



**Comprehensive Profile  
&  
Life and Conduct Statements**

# **North Shore Christian School**

## **Comprehensive School Profile & Life and Conduct Statements**

North Shore Christian School (NSCS, hereafter) is a community dedicated to excellence in both academic pursuits and in conduct. While no one is perfect, we have been called to standards that are reflective of our belief in Jesus Christ, as we endeavor to maintain living that is wholesome and good.

### ***Associations & Affiliations***

North Shore Christian School is an independent Christian school serving students in grades Preschool through 8, with campuses located in Hamilton, Lynn, and Wenham. NSCS is accredited by the *New England Association of Schools and Colleges (NEASC)* and is a member of the *Association of Christian Schools International (ACSI)*.

### ***Mission Statement***

Rooted in historical evangelical Christian faith, North Shore Christian School, in concert with family and church, seeks to be a community that provides challenging elementary and secondary education. Through academic and biblical instruction, we strive to nurture each student's learning and thinking, and equip them to serve God within their local communities and around the world.

### ***Simply put:***

The North Shore Christian School endeavors to pursue excellence in both academic pursuits and conduct. As a grace-filled learning community, we abide in Christ, who nurtures and sustains us, as we strive to live lives that have eternal impact.

## ***Core Values***

NSCS has four *Pillars of Distinction* that reflect our efforts with, and desired outcomes for, our students.

### **PLANTED in Excellence**

North Shore Christian School students are planted among caring faculty who provide innovative, research-based, and rigorous instruction, imparting to students the skills they need to think deeply and critically as they demonstrate proficiency in their learning.

### **ROOTED in Christ**

North Shore Christian School is a diverse community rooted in a biblical worldview equipping students to discover God's truth in all knowledge and understanding.

### **NURTURED to Thrive**

North Shore Christian School students are nurtured to recognize their innate value as children of God and to gain confidence in the discovery and expression of their unique gifts and abilities.

### **FLOURISHING to Impact**

North Shore Christian School students are flourishing in their ability to think diversely and work collaboratively. Having gained an appreciation for the uniqueness of all people, they are able to thoughtfully engage with others and are inspired to lead lives of eternal impact.

## ***Statement of Faith***

I believe the Bible to be the inspired, and the only infallible Word of God.

I believe that there is one God, eternally existent in three persons: Father, Son, and Holy Spirit.

I believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, and in His personal return in power and glory.

I believe that for the salvation of lost and sinful man regeneration by the Holy Spirit is absolutely essential.

I believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life.

I believe in the resurrection of both the saved and the lost: they that are saved, unto the resurrection of life: and they that are lost, unto the resurrection of damnation.

I believe in the spiritual unity of believers in the Lord Jesus Christ.

## ***Life and Conduct Statements***

North Shore Christian School is a grace-filled community that seeks to foster and uphold standards of living that reflect and support our *Mission*. Our Faculty and Staff endeavor to bring the light of Christ to our families and their children, who are in the formative years. Having role models who are persons of integrity and faithfully pursuing the Lord is crucial to the healthy growth of our students and their spiritual formation.

We believe our ***Life and Conduct Statements*** to be consistent with Scripture. While not a comprehensive list, they are broad standards that are viewed as central to the life of a Believer. Gaining mutual acceptance of expectations for living and conduct creates a community that is clear in its beliefs and expectations for self and others. Imperfection inherently exists as we seek to articulate these expectations, but as a community we seek to create a spirit of unity and mutual understanding.

The NSCS Board of Directors and its Employees commit to endeavoring to upholding a godly lifestyle, prompted and led by the Holy Spirit, and in submission to Christ. As a community, it is our desire that our attitude and conduct honor God in all that we do and say. Perfection is not the goal, but rather sincere effort. As Believers in Christ, it is only by His grace that we can achieve any measure of goodness or righteousness, and even then, it is a gift that we do not deserve, nor could ever earn independent of Jesus. NSCS does not desire to stand as judge or critic in one's lifestyle. NSCS merely desires to express a standard of expectation for individuals to endeavor to uphold while employed at NSCS so to allow for the most conducive learning environment for children in the formative years.

We ask that each individual Board member and Employee agree to endeavor to uphold, the following ***Life and Conduct Statements***:

- I believe that we all are image-bearers of Christ, and because of that are deserving of respect. (Genesis 1:27)
- I believe that marriage is between a man and woman. (Mark 10:6-9)
- I believe that God created male and female. (Genesis 1:27, Mark 10:6-9)
- I believe that God will equip me to live a life that is reflective of my belief in Jesus as my Lord and Savior and according to His will. (Hebrew 13:20-21)

- I believe that through the work of the Holy Spirit in my life, I can be light in the world and have influence on my students, their families, those with whom I work, and the world. (Matthew 5:16)
- I believe that we live in a fallen world where brokenness appears in many forms. While NSCS extends grace to those struggling with brokenness, I recognize that as a Believer and Educator, I should consider others above myself. As such, I recognize that my life choices are not simply personal but impact the broader community and my students for Christ. While employed at NSCS I agree to refrain from the following practices, that I believe to be prohibited in Scripture; profanity, dishonesty, theft, drunkenness, sexual relations outside of marriage, pornography, or an active LGBTQ+ life style.
- Scripture states in Genesis 1:27, "So God created mankind in his own image, in the image of God he created them; male and female he created them." Though Scripture is silent on the utilization of pronouns as a way to self-identify gender and/or sexual orientation, NSCS believes the use of pronouns as a postscript is distracting to our mission and purpose. Therefore, as an employee I agree to refrain from usage of pronouns in a postscript, other written forms, in conversation, or as an expressed choice/opinion.
- As a grace-filled community, I will accept students into our community who may be wrestling with identity in the way of gender issues or sexual orientation, and I will seek to be a role-model without condemnation or judgment. I will freely offer love, while maintaining godly reasoning and open conversations as is deemed appropriate. The Head of School will make every effort to provide Employees with resources to deepen one's biblical understanding around such topics. NSCS may also seek out persons/individuals to facilitate conversations as they pertain to our community needs around such topics, be it with our students or Employees.
- I will respect the diverse religious backgrounds of the families we serve, as well as the developmental stages of our students and where they are in their Christian journeys. I will partner with our students and families, recognizing that various conversations should be welcomed discussions as we grow toward understanding.
- It is my love for Christ that motivates me to daily surrender self and seek his help to be conformed into His image, as I demonstrate my desire to place myself under His authority. (I Corinthians 6:19-20 & II Corinthians 3:8)

- I believe that as an integral part of the NSCS community I share in the responsibility to preserve the unity and hold my neighbors accountable when it affects the efforts of the School to be Light (Matthew 18:15-17). I believe that there are times, in order to maintain the unity of the community as a whole, that I will need to surrender my own understanding or view on certain topics or activities for the sake of the School to maintain standards and order (I Corinthians 9:19-23). Part of preserving unity will include the shared belief that the Bible commands Believers to make every effort to live at peace and to resolve disputes with each other in private or within the Christian community in conformity with the biblical injunctions of I Corinthians 6:1-8, Matthew 5:32-24, and Matthew 18:1-20. Therefore, the parties agree that any claim or dispute arising out of, or related to, this *document* or to any aspect of the employment relationship or with co-worker relations, including any claims shall be settled by biblically based mediation.
  - If resolution of the dispute and reconciliation do not result from such efforts, the matter shall then be submitted to a panel of three arbitrators for binding arbitration. The selection of the arbitrators and the arbitration process shall be conducted in accordance with the Rules of Procedure for Christian Conciliation of the Institute for Christian Conciliation as printed in the *Christian Conciliation Handbook*, made available by Academic Administrator upon request or you may visit their website @ <https://rw360.org/rules-procedure-christian-conciliation/>. Additionally, a copy of *The Peace Maker* (A Biblical Guide to Resolving Personal Conflict), by Ken Sande, will be made available on each campus.
  - The parties agree that these methods shall be the sole remedy for any controversy or claim arising out of the employment relationship or this Agreement and expressly waive their right to file a lawsuit against one another in any civil court for such disputes, except to enforce a legally binding arbitration decision.
- I believe that I have a responsibility to the School as a whole, and desire to be a resource and make valuable contributions to my co-workers and others by offering my assistance as is needed, and as will prove mutually beneficial to the growth of others and for the common good of the School. (Philippians 2:4)

# North Shore Christian School Comprehensive Profile & Life and Conduct Statements

North Shore Christian School (NSCS) is a grace-filled community committed to excellence in education and demonstrated conduct. While no one is perfect, we believe that as Christian school Faculty and Staff members, we must possess an attitude that demonstrates a forward-thinking mentality and creates a dynamic community of Christian employees who strive each day to be and do their very best, recognizing that we have been called to excellence by the Lord. While this document at times will speak to specific “teacher” roles, duties, and expectations, it is intended as a framework for all NSCS employees.

Your desire to improve in each area, as it pertains to your respective role, will be essential to our corporate growth in excellence.

**As a Teacher at NSCS I will commit to my students’ growth in the following areas:**

## Spiritual Development and Faith Formation

### I Will Endeavor To(Remove and I add, I Will Commit to)

- Provide a daily classroom meeting that includes devotions and cooperate prayer (grade-dependent).
- Consistently praying for my students’ spiritual well-beings and formation.
- Provide Bible instruction that is taught as a curriculum-driven content area, while leaving room for the Holy Spirit to enlighten and guide discussions.
- Be a godly role model who invites biblical curiosity from my students.
- Provide an intellectually safe environment for my students to question the Faith, knowing that personal ownership of the Faith is crucial.



- Develop and foster an understanding of servanthood in my students through authentic opportunities for my students to serve the School, broader community, and the world.
- Uphold the *Statement of Faith, and Life and Conduct Statements*.

### Social and Emotional

#### I Will Commit To:

- Observe and intervene if a student’s behavior is inconsistent with School policy, is destructive to oneself or others, or is immodest or risky.
- Understand and support the developmental needs of the particular grade/s that I teach.
- Consistently engage my students in such a way that I do not shame or embarrass my students, but foster their growth, understanding, and curiosity.
- Recognize that student behavior holds social and emotional implications, and will seek provide or secure support to meet his/her needs in needed.
- Establish clear, fair, and consistent *Classroom Expectations* that promote a safe and trusting environment for all.
- Promote *School-Wide Behavioral Expectations* as set forth in the Student Handbook.
- Partner with my students’ parents/guardians such as, providing immediate feedback when needed, and inviting open and candid conversations so as to work together to support students.

### Intellect

#### I Will Commit To:

- Develop and maintain practices that support and strengthen individual student learning needs. For example, Differentiated Instruction, after-school

help, graphic organizers, emphasis on standards-based learning, intentional enrichment assignments for accelerated learnings, etc.

- Create an environment that fosters intellectual curiosity and exploration.
- Utilize data-driven practices to inform my lessons, thematic units, instruction, and *Response to Intervention* (RTI).
- Be organized in my grade bookkeeping, recognizing that being organized allows me to be a more efficient teacher (grade-dependent), and to provide students' timely feedback.
- Timely turnaround times in my grading and returning of work to students (grade-dependent).
- Provide assignments, homework, and classroom work that is relevant, relatable, robust, meaningful, and age/grade appropriate.
- Provide *Standards-Based Lessons* that may include *Project-Based Learning* opportunities for students to demonstrate knowledge gained.
- Create and maintain bulletin boards representative of my students' finest workmanship, that are regularly updated and reflect my very best creativity, workmanship, and connectedness to curriculum and/or the subject matter at hand.
- Expect the very best from myself and model high expectations for my students.
- Provide exemplars of excellence for my students.
- With the guidance of the Dean of Academics, Academic Administrators, Social Emotional Learning Coach, or assigned mentor, I will seek to create a classroom environment that fosters RTI (Response to Intervention) and MTSS (Multi-Tiered Systems of Support), which supports behavior, attendance, social & emotional challenges, and academics.

### Personal Decorum

#### I Will Commit To:

- Helping to foster within my students a sense of decorum, and an understanding of manners and expectations. For example, I will remind my students that during School concerts we do not hoot and holler after a class performs, but we applaud appropriately to show our support of a job well done. Likewise, we walk in the hallways and not run. We do not yell to one another across the room, but we use an appropriate voice level. We dress in clothing that is clean, well-fitting, and modest, and is in keeping with Dress Code expectations. \*I will utilize Uniform Slips as reminders to those students who are out of dress code.

- Developing within my students an understanding of self-control and discipline as a rule of life.

**As an Employee of NSCS I will commit to being an engaged participant of the School community in the following ways:**

Relationship-Building with Co-Workers

I Will Commit To:

- Participate in Morning Staff Prayer as able.
- Engage in meaningful professional development and offer, or if asked, I will share/present my learned knowledge with my co-workers.
- Offer/provide workshops in an area of expertise that I possess and will make it available to my co-workers and/or parents depending on content. For example, if you are an Early Childhood teacher, perhaps organizing and leading a workshop on the importance of reading to young children. Or, if you are a seasoned teacher with a skill-set for *Differentiated Instruction* perhaps organizing and leading a workshop for teachers at the School to glean from your experience. If you are in our Finance Office, perhaps an offering to co-workers on personal budgeting.
- Be available, if called to do so, to mentoring a less-experienced teacher/co-worker or a new teacher/co-worker at NSCS.
- Build positive and supportive relationships with my co-workers. This may include for example, occasionally checking in with the office staff or other co-workers and asking how I might help or support them in their work. Or, being

observant to the needs of my co-workers and offering support and love where needed, such as, spoken or written words of encouragement.

- Attend School events that do not directly involve me. For example, attending a basketball game to support the coach and students.
- Foster an authentic spirit of collaboration with my co-workers. For example, sharing resources, planning combined field trips, looping (if schedules allow), or creating a bartering practice with co-workers. Bartering can be a great way to serve one another. For example, if you are gifted with creating bulletin boards, you may offer your creative services in exchange for getting out of recess or lunch coverage.☺

### Supporting Initiatives Outside My Classroom or Department

#### I Will Commit to:

- Be willing to serve on School Committees if asked. For example, from time-to-time having teachers serve on the *Educational Committee* enriches the efforts of the Committee and provides greater insight into the needs of the teachers/students/classrooms. Or, agreeing to serving from time-to-time as a classroom Special Reader if you are an Administrator.
- Be available to help out with Admissions' initiatives and efforts. For example, our Director of Admissions works closely with the various Chambers of Commerce and often there are opportunities to engage the communities where our campuses reside, and having teacher support allows NSCS to capitalize on these community opportunities and get our name out into the community.
- Attend events that may not involve me or my classroom/role directly. For example, attending a music recital and supporting our instrumental instructors. Or, attending a Middle School social and supporting the MS Team.
- Teach a 4 to 6-week Enrichment. A stipend will be provided for those individuals who teach an Enrichment or you may forego a stipend and make a donation of time to NSCS.
- Explore ways that will enhance the Student Experience. For example, collaborating with co-workers and creating an After-School Homework Club, Book Club, or other engaging student experience.

### Fully Engage My Professional Journey

#### I Will Commit To:

- Be on time, fully present, and engaged during All-School Meetings, Teacher Meetings, Team Meetings, Mentoring Meetings, Society Meetings, and the like.
- Work with excellence, always seeking to do my best. I will strive to evidence this as a Teacher through my lesson planning and instructional practices, and as a Staff member through my thoughtful and excellent workmanship that demonstrates intentionality and care of resources.
- Recognize the privilege I have been afforded, and I will consider it an honor before God to participate in Kingdom-building as I am viewed by students as mentor and role-model for children in the formative elementary years, no matter the role which I fulfil as an Employee.
- Present NSCS in the very best light among my co-workers, students, parents, and the greater community, and maintain a positive and supportive relationship with all Employees, students, and parents.
- Refrain from openly expressing anger, especially around students and parents. Or, engaging in activities or language while on campus, or off campus that could be perceived as compromising to the Faith or my personal faith journey or my character. For example, swearing, using the Lord’s name in vain, “partying”, inappropriate usage of social media, and the like.
- Present myself in a professional manner in the following ways:
  - **Professional Appearance:**
    - Male Employees: Well-fitting khaki or chino-style pants, polo, Oxford-style, or collared shirt that is worn tucked in. Hair length must not be below the collar. Casual dress footwear. Role dependent, sneakers are permissible.
    - Female Employees: Well-fitting pants or slacks. Yoga pants and leggings-style pants may be worn with a loose-fitting top that drapes over the buttocks. Skirts and dresses must not be shorter than a hand’s width above the knee. Blouses and shirts must be modest and avoids showing excessive cleavage. Footwear should include a back strap. Rubber soled footwear is preferred. Open-toed shoes are permissible. Croc brand/style sandals are not permissible, nor are high-top sneakers or combat-style footwear. Outfits and footwear should present well-polished, in that clothing is clean, free from rips and tears, is well-fitting and comfortable, allowing for school-related activity, i.e., Recess Duty.

- Male and Female: Please refrain from facial and neck tattoos, unnatural hair color, and ear gages. Graphic tee-shirts of any kind are not permissible, with the exception of designated Spirit Days.
- **Lesson Preparation & Instructional Methods (Faculty):**
  - Complete a *Daily Lesson Plan* (DLP) overview for each week and submit it to the Lead Principal and Dean of Academics no later than the Monday morning, by 8am, of a new work week.
  - Remain familiar with the current *Massachusetts Frameworks* for my particular discipline and/or grade, and my lesson plans will be reflective of these standards.
  - Provide *approved curriculum and instruction* to students in all assigned content areas.
  - Understand and track *Curriculum Scope & Sequence and Student Tracking*. My understanding of scope and sequence of curriculum and my ability to track content areas accordingly will ensure that curriculum is executed and exhausted appropriately.
  - Be responsible for my students' *daily progress* and will have evidence to support their growth through tracking of grades, tracking of assignments, tracking of daily assigned homework (if applicable), tracking (and using RTI, if applicable) of Acadience assessments three times/year, and monitoring and writing progress reports and academic report cards.
  - Be supportive of *meetings and collaboration* by attending Team and Teachers' Meetings as assigned, meeting with Lead Principal, Dean of Students, or the Head of School for mentoring (1<sup>st</sup> & 2<sup>nd</sup> year teachers, or as assigned), meeting with colleagues as needed to ensure smooth programming and a positive student experience, initiating meetings with Lead Principal or Head of School as concerns arise or as needed to ensure positive work relations.
  - Recognize the importance of adhering to the *Annual Academic Calendar*, attending the Society Meetings as scheduled (2X's/year), assisting with Open Houses and/or Admissions efforts as needed, attending School activities as prescribed and as they relate to my role (\*Please see **Academic Calendar**).
  - Be supportive of *communications* efforts by reading the *All-School Weekly Newsletter* to stay abreast of the many happenings at School, communicating with parents through the design and execution of a weekly Classroom Newsletter, and communicating

with parents as needed. This may include emails, phone calls, written communications, or the like.

○ **Additional Responsibilities**

- Attend all School in-services and/or professional development is required of all full-time teachers and/or as asked. Teachers are also encouraged to seek out professional development opportunities in areas of interest or to grow in their profession.
- Ensure that all procedures for room preparation prior to School beginning and clean-up of rooms prior to the end of the year must be followed according to the standards set forth in the *Teacher Handbook*.
- Make every effort to attend special All-Staff Meetings throughout the year. Every effort will be made to provide teachers with at least a week's notice so that they may coordinate their schedules accordingly.
- Participate in, and assist with retention and reenrollment efforts.
- Participate in developing curriculum.
- Perform physical requirements that may include, but are not limited to, lifting 25-30 lbs., climbing stairs, and executing safety protocols as prescribed by the School's Health & Safety Protocols.
- Support administrative efforts by communicating directly with Administration when issues arise, avoid gossip with co-workers, and most of all, be FLEXIBLE. 😊

**Spiritual Growth**

**I Will Endeavor To:**

- Partake in quiet time and devotions to foster my walk with the Lord and to cultivate a deep and abiding faith in Jesus.
- Participate in Sabbath, understanding that God is honored in my rest in Him.
- Uphold the *Statement of Faith, and Life and Conduct Statements*.



I have thoroughly read the *Comprehensive Profile & Life and Conduct Statements* and voluntarily agree to the *Statement of Faith and Life and Conduct Statements* as expressed in this document.

Below is my signature, which will serve as my commitment to uphold and align myself with the information herein. I may be required to initial future documents as revised and/or amended and as the Administration deems necessary, and I recognize that my



signature will remain in perpetuity for the duration of my tenure at North Shore Christian School.

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Employee Signature

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Date

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Please Print Name