band course

PCA Art Show Only – must be enrolled in a PCA Art course

Yearbook – must be enrolled in the PCA Yearbook course

Newspaper – must be enrolled in the PCA Newspaper course

Theatre Productions – See below

Choir – must be enrolled in the PCA Choir course

### Graduation Events

PCAplus Seniors who are eligible to graduate with PCAplus may participate in the Senior class event with the Board and Head of School in the fall, Senior Family Breakfast, Baccalaureate, Graduation and the Graduation Party. Hybrid Seniors may participate with the Senior Scholarship Recognition Chapel, Senior Wills Chapel, Senior Run, Senior Graduation Day Class Picture, and Senior Ads in Yearbook. PCAplus Juniors who will graduate with PCAplus or PCA can participate in the Graduation Commissioning. PCAplus students do not attend the Senior Trip or JSB.

### College Guidance

PCAplus graduation track school-of-record students have access to Naviance, support submitting college applications through Naviance, and receive a college letter of recommendation from the Director of PCAplus. Additionally, PCAplus graduation track school-of-record students may have one scheduled session with a PCA College Guidance Counselor in the spring semester of junior year or during senior year.

### School Pictures and Yearbook

PCAplus on-campus students may participate with school individual pictures for the yearbook (virtual only students do not).

### Competitive Cheer

PCAplus students must currently be enrolled in an on-campus course(s) to participate with competitive cheer.

### Athletic Training

PCAplus students taking an on-campus course(s) can participate with PCA Athletic Training as long as:

1. The PCAplus student never takes the place of a PCA student.
2. The PCAplus student is charged for any costs associated with Athletic Training (i.e., gear, uniforms, travel, etc.).
3. The PCAplus student pays Athletic Training participation tuition to PCAplus equivalent to the cost of a yearlong on-campus course since a P.E. equivalent credit is earned. Every year the PCAplus student wants to participate with Athletic Training, the on-campus tuition for P.E. must be paid, regardless of whether the student needs the P.E. equivalent credits.
4. Athletic Training can be purchased in addition to the 3 on-campus courses.

## Future Problem Solvers (FPS)

1. PCAplus students taking Honors, Pre-AP or AP English oncampus are eligible for their scenarios that are written in their English course to advance to FPS competitions. They will pay all costs associated with advancing but will not participate with FPS beyond scenario writing (without purchasing the “add on” option listed below).
2. PCAplus students taking Honors, Pre-AP or AP English oncampus may purchase the FPS “course” as an “add on,” which meets during Activity Period, for \$600 (payable as tuition to the PCAplus Office) for fall semester. Should an Upper School student qualify to continue to second semester of the course and desire to do so, an additional \$600 tuition will be charged. The FPS “add-on” course to an on-campus advanced English course does not count as 1 of the 3 on-campus courses PCAplus students may take. PCAplus students enrolled in the FPS “add on” course may participate in FPS competitions beyond scenario writing.
3. The FPS Upper School course offered during Activity Period earns students 0.25 elective credit per semester.
4. PCAplus Upper School students may not purchase the FPS “add on” course unless enrolled in Honors, Pre-AP or AP English on-campus.
5. PCAplus Middle School students may participate in FPS if enrolled in the FPS course. The student will pay all costs associated with advancing.

## Honor Choir (Grades 4-6)

PCAplus students are subject to the following policies as it relates to participation in PCA's Honor Choir:

1. Admittance to PCA's Honor Choir is based solely on audition. There are no minimum or maximum participants for Honor Choir.
2. All interested students must audition.
3. Honor Choir director will notify all participants of final decision.
4. Students must be enrolled in the corresponding Choir course or Music specials course.

## All-State Band/Choir

PCAplus students who wish to audition for the TPSMEA All-State Band/Choir must be enrolled in the Upper School Band/Choir course during the academic year of participation as stipulated by TPSMEA's Handbook of rules and regulations.

## Chapel Band

PCA's Upper School chapel band is made up of a group of students that rotate in and out and share worship-leading duties in Upper School chapel services from week to week. PCAplus students who wish to participate in PCA's Upper School chapel band must be enrolled in the PCA Upper School Choir course during the academic year of participation. Inclusion in PCA's chapel band is based on audition. With the rotating schedule, a PCAplus student may not participate more than a PCA student.

## Praise Team

PCA's Praise Team helps lead worship at approximately five All-School Worship services annually and is comprised of Upper School students with an interest in worship leading and a high degree of musical ability. Full-time PCA students are given priority for participation on Praise Team. PCAplus students who wish to participate in PCA's Praise Team must be enrolled in the Upper School Choir course during the academic year of participation. Inclusion in PCA's praise team is based on audition.

## ITS / Junior ITS

Any student participating in ITS must be a member of PCA's ITS Troupe. Membership in ITS is based on points accumulated through participation in various theatre activities and is subject to requirements specified by the Educational Theatre Association. PCAplus students wanting to participate in ITS activities must be enrolled in a PCA Theatre or Choir course during the academic year of participation.

PCAplus students are permitted to participate in ITS activities under the following circumstances:

1. Group Musical – PCAplus students may audition for and participate in the Group Musical entry. Admittance to Group Musical is based on audition, as well as, the need to fill all performance slots in each category. Full-time PCA students are given first consideration for participation in the Group Musical entry. There is a limit of participants in this category.
2. One-Act Play – PCAplus students may audition for and participate in the One-Act Play entry. PCAplus students may not be considered for lead roles.
3. Other Categories – PCAplus students are considered for performance spots in other categories if there is not a fulltime PCA student interested in or suitable for a particular category.
4. Other categories – include Solo Musical, Duet Musical, Monologue, Duet Acting, Group Acting, Theatre Marketing, Costume Design, and Set Design.

## Theatre Productions

PCAplus students who audition for PCA musicals or dramas are subject to the following policies:

1. To audition for a play, the student must be enrolled in a PCA Theatre course during the academic year of participation. To audition for a musical, the student must be enrolled in a PCA Theatre or Choir course during the academic year of participation.
2. PCAplus students are not considered for lead roles or major supporting roles.\*
3. Auditions are required for any part in a PCA production.
4. PCAplus students may work back stage on a PCA production.

\*Lead and major supporting roles are designated by the PCA Theatre Director.

## **PCAplus Students Do Not Participate with the following Prestonwood Christian Academy (PCA) Programs/Activities**

### **Athletics**

Prestonwood Christian Academy athletics is governed by Texas Association of Private and Parochial Schools (TAPPS) who requires all student athletes to be full-time students; thus, PCAplus students cannot participate in any Prestonwood Christian Academy athletics.

### **Competitions**

Prestonwood Christian Academy participates in several outside competitions throughout the school year in Lower, Middle, and Upper School. Due to the fact that the number of participants is limited, and many organizations require participants to be full-time students, PCAplus students may not participate in these competitions, unless specified that they may do so through enrollment in the on-campus course associated with the competition.

### **Awards**

PCA on-campus awards are given to PCA students, not PCAplus students, including the top subject awards. In other words, PCAplus students do not take the place of a PCA student for a PCA-issued award since PCAplus students are eligible for awards (subject and others) that PCAplus gives at the PCAplus awards ceremony. A department, such as Fine Arts, may opt to invite PCAplus on-campus students/parents to an awards ceremony, or mention the PCAplus students for participation or a non-PCA earned awards.

### **Programs and Clubs**

PCAplus students do not participate in PCA programs and clubs. These may include, but are not limited to:

- Color Guard
- Destination Imagination
- Fashion and Design Club
- Fury
- Future Business Leaders
- Future Problem Solvers (see policy above)
- GRACE Council\*
- Great Books Programs
- Great Thinkers Club
- Honor Guard
- Jr. Statesman Club
- Lion Scholar Program
- Math Olympics
- Mock Trial (unless enrolled in corresponding on-campus course)
- Pride of Brothers
- Prolife Club
- Science Olympiad (unless enrolled in an on-campus course)
- Soccer Appreciation Club
- Society of Sisters
- Spanish Club

- Speech and Debate Club
- Speech Meet (unless enrolled in on-campus Speech course)
- Spelling Bee
- STEM\*
- Student Government
- Student Leadership Institute\*

\*PCAplus students may attend Student Leadership Institute, STEM and GRACE Council sessions with guest speakers when the sessions are open to the public.

### **Other**

PCAplus students do not participate in PCA Minimester, school sponsored class parties (including Senior Trip, JSB, etc.), programs or clubs. Prestonwood Christian Academy and PCAplus review policies and procedures at the end of every school year. The school reserves the right to alter or change procedures before the next school year. Please contact the PCAplus Office with questions.

## **Prestonwood Christian Academy (PCA) Parent/Student Handbook**

It is required that all PCAplus on-campus students and parents review the Prestonwood Christian Academy Parent/Student Handbook and agree to abide by policies in the applicable sections.

The handbook is divided into sections detailing specific information about Prestonwood Christian Academy. The General Information section, contains information, not limited to but pertaining to vision, mission, purpose and philosophy, as well as, student discipline, communication, first aid and medication, inclement weather, lunch, security and the Technology Acceptable Use Policy. Please look through these pages with your student to familiarize your family with PCA.

The Lower School, Middle School, and Upper School sections of the PCA Parent/Student Handbook contains information regarding theand procedures relating to the respective divisions. If there is a question as to whether or not a PCAplus student may participate in PCA program, activity, etc., please contact the PCAplus Office.

## **PCAplus Administration**

Keri Ingraham	Director of PCAplus
Kathi Wagnon	Admissions & Events Associate
Sandy Chong	Manager of Records and Student Services