

Most Commonly Asked Questions - ALL SCHOOL

ATHLETICS

Where do I find athletic schedules? The PRCA website (Athletics/Athletic Schedules) and from your child's coach.

How do I reach a coach? Each sport has a beginning of the season meeting. Communicating with the coach will be described at that time. You may also contact the High School Athletic Director (Lonnie Tvrdy) or the Middle School Athletic Director (Andrea Hendrickson).

What is the Gold Card for Athletics? It is your child's "pass" into the sport they want to play. Your child must have in their file the following completed forms to receive the Gold Card: Student Health History, Physical Exam and a copy of his/her Birth Certificate. Gold Cards will be issued in the front office by either Mrs. Stella or Mrs. Lowery. Once rosters are finalized, they are given to the Business Office at which time your next monthly statement will be charged the \$100 sport fee (\$150 for football).

Is there a Booster Club? Yes, for football. Each sport has its own volunteer group.

ATTENDANCE

What school number do I call if my student is tardy, absent or missing a class period(s)?
Call the attendance telephone at 219-4274.

What happens if I do not call the attendance line?
A written note is required on the day the student returns to school.

How often should I call if my student misses more than one day?
A parent must call each day that a student will be absent.

What is the procedure if my student is going to be absent for two or more consecutive school days?
A "Pre-Arranged Absence" form found in the front office must be submitted to the office prior to the absence.

What do I do if I am out of town and someone else is responsible for the care of my student?
Please call the office with the responsible party's information and contacts.

See the Student/Parent Handbook for further information on attendance/tardy policies. The Student/Parent Handbook can be found on our website at www.cfcsmain.com (Parents/Downloads-Forms and Information/Student Handbook) or at ParentsWeb (School Information/Resource Documents/Document Archives).

BATHROOM BREAKS

What is the situation with bathroom breaks? Bathroom breaks are up to the discretion of the teacher. Students have 5 minutes between classes and should make every effort to use the bathroom at this time so as not to miss classroom instruction. However, we know this is not always possible. If a student needs to use the bathroom during class, he/she simply needs to ask the teacher.

CAMPUS SECURITY

What does it mean to be a “closed campus”? PRCA is a closed campus. This means that during school hours students may not leave campus without the written permission of a parent. Students may not leave campus for lunch unless accompanied by and signed out by a parent. When a student returns, he/she must sign in at the office and is expected to be to class on time. ALL visitors must sign in and out.

May I visit class? Yes, definitely. However, you must sign in at the office. Also, please let the teacher know in advance that you will be visiting.

Does the campus have security? Yes. Mr. Loyd Wren is touring campus all day in a golf cart. After 8:30 each morning the only gate open onto campus is the south entrance.

CHAPELS

May I come to a student chapel? Yes. Middle School Chapel is on Wednesday at 10:30 am in the school cafeteria. High School Chapel is on Wednesday at 10:30 am in the gymnasium.

COMMUNICATION

How do I stay “in the know” about what is happening at PRCA?

- Our Catalina Foothills Church Schools website (www.cfcsmain.com) is a great source for information. You will find considerable information under Parents/Download Forms and Information.
- A monthly newsletter will be sent you electronically. It contains the most pertinent information, college information, monthly calendar and much more. If you would rather have your newsletter mailed to your home, please see the front office.
- Become familiar with RenWeb at www.renweb.com or it can be set up through our website under Academics then click on RenWeb. Through RenWeb you will have access to your child’s schedule, grades, lesson plans, homework, family information as well as a school directory. You will find considerable useful information under Resources.
- If you are a 6th grade parent, you will be receiving a weekly memo sent home from the teacher outlining assignments, and much more (check the backpack). Come to the regularly scheduled Principal’s Coffees.

May I have a teacher conference anytime? Conferences are welcomed. Please call in advance to schedule a teacher conference. Unscheduled conferences are not advised as teacher’s schedules are quite full. Emailing questions to a teacher and emailing to schedule a conference

are best. Unlike some schools where conferences are at a set time, we will schedule them whenever you see a need, or we see a need.

Where may I find the syllabi for my child's classes? RenWeb or Back to School Night from each teacher.

May my child use the office phone? Yes, with permission from the office staff. There is a telephone in the library as well.

Can my child bring their cell phone to school? Yes, but they must be turned OFF, not on silence or vibrate, and concealed during the day. Cell phones may not be used in the building at any time. To protect academic integrity, cell phones must be turned off and put away inside the building. If a student is using their cell phone in the building, it will be taken to the office and a parent must come in to pick it up. Students must go outside the building to use their cell phones.

DROP-OFF OF STUDENTS

Where should I drop off and pick up my student for school? The south parking loop from the two outside lanes or the north parking lot where you can pull into a parking space. Parents are not to drop off students in the faculty parking lot or behind Building 1. Safety is our main priority.

How early may I drop off my child? Our school gates are opened quite early, however we do not have supervision on campus until our first period class. If you have a special circumstance, please see the principal. The school is not responsible for students who arrive before 7:45 am or remain on campus after 4:15 pm, unless involved in a school-related activity. The Library usually opens at approximately 7:45 am.

How late may I pick-up my child? We ask that students be either in the Library (until 4:15 pm) after school, on the athletic field or court, or on their way home right after school. We do not have supervision otherwise.

FOOD

How do I purchase lunches? An order form is emailed to every family a week or two before each month, or order forms are available in the front office.

If I purchase lunches in advance, and my child misses a day of school, do we get a lunch credit? Please contact Amy Dunmyre at ext. 122 for policy.

May my child have water in their classroom? Yes. Other drinks and food are not permitted.

Should I provide a snack for after school if my child goes straight to a sport? Yes. We do have a snack machine but the selection is limited.

LOCKERS

If my child is taking PE, does he/she get a PE locker? Yes. PRCA provides the lock which must be returned at the end of the year or the family account will be charged.

Locker facts? PRCA provides the locker and lock. If your student forgets, a record of combinations is kept by the front office. Occasionally a locker or lock does not work properly so please notify the front office. For security reasons, it is important students do not share their combinations with any other students. The lock must be returned at the end of the year or the family account will be charged.

LOST & FOUND

My child has lost an item, where do we begin our search? Certain items such as phones, wallets, electronics, phones, purses are kept in the front office. Clothes, books, and other items are placed in a wood storage bin outside of the Band Room. For sixth graders, check in your child's core class first.

MOMS IN TOUCH

Does PRCA have a Moms in Touch group? Yes. They meet to pray every Monday morning at 8:15 – 9:30 am in Room #18/Fodor.

- Moms who believe prayer makes a difference!
- Mothers, grandmothers, or any other woman who is willing to pray for our children and school.
- Further info: Ana Beach at zipperbeach@msn.com or Marie Lowery at marie.lowery@prca-tucson.org Looking forward to praying with you!

PERSONNEL CONCERNS

I have a concern regarding a specific class, what do I do? Directly contact the teacher through phone or email. If your concerns are not met, contact the Head of High School - Mr. Jason Clapero or Head of Middle School - Mr. David Towne. If your concerns are not being met, contact Assistant Principal and High School Athletic Director, Mr. Lonnie Tvrdy; Guidance Counselor, Mrs. Teri Rohne; or Principal, Mr. Dennis O'Reilly. Please first start with the teacher, staff person or coach.

SCHOOL BOARD

Who is on the PRCA School Board? Both PRCA and Cornerstone Christian Academy are a part of the Catalina Foothills Church Schools system.

Capt. Don Tarquin, Board Chairman
Mr. Ed Biggers
Pastor Allen Cooney, ex-officio
Mrs. Allison Gooding
Mr. David Mehl

Mr. Kerry Graham, Vice Chairman
Mr. Charlie Cajero
Mrs. Sherri Courtney
Mrs. Becky LaMear
Mrs. Kristin Vick

TAX CREDIT or TUITION

Any questions or concerns about tax credit, financial aid or tuition billing should be directed to Carol Mifflin (797-0107, ext. #510).

TEXTBOOKS

Do classrooms have “class sets” of text books? Certain classes have class sets. Your child will be told by the teacher and parents will be told at Back to School Night.

How do we acquire student textbooks? Our online, virtual bookstore provided by MBS Direct (www.mbsdirect.net) will clarify which texts are needed for each class. For each required book, the ISBN is listed (10 or 13 digit reference number). You may purchase your books from wherever you choose as long as the ISBN code is identical to what is required for the class.

Does the school offer a book buy back at the end of the year? Yes. On the last two Wednesday mornings of the school year, MBS Direct purchases books which will be used again for the upcoming school year. Times will be posted in our newsletter and emailed to parents.

TRANSPORTATION

Where do I get bus information? CFCS provides a shuttle bus service which runs between CCA and PRCA in the morning and the afternoon. Additional information, costs and schedules will be available at registration, online, or in the front office. Bus passes may be purchased at all of those times, and any school day in the office.

Does PRCA help to arrange carpools? No. However, you may access other family address and zip code information on ParentsWeb. You may call families within your zip code to arrange possible carpools.

May Cornerstone students ride the bus this year? Yes, there is a shuttle bus service between PRCA (meets at CDO Baptist Church) and CCA. Please inquire in the PRCA or CCA school office for more information.

VOLUNTEERING at PRCA

How can I volunteer? Contact Genetta Holt at 797-0107 ext. 213.

YEARBOOK

Does my child get a yearbook? Yes, in May 2012 and the cost is included in the Registration Fee you already paid.

Most Commonly Asked Questions – HIGH SCHOOL

May my child go off campus for lunch? No, we are a closed campus.

May non-PRCA friends join my child during lunch or come on to campus during school hours? No. In some cases, friends have picked up PRCA students in the parking lot after school.

If my child invites a non-PRCA student to a school dance on campus, does the non-PRCA student need a permission form signed? Yes. Written permission forms will be made available by PRCA at the time of the event for non-PRCA students. Forms must be returned in advance of the event for approval by the principal.

If my child cannot go on HS retreat, is this an absence? Yes, three days. Retreat is an official school function.

What is the community service requirement? It is 6 hours per quarter. Community service is monitored through the Bible class and is a part of your child's Bible grade. Service opportunities are communicated through the school however it is the student's responsibility to meet the requirement. If you have a question as to whether a certain activity meets the service requirement please contact your child's Bible teacher.

Most Commonly Asked Questions – MIDDLE SCHOOL

Do 6th graders get a break during the day? Yes, every day around 1:45pm they have a break. Snacks are fine.

Do middle school students attend any of the dances? Middle School students are not allowed to attend High School dances, but the eighth grade has an Etiquette Dance as part of their curriculum in the spring.

Do middle school students attend the PRCA Football games and Homecoming Game? Yes! We encourage all of our students to attend the home games.

Are middle school students required to do community service like the high school? No. However, community service is woven into some of the middle school program. If your child is in National Junior Honor Society, he/she will be involved in community service.

May I volunteer in my child's class? Yes. Please contact the teacher directly.