

Bethesda Christian Academy

Volunteer Handbook

Philosophy:

BCA's philosophy of Christian education is based on a proper relationship between the family, church, and school. The family is the basic unit of Christian education. Scripture stresses the responsibility of parents to teach and train their children (Proverbs 22:6 and Deuteronomy 6:7). Bethesda Christian Academy does not violate this teaching in God's Word by taking that role and responsibility away from parents. The church and school are extensions of the educational process of the home, providing a support system to the family. BCA expects parental involvement from each family. Volunteering provides a basis for understanding and interaction between faculty and parents. Volunteers enhance the human resources of BCA, and help the faculty to focus on instruction. In addition, parents are expected to be involved with their child's educational process by meeting with teachers when requested, assisting their child at home with assignments, attending school activities and praying for the ministry. When the home, church and school work together as a team, the educational process is strengthened resulting in improved student achievement.

Volunteer Policy Definition:

It is the intent of Bethesda Christian Academy to foster, support and encourage volunteer activities throughout the various school programs. Volunteers can promote community involvement in school while at the same time providing significant services to students, staff and school programs by supplementing, but not substituting for the work of staff members.

A volunteer is defined as an individual performing services for BCA who does not receive compensation for his/her services. Individuals who volunteer to perform services are not "employees" for purposes of compliance with the minimum wage and overtime provisions of the Fair Labor Standards Act.

The responsibilities of volunteers vary depending on the needs in the school or in the classroom. The Administration coordinates the volunteer program. All volunteers that have unsupervised access to students must take part in the volunteer training. The volunteers to be screened include coaches, drivers and other volunteers assisting with school programs or activities. Volunteers are screened and receive training in order to provide a safe environment for students and staff members. The training is conducted by

the administration and/or PTF members. After a volunteer completes the training process he is then placed on an approved volunteer list. Any questions regarding this policy should be directed to the academy office.

Guidelines:

The administration and PTF members have the following responsibilities regarding the BCA volunteer program:

1. create awareness and assist in recruiting volunteers.
2. promote the volunteer program to faculty and parents.
3. screen potential volunteers.
4. welcome and oversee volunteer orientation and training.
5. provide recognition for volunteer services.

A volunteer having unsupervised access to students must meet the following criteria in order to serve at BCA:

1. be committed to Christian education.
2. have a desire to serve.
3. be dependable and reliable.
4. respect confidentiality.
5. complete a volunteer application every two years.
6. provide references.
7. complete criminal and sex offender screening every two years. The screening may be done more frequently at the school's discretion.
8. attend volunteer training, including reading the volunteer policy and handbook.

Purpose:

The purpose of the volunteer program will be as follows:

1. Supplement the work of classroom teachers, upon their request, under their supervision, and with the approval of the school administration.
2. Provide individual attention for students through tutoring and/or small group projects under the direction of the school staff.
3. Provide enrichment experiences to supplement the educational program.
4. Provide assistance for the school staff in non-academic areas where student contact may or may not exist.
5. Meet special various special needs of the school.
6. Promote better school/community relations by enhancing community understanding.
7. Help with the supervision of students, either working directly with school personnel or independently.

How To Volunteer:

The volunteer program of Bethesda Christian Academy is supervised by the PTF, under the direction of the Administration. Specific volunteer assignments are arranged for and directly supervised by teachers and various program leaders.

Individuals who are interested in volunteering at BCA are invited to contact any of the following people, who would be able to answer your questions regarding the volunteer program, and who would be happy to help you in becoming a volunteer.

School Principal, Tony Manning	598-0190
Assistant Principal, Brenda Brown	598-0190
PTF President, Jane Mitchell	544-0767
David L'Italien, Volunteer Coordinator	475-2883

Volunteer Positions:

Volunteer activities can be completed in a supervised or unsupervised capacity, as listed below:

Supervised Activities: Activities in this category will always occur under the direction and supervision of Bethesda Christian Academy staff members, so they do not require a criminal background check to be done. Items listed below are meant to give volunteers an idea of the areas where their services could be used. The list is not comprehensive and any questions about activities not listed here should be directed to the administration or volunteer coordinator.

- ✓ Activities that do not involve direct contact with students (assembling mailings, coordinating events, preparing bulletin boards, etc.)
- ✓ Assisting teachers with in-class activities (reading with students, tutoring individual or small groups, helping with special projects, etc.)
- ✓ Helping with special events in the school (fall festival, walk-a-thon, book fair, etc.)
- ✓ Acting as a special speaker for a class or special event (speaking about career opportunities, positive choices, chapel speaker, demonstrating a science experiment, etc.)
- ✓ Working in areas of the school other than the classroom (checking out books in the library, lunchroom monitor, etc.)

Unsupervised Activities: activities in this category will always occur under the direction of BCA staff members, but may not be directly supervised by those staff members. Volunteers who will participate in the activities listed below or hope to volunteer in an area where they may be with students in an unsupervised capacity must agree to a background check. Volunteers may indicate acceptance of this condition on the volunteer application. Examples of unsupervised activities are:

- ✓ Volunteer athletic coaches and advisors of other extracurricular activities
- ✓ Child care provider during parent events (PTF meeting, parent/teacher conferences, etc.)
- ✓ Transporting students to a school sponsored activity (when there is no staff member aboard the bus)

Code of Ethics and Confidentiality:

There are certain rules all of us must follow when working within the school.

1. Do not discuss individual students outside the school.
2. Do not compare students within the school.
3. Never publicly discuss parents, students, teachers or other volunteers.
4. You may see confidential records of students while at the school. Under no circumstances should you repeat any of this information.

Dependability:

The staff you work with will depend on YOU to be present at your scheduled time. Their days are planned with your help in mind. If you find you will not be able to volunteer on a particular day, please notify the school office as soon as possible.

Sign-In:

All visitors to the school, including volunteers, are required to report to the academy office each time they visit during normal school hours. Volunteers will sign in using the Ident-A-Kid computer program. Volunteers will click on the volunteer button, type in their name and reason for their visit and then print a name badge. The name badge should be worn while on the school property. The volunteer should sign up through the Ident-A-Kid computer system.

Dress:

Volunteers should plan to dress comfortably and appropriately when spending time with the students in school or during school related activities. Volunteers are asked to follow the student dress code as listed below:

Dress Code Purpose:

The Bethesda Christian Academy's dress code is designed to serve as a guide to parents on the proper attire for students. The Biblical principal of modesty is the standard applied. A student's attire should manifest his/her respect for the school and others by displaying a serious and conscientious attitude about the school and his/her education. Wearing clothing that falls short of this standard tends to negatively influence discipline, manners, habits and overall behavior. BCA seeks to cultivate a higher level of excellence for its students.

Elementary (K-5) Dress Code:

- * All clothing (tops and bottoms) should be sized appropriately – neither too large nor too small.
- * Relax fit jeans are permissible if not torn, ragged **tight fitting or sagging** – no form fitting knit or stretch pants.
- * **Dresses and skirts are to touch the knee when standing.** If a long skirt with a slit is worn, the slit may be not higher than the knee. No dresses are allowed on PE day. Please check your child's daily schedule.
- * Shirts should be long enough to cover the waistband of pants when sitting, standing, or bending over.
- * Tank tops, halters and exposed midriffs are not acceptable.
- * Female students may wear sleeveless shirts if the entire shoulder is covered.
- * Sleeveless shirts are inappropriate for male students.
- * Tee-shirts and sweat shirts are acceptable as long as logos, prints or lettering are not offensive to a Christian environment (ads for beer, cigarettes, violent content, rock/pop groups, activities or items that the school makes a stand against).
- * Shorts of modest length are acceptable. Appropriate length for all students is no more than 4 inches above the knee. Biker shorts and tight fitting shorts are not acceptable. If shorts of appropriate length cannot be found students should wear pants or capris.
- * Socks and tennis shoes are required for physical education class. Sandals with a heel strap are permitted. Sandals without a heel strap should not be worn to school.
- * Hair must be kept neat and clean. Boy's haircuts should not be over the collar in the back and should be off the eyebrows and ears.
- * Hair coloring for all students should be in good taste. Hair color that is extreme in the opinion of the administration must be corrected before the student returns to school.
- * Boys are not allowed to wear earrings.
- * Hats and scarves are to be removed when entering the building.

Middle School Dress Code:

- * All clothing (tops and bottoms) should be sized appropriately - neither too large nor too small.
- * Pants and skirts should fit at the waist.
- * Jeans are permissible if not torn, ragged, **tight fitting or sagging** – no form fitting knit or stretch pants. **Please purchase relax fit jeans.**
- * **Dresses and skirts are to touch the knee when standing.** If a long skirt with a slit is worn-the slit may be no higher than the knee.
- * Shirts should be long enough to cover the waistband of pants while sitting, standing or bending over. **Necklines are to be modest.**
- * Girl's shirts may not be form fitting. If an inappropriate shirt is worn to school, female students will be provided with a school shirt to wear until appropriate clothing can be obtained.

- * Tank tops, halters and exposed midriffs are not acceptable. Sleeveless shirts may be worn by females only and must have the entire shoulder covered.
- * Tee-shirts and sweat-shirts are acceptable as long as logos, prints, or lettering are not offensive to a Christian environment (ads for beer, cigarettes, violent content, rock/pop groups, activities or items that the school makes a stand against).
- * Shorts of modest length are acceptable. Appropriate length for all students is no more than 4 inches above the knee. If shorts of appropriate length cannot be found, students should wear pants or capris.
- * Socks and tennis shoes are required for physical education classes. Sandals/Dress shoes without a strap are permitted (no flip-flop style sandals).
- * Hair must be kept neat and clean. Boy's haircuts should not be over the collar in the back and should be off the eyebrows and ears.
- * Hair coloring for all students should be in good taste. Hair color that is extreme in the opinion of the administration must be corrected before the student returns to school.
- * Boys are not allowed to wear earrings.
- * Hats and scarves are to be removed when entering the building.

Chapel Dress:

In order to honor our Lord and Savior the students and staff of BCA will uphold the following dress code for chapel day:

- * No tee-shirts, sweatshirts or athletic style shirts are permitted on chapel day.
- * All boys must wear collared shirts on chapel day. Girl's shirts with a short tail should not reveal the midriff/or back while sitting, standing or bending over.
- * **All boys must have their shirts tucked in on chapel day.**
- * Boys are to wear belts on chapel day if there are belt loops on their pants.
- * Elementary girls may wear skirts, dresses, shorts or pants (shorts and pants should be docker style only – no jean material or athletic style pants or shorts – including sweat pants).
- * Elementary boys are to wear docker style pants – no jeans or athletic style pants or shorts – including sweat pants).
- * Middle school girls are to wear skirts or dresses unless the high is 40 degrees or below at which time they may wear pants.
- * Middle school boys are to wear docker style pants – no jeans or athletic style pants or shorts – including sweat pants.

Discipline:

Because we encourage respect for individuality and diversity, our goal in the administration of discipline is to **correct** – thus directing the child toward right behavior rather than simply to **punish** the child for wrong behavior. Teachers will establish rules and methods for classroom control, and will seek to exhibit an attitude of love toward the misbehaving child even while disapproving and correcting the action.

Students are expected to make every effort to practice self-discipline. We feel that students should conduct themselves so that mutual respect is displayed for all individuals so that a climate for learning may be established. Each teacher has a set of class rules posted and follows a set of specific behavior plans. At the beginning of the year, parents will have the opportunity to discuss grade level policies and individual classroom rules with their classroom teacher. Parents will be invited to take a role regarding their child's school behavior since a strong collaboration between school and home maximizes the child's chances of school success. We are proud of our student's behavior. We hope that you will support us in our efforts to enforce an effective discipline program.

BCA Code of Conduct:

1. I will act honestly at all times and in all situations. "The Lord hates ... a proud look and a lying tongue." (Proverbs 6:17)
2. I will respect those people God has placed in authority over me. "Pray for rulers and for all who have authority so we can have quiet and peaceful lives..." (1 Timothy 2:2)
3. All academic pursuits will be the result of my own efforts and not that of others. "Provide things honest in the sight of all men." (Romans 12:17)
4. The word that I speak will be good and will be spoken with the intention of building up my peers and those around me. "Speak not evil one of another." (James 4:11). "Let no corrupt (rotten) communication come out of your mouth." (Ephesians 4:29)
5. I will respect the property of others and the property that God has provided for my use at the Academy and Church. "Let him who stole, steal no more." (Ephesians 4:28)
6. I will obey instructions that are given to me by my teachers, supervisors, and administrators. "Do everything without complaining or arguing" (Philippians 2:14)
7. I will treat my fellow students with kindness. "Be kind one to another, tenderhearted, forgiving one another." (Ephesians 4:32) "The servant of the Lord must not strike." (1 Timothy 5:22a) "Live in Peace with each other." (1 Thessalonians 5:13)
8. I will keep to myself in all affairs that do not concern me. "Don't share in the sins of others." (1 Timothy 5:22b)
9. I will work diligently to the best of my ability in all things that I do. "We do not want you to become lazy." (Hebrews 5:12a) "And whatever you do, do it heartily, as to the Lord and not to men." (Colossians 3:23)
10. I will take care of the body that God has given me, and will try to keep it healthy. "...You are the temple of God and the Spirit of God dwells in you." (1 Corinthians 3:16)

11. I will demonstrate in all things an attitude that is consistent with the example of Jesus Christ. “He who knows to do good, and does it not, to him it is a sin.” (James 4:17)

12. I will dress and act modestly. “I will set no wicked thing before my eyes.” (Psalm 101:3) “Avoid the appearance of evil.” (1 Thessalonians 5:22)

School Wide Policies:

1. Students strive to exhibit Christ-like behavior at all times.
2. Students respect and follow adult directions.
3. Walk within school buildings.
4. Low talking in hallways and lunchroom.
5. All persons exercise safety on BCA campus.
6. School property is respected. (Damage caused by a student will be paid for by the student)
7. Students show respect for person, property and individual differences, in attitude, words and actions.
8. Students do not bring gum or soda to school, no toys or electronic devices are allowed except with permission of the teacher.
9. Students are to dress in an appropriate way, no hats or scarves are to be worn in the building.
10. Public displays of affection are not permissible on school grounds or at school sponsored events – including hand holding, embracing, kissing, etc.
11. Only movies with a rating of G are permissible for school viewing.
12. Beepers and cell phones are not permissible during school hours.
13. Students should never leave the school property without permission.

Severe Clause:

1. Physical or verbal abuse (including the use of profanity or obscene body language)
2. Out of control behavior
3. Property abuse
4. Actions contrary to a biblical life style
5. Possession on their person or in their locker of any kind of weapons, fireworks, drugs, drug paraphernalia, cigarettes, alcohol, or pornography.

Any student engaging in above listed behavior can **immediately be referred to the office and may be suspended from school.** Students who are sent to the Administrator more than once – during a single grading period – may be suspended from school for at least one day.

Method of Discipline:

Elementary

Students in kindergarten-fifth grade will be treated fairly and reasonably. Discipline will be based on careful evaluation of the circumstances for each case. Teachers will use

various discipline strategies including contracts, conference with the child, time out, and parent contact. Factors that will be considered will include seriousness of the offense, the student's age, frequency of misbehavior, and the student's attitude.

- * **Students who are referred to the office more than once in a single grading period may be suspended for 1 instructional day.**
- * **Elementary students who engage in fighting with another student may be suspended from school for at least 1 day. The definition of fighting will be determined by the Administration.**

Middle School

Middle school students will be asked to follow the "Middle School Accountability Essay System". This discipline procedure includes the following:

- * Students will be expected to follow all classroom and school wide rules and procedures.
 - * If a student decides to stop the instruction within his/her classroom by not following the understood regulations, that student's initials will be placed on the board. This is to help remind the student to correct the situation, without stopping classroom instruction.
 - * If a student continues to stop instruction within his/her classroom, a check will be placed by the student's name. This will indicate that the student will need to speak with the teacher –after class- and complete a one page written essay form. The essay format and requirement have been predetermined. The essay is due back to the teacher on the next school day.
 - * Parents will be notified that an essay form has been sent home. Each parent will be asked to read and sign the essay before it is returned to the teacher.
 - * Students who show a pattern of disrespect for their teachers and classmates will be asked to meet with the administration and parents to develop a plan of improvement. If the plan of improvement does not promote positive results, the student may be suspended or expelled.
- * Students will be expected to complete all work missed during the time they are suspended.
- * There will be a 10 point grading penalty on all assignments missed during the suspension.

Expulsion – The decision to expel any student is made upon the recommendation of the Academy Administrator. A student may be dismissed:

1. If the student violates the severe clause of the BCA school wide policy or consistently violates school wide policy procedures.
2. If the parents do not co-operate with the Academy
3. If the absence policy/tardy policy is abused

Child Abuse/Neglect:

Volunteers should report to school staff if they know or suspect a child has been abused or neglected.

Injuries and Accidents:

Injuries to the volunteer or others must be reported to the academy office. If an injured child cannot be taken to the office, send someone for help immediately.

Under no circumstances should school volunteers administer medication of any kind, including over the counter drugs such as aspirin. The school staff members are responsible for this type of aid.

Statement of Educational Philosophy:

The Bethesda Christian Academy philosophy of education is distinctive. Its uniqueness lies in its core convictions about the nature of God and the nature of man. This uniqueness determines the distinctive aspects of the Christian education offered to each student. Our philosophy is prayerfully designed and undertaken, in dependence on the Holy Spirit, to accomplish these primary things: to **inform** the student's mind and to **affect** the student's heart.

The student whose mind is **informed** by the Scriptures and whose heart is **affected** with a love for Christ will be equipped to live obediently, with wise and courageous effectiveness. That student will carry the banner of God's truth into his world.

The two core convictions of our Philosophy of Education are as follows:

First, there is one true God. He has revealed Himself in the Scriptures of the Old and New Testaments as the eternal, all-powerful, Creator-God.

Second, each student--although created to live in intimacy with God--is born with a sinful nature. This fallen nature affects every aspect of his or her being, resulting in rebellion against God's authority and truth. The student, therefore, seeks to live in self-sufficiency and independence of Him. Although deeply fallen, he or she is greatly loved and highly valued by God. As demonstrated in the saving work of Jesus Christ.

These two core convictions have implications for every area of both the content and atmosphere of this school, and are visible in **four distinctive aspects of our Philosophy of Education.**

The first distinctive lies in our **commitment to ground each student in a Biblical World View.** Each student will be prepared by this grounding to understand, evaluate and --in a wise and influential way--relate to the world in which he or she lives. The goal is for the student to think like Christ as he or she faces the issues of life. The world in which the students are called to live will be increasingly hostile to Christian truth and character. It will continue to advocate secularism, humanism and anti-Christian values as it attempts to find solutions to complex social, political and moral issues. In a world

where Christian truth no longer holds prominent influence, students will find a Biblical World View essential to their being able to articulate their faith in a compelling and effective way, and thus will bring Christian influence to this world.

The second distinctive is **a commitment to academic excellence.**

Our commitment to excellence goes beyond the traditional approach of memorizing factual information. This commitment encourages such things as understanding, insight, wisdom, critical thinking and decision-making skills. This emphasis will be applied to every subject and every issue studied by the student as we instruct and prepare our students with a college preparatory style education. This quick-paced technique will include adequate homework, projects, oral presentations, as well as formal evaluation.

Our goal is to expose students to such a depth and breath of knowledge that those who are so equipped will gain the ability to think innovatively and independently, while understanding a broad range of subjects. The result will be a student with a Biblically-informed world view who can think critically, and can understand, evaluate and apply sound judgment to the issues in a wise, constructive and Christ-honoring way.

A commitment to partnership - both with the parents of the student and with the family's local church-makes up the third distinctive, springing from the conviction that the student will not develop to his or her full potential without the complete co-operative involvement of all three influences: Parents, Church, and School. There is no question: parent and church participation are essential to every student's whole education.

Bethesda Christian Academy, therefore, encourages parents to be involved in both the school's ministry and in their child's education. And to enable real involvement, one ministry of the Academy will be to equip parents to understand both the material taught and the methodology of the instruction. Information will also be shared and emphasis placed on Christian child development, in order to give parents support in their primary responsibility of instructing and nurturing their children.

The fourth point of distinction is our **commitment to establish an atmosphere--and demonstrate a sense--of genuine love, and concern for each student.**

This atmosphere of acceptance will create the context within which each student will feel secure and loved, and within which the Holy Spirit can minister to each child. Recognizing that each child is unique, and has been gifted differently, this nurturing atmosphere will enable each student to identify and develop his or her gifts. Also....teachers, aides, administrative staff, other students and parents will be encouraged to model and promote a personal, saving relationship with Jesus Christ as the foundation for a godly life.

Out of the nurturing, encouraging atmosphere will come students who not only know Jesus Christ as Savior, but who are also motivated with a love for learning, a willingness

to assume personal responsibility for their behavior and a respect for God-ordained authority.

Statement of Faith:

(Doctrinal Position)

The Scriptures

We believe

- a. the Bible, in its entirety, to be the Word of God.
- b. that it is the infallible rule of faith and conduct.

The Godhead

We believe that

- a. the Godhead exists in three Persons: Father, Son and Holy Spirit.
- b. these three Persons are one God, having precisely the same nature, attributes and perfections.

The Lord, Jesus Christ

We believe in

- a. His eternal existence as God.
- b. His Incarnation and Virgin Birth
- c. His death on the cross, as the substitutionary atonement for sin.
- d. His literal, bodily resurrection from the dead.
- e. His present ministry of intercession in Heaven.
- f. His personal, future return to earth.

The Holy Spirit

We believe that the Holy Spirit, the Third Person of the Godhead

- a. Convicts men of sin, and--with salvation--regenerates, baptizes, indwells, seals and bestows spiritual gifts.
- b. Empowers believers day by day.
- c. Is the Teacher of the Word of God, and the Guide for daily living.

Man

We believe that

- a. Man was originally created in the image of God.
- b. Adam fell through the sin of disobedience, and therefore....
- c. All mankind needs redemption.

Salvation

We believe that

- a. Salvation is by grace, a free gift from God apart from any work of man.
- b. Salvation requires repentance, a turning from one's own way to God's way.
- c. Salvation is through person faith in the Lord, Jesus Christ.
- d. All who receive Jesus Christ are regenerated by the Holy Spirit, and become the children of God.
- e. True salvation will be manifested by a changed life.

Future Things

We believe in

- a. The personal, visible, bodily return of Jesus Christ to the earth.
- b. The bodily resurrection of the just to an eternal abode in the presence of God.
- c. The bodily resurrection of the unjust to judgment and everlasting punishment.

Statement of Mission:

In view of the preceding statements, we have set out to accomplish the following five-part mission in submission to the leading and the power of God:

1. To prepare each child to seek, to know, and to follow the Lord's will for his or her life.
2. To minister and witness to the family of each child, as well as to the child.
3. To develop Christian character in each child, with Christ Himself as the model.
That character will include:
 - a. being able to accept and share love
 - b. being a witness for Christ
 - c. having respect, affection and reverence for the Word of God
 - d. having a love for God the Father, Jesus Christ and the Holy Spirit
 - e. being truthful
 - f. being responsible
 - g. developing a personal sense of worth and confidence
4. To foster a desire for academic excellence and a love for learning, without replacing God's wisdom with man's wisdom.
5. To achieve the foregoing steps through the ministry of a staff committed to excellence and submitted to the Lordship of Christ.

Mission Statement:

Bethesda Christian Academy partners with Christian families to inform the student's mind, to affect the student's heart, and to increase the student's personal talents as they seek to be an Ambassador for Christ.

Vision Statement:

Bethesda Christian Academy seeks to be the cornerstone in aiding students to become men and women of God by developing their spiritual, academic, physical and social gifts.

Core Value Statements:

1. Biblical Scripture is recognized, in its entirety, to be the infallible rule of faith and conduct.
2. BCA will strive to lead each student to a personal relationship with our Lord Jesus Christ.
3. High academic standards are maintained with internal and external evaluation.
4. Students should be trained in a manner that promotes a natural choice towards scriptural behavior that reflects God's Word having been written on his/her heart.
5. BCA strives to provide an appropriate atmosphere and environment which will inspire students to grow to their full potential spiritually, intellectually, physically, and socially.
6. The teaching of the Bible, as a core subject, is essential to the academic curriculum.
7. The BCA staff will strive to impart Christian values to each student by precept and example.
8. BCA stresses knowledge and skills while encouraging the development of individual talents and abilities.
9. BCA will promote the student's pride in good workmanship and in doing assignments to the best of their ability.
10. BCA will encourage respect toward and pride in our Christian and American heritage.
11. BCA will encourage the worthwhile use of leisure time by introducing students to physical education, art, music, and literature.
12. BCA provides comprehensive instruction in the skills necessary for computation, communication, and reasoning.

Organization:

The organizational diagram below is intended to serve BCA at the present time

Bethesda Baptist Church
Bethesda Christian Academy School Board
Principal
Assistant Principal
Teachers
Assistant Teachers
Support Staff
PTF Executive Committee

