Important Phone Numbers
Gem State Adventist Academy…..(208) 459-1627
FAX…………………………………(208) 454-9079
Administration Office……………ext. 123
Cafeteria……………………………ext. 142
Dean’s Office……………………..ext. 143
Principal…………………………….ext. 124
Registrar…………………………….ext. 110
Vice Principal for Finance……………ext. 144

Important Dates
Registration…………………………August 21
School Begins……………………….August 22
Thanksgiving Break………………..November 19-27
Christmas Break…………………..December 17-January 2
Second Semester Begins…………..January 18
Senior Recognition………………….February 17-18
Mission Trip………………………March 16-27
Spring Break……………………….March 18-26
History Trip………………………April 25-May 2
Commencement……………………June 4

Committed to Excellence
First to receive national recognition through the Academy Award of Excellence in 1997, Gem State Adventist Academy continues its commitment to academic excellence, Christian service and spiritual devotion. GSAA offers an exceptional environment for top quality Christian education for both day and boarding students.

Mission
Engaging in service, training in leadership, preparing for eternity. GSAA is an accredited high school offering college-prep courses with a uniquely Seventh-day Adventist perspective. Students are given opportunities to engage in service and develop a life-long passion for helping others and giving back to their community. Students are trained for leadership, gaining knowledge and experience that will help them be successful leaders in their family, church, and career. Above all else, GSAA strives to prepare students for eternity, focusing our academics, athletics and extra-curricular activities by encouraging the development of a relationship with Jesus Christ.

Vision
To sustain a culture and environment that results in servant leaders who emanate spiritual commitment, personal integrity, academic rigor, and lifelong success. Gem State Adventist Academy encourages a balance between recognition of the dignity and individuality of students and the responsibility that students bear for their own conduct in relation to the rights of others. Inherent in this balance is the need for students to fulfill their responsibilities to themselves for their own personal development, to other students as members of the group, and to the school community in general. In accordance with the “Love and Logic” philosophy, it further requires that responsible action be taken and learning choices provided to protect students from situations that may be disruptive to the educational process, potentially dangerous to an individual’s mental or physical well-being or destructive to school property. Parents continue to play a significant role in supporting and contributing to the success of their student. Thus students, parents, teachers, and staff must all work closely and in harmony together to achieve eternal results.

School Objectives
• Sustain a culture that is distinctly Seventh-day Adventist in values and beliefs, recognizing God as the ultimate source of existence and truth.
• Cultivate an atmosphere that promotes self-worth and healthy relationships.
• Uphold a Christ-centered environment that is safe spiritually, emotionally, socially, academically, and physically.

Student Objectives
• Choose a Christ-like lifestyle.
• Choose service as a way of life.
• Become decisive thinkers and not mere reflectors of others’ thoughts.
• Acquire skills and knowledge to be successful in relationships, parenting, trades, professions, or whatever they choose to do.

Philosophy
Gem State Academy recognizes God as the ultimate source of existence and truth. In the beginning God created perfect humanity in His image, a perfection later marred by sin. Through the guidance of the Holy Spirit, God’s character and purposes can be understood as revealed in nature, the Bible and Jesus Christ. The distinctive characteristics of Adventist
education, derived from the Bible and inspiration, point to the redemptive aim of true education to restore human beings into the image of their Maker. While God presents His infinitely loving and wise character as the ultimate norm for human conduct, human motives, thinking, and behavior have fallen short of God’s ideal. Education in its broadest sense is a means of returning human beings to their original relationship with God, its time dimensions span eternity. Adventist education seeks to develop a life of faith in God and respect for the dignity of all human beings; to build character akin to that of the Creator; to nurture thinkers rather than reflectors of others’ thought; to promote loving service rather than selfish ambition; to ensure maximum development of each individual’s potential; and to embrace all that is true, good, and beautiful. An education of this kind imparts far more than academic knowledge. It fosters a balanced development of the whole person—physically, intellectually, socially, and spiritually. Working together, homes, schools, and churches cooperate with divine agencies in preparing learners for responsible citizenship in this world and the world to come.

(Portions paraphrased from Education, pp. 13–17)

**Application and Enrollment**

**Returning Students**
Returning Students should complete the re-registration process online prior to the end of the school year.

**New Students**
New Students will complete the admission process as outlined:
- Apply online by following the “Admissions” link on the school’s website, [www.gemstate.org](http://www.gemstate.org)
- Student Recommendations: Three recommendations are required. One must be from a teacher or administrator in the school last attended. Others may be from a pastor, a work supervisor or employer, or a family friend. Applicants will not be considered for admission until Student Recommendations are received and an admission interview is complete
- Admission Interview: The required interview may be scheduled by contacting GSAA at 459-1627 or kdavies@gemstate.org
- Health Records: Records of medical examinations are required of all students. Examinations by a physician of all freshmen and new students enrolling in the academy should be made before the beginning of school. Immunization records are required for all students.
- Transcripts: When registering for classes, new students entering grades 10-12 must furnish a transcript of their previous academic work in other secondary schools.
- Social Security Number: For employment purposes, a copy of the social security card and one other form of official identification must be provided no later than arrival on campus or prior to beginning work at the Academy.

**Visit the Campus**
Prospective students and parents are invited to visit campus to talk with the teachers, work supervisors, deans, the vice principal for finance, the registrar, and the principal. Call (208) 459-1627 for an appointment.

“Academy Day,” a special visitation event for prospective students is scheduled each spring. Students participating in this event receive scholarships and prizes in addition to gaining valuable information about school life at GSAA. For further information or to arrange a special tour contact the school office at (208) 459-1627.

**History/Location**
Gem State Adventist Academy first opened its doors in December of 1918 at the corner of Indiana and Linden Streets in Caldwell, Idaho. In the fall of 1962, it moved to its present location. The campus is located at the intersection of Karcher Road (Highway 55) and S. Montana Ave. This is approximately 4.5 miles from Interstate 84.

**Admission**
Gem State Adventist Academy welcomes students who express an interest in receiving a Christian education. No religious test is applied; however, only students who show due respect for the Word of God, maintain a reverent attitude toward that which is spiritual, and conduct themselves in harmony with the standards of Adventist education should apply for admission to GSAA.

GSAA admits students of any race to all the rights, privileges, programs and activities generally accorded or made available to students, and makes no discrimination on the basis of race, color, ethnic background, country of origin or sex in administration of education policies, applications for admission, scholarship or loan programs, and extracurricular programs.

It is understood that every student who applies for admission willingly pledges to observe all school regulations, maintain a positive attitude and uphold the Christian principles upon which the school is founded. Religious activities are an integral part of the school program.
• Register for classes: Current students will register for classes prior to the end of the school year. New students may register for classes with the registrar by appointment or during the Orientation Day at the beginning of the school year. New students entering grades 10–12 should bring a transcript of previous schooling when registering for classes.

• Financial Arrangements: The Vice Principal for Finance is available to make financial arrangements by appointment during summer office hours.

International Student Admissions

Gem State Adventist Academy is authorized under federal law to enroll non-immigrant students. The requirements for enrollment at GSAA for international students are as follows:

• Make application through a foreign exchange agency, complete a comprehensive application if required by the foreign exchange agency, and complete all Gem State Adventist Academy application forms.

• Provide evidence of grade level in which to be enrolled and documentation of time spent in courses and/or credits issued. All transcripts and supporting documents must be presented in English.

• State intentions including the number of years planning to attend, whether planning to receive a diploma, and whether planning to live in the dormitory or with a host family.

• English language proficiency must be demonstrated by a personal interview and/or a test. To be admitted into regular academic courses (mainstreaming), an international student should have a TOEFL score of 450 or higher, or have demonstrated proficiency at an English-speaking school in the United States or other native English-speaking country.

• Achieve the equivalent of a 3.00 G.P.A. or B average as evidenced by school transcripts.

• Submit medical records with the application that includes a current immunization record of all immunizations since birth, a tuberculosis skin test result, and a physical examination form completed by a physician.

• Return three completed personal reference forms to the school. A student will be considered for acceptance after the above items have been received, and references have been checked.

• To meet deadlines for processing visas, passports, and I-20’s, prospective students should apply for admission for the first semester by June 30 or for the second semester by October 30. If an I-20 form is required, the registrar will send it with the acceptance letter.

• International students are expected to speak only English when in attendance.

All students, who are not from the United States or Canada, must pay their total minimum charges for the year in advance. This is due on or before the day the student enters school. All fees must be paid in United States currency.

What Dorm Students Should Bring

The following list of items will be useful in your start at GSAA: Bible, pillow, 2 sets of sheets for a twin bed, blankets & comforter, toiletries, hand & bath towels, washcloths, shower footwear, shower basket, bathrobe, study lamp, study & school supplies, dictionary & reference books, alarm clock, wastebasket, cleaning supplies (for sink and counter area), liquid laundry detergent, drinking glass or water bottle, sleeping bag, hangers, fan, rain gear & umbrella.

Financial Information

Tuition & Fees

Tuition includes instruction in all classes and the use of facilities and equipment. Other covered expenses include student accident insurance; Student Association, Boys/Girls Club and class dues; yearbook; library; textbook rental; matriculation fees; and, for village students, the noon meal in the cafeteria Monday thru Friday.

Boarding students are provided with a room and cafeteria meals from registration day through graduation weekend while school is in session.

Annual Tuition (United States)

<table>
<thead>
<tr>
<th></th>
<th>Day</th>
<th>7-Day Dorm</th>
<th>5-Day Dorm</th>
<th>4-Day Dorm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Day</td>
<td>$10,000</td>
<td>$16,000</td>
<td>$14,260</td>
<td>$13,391</td>
</tr>
<tr>
<td>International Students</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

For international dorm students, other fees may apply. All students, not from the United States or Canada, must pay their total charges for the year in advance. This is due on or before the day the student enters school. All fees must be paid in USD.
Billing
Students’ accounts are billed in 10 monthly amounts beginning in August and ending in May:

<table>
<thead>
<tr>
<th>Day</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7-Day Dorm</td>
<td>$1,600.00</td>
</tr>
<tr>
<td>5-Day Dorm</td>
<td>$1,426.00</td>
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<tr>
<td>4-Day Dorm</td>
<td>$1,339.10</td>
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</table>

<table>
<thead>
<tr>
<th>Day</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$1,000.00</td>
</tr>
</tbody>
</table>

Additional Charges
Some additional charges and cash needs can be expected if you choose to take advantage of the following:

- Overnight dorm fee per night (charged to tuition bill): $10.00
- Music books and supplies are extra.
- Transportation (Cash Only)
  - To airport (round trip): $30.00
  - Medical trips: $30.00
  - Requested town trips: $30.00
- Varsity Sports TBA (Check or Cash Only)
- Laundry for Dorm Students (Charged to the bill at $7.50/month)
- Mission Trips TBA (Cash Only)
- Senior Year Extra Expenses (Cash Only)
- Certain Field Trips TBA (Cash Only)
- Extracurricular Activities TBA (Cash Only)
- Testing Fees—PSAT, SAT, ACT (Cash Only)
- PE Uniforms TBA (Charged to Bill)
- Banquets and Other Special Events TBA (Cash Only)
- Driver’s education class with off campus teacher is on a cash basis only.

Music Charges
Choir, Band, and Bells members are responsible for the cost of dresses and tuxedos. These are cash items and cannot be charged to the student’s account.

Textbooks
Students are furnished with textbooks for each class. The rental fee is included in the annual tuition fees. Unreturned or damaged textbooks will be charged to the student’s account at a “new book” rate.

Discounts
Initial, annual, semester, and early monthly payment discounts will be given for payments made by cash, check, or online.

- Pay the 1st payment by July 15 and receive a 2% payment discount.
- Pay the 1st payment by August 10 and receive a 1% payment discount.

Those desiring to pay the total annual or semester fee in advance will be granted a 3% discount or a 2% discount respectively.

A 1% discount of the current balance is given if the account is paid in full by the 10th of each month. Account balances are due by the last business day of the month.

Family Discount
A 5% discount on tuition only will be granted to each student when there are two students from one family in attendance. A 10% discount on tuition will be granted to each student when there are three or more students from one family in attendance.

Payment Plans
Parents or guardians needing any type of financial aid or assistance must sign an agreement of financial responsibility before the student is formally enrolled.

Collection Policy
All accounts must be kept current. A past due account begins when the account is 31 days old. If an account becomes 60 days past due, it may result in the student being dismissed from school and/or the student may not be allowed to graduate.

Sliding Tuition Scale for Part Time Students
Students with a diagnosed learning disability who are enrolled in fewer classes than what constitutes a full load may have their tuition prorated according to a full class load. Five (5) classes constitute a full load.

Late Enrollment Policy
A student entering school late between the 1st and the 15th of any month will be charged the full month. A student entering school late between the 16th and the last day of any month will be charged for half a month. Students who enter late or who are absent for a period of time, but make up back work and receive full credit, will be charged full tuition.

Early or Late Semester Tests
Permission to take semester tests early or late may be granted through the Administrative Council. A fee of $20.00 cash per test must be paid to the business office prior to taking the tests.

Refund Policy
Tuition charges will be refunded on a prorated basis. A student leaving school will be credited using the same policy as late enrollees. No refunds are made for vacations or time off.
Tuition charges for foreign exchange students are non-refundable.

**Accounts from Other Schools**
Accounts from other schools must be settled before a student can be accepted to Gem State Adventist Academy.

**Revision of Rates**
The board of trustees reserves the right to revise the published rates without notice.

**Student Accident Insurance**
Students are provided with secondary accident insurance. That means the parents' insurance is primary. It should be noted that it does not provide coverage for transportation charges related to the accident and subsequent physician or therapist visits. Complete information, including coverage and exclusions will be provided at the beginning of the school year. Parents and or guardians are responsible for co-pays to medical providers.

**Cafeteria**
Lunch on school days is provided for all students. Breakfast, supper and weekend meals may be purchased by day students for seven dollars and fifty cents ($7.50) on a cash basis. Payment is made in the cafeteria at meal time. The cafeteria serves guest meals on a cash basis for six dollars, seventy-five cents ($6.75). Meals cannot be charged to student accounts. Because the cafeteria charges a flat fee, food may not be taken from the cafeteria without permission from the cafeteria supervisor.

**Student Bank**
GSAA provides a student bank in the Business Office. Money may be withdrawn only under the signature of the depositor. The school does not assume responsibility for lost or stolen money. Do not keep large amounts of money in your room.

**Check Cashing**
Dorm and village students may cash checks for modest amounts in the Business Office during regular business hours. The checks should be made out to “Cash” or to the student. Checks made out to Gem State Adventist Academy must be deposited.

**Finance Charge**
A monthly finance charge of 1% may be charged for all past-due accounts.

**Semester Exam Permits**
Student accounts must be current or appropriate arrangements made with the Vice Principal for Finance prior to taking semester tests. All fines or items to be returned to a department must be cared for prior to receiving a test permit. See collection of accounts section for the definition of current.

**Transcripts**
Gem State Adventist Academy is in compliance with the NPUC Education Code that states: “It shall be the policy of schools within the North Pacific Union Conference to withhold transcripts of academic credit until student accounts are paid.” Transcripts will not be released if there is an unpaid account at GSAA.

**Diplomas**
Diplomas are released when the account is paid in full.

**Change in Payment Plans**
What happens if your finances change and you can’t pay what you agreed? Circumstances change. Open communication is important to address changes in the payment plan. Should the individual responsible for the student account be unable to make payments as agreed it is essential to contact the Vice Principal for Finance to make new financial arrangements to pay off the balance owed. Adjustments to the original plan may be made depending on circumstances.

**Work/Volunteer Opportunities**
A limited number of work opportunities are available to enrich each student’s learning experience and aid them in helping to pay their school expenses. Jobs include administration office and classroom readers, computer technology, landscaping, maintenance, custodial, gymnasium, dormitory, cafeteria, and vegetable garden work.

All dormitory and village students under 16 are given priority for on-campus jobs. Many jobs are reserved for students less than 16 years of age. Village students 16 years of age or older are encouraged to work off-campus.

Students receiving student aid are expected to work each day according to their work schedule in order to continue to receive student aid. Students are encouraged to apply to each department head for work. Those not finding work will be assigned work by the labor coordinator. Assignments will be in accordance with the above policies. Generally, students employed by GSAA are limited to 15 hours per week by board action. Exceptions to this policy are food service, gardens, and dorm.

The goals of the work experience program are to learn responsibility, consistency, perseverance, and good work habits. To maintain a job at GSAA, a student must be diligent in working where assigned. If a student is released from the job, GSAA takes no responsibility for providing a new job.
assignment. Students and parents will be expected to make up any shortfalls caused by a student being released or for non-attendance at scheduled work appointments.

If there is a reason for change in their work schedule, it is mandatory that the student to make prior arrangements for the absence. Absences and tardies are acceptable only if excused.

Earnings from on-campus work are designated for the student’s account, not for the student’s personal use. No cash will be given to students for their work.

Jobs are assigned for the entire school year. Students who quit their job assignment without approval from parents and the work coordinator may jeopardize their scholarship and/or school standing.

A student will receive 2.5 semester credits for an academic year if the work grade is satisfactory.

### Student Scholarships, Grants & Matching Programs

A combination of individual donations, foundation grants, and income from endowments provide funding for financial aid. Financial aid is awarded based on financial need. See our website for details on applying for student aid.

### Work Match Sponsorship Program

This program is designed to allow students to increase the amount they earn per hour by obtaining sponsors to augment their wages. Sponsors guarantee a specific amount to be added to the student’s base wage on a “per hour” or “per month” basis. These work sponsorships are not tax deductible. Parents and students initiate contacting sponsors. Forms are available in the Business Office.

### Family and Friends Financial Help

Friends and relatives often send monthly or annual donations to round out a student’s financial plan. When payments target a specific individual, they are not tax deductible.

### New Member Discount

Qualification is met with both student and parents are new Seventh-day Adventists. The student enrolled for the first time in an SDA school may receive a scholarship for up to three semesters. The scholarship is 75%, 50%, and 25% of tuition only for respective semesters. Parents must meet certain eligibility requirements. Contact the business office for details.

### Local Church Sponsorship

Many churches regularly sponsor students from their local church. Contact your church pastor or church board.

### Academics

#### Accreditation

Gem State Adventist Academy is accredited through the Accrediting Association of Seventh-day Adventist Schools, the Northwest Accreditation Committee/AdvancED (NWAC), and the National Council for Private School Accreditation (NCPSA)

#### Units of Credit

Five credits are granted for a class that meets a minimum of 225 minutes per week for 18 weeks. Ten credits are equivalent to one Carnegie unit.

### Class Load

Twenty-five semester credits (five regular classes) constitute the minimum class load per semester in which a student must enroll. Students should plan to take all classes required for their particular grade level. Students may not take subjects above their grade level without Curriculum Committee approval.

### Class Standing

Class standing to be determined by evaluation of credits completed.

### College Prep Diploma Requirements

All students graduating from Gem State Adventist Academy receive a College Prep Diploma. *While most college/university BA degrees require a high school foreign language and most BS degrees do not, research the school of your choice to determine which diploma plan is best for you.

In addition, an Enriched Curriculum has been established to provide a challenging opportunity for those students who want to gain a stronger preparation for college in a specific area of study. Enrichment is offered in the areas of Bible, English, Math, Music, and Science.

#### Class

<table>
<thead>
<tr>
<th>Class</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bible</td>
<td>40</td>
</tr>
<tr>
<td>English</td>
<td>40</td>
</tr>
<tr>
<td>*Math</td>
<td>30</td>
</tr>
<tr>
<td>*Science</td>
<td>30</td>
</tr>
<tr>
<td>P.E.</td>
<td>15</td>
</tr>
<tr>
<td>U.S. History</td>
<td>10</td>
</tr>
<tr>
<td>U.S. Government</td>
<td>10</td>
</tr>
<tr>
<td>Humanities</td>
<td>10</td>
</tr>
<tr>
<td>Fine Art</td>
<td>10</td>
</tr>
<tr>
<td>Computer Application</td>
<td>10</td>
</tr>
<tr>
<td>Practical Art</td>
<td>10</td>
</tr>
</tbody>
</table>
Grading Periods and Reports

The academic year is divided into two semesters. The first semester closes in January and the second semester closes just prior to graduation weekend. Quarter progress reports will be e-mailed to parents and students at the end of the first and third quarters. Report cards will be mailed at the end of each semester. (Only semester grades are added to the student’s permanent transcript.)

Each teacher follows an approved grading plan that is given to each student at the beginning of each academic year. This includes information regarding the grading plan, make-up work, extra credit, tests and quizzes for a given class.

Incompletes

A grade of “I” (incomplete) may be given when, for legitimate extenuating circumstances, such as illness, the student is unable to complete sufficient work for the grading period. All work for incompletes must be made up by the close of the following nine-week grading period. Any grade of “Incomplete” not changed by this time automatically becomes an F.

Adding and Dropping Classes

Students may change their registered class schedules by adding classes only during the first two weeks of each semester and by dropping classes during the first seven weeks of each semester. Classes dropped after the seven week deadline will appear on the transcript with the appropriate notation of WP (Withdrawal Passing), WF (Withdrawal Failing), or WA (Withdrawal Attendance).

No student will be considered officially registered for or withdrawn from a class until a completed Change of Registered Class Schedule Form has been processed through the registrar’s office. When dropping a class the student must continue to attend until signatures from the teacher, parent, and registrar are obtained and the registrar notifies the teacher that the process is complete.

Transfer Credit From Home Schools and Non-Accredited Schools

Students transferring from homeschools, non-accredited schools, or unapproved correspondence schools must submit course documentation on a Secondary Course Verification form (link to form here or obtain from Registrar’s office) and include a portfolio of work completed. After the Curriculum Committee assesses the documentation, approved transfer credits will be recorded on the official transcript on a pass/fail basis with no honor points computed toward the student’s GPA.

Correspondence and Summer School

- Any correspondence or summer school course(s) which a currently attending GSAA student wishes to transfer to GSAA for application toward graduation must have Curriculum Committee approval prior to enrollment in the course(s). No student shall be approved for a correspondence course except under extraordinary conditions or extenuating circumstances. Allowing correspondence work in courses currently being offered must be soundly justified. While enrolled at GSAA, all required courses must be taken on the GSAA campus. Exceptions based on valid reasons must first be approved by the Curriculum Committee. Correspondence and summer school courses must be taken from approved educational institutions that are accredited by a regional accrediting agency.
• Seniors taking through correspondence any class that is required for graduation must complete the first semester’s work by the end of Gem State Adventist Academy’s first semester. Participation in the senior trip will be allowed when the course is completed and the school has received documentation of a passing grade.
• A student will not receive a diploma or participate in graduation weekend services until a final passing grade for all courses required for graduation is on file in the registrar’s office.

**Enrichment**

The enriched curriculum has been established to provide a challenging curriculum for those students who want to gain a stronger preparation for college in a specific area of study.

**Program Requirements**

- Have and maintain a cumulative overall GPA of 3.0.
- Have and maintain a 3.0 GPA in the area of enrichment(s)
- Maintain a Citizenship grade of C or above.
- A maximum of 2 enrichments are allowed. Each project is separate—no overlapping.
- The student must obtain a signature from and work collaboratively to develop the project with the appropriate department chairman.
- Submit a signed application to the Registrar.
- Obtain approval from the Curriculum committee.
- Application for an enrichment must be made no later than the first semester of the junior year and turned in no later than the last day of that semester.

**Areas of Enrichment**

**Bible Enrichment**

- 40 credits—Bible classes
- 10 credits—Worship Leadership Music
- Participate in a mission trip
- Complete a Bible pre-approved academic or outreach project.

**English Enrichment**

- 40 credits—English classes
- 10 credits—Yearbook class
- Enter a minimum of 4 writing contests and/or publications per year for 3 years
- Participation for 2 years producing a school newsletter
- Participation in a pre-approved project

**Math Enrichment**

- 40 credits—From the following choices: Algebra I & II, Geometry, Pre-Calculus, Calculus
- Complete a pre-approved project

**Music Enrichment**

- 10 credits—Music Theory/Music History
- 10 credits—Private lessons (Junior and Senior year) in area of concentration, culminating with a recital or project
- Participate in at least one performing group during a minimum of the Junior and Senior years
- Piano proficiency or piano lessons: 1 year required, 2 recommended

**Science Enrichment**

- 40 credits from the following choices: Earth Science, Biology 1 & 2, Anatomy & Physiology, Chemistry, Physics
- Complete a pre-approved project

**Honors/Enrichment Cords**

Students graduating with honors or an enriched diploma will receive cords at graduation. Those with a cumulative GPA of 3.5 and above (computed through the first semester of the senior year) will receive a gold cord. Those completing requirements for an enrichment area will receive a red cord.

**Acceleration**

Students in secondary schools should normally take four years to complete requirements in preparation for graduation. This time is necessary in order to:

- Complete credits needed for graduation without exertion of undue and detrimental external and internal pressure to achieve
- Develop social, physical and emotional maturity and the breadth of experience, knowledge and wisdom to be adequately prepared for college

A few students may benefit from an accelerated program through which they can graduate in three years. Students who desire to graduate in three years must make application by the fall of the Sophomore year. North Pacific Union Education Board guidelines for acceleration must be followed. These guidelines are available upon request from the registrar.
**Recommended Courses**

**Freshman**
- Bible 9
- English 9
- Algebra I or Algebra II
- Earth Science
- Physical Education (Semester)
- Health (Semester)
- Computer Applications
- Living Skills

**Sophomore**
- Bible 10
- English 10
- Geometry
- Biology I
- Physical Education
- World History

**Junior**
- Bible 11
- English 11
- U.S. History
- Spanish 1

**Senior**
- Bible 12
- English 12
- Math (required in the Senior year)
- Speech (semester)
- U.S. Government
- Economics (semester)
- Senior Project

**Anytime**
- Science—3rd Year
- Fine Art

Electives to be selected in consultation with registrar

**Course Descriptions**

**3-D Art, 10 credits**
Grades 9—12, elective (fine art), 2 semesters, no prerequisite

**Art I, 5 credits**
Grades 9—12, elective (fine art), 1 semester, no prerequisite

Art I gives students a broad scope of exposure to media and techniques, exploring the visual arts and artists. Emphasis is placed on learning the elements and basics of design and color through drawing and painting creative studio projects. The primary goals are to expand aesthetic awareness, assess and reflect on their own work and others', and develop skills, knowledge, and an appreciation of art as a means of communication and expression.

**Art II, 5 credits**
Grades 9—12, elective (fine art), 1 semester, prerequisite Art I

Individualized projects dominate Art II. With demonstration and guidance, students explore the methods and techniques of acrylic painting and expanded color dominated themes. The expressive potential of clay is taught through exposure to the wheel, as well as to the pinch, coil, and slab construction methods. The basics of crafting stained glass art projects opens yet another area of artistic expression and creativity.

*Additional fees may apply.

**Computer Applications, 10 credits**
Grades 9, required, 2 semesters, no prerequisite

Computer Applications is an introduction to the foremost Microsoft Office applications used in the business world. Applications include: Word processing with Word, spreadsheet creation and function using Excel, and creating visual aids for presentations using PowerPoint. Students are introduced to these programs through integration into everyday life situations.

**English 9, 10 credits**
Grade 9, required, 2 semesters, no prerequisite

A language arts course where students primarily read and write about short stories, plays, and poetry to develop a sense of historical context and to acquire knowledge of applications in their own lives. Assignments include investigations of literary styles and devices, creative modeling, and written, auditory, oral, and visual analysis of material. Responsibility, beliefs, values, self-identity, and relationships are major themes of the course.

**English 10, 10 credits**
Grade 10, required, 2 semesters, prerequisite English 9

A language arts course designed to help students increase in their reading and writing abilities. Strong emphasis is placed on writing skills including academic, creative, and poetry. Required reading focuses on world literature. Students learn to connect their reading and writing.
English 11, 10 credits
Grade 11, required, 2 semesters, prerequisite English 10

A language arts course where students study American Literature to obtain a greater understanding of the American character, identify recurring themes, and apply them to their own lives. Writing instruction will include expository and argumentative analysis, research, narrative, and descriptive modes of discourse, focusing on effective communications and language skills.

English 12, 10 credits
Grade 12, required, 2 semesters, prerequisite English 11

A language arts course presented in a primarily chronological format, using various genres of world literature and focusing on language and literature as reflective of the human experience through the ages. Students will explore the historical and cultural currents and events that have influenced cultural development on a worldwide scale. Writing, research, and composition instruction is an ongoing aspect of the coursework, integrated with the instruction units presented. Students will expand writing abilities in all major forms of discourse.

Spanish I, 10 credits
Grades 11–12, required, 2 semesters, no prerequisite

This course provides opportunity to develop proficiency in the four basic skills: Reading, listening, writing, and speaking. Cultural activities are also an important part of the course content.

Spanish II, 10 credits
Grades 11-12, elective, 2 semesters, prerequisite; Spanish 1

This course continues working to develop the skills begun in Spanish 1. Skills in reading, listening, writing, and speaking remain the focus, with cultural activities also part of the content.

Speech, 5 credits
Grade 12, required, 1 semester, no prerequisite

Speech is a practical and general course designed for students to improve communication skills, speech proficiency, poise, and self-confidence in public speaking situations. The course is designed to develop better interpersonal communication skills and lead students step-by-step from simple to relatively complex original speaking presentations.

Photoshop, 10 credits
Grades 9-12, elective (practical art) 2 semesters, no prerequisites

This course introduces students to the powerful tools in Photoshop. They will learn the basics of how to use the tools in simple applications then proceed to more complex graphic creation emphasizing the practical, in-demand skills in today's marketplace.

Publications, 10 credits
Grades 9–12, elective (practical art), 2 semesters, no prerequisite, permission of Instructor

The primary focus of this class is the production of school news releases, books, and the school yearbook, the Syringa. Students will learn skills necessary in the production process including: layout, design, computer graphics, journalism, photography, ad sales and fundraising.

Business Management & Finance, 10 credits
Grades 11-12, elective (practical art), 2 semester, prerequisite Computer Applications

The Business Management and Finance Course is designed to introduce students to the many transferable skills required for success in the current business world. Students will learn basic management, marketing, accounting, and financial competence. They will also understand business plans and learn how to read financial statements. This class serves as an exceptional foundation for students planning to take college business courses.

Living Skills, 10 credits
Grades 9–12, elective (practical art) ,2 semesters, no prerequisite

This course is designed to introduce students to essential skills in food preparation and preservation, nutrition and fitness, and wise consumer practices. It is based on Biblical principles of balance, moderation, and variety. Hands-on lab experiences are emphasized and consumer related field trips are provided.

Welding 101, 10 credits
Grades 9–12, elective (practical art), 2 semesters, no prerequisite

Focusing on Lab time, we teach you the Fundamentals of Welding and how to apply them to everyday needs. Along with welding, you will also learn the safety requirements and instruction needed to make sure you handle power tools and welders in a safe manner.
**Senior Project, 5 credits**  
Grade 12, required

The Senior Project is designed to help students develop or improve a skill or performance; design or create a product, service, system or event; and investigate a career or a passionate interest to better prepare them for service to others, further studies, and/or employment after high school. The final project must demonstrate a student’s ability to research, write, and interview, work with a mentor, present findings to an audience, and reflect on the experience. Seniors are expected to demonstrate self-directed learning by selecting a topic of genuine interest and managing their time well.

**Algebra I, 10 credits**  
Grades 9—10, required, 2 semesters, prerequisite placement exam

A beginning Algebra course that covers such topics as polynomial factoring, exponents, roots, sets, graphing, problem solving, and elementary geometry. The course is designed to teach elementary Algebra with an emphasis on problem solving in preparation for Algebra II. Algebra I also offers adequate preparation for a comprehensive Geometry course.

**Algebra II, 10 credits**  
Grades 10—12, required if it is the second rather than third year of math, 2 semesters, prerequisite Algebra I

This is the final course in beginning Algebra. In addition to further study of Algebra I topics, the student will study such topics as matrices, complex numbers, and trigonometry. Upon completion of this course, the student should be fully prepared for a Pre-Calculus course.

**Calculus, 10 credits**  
Grade 12, elective, 2 semesters, prerequisite Pre-Calculus

Advanced Placement Calculus AB is a high school course that teaches the topics of the first semester of college Calculus. Students will study a variety of topics including elementary functions, trigonometry, derivatives and their applications and an introduction to integrals. A College Board certified AP Examination will be given at the appointed time in May. Most colleges give credit for successful scores on the exam. Upon successful completion of this course, the student should be prepared for the second semester of college Calculus.

**Consumer Math, 10 credits**  
Grade 12, elective, 2 semesters, no prerequisite

This course studies the fundamentals of mathematics. It emphasizes arithmetic proficiency and focuses on day-to-day real world math problems.

**Geometry, 10 credits**  
Grades 10—12, elective or required if it is the second year of math, 2 semesters, prerequisite Algebra I

This course is a comprehensive study in Euclidean Geometry. Topics include proofs, constructions, logic, trigonometry, triangles, circles, and polyhedra. The goal is to help the student develop an appreciation for the inherent beauty of geometry in our world.

**Pre-Calculus, 10 credits**  
Grades 11—12, elective, 2 semesters, prerequisite Algebra II

This course extends the topics learned in Algebra II. It includes in-depth coverage of such topics as polynomial, exponential, logarithmic, trigonometric functions and equations, conic sections, series, polar coordinates, and introductory calculus. Graphing calculators are required and used extensively throughout this course. The emphasis is on problem solving and preparation for Calculus.

**Band, 10 credits**  
Grades 9–12, elective (fine art), 2 semesters, prerequisite by audition

Band is an instrumental group open to intermediate and advanced students by audition. This group consists of woodwinds, brass, and percussion. Both sacred and secular music suited to the abilities of the members are performed around the Northwest as opportunities arise. Performances include the Christmas and Spring concerts, and area church concerts.

**Choir, 10 credits**  
Grades 9–12, elective (fine art), 2 semesters, prerequisite by audition

Choir is a group of mixed voices open to all students committed to studying and performing choral music. Both sacred and secular music suited to the abilities of the members are performed around the northwest as opportunities arise. Performances include Christmas and Spring Concerts, as well as area church concerts.

**Instrument/Voice Lessons, 5 credits**  
Grades 9–12, elective (fine art), 2 semesters

Lessons offer instruction in vocal/instrumental and musical development with emphasis on technical improvements and repertoire. Students will participate in one recital each semester. Cost of lessons is $15.00 per lesson.
Music History, 10 credits
Grades 11–12, elective (fine art), 2 semesters, no prerequisite

A non-performance course that explores the elements and history of music. Students will have the opportunity to critically listen to representative works beginning with the Middle Ages and continuing through the 20th Century. The lives of iconic composers, musicians, and noteworthy individuals from the various periods of music history will be explored in detail.

Music Theory, 10 credits
Grades 11–12, elective (fine art), 2 semesters, no prerequisite

An introduction to the principles of harmony in music. Students will develop critical listening skills and a musical vocabulary. Topics will include, but not be limited to, the construction of major and minor scales, basic chord recognition, music notation, and basic four-part writing.

Piano Instruction, 5 credits
Grades 9–12, elective (Credit available by arrangement), 2 semesters, no prerequisite

Lessons offer instruction in pianistic and musical development. Emphasis is on technique, theory and interpretation structured to accommodate the beginning through advanced student. $23.00 per 45 minute lesson.

Sound Ripple, 10 credits
Grades 9–12, elective (fine art), 2 semesters, no prerequisite

Sound Ripple is a handbell group open to all students. One does not need to be familiar with music in order to join. One does need to be committed and dedicated to the goals and purpose of this group. The Sound Ripple Choir performs locally and occasionally on a tour.

Soundwave, 10 credits
Grades 9–12, elective (fine art), 2 semesters, prerequisite former experience and by audition

Soundwave is a select group open by audition only. Advanced sacred and secular music is performed on a 5-octave set of Malmark English Handbells and three octaves of Malmark Handchimes. Each ringer must be dedicated to continuing the excellent reputation of this group as it performs in area churches, civic groups, and on tours throughout the Northwest and beyond.

Worship Leadership, 10 credits
Grades 9–12, elective, 2 semesters, no prerequisite

This class prepares the students for planning and leading the church worship service through music, preaching, and drama. Students gain practical experience by leading out in actual church services.

Health, 5 credits
Grades 9, required, 1 semester, no prerequisite

Instruction in health is approached through the concept of wellness. This class is designed to give the students an awareness of all aspects of healthful living (mental, emotional, physical and spiritual), and to enable them to integrate this awareness into everyday life. The curriculum is designed to show that the student is responsible for his/her health. Emphasis is placed to some degree on five dimensions of wellness: stress management, nutritional awareness, physical fitness, personal health and safety, and self-image. Current health issues are discussed regularly.

Physical Education I & II, 5/10 credits
Grades 9 and 10, required, semester/year, no prerequisite

The basic physical education classes are designed to introduce the students to a variety of abilities that can be used throughout their lives. These abilities include physical fitness, team sport skills, and social skills. The students will be able to design and execute their own personalized fitness programs by the completion of class. The students will be introduced to the fundamental skills, rules and team strategies for, (but not limited to), the following sports: flag football, volleyball, basketball, hockey, soccer, and softball. The students will also be introduced to the importance of social skills, including sportsmanship, with application to sports. The importance of being actively involved with some form of physical activity as a lifestyle will be strongly emphasized.

Bible 9, 10 credits
Grade 9, required, 2 semesters, no prerequisite

The first part of this course examines God’s relationship with His people as found in the book of Genesis in the Old Testament. Both the historical and theological themes will be studied, including: Creation, the antediluvian world, the flood, the call of Abraham, the stories of the patriarchs, and the migration of the Israelites to Egypt. The second part of this course examines the life and teachings of Jesus as found in Matthew, Mark, Luke and John in the New Testament. The course consists of lectures, discussion, group activities and assignments. Bibles are required.

Bible 10, 10 credits
Grades 10, required, 2 semesters, no prerequisite

Bible 10 examines the history of God’s people from the time of Moses until the present day. Special emphasis is put on grace and how one can see it revealed especially in the events of the Old Testament, through the persecution of the early church and through the time of the dark ages. One will see God’s leading in
the development of the Adventist church from small beginnings to the world wide movement of today. Bibles are required.

**Bible 11, 10 credits**
Grade 11, required, 2 semesters, no prerequisite

This class examines the Biblical basis of Seventh-day Adventist doctrine so each student may give an answer for their hope in Christ, as directed by 1 Peter 3:15. During the first semester we study the prophetic books of Daniel and Revelation, giving a clearer understanding of several unique Seventh-day Adventist beliefs including the Heavenly Sanctuary, the investigative judgment, God’s remnant church and their mission, and the second coming of Christ. During the second semester we continue our study by examining the rest of the 28 fundamental beliefs of the Seventh-day Adventist church. We also use this time to study the contrasting beliefs of other denominations, specifically Roman Catholic and Latter-day Saints. The purpose of the class is to give students the information they need to become strong and active members of the Seventh-day Adventist church. Bibles are required.

**Bible 12, 10 credits**
Grade 12, required, 2 semesters, no prerequisite

This course provides the opportunity for seniors to develop a philosophy for practical, adult Christian Living as taught in the Word of God. Subjects include: A study of world religions, college and career investigation, personal finances, marriage and family and life philosophy and moral choices. Class activities include lecture, discussion, research, hands-on projects and simulations. Bibles are required.

**Anatomy and Physiology, 10 credits**
Grades 12, elective, 2 semesters, prerequisite: Biology I and Chemistry (with grade of C or above)

This course involves the study of the human body, the eleven body systems and how they function. The course will begin with an introduction of cell biology and will then take a detailed investigation of the body systems. The dissection of animals is expected of all students. A detailed examination of these structures adequately prepares the student for further studies in the field of health, nursing, and medicine. Labs include animal dissection, building the Visible Man model, and tissue observations. This class is an elective and only Seniors with a high proficiency in Science may take this course.

**Biology I, 10 credits**
Grade 10, required, 2 semesters, prerequisite: 9th grade science class

This course is a study of life and its basic principles and structures from the molecular level to the organism. Major topics include: Chemistry, cells, cellular processes, genetics, ecology, creation/evolution, classification, and human biology. Labs range from experiments to field work to creating models.

**Biology II, 10 credits**
Grade 12, elective, 2 semesters, prerequisite: Biology I (with grade of C or higher)

This course is a study of life and its organisms. The various forms of life that will be studied include unicellular organisms through complex organisms. Major topics include: Protozoans, fungi, plants, invertebrate and vertebrate animals, marine biology, viruses, and reproduction & development. Labs cover most of the major topics. Labs range from experiments to field work to creating models. A journal of biological examples will be kept by each student. This class is an elective and only Seniors with a high proficiency in science may take this course.

**Chemistry, 10 credits**
Grades 11, elective, 2 semesters, prerequisite: 9th grade science and Algebra I (with grade of C or above).

This course is a study of elementary chemistry. Major topics for this course include: Matter, energy, atomic structure, ionic compounds, covalent compounds, chemical equations, changes in matter, gas laws, solutions, chemical equilibrium, acids and bases, reaction rates, and nuclear chemistry. In addition, students will get a strong understanding of the periodic table and how to use it. Labs cover most of the major topics.

**Earth Science, 10 credits**
Grade 9, required, 2 semesters, no prerequisite

This course is a broad study of earth and the universe. The instruction emphasizes everyday applications of earth science to man’s existence. Major topics include: Geology, which is earth’s materials, its sculpting forces, and its history; besides oceanography, meteorology, which is the weather, and astronomy, the study of space and its celestial bodies. Labs cover most of the major topics and range from experiments to field trips to creating models.

**Physics, 10 credits**
Grades 11–12, elective, 2 semesters, prerequisites: Algebra I with grade of C or above and completion of or concurrent enrollment in Algebra II

This is an introductory physics course which covers the traditional topics of modern physics. Topics will be reinforced through a variety of lab experiences.
Economics, 5 credits
Grade 12, required, 1 semester, no prerequisite

Economics is a one semester course designed to introduce students to the concepts of economics. This course will explain what economics is and how it affects theories of supply and demand. It will enable students to begin understanding the personal, community, national, and global effects of economics. The course will allow students to explain basic principles of Christian stewardship, practical applications of those principles and the impact of the North American economy on the work of the SDA Church worldwide.

U.S. History, 10 credits
Grade 11, required, 2 semesters, no prerequisite

U.S. History focuses on allowing us to see the guiding hand of God in history, provides a Christian perspective on national events, and prepares students to be responsible citizens. It will assist students to be knowledgeable, think critically, and make responsible and informed choices. It is based on the development of events that occurred from the Pre-Columbus period to present events and challenges. Emphasis is placed on facts, concepts and skills that have applications in lifelong learning and allow understanding of the political, social, and cultural changes that have happened.

U.S. Government, 10 credits
Grade 12, required, 2 semesters, no prerequisite

U.S. Government is designed to provide a Christian perspective on national events, and prepare students to be responsible citizens. This class addresses the course of America’s political development and institutions and will assist students to be knowledgeable, think critically, and make responsible and informed choices. The course will lead to an appreciation of the function, rights, and the responsibilities of a citizen in a democratic society.

World History, 10 credits
Grade 10, elective or fulfills humanities requirement, 2 semesters, no prerequisite

The focus of World History is to allow us to see the guiding hand of God in history, provide a Christian perspective on world events, and prepare students to be responsible citizens. It will assist students to be knowledgeable, think critically, and make responsible and informed choices. World History is based on an understanding of events that occurred from the Beginning to present world events and challenges. Emphasis is placed on facts, concepts, and skills that have applications in lifelong learning and allow understanding of the political, social, and cultural changes that have happened.

College Courses

In cooperation with Walla Walla University, classes are offered with both high school and college credit. To enroll, students must have a minimum G.P.A. of 3.0 or receive special permission from the instructor and administration. Classes are open to Juniors and Seniors. The cost for classes is 10% of the regular Walla Walla University tuition rate, cost of textbooks and lab fee.

Design
Grades 11–12, 1 semester, prerequisite Art or demonstrated ability, 5 high school credits, 3 college quarter hour credits.

A two-dimensional, theoretical applied study of basic design elements underlying all art areas. Students will gain an awareness of what makes up effective design, showing this knowledge through various projects.

Drawing
Grades 11–12, 1 semester, prerequisite Art or demonstrated ability, 5 high school credits, 2 college quarter hour credits.

A study of line, chiaroscuro, space, volume, and perspective utilizing a variety of media, still life, portraiture, landscape, drapery, plant, animal, and other subject matter may be used. Students will explore different media including charcoal, pencil, pen and ink, gaining an understanding of drawing techniques and the concepts of composition, figure ground relationships, line, value, and space applied to various subject matter.

Co-Curricular Activities

Spiritual Activities

Campus Ministries exists to provide spiritual activities that promote spiritual commitment and growth for students. Spiritual activities offered include, but are not limited to:

- Friday Evening Vespers—A weekly worship and praise service designed to welcome the Sabbath.
- Worship Service—A weekly Sabbath morning worship and praise service.
- Outreach—Various activities, both on and off campus, designed to engage students’ religious faith through serving the needs of others in the surrounding community.
- Weeks of Prayer—Special weeks offered two times each school year. During these weeks, class schedules are adjusted to provide time for guest speakers, organizations, students, and staff to present programs aimed at maintaining and elevating the campus’ spiritual atmosphere.
- Bible Study & Prayer Groups—Small groups organized by students or staff to develop personal and corporate spiritual growth.
Mission Trips—Annual short-term mission trips are offered either within the United States or abroad. Students pay for these trips either with their own funds or through fund raising efforts.

Faculty Family Groups—Each student is selected by the staff to participate in this small group ministry. Faculty Family groups meet weekly and offer the opportunity for students to connect on a more personal level with staff and fellow students as they worship together.

Music Activities
Private lessons in Instrumental and voice lessons are offered on a space-available basis. Organ and piano lessons are available through contract teachers.

Athletic Activities
Varsity Sports consist of boys’ flag ball, girls’ volleyball, girls’ and boys’ basketball, girls’ fast pitch softball, and co-ed soccer. Freshmen through seniors may participate in the Varsity program. There is a minimum grade point average requirement and a participation fee is charged at the start of each sport. Refer to the calendar for practice and game schedules. GSAA is a member of the Idaho High School Activities Association and plays teams from public and private Christian schools.

Student Organizations
The Student Association (SA)
SA is made up of the student body and faculty with the objective of fostering the general interests, ideals, and goals of Gem State Adventist Academy. SA provides opportunities for students to be involved in leadership and citizenship activities as SA officers and Student Senate. The goal of the SA is to further awaken students’ knowledge, responsibility and common interest in student government and student life at GSAA.

Class Organizations
Class Organizations offer opportunities for developing leadership skills and planning religious and social activities for their class.

Boys’ and Girls’ Clubs
Boys’ and Girls’ Clubs include all students as members.

Campus Clubs
Campus Clubs may be formed with administration approval and faculty sponsorship to meet the interests and enthusiasm of any approved student group.

Syringa
Students produce Syringa, the GSAA yearbook. The yearbook staff learn principles of artistic layout, copy writing, graphic design, editing, and photography.

Qualifications to Hold Class Office
The following are required for a student to serve as a class officer:

- For President, Social Vice-President, or Religious Vice-President, the student must have an initial minimum cumulative GPA of 2.5 and maintain a quarterly 2.5 GPA, and a C in citizenship. For Secretary, Treasurer, and Sgt.-at-Arms the student must have an initial minimum cumulative GPA of 2.25 and maintain a quarterly 2.25 GPA, and a C in citizenship. (Freshmen are exempt from the initial cumulative requirements.)
- Prospective officers must secure approval to run for office through the Class Officer Application process.
- Officer eligibility will be reviewed quarterly. Should an officer’s GPA, citizenship, or attendance fall below the minimum requirement, the office will be forfeited for the remainder of the school year.
- A student who is suspended from school for any reason will lose his/her office and will not be eligible to hold an office for the remainder of the school year. A student who receives an unsatisfactory grade in citizenship for the fourth quarter will not be eligible to run for an office the following school year. The student may petition the Curriculum Committee for an exception to this policy.
- Students may hold only one major office at a time. Major offices include the president and vice president of any organization.

Qualifications to Hold Student Association (SA) Office
The following are required for a student to serve as an SA officer:

- For President, Social Vice-President, or Religious Vice-President, the student must have an initial minimum cumulative GPA of 3.0 and maintain a quarterly 3.0 GPA, an C in citizenship. For Secretary, Treasurer, and Sgt.-at-Arms the student must have an initial minimum cumulative GPA of 2.5 and maintain a quarterly 2.5 GPA, an C in citizenship. (Freshmen are exempt from the initial cumulative requirements.)
- Prospective officers must secure approval to run for office through the Class Officer Application process.
- Officer eligibility will be reviewed quarterly. Should an officer’s GPA, citizenship, or attendance fall below the minimum requirement, the office will be forfeited for the remainder of the school year.
- A student who is suspended from school for any reason will lose his/her office and will not be eligible to hold an office for the remainder of the school year. A student who receives an unsatisfactory grade in citizenship for the
fourth quarter will not be eligible to run for an office the following school year. The student may petition the Curriculum Committee for an exception to this policy.

- Students may hold only one major office at a time. Major offices include the president and vice president of any organization.

Services

Media Center
Students are encouraged to become acquainted with the library and its material. The library provides a number of daily and weekly papers, monthly and annual periodicals, books, Internet access, and in-library use of iPads which can make research and casual reading time more profitable. Since the library is designed to be a productive place, all who enter must be committed to the idea of protecting the right of those who wish to study and concentrate, or read and meditate.

Guidance Services
One of the advantages of life at Gem State Adventist Academy is the presence of a caring staff of Christian adults who are deeply concerned for the welfare of students. Students are encouraged to share problems and concerns with any GSAA staff member. When it is in the best interest of the student, the guidance committee may request that a student be referred to services of various agencies in the local community or the student’s home community.

Medical Services
Medical care will be obtained for serious illnesses or accidents. Medical procedures and appointments will be billed to the student or parent, not the school. Dormitory students needing to go on sick list must contact the dean on duty. Day students who become ill should report to the Administration Office.

Doctors Appointments
In the event of illness or accident, dormitory students should make all arrangements for off campus care and transportation with their dean. Routine medical appointments should be scheduled during home leaves. Students will be charged for use of school transportation.

Accidents
Accidents and emergencies should be reported immediately to the nearest staff member and appropriate medical personnel will be contacted. Accident report forms, available in the Business Office, should be completed as soon as possible if a student wishes coverage benefits. Employees of Gem State Adventist Academy are covered by Worker’s Compensation. To receive the benefits of this coverage, it is important that an accident report be filed as soon as possible after an on-the-job accident.

Accident Insurance
Secondary coverage accident insurance is provided for students at Gem State Adventist Academy. Parent’s insurance is the primary coverage. Student accident insurance will reimburse parents for those covered medical expenses which are not covered under the parent’s primary insurance resulting from an accident at GSAA occurring during the hours and days when school is in session, and while the student is attending school sponsored and supervised activities.

If an accident occurs, Gem State Adventist Academy will complete part A of the claim form then send it to the parent for completion. It is the parents’ responsibility to attach the medical bills to the claim form and mail it to the insurance company. More details are available at the Business Office.

Lockers
Lockers are available in the administration building. Personal locks may not be used. The Administration Office assigns lockers and provides combinations to the locks. Lockers are the property of the school and may be accessed by the school administration at any time.

Personal Property
The school is not responsible for money or other valuables belonging to a student. To ensure safety, the deans and administration ask that students do not keep money in their lockers or rooms. Please use the student bank in the business office. The academy is not responsible for property left by a student who withdraws from school.

Policies & Standards

Gem State Adventist Academy Expectations
GSAA recognizes that while the Scriptures do not provide specific teachings (rules and regulations) regarding all social practices, they do advocate self-restraint in that which is harmful or offensive to others.

GAAA has chosen to adopt certain rules that will contribute to the environment and are appropriate to its aims and goals. These standards are not set forth as absolutes or as an index of Christian spirituality but rather as expectations of the GSAA community.

Because of the importance of trust and mutual responsibility toward others, violations of the following standards, whether
occurring at school or away from the campus, are regarded as a serious breach of integrity within the academy community.

GSAA recognizes the danger to one’s physical and psychological well being in the use of harmful substances. Therefore, members of the GSAA community are to refrain from using, possessing, or distributing tobacco, alcoholic beverages, and illegal substances.

GSAA cannot tolerate any kind of demeaning gesture, threat of violence, or physical attack directed toward another person. This includes hazing or other initiations or actions hazardous, dehumanizing, or humiliating to students; the use of profane or vulgar language; vandalism; possession of firearms or explosives; and unauthorized use of fire safety equipment. The pornography industry exploits people in addition to being immoral. Therefore, pornographic materials are not to be used, possessed, or distributed.

Discrimination against others on the basis of race, national origin, religion, gender, or handicap is not acceptable because of our concern for the worth and dignity of others. Consideration for others and standards of good taste are important to our academy community, therefore all activities should be guided by this principle.

Compliance with day-to-day policies, procedures, and the program of the GSAA community, including those related to entry of facilities and use of GSAA equipment and facilities, is expected from members.

Honesty is expected of all members of the GSAA community. Examples of dishonest behavior are:

- Plagiarism or use of another student’s class work.
- Possession and use of unauthorized keys.
- Entry or presence in unauthorized student or school areas.
- Providing food for non-paying persons in the cafeteria.
- Willful undermining of the ideals and policies of the school by word, pen, influence, or disseminating of atheistic ideas.
- Engaging in gambling.
- Attendance at places of questionable amusement may adversely affect the school community.
- Non-physical relationships between students are emphasized. Associations with students of the opposite sex should be in public areas at designated times.
- A student whose progress or conduct is unsatisfactory, or whose spirit is manifestly out of harmony with the standards and principles of the school, or whose influence is found to be detrimental, may be dismissed at any time. Students who have been dismissed are required to make advance arrangements with the principal to visit the campus within the current school year.

Unacceptable Behaviors
The following behaviors will be considered most serious. Involvement in any such conduct will be subject to discipline up to and including suspension or expulsion.

- Unauthorized presence in the dorm of the opposite sex.
- Use of drugs.
- Stealing, on or off campus.
- Leaving campus without permission.
- Transporting students without permission.
- Inappropriate sexual conduct or activity.
- Possessing weapons, firearms, or explosives.

Appeal of Decision
Decisions made on campus are available for appeal and review. Appeals should be initiated by students to the principal in writing. Decisions will be reviewed by the school administration, on-campus committees, the Gem State Adventist Academy Operating Board, and the Idaho Conference administration.

It is your right to appeal decisions. In the case of a decision made by an individual teacher, the decision may be appealed in person to the principal. In the case of policies or judgments rendered by a committee, an appeal may be made in person to the chairman of the committee or to the committee as a whole in writing. In the event that the conflict cannot be resolved at these levels, the issue may be appealed to the GSAA Operating Board. Every effort will be made by the GSAA administration to resolve conflicts at the lowest possible level.

Attendance Policy
Absences
To receive semester credit for a class, students must make every effort to attend all classes and absences must not equal more than 6.5 class periods (85-minute block classes count as one class period; 49- and 30-minute classes count as 0.5 class period). A loss of credit in an individual class may occur if more than 6.5 class periods are missed. The classroom teacher, in conjunction with the Curriculum Committee, will make the final determination.

Students who miss class because of school-related activities, such as tours, trips, mission trips, and school functions, are not counted as absent from any class periods they miss. They are technically at school. All other absences, such as doctors’ appointments, illness, or family vacations, will count towards the 6.5 class periods.
A 0.5 absence is recorded if a student misses more than 10 minutes of a 49-minute class period or between 11–20 minutes of an 85-minute block class period. One absence is recorded after 20 minutes of an 85-minute block class period.

Students are expected to notify teachers and work supervisors in advance of planned absences including both school-related absences and all other absences as listed above.

A parent or dean must report unplanned absences to the school as early as possible.

Attendance may be factored into the class grade as determined by the individual teacher. Students and parents are encouraged to check Chalkable to keep updated on current grades and attendance.

Make-up work for missed classes is at the discretion of and according to the policy of each teacher.

Chapel attendance will be factored into a student’s Citizenship grade.

**Tardies**
A tardy is recorded when a student arrives to class up to 10 minutes late, or has to leave class up to 10 minutes early.

Tardies caused by staff members will not be recorded, but the student should bring a signed note to the teacher affected.

3 tardies in any one class will be counted as a 0.5 absence; 6 tardies in any one class will be counted as one absence, which counts towards the 6.5 absence limit for the semester.

**College/University Visitation Policy**
In addition to the University Days at Walla Walla University, GSAA students will be allowed two school days, during their Junior or Senior year, to attend another SDA college or university visitation event without incurring an attendance penalty.

**Mission Trip Policy**
GSAA students will be allowed 5 school days (NPUC policy) to participate in a GSAA or Idaho Conference sponsored mission trip without incurring an attendance penalty. Requests for other mission trips will be considered on a case-by-case basis.

**Notification**
It is the student’s responsibility to notify their teachers and work coordinators of an upcoming absence and arrange, if eligible, for making up missed work and class time.

If a student must be absent without prior notification, a parent or dean should contact the school as early as possible.

**Dress**
Gem State Adventist Academy’s dress code emphasizes Biblical standards of modesty (1 Timothy 2:9-10: “not chasing the latest fashions but doing something beautiful for God.”, Romans 12:1-2: “Don’t become so well-adjusted to your culture that you fit into it without even thinking”). Attire should be modest, clean, neat, non-distracting and appropriate for the setting and occasion. The design of the dress code is to teach grooming and wardrobe habits that contribute to good taste, natural attractiveness and the avoidance of undo attention.

These guidelines are applicable for both dormitory and community students. They will be enforced while the student is on campus, traveling in school transportation, or participating in any off campus school functions.

**Classroom and General Campus**
- Modest pants and shorts that are neat and clean with no holes or frayed edges. Bottoms should fit appropriately and not sag from, or cling to, the body. Shorts should be nearer to the knee in length.
- Modest tops that are neat, clean, with no holes and sleeves that come to the edge of the shoulders. Shirts should refrain from identifying with any group/subcultures that are not in harmony with GSAA’s Christian principles or with any music group. Undergarments, midriffs, rib cage, back and cleavage are not to be exposed.
- Shoes or sandals must be worn.
- Jewelry, such as rings, bracelets, necklaces, earrings, chokers and gauges are not appropriate GAAA attire. Keys may only be worn on GSAA lanyards.
- Body art such as: Tattoos, brands, shaved designs and writing on one’s clothes or body are not appropriate for GSAA.
- Head covering of any kind is not permitted in the administration building.
- No athletic wear in the classrooms during school hours.

**Recreational**
- Modest sportswear, appropriate support garments and athletic footwear. Sportswear should cover undergarments, midriffs, rib cage, back and cleavage. Shorts should be nearer to mid thigh in length. Spandex shorts or tights must be covered by school approved shorts. Non-marking athletic shoes are required in the gym at all times.
- Modest swimsuits with adequate lining and support are required when swimming.
*Boys: Shorts that are nearer to knee in length and do not cling to the body.

*Girls: One-piece swim suit or tankini that does not expose midriff when arms are raised.

**Church**

**Girls**
- A modest dress top paired with skirt/dress slacks or a dress. Dress shoes or dress sandals
- Slits and splits should be only two inches above the knee.
- Dresses and skirts should be nearer to knee in length.
- Sleeves should come to the edge of the shoulders.

**Boys**
- A modest suit or dress top paired with dress slacks/kakis. Dress shoes with dress socks.
- Dress tops can be a dress polo, dress shirt or dress sweater.

**Formal**

**Girls**
- Dresses or formal gowns are to be modest and in good taste. They should have modest front and back necklines and be of appropriate length.
- All banquet attire will be screened by the Banquet Dress Committee prior to each banquet.
- No sweetheart necklines that show cleavage.

**Boys**
- A modest suit or dress shirt and tie paired with dress slacks, dress socks and dress shoes.
- Suit jacket and sweaters are based on occasion.

**Work**

Each work supervisor will identify appropriate clothing to meet job specific conditions and safety requirements. OSHA requires that closed-toed shoes be worn during work hours in all work locations.

**Hair**

Hair is to be well-groomed, clean, and styled in such a manner that it is out of the eyes and does not attract undue attention. Hair should be of a natural color and any highlights should be subtle.

**Girls**
- Girls are not to shave the sides of their heads while keeping their hair otherwise long.

**Boys**
- Hair should be no longer than the top of the collar of a T-shirt in the back and should not hang over the student’s face or be longer than one’s ear. Ponytails or any kind are not to be worn. Anything that is styled to stand on end is to be no longer than a couple of inches in length.

**Consequences for violating this policy:**

**First Violation**

Student will be sent to the Dean on duty where the violation is logged and attire is changed immediately. If unable to change attire, student will be confined to the dormitory and parents will be notified to bring appropriate attire or authorize student to go home to change.

**Second Violation**

Student will be sent to the Dean on duty where the violation is logged and attire is confiscated. The student will be confined to the dormitory and parents will be notified to bring appropriate attire or authorize student to go home to change.

**Third Violation**

Student will be sent to the Dean on duty where the violation is logged and attire is confiscated. The student will be confined to the dormitory and parents will be notified to bring appropriate attire. The third violation will be considered insubordination and will be referred to Administrative Council for further disciplinary measures.

Unexcused tardies or absences will be recorded for time missed from class for any violation.

**Day Student Guidelines**

Day students must reside with a parent or legal guardian. Any exceptions must be approved by the GSAA Administration and renewed each year.

Students not residing in the dormitories are urged to take full advantage of all the opportunities provided by the school and to project an image consistent with the standards and principles of GSAA and the Seventh-day Adventist Church.

Day students occasionally wishing to stay overnight in the dorm must make arrangements with the appropriate dean. The overnight guest fee is $10.00 per night plus meal charges when eating in the cafeteria.

Day students who drive to school must complete the vehicle registration forms before they initially begin driving to school. A certificate of liability insurance must be presented showing that the student is insured. Cars are to be parked only in the administration building parking lot in an assigned space. Only students with a signed Non-Resident Student Agreement on file in the school office are allowed to be in or on motorized vehicles.

When an off-campus school activity takes place closer to the day student’s home than to the school, the student may obtain
permission to drive to the activity. A permission form, which is available in the administrative office, must be signed by the parents and handed in prior to the activity.

Day students who transport dormitory residents on or off campus without permission will forfeit driving privileges and be subject to serious disciplinary action. All student vehicles should be locked and unattended while on campus. GSAA motorized vehicle policies apply year round including the weekends. Vehicles are not to be driven on the lawns, playing fields, sidewalks, farm land, etc. without permission. GSAA cannot accept responsibility for liability damage to vehicles while on campus or traveling to or from campus. Careless driving or disregarding policies concerning student vehicles may bring withdrawal of driving privileges.

In compliance with NPUC policy GSAA is considered a Closed Campus. Should students need to leave campus during their academic day, parental permission and prior notification must be made to the Administrative Office. Students will then be allowed to leave and return to campus during the school day without additional passengers. A student may leave campus alone and in his own vehicle when his academic day is finished.

**Dormitory Policy for Campus Leave**

**Day Leaves**

Dormitory students may leave campus for the day with a parent. Both the student and the parent must personally contact the dean before the student leaves campus.

Dormitory students may leave campus for the day with an individual other than parent/legal guardian only with a written invitation from the individual transporting the student and direct communication (a note or phone call) from the parent to the dean. If the individual transporting the student is under the age of 21, written and verbal confirmation is required. (Written approval may be left on file in the dean’s office.) The dean will specify the return time and the student will sign out. At no time is a dormitory student to leave campus with a day student for a day leave. Dormitory students may go home for the day by themselves after personally contacting the dean. The dean must have written permission from the parent. (A phone call from the parent may substitute, with a note accompanying the student upon return.) The day trip ends at the scheduled starting time for the evening program or 7:45 p.m., whichever comes first. Students wishing to stay later should take an overnight leave.

**Overnight Leaves**

Dormitory students planning to be out of the dorm overnight for any reason must complete the following before leaving:

**Overnight Leaves to Home**

The student must submit to the dean’s office, by 10 p.m. Thursday evening, a completed overnight leave slip. The dean may contact the parents for verification. After 10 p.m. on Thursday, leave slips must be given to the dean personally and parents must contact the dean personally or by phone. Upon leaving, the student must sign out at the desk.

**Overnight Leaves to Other Than Home**

A written invitation from the inviting parents must accompany the leave slip by Thursday at 10 p.m. Both sets of parents may be contacted by the dean. A call from the parents will be accepted for leave with a close relative: grandparents, uncle/aunt, brother/sister over 21 years of age. Parents may leave on file in the dean’s office the names of individuals with whom their child has permission to stay overnight in case they cannot be reached. If there is no permission on file in the dean’s office the names of individuals with whom such permission is granted. The dean will specify the return time and the student will sign out. At no time is the student allowed to leave and return to campus during the school day without additional passengers. A student may leave campus alone and in his own vehicle when his academic day is finished.

School personnel are not permitted to give any medications, including aspirin and Tylenol except as follows: A parent or guardian may authorize designated school personnel to administer non-prescription medications during the school day, while engaged in school activities, or as a resident on the campus by providing essential information in writing and by signing a Medication Information and Consent Form.

A student who is required to take medication prescribed by a physician, during the school day, while engaged in school activities, or as a resident on the campus may be assisted by designated school personnel if the school receives a written statement from the physician detailing the time schedules, amount, and method by which such medication is to be taken; and a written statement from the parent or guardian of the student indicating the desire that the school assist the student in matters set forth in the physician’s statement. The medication must be delivered to the school in the original container bearing the pharmacy label. This label must contain the name and place of business of the seller, the serial number and the date of such prescription, the name of the person for whom such drug is prescribed, the name of such member of the medical profession who prescribed the drug, and must bear directions for use as prescribed by such member of the medical profession. The parent or guardian must provide essential information in writing and sign the Medication Information and Consent Form available in the school office or dormitory.

Parents or guardians who wish their student to self-administer medications may request the form for Consent and Authorization for Student Self-Administration of Medication.

By signing a consent form the parent or guardian agrees to indemnify, defend, and hold harmless school personnel, school officials and the Gem State Adventist Academy Operating
Board, provided the procedures outlined in the Consent are followed by the school.

**Counseling Services**

In order to maximize personal, emotional, psychological, and spiritual well being of students, the Gem State Adventist Academy Operating Board has adopted the following policy to assist with the positive development of student interaction on the GSAA campus.

Display of aggressive behavior, injury to others, or self-harm will result in suspension of the student from the school until a counselor or trained professional has made an appropriate evaluation that has been accepted by the administration. A professionally administered evaluation with a suggested follow-up program must be obtained by the parent(s) of the student. This evaluation must be undertaken with the knowledge of the school administration, student, and family.

The evaluator must be given full cooperation in order to establish a positive program for the student. The parent(s) arrange(s) for all financial obligations in relation to the evaluation. All financial payments should be made to the evaluator and will not be placed on GSAA’s billing or student’s account. We strongly recommend that an advance payment or retainer be made with the evaluator and that all subsequent payments be made on a regular, weekly basis. Failure to meet financial obligation in relation to counseling will require a re-evaluation of the student’s enrollment at Gem State Adventist Academy.

Recurrence of initial behavior may warrant a student’s required withdrawal from school.

The above guidelines must be met in order to maintain satisfactory citizenship and attendance at Gem State Adventist Academy.

The evaluator must keep the administrator and the deans informed concerning all significant developments in relation to the student’s progress.

**Substance Abuse Policy**

**A Statement of Policy**

Gem State Adventist Academy considers a student’s participation in or involvement with drugs or substance abuse an extremely serious matter. In order to protect students, their reputations, and their welfare, the following guidelines will be applied when questions concerning drug and substance abuse arise.

**Students Involved with Substance Abuse**

Students who have been involved with illegal drugs or substance abuse within the preceding 12 months shall be subject to random drug screening as deemed necessary by the school administration. The cost for such screening will be the responsibility of the student or his/her parent(s).

**Students Associated with Drug Abuse Involvement**

Students who are present when drug or substance abuse takes place shall be subject to drug screening as deemed necessary by the school administration. The cost for such screening shall be the responsibility of the student or his/her parent(s) when the results prove positive. The cost for such screening will be the responsibility of the school when the results prove negative.

**Failure to Submit to Testing**

A student’s failure or refusal to take a required drug screening test within 1–2 hours of request will result in the assumption of a positive test. This can result in dismissal from school.

**Nature and Results of Testing**

A student may be retained at GSAA following an approved counseling evaluation from an approved agency provided all parties agree to follow the suggested treatment program. As long as the student maintains the program, his/her enrollment will continue. Should the student choose to terminate treatment, he/she will be dismissed from school.

**Over-the-Counter Drugs**

Abuse of over-the-counter drugs and prescription drugs, as well as inhalants, shall be subject to testing and/or discipline.

**Harassment & Offensive Conduct**

GSAA promotes a school climate that encourages respect for each person. Mutual respect is essential to promote a sense of community and to encourage one another. Words, looks, or acts that devalue another are detrimental to achieving the mission of the school.

**Hazing/Initiations**

Students have the right to feel safe from demeaning and degrading treatment which is or is deemed to be hazing or initiation. Involvement in any such conduct is unacceptable and will be subject to discipline up to and including suspension or expulsion.

**Harassment**

Harassment, intimidating, or offensive conduct will be subject to discipline up to and including suspension or expulsion. Harassing, intimidating, or offensive conduct includes, but is not limited to: jokes, gestures, demeaning comments, name calling, drawings, pictures, writings, or offensive conduct which is or can be interpreted to be of a sexual nature. Involvement in any such conduct is prohibited. Students who have experienced harassment shall report the incident to a teacher,
principal, or dormitory dean as soon as possible. The incident(s) will be investigated and the administration will review the results of the investigation with the victim and offender separately and explain the corrective action that has been taken and will encourage the victim to report any further events. Gem State Adventist Academy prohibits retaliation against those reporting events of harassment.

**Sexual Harassment**

No one should be placed in a position of embarrassment, harassed because of gender, or subjected to sexually harassing behavior. Sexual harassment of any student by another student or any employee, or other person under the supervision of Gem State Adventist Academy is unlawful and is prohibited. Sexual harassment involves such conduct that has the purpose or effect of unreasonably interfering with an individual’s work or academic performance or creates an intimidating, hostile, or offensive environment. Improper conduct includes, but is not limited to: unwelcome or offensive sex oriented comments (e.g., kidding, teasing, joking, degrading, or sexual comments); requests or pressure for sexual activity; unnecessary or inappropriate touching of a sexual or abusive nature (e.g. patting, pinching, hugging, repeated brushing against another person’s body, etc.); displays of sexually suggestive pictures, drawings, or objects; suggestions, threats, or demands for sexual favors; or making submission to sexual conduct a condition of academic status, progress, services, benefits, honors, or activities.

Involvement in any such conduct is prohibited. Students who sexually harass others are subject to discipline up to and including expulsion. Employees who engage in sexual harassment are subject to discipline up to and including termination. Disciplinary action shall fit the conduct and age of the offender. Progressive discipline shall be used unless the first offense is of a more serious nature.

**Electronic Devices**

The use of electronic devices is a privilege not a right. The open use of electronic devices requires your personal integrity and responsibility. GSAA assumes the best from you and allows for use of electronic devices within the following context:

- **Educational**
  Devices are to be used to enhance your educational experience. If the device is hindering the education or worship process it is not allowed. If you disregard this by messaging or watching video in class or during a program/event without teacher direction to do so, for example, your device will be confiscated.

- **Moral**
  We are a Christian institution. We uphold Christian morals and values. Use your device accordingly. If you are using the device to bully others, download or upload things you know are wrong (e.g. sexting, pirating), or if you are unable to control your usage (e.g. gaming all night or skipping class to watch anime), the device will be confiscated and/or access to school devices will be restricted.

- **Legal**
  Use your device in accordance with all laws. Use of your device in an illegal manner will result in confiscation of your device and/or restricted access to school devices, and law enforcement may become involved.

Ear phones must be used for all audio unless otherwise instructed. If you have any doubt as to when or how to use your device, do not use it until you have asked for clarification from a staff member.

**Consequences**

As with all actions there are consequences, good or bad. If you choose to follow GSAA’s policies on electronic device usage, all will go well. If not, then not so well, and the following will

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**Complaints of Harassment or Offensive Conduct**

Those who believe that they have been harassed should immediately take the following steps:

- Make it clear that such conduct is offensive and should be stopped immediately.
- Report the incident to a teacher, principal, or dormitory dean as soon as possible.
- The harassment complaint will be kept in confidence, except as necessary to investigate or rectify the matter.

All complaints of harassment will be taken seriously and investigated promptly. If necessary, immediate actions shall be taken to protect the safety of students. Instances of child abuse shall be immediately reported to the proper authorities in accordance with law.

Administration will review the results of the investigation with the victim and offender separately and explain the corrective action that has been taken. The investigation and response should be age appropriate. The victim will be encouraged to report any further events. The Administration will prepare the investigation report to document the incident, conclusions, and appropriate disciplinary actions, if any.

Gem State Adventist Academy prohibits retaliation against those reporting harassment or offensive conduct. Anyone who believes they have been subjected to retaliation should report the conduct to the principal, vice-principal or Idaho Conference Education Superintendent.
occur, remember that staff members will use their classroom policies and discretion as necessary:

**Every violation**
You will be sent to the residence hall Dean where your choice is logged and parents are notified. Parents of day students will need to pick up device(s) from the deans and a dean will return devices to dorm students.

**First Violation**
Confiscation of the device(s) until the end of the day.

**Second Violation**
Confiscation of the device(s) for 2 days and referral to Administrative Council.

**Third Violation**
Confiscation of the device(s), for a length of time determined by Administrative Council, and a fine of $25 (USD).

**Confiscated Items**
Items confiscated may only be picked up by your parents or deans. GSAA is not responsible for contraband or confiscated items before or after their confiscation.

**Films & Videos**
All entertainment films, videos, and DVDs must be approved by the GSAA event sponsor prior to showing. Educational films, videos, and DVDs shown in the class are the responsibility of the classroom teacher.

**Bus Trip Policies**
Mixed seating is not permitted from dusk to dawn. Sponsors and drivers will assign seats at their discretion in accordance with policy.

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**Announcements & Notifications**

**Weather Related School Closure**
In the event of severe winter weather conditions, day students should follow all reasonable precautions and not drive to school on unsafe roads. Parents and students will receive messages on their cell phones and emails stating modified start times or school closures, should this occur. This information is distributed through our automated notification system, and on KTSY (89.5 FM) and KTVB (Channel 7).

**Web Based Communication**
The school’s website is regularly updated with calendar information as well as with pictures of school activities. The website is: www.gemstate.org.

Gem State Adventist Academy has contracted with a web-based provider to communicate general school information and announcements as well as student schedules and grades. Teachers will update grades at least once each week. A link on the school website will direct parents to the password protected and secure site where they can access general announcements and their student’s schedule and academic progress.