

Q & A

- What is the tuition rate for K-8?
 \$6250/year + \$500/student registration (or \$625/family).
- Is there a family discount?
 \$5500/year for a second child, \$4750/year for a third child (or more).
- How can we apply for the needs-based discount?
 FACTS Grant and Aid Assessment, the link is on the website and on the Financial Info paper.
- How many students are there per classroom? 9-14.
- What is the first day of school? Aug 21, 2023.
- What are the school hours, drop-off time, and pick-up time? Monday through Thursday: 8:30 am to 3:30 pm. Friday: 8:30 am to 1:30 pm. Pickup and drop off within 10 minutes before and after school.
- Are there hot lunches?
 Not at this time due to COVID, maybe in the future.
- How does Cypress teach religion to non-Adventist children? Cypress focuses on the Biblical principles of family values, respect, and that Jesus is a loving Savior.

"Our religious values and Bible curriculum are centered in the historic Judeo-Christian faith found in the Scriptures. Students in lower grades study Bible heroes and learn Bible memory verses. Upper grades focus on a literature-based approach to studying the Bible. Students study both Old and New Testament Bible Books and themes in their whole literary context."

- What online grading system does Cypress use? Jupiter ED. Parents have a login where they can check their student's grades in detail at any time.
- How do teachers communicate with parents? Direct parent-teacher communication is usually in person, via text, phone, or email. Announcements are through email via Jupiter.
- What are some things that make Cypress unique? The positive and loving attitude of the staff, the supportive and positive attitudes of parents, and the decency and focus of the students make Cypress unique. Chickens, a forest-glade outdoor chapel, gardening, and our kiln also contribute to Cypress' uniqueness. Cypress encourages and supports cultural diversity.
- What can I do if my student has a problem? Your child's safety, well-being, and education are our top priority! You are encouraged to contact your student's teacher at any time if you sense that anything is not right, or if you feel that there is a situation that should be brought to her attention.
- Can students have cell phones at school? Students can have their phones but are not allowed to use them during class time. The computer conduct agreement (sample available on our website) applies to all devices used at school. Taking pictures or recording with cell phones is forbidden.
- What is the best way to contact the school during the summer?

School Phone: 425-775-3578				
Secretary:	Candace Renk	secretary@cypresssda.com	June 10 – Aug 9	
Treasurer:	Kristi Rich	office@cypresssda.com	Any Time	
Principal:	Autumn Paskell	aepaskell.cypress@gmail.com	After Aug 9	



NEW STUDENT INTENT 2024-2025

Student's Last Name (Please Print) *	Student's First Name *			Date of Birth *	Grade *
Other Children (Please Print) *	Grade *	Other Children	(Please F	Print) *	Grade *
Are you planning to register your school year? *	child(ren) a	at Cypress Adver	ntist Sc	hool for the 2024	-2025
Yes					
No					
Maybe:					
Do you expect to apply for financ	ial aid? *				
Yes					
No					
Maybe:					
Pay your registration fee (non-ref	fundable) e	arly to get a disco	ount ar	id save your spo	t! * Amount Paid
Paid on or before March 31		\$200/student	or	\$300/family	
Paid between April 1 and May 3	31	\$350/student	or	\$525/family	
Paid after June 1		\$500/student	or	\$750/family	
Parent Name (Please Print) *	Parent	Signature *		Date *	Amount Pd
Parent Email Address (Please Pr	rint) *				



RETURNING STUDENT INTENT 2024-2025

Student's Last Name (Please Print) *	Student's First Name *		Date of Birth *	Grade in 2024-25 *	
Other Children (Please Print) *	Grade in 2024-25 *	Other Childre	en (Ple	ease Print) *	Grade in 2024-25 *
Are you planning to register your o	child(ren) at Cypi	ress Adventi	st So	chool for the 202₄	1-2025 school year? *
Maybe:					
Do you expect to apply for financia needs-based scholarships <u>must</u> be Yes No Maybe: Pay your registration fee (non-refu	e applied for by 、	June 1, 2024	1.		t! *
					Amount Paid
Paid on or before March 31	\$200	0/student	or	\$300/family	
Paid between April 1 and May 3	1 \$350	0/student	or	\$525/family	
Paid after June 1	\$50	0/student	or	\$750/family	
Parent Name (Please Print) *	Parent Signa	ature *		Date *	Amount Pd.
Parent Email Address (Please Print)	*	 Pa	arent	Phone Number	*



PHYSICIAN'S ORDERS FOR MEDICATION AT SCHOOL

Patient: _____ Date Birth:

Medication should be given to a student at school only when absolutely necessary. Whenever possible, the parent and physician are urged to design a schedule for giving medication outside of school hours. If this is not possible, it must be understood by the parent that the principal will designate the person responsible to dispense medication on an individual basis. The school accepts no responsibility for unintended reactions when the medication is dispensed in accordance with the physician's directions.

Is it necessary to dispense this medication during school hours? UYes UNo

If yes, please give diagnosis or reason:

Medication and dosag	e form:		
Dose and mode of adn	ninistration:		
Time(s) to be given: _	in the morr	ning and/or	in the afternoon
Duration:	weeks of the	school year	
Side effects of drug (if	any) to be expected:		
Physician Signature:		Phone:	:
Print/Stamp Name:		Date:	

PARENT'S PERMISSION

I request that the designated staff member be permitted to dispense to my child, the medication prescribed by my physician, for a period listed above. The medication to be furnished is to be brought in by me in the original container labeled by the pharmacy or physician with the child's name, name of the medicine, the amount to be taken, the time of day to be taken, and the physician's name. I understand that my signature indicates my understanding that the school accepts no liability for unintended reactions when the medication is administered in accordance with the physician's directions. This authorization is good for the current school year only. In case of necessity, the school district may discontinue administration of the medication with proper advance notice. If notified by school personnel that medication remains after the course of treatment, I will collect the medication from the school or understand that it will be destroyed. I am the parent or legal guardian of the child named above.

Signature of Parent/Guardian: ______ Date: _____ Date: _____ Student's Home Address: _____ Parent's Home Phone: ______ Cell Phone: _____



PARENT MEDICAL AUTHORIZATION

Student's Last Name (Please Print)

Student's First Name

Date of Birth

Grade

I/We understand that Cypress Adventist School will make immediate and every effort to contact me in each and every situation where/when there is any concern or question about my child's health or well-being.

As the parent(s)/guardian(s) of the student, a minor, I/we do hereby authorize a Cypress Adventist School staff member(s) to act as my/our agent(s), to consent to x-ray, anesthetic, medical or surgical diagnosis or treatment as/or hospital serviced that may be rendered under the general or special supervision of any licensed physician/surgeon, whether such a diagnosis or treatment is rendered at the office of said physician or at a licensed hospital.

It is further understood that this consent is given in advance of any specific diagnosis or treatment which might be required and is given to authorize Cypress Adventist School or the physician to exercise their best judgement as to the requirements of such diagnosis or treatment.

I/We hereby authorize any hospital which has provided treatment to the above-named minor to surrender physical custody of such minor to the agent(s) upon completion of treatment.

I/We hereby authorize any hospital, physician or other person who has attended or examined the minor to furnish to General Conference Insurance Service, or its representative, any and all information with request to any illness, medical history, consultation, prescriptions or treatment and copies of all hospital or medical records. A photo copy of this authorization shall be considered as effective and valid as the original. I/We have read and understand the extent of this authorization and that it shall remain effective until the end of the current school year.

CYPRESS ADVENTIST SCHOOL

FINANCIAL INFORMATION EXPLANATION 2023-2024

Cypress Adventist School operation is dependent on tuition and fees, church subsidies from three supporting churches (Edmonds, Shoreline, and Green Lake), and subsidies from the Washington Conference of Seventh-day Adventists. Members of the stated churches support Cypress financially by paying offerings and tithe and thus receive a member discount. Members who belong to a Seven-day Adventist church that does not support the school directly through their local church pay a slightly higher rate. Those families who are not already contributing toward the physical operation of Cypress through their church will be paying the full tuition rate.

REGISTRATION FEES, K-8

- All students are required to pay the registration fees. These fees are non-refundable.
- If paid on or before March 31, 2023: \$200 per student (\$300 per family).
- If paid on or before June 1, 2023: \$350 per student (\$525 per family).
- If paid after June 1: \$500 per student (\$750 per family).

ADDITIONAL FEES (PER STUDENT)

Outdoor School: \$150 (Gr. 6-8, provided COVID conditions permit).

TUITION RATES FOR K-8

Listed below are the maximum tuition rates. Tuition for each family varies depending on applicable discounts. (Rates pending approval by the Cypress School Board.)

Full Tuition (non-SDA)1st Child: \$6250

• 2nd Child: \$5500

• 3rd+ Child: \$4750

- Non-constituent SDA
- 1st Child: \$5750
- 2nd Child: \$5000
- 3rd+ Child: \$4250

Constituent (Edmonds, Shoreline,

- Green Lake)
- 1st Child: \$4750
- 2nd Child: \$4000
- 3rd+ Child: \$3250

PAYMENT PLAN OPTIONS

- Monthly 10 months with the first payment due by September 10 and the last due by June 10.
 - Full payment tuition for the entire year due on August 31 (3% discount on total).

SAVE \$10 BY THE 10TH

• Monthly payments made on or before the 10th of the month receive a \$10 discount per account.

REFERRAL DISCOUNT

• If your family refers a student who attends at least one semester, your account will receive a referral discount of one month's tuition for one student in February.

SCHOLARSHIP/NEEDS-BASED DISCOUNT

- You may apply for a needs-based discount at FACTS Grants and Aid Assessment.
- <u>https://online.factsmgt.com/signin/4J774</u>
- Once you have completed the online application, you will be able to log on to the FACTS Grants and Aid Assessment website to monitor the status of your application.
- Need assistance? Applicants may contact the FACTS Grant and Aid Assessment Customer Care Center at 866-441-4637.
- Cypress will decide the amount of scholarship in late August, <u>AFTER</u> receiving the FACTS report. You will receive a letter stating the amount of the scholarship awarded within the first few weeks of September.

PRE-K PROGRAM

- Monday/Wednesday/Friday, 8:30 to 11:30.
- This program is separate from the K-8 program. No discounts apply.
- Students must be 4 by August 31 of the year s/he enrolls.
- Registration fee is \$50.
- Tuition is \$2750 over 10 months. The first tuition payment is due by September 10 (or upon enrollment if mid-year).

OUTSTANDING BALANCES

- All outstanding account balances must be paid by the start of the upcoming school year or a written letter received outlining a plan for payment of the balance due. This letter must be signed, dated, addressed, received, and approved by the Cypress Finance Committee.
- Financial Aid requests will not be considered without completing the above process.

* Any failed credit card transactions are susceptible to a \$10.00 fee per transaction.



PHOTO RELEASE

Student's Last Name (Please Print)

Student's First Name

Date of Birth

Grade

WEBSITE PHOTOS

- 1. I grant Cypress Adventist School my permission to use photographs of my child participating in school activities for any legal use, including but not limited to: publicity, copyright purposes, illustration, advertising, and web content.
- 2. I understand that student safety is of the highest importance and that my student's name will not be used/published with the photo for any of the above.
- 3. Furthermore, I understand that no royalty, fee, or other compensation shall become payable to me by reason of such use.
- Yes, I give my permission for my child's photograph and or video to be posted on our school website.
- _____ No, my child's photograph and/or video may not be posted in the website.

YEARBOOK PHOTOS

Please initial one option below to indicate your consent to the statement.

____ My child's picture may appear in the yearbook with his/her name.

Or

I consent ONLY to group photos in the yearbook.

Or

_____ Photos of my child may <u>**not**</u> be used in the yearbook at any time.



PARENT COMPUTER USAGE POLICY AND AGREEMENT

Cypress Adventist School is pleased to offer each student in grades K-8 access to a Chromebook for school use. Each Chromebook has been barcoded and assigned to an individual student.

Please read each item listed below, then sign and date the document indicating your agreement to the policy. Parents and students are responsible for the items in this agreement. The term "computer" applies equally to Chromebooks and other types of computers.

- Cypress' computers remain under the control, custody, and supervision of Cypress at all times. Students have no expectation of privacy in the use of school computers, including email, stored files, and internet access logs.
- The students and his/her parents/guardians are responsible for compensating Cypress Adventist School for any losses, costs, or damages to any school computer caused by or attributed to the student. Damages incurred due to policy violations, including damage to another student's computer, will also be charged to the student in violation.
- Students will not have food or drink near the computer, nor will they eat or drink while using their computers.
- Cypress Adventist School is not responsible for any unauthorized charges or costs incurred by a student while using school computers. Students will use electronic resources only for educational purposes related to work at Cypress Adventist School and not for any personal, commercial, or illegal purposes.
- Students will use the internet only with the permission and ongoing supervision of the staff member in charge.
- Students will not use games or other electronic resources that have objectionable content or that engage in an inappropriate simulated activity.
- Students will not upload, link, or embed an image or representation of themselves or others to non-secured, public sites.
- Students will not change the detail settings on a computer without teacher permission.
- Students will not make statements about or use the likeness of another person online, through websites, email, instant messaging, etc. Cypress Adventist School is a bully-free zone that includes our online presence.
- Students will use safe internet rules:
 - > Never give our personal information: name, address, telephone number, or school.
 - Notify an adult if, by accident, you encounter material that violates appropriate use or makes you uncomfortable.
 - > Do not send threatening messages or pictures. Do not send material that you wouldn't want your parents or teachers to see.
- Cypress Adventist School assumes no responsibility for personal devices brought to school by students.
 - Personal electronics (phones, tablets, etc.) should not be in use during school hours (8:30 a.m. to 3:30 p.m.) unless given specific permission by the teacher.
 - > Parents should plan to contact the school office or teacher to communicate with students during school hours.
- Students will not secretly make videos, recordings, or secretly take pictures of any other student, students, or staff.

These rules provide general guidance concerning the use of computers at Cypress Adventist School. They do not attempt to describe every possible prohibited activity by students.

Students are responsible for appropriate behavior on the school's computers just as they are in a classroom or on the school playground. General school rules for behavior and communication apply.



ACADEMIC RECORDS RELEASE FORM

	Student Information	
Last Name	First	Middle
Date of Birth	Grade at Previous School	
	Previous School Information Requesting Transcript	t From:
Name of School		
Address		
Phone Number	Fax Number	
Contact Person		

Please send ALL of the above student's educational records, Individualized Education Plan (IEP), 504 Plan, medical records, behavior, and/or disciplinary referrals to:

Cypress Adventist School 21500 Cypress Way, Ste A Lynnwood, WA 98036 425-775-3578



HANDBOOK AGREEMENT

I agree to go through the Handbook with my Child. We agree to abide by its contents and bring any questions to the principal within the next three (3) days.

Student's Last Name (Please Print)	Student's First Name	Date of Birth Grade
Student Signature		Date
Parent Name (Please Print)	Parent Signature	Date



EMERGENCY KIT

The possibility of a large earthquake or another disaster in Washington makes it wise to be prepared. In an effort to ensure emergency preparedness for every child at Cypress Adventist School, we are asking all parents to provide a personal emergency kit for each child upon enrollment.

If an earthquake or other major disaster were to occur during the school day, the possibility exists that your child(ren) would need to remain at school for up to 72 hours. We request, for each of your children, you provide selected items from the list below in a container no larger than a gallon-sized Ziplock bag. Please clearly mark your child's name on the outside. This personal survival kit will be stored on the school campus.

Parents must provide an appropriate emergency kit including the following or comparable items on the first day of school. If the student does not bring an emergency kit to school within the first two weeks, one will be provided at a cost of \$20.

- 1 Space blanket (Resembles foil. Available at Fred Meyer, Big 5 Sporting Goods, and Rite Aid)
- 1 Small flashlight with fresh batteries
- 2 Large trash bags
- Individually wrapped moist towelettes
- Bottled water or juice boxes
- 3 high-calorie, non-perishable food items**
 - Fruit Cups or apple sauce cups
 - Raisins or dried fruit
 - Fruit rolls
 - Granola or energy bars
 - Peanut butter or cheese and cracker-type snack packages
 - Trail mix
 - > Nuts
- A family photo
- Love notes from family
- Local emergency phone numbers for family and/or friends
- Name and phone number of an out-of-state emergency contact

It is wise to check expiration dates on all food items for the longest shelf life. At the end of the school year, the emergency kit will be returned to you to refresh for the following year.

Do one or more students in your household require prescription medication he or she might need in an emergency? If not already provided to the student's teacher, please provide an appropriate amount of medication in its original container and provide a signed Medication Authorization.

Names of student/s (only one parent agreement is required per family)

Parent Name (Please Print)

Parent Cell Phone Number

Date Received

**All items must be shelf-stable and fit inside a gallon Ziplock bag.



GENERAL DRESS PRINCIPLES

As a Christian elementary school with high standards in academics, spirituality and conduct, in accordance with biblical principles, Cypress Adventist School has specific expectations for dress and behavior. We believe that this fosters a sense of self-worth on the part of students. The goal is to help the student develop a sense of modesty and self-respect.

Cypress Student Dress Code

- 1. Appropriate dress is identified as modest, clean, in good taste, without extremes and does not advertise inappropriate activities, attitudes, or substances.
- 2. Tight fitting pants, jeggings and leggings must have tops that are no shorter than fingertip length when arms are extended down at the sides. The torso needs to be fully covered.
- 3. Shirts and tops should be long enough to cover the midriff when arms are raised above the head or when bending over.
- 4. Shorts and skorts should be no shorter than fingertip length when arms are extended at the sides.
- 5. Dresses and skirts should be knee length when standing unless opaque tights or leggings are worn underneath, then the dresses and skirts must be fingertip length when arms are extended at the sides.
- 6. Saggy pants with underwear showing are not appropriate.
- 7. Undergarments should not be visible.
- 8. Tank tops less than the width of the wearer's three fingers at the shoulders are not appropriate. Please see also rules #3 and #7.
- 9. Pants and tops with holes and tatters are not to be worn.
- 10. Appropriate footwear is to be worn at all times. For safety reasons, high heels, open toes or flip flops are not allowed. The shoe must be secured to allow running.
- 11. Hats, hoods, and sunglasses are not allowed for classroom attire.
- 12. For safety reasons, jewelry should not be worn.
- 13. Hair should be neat, clean, well-groomed and avoid extremes and unnatural color.
- 14. Clothing identified with gangs is not allowed at school or school related events.
- 15. Excessive makeup is not to be worn.

If there is an issue with dress, teachers will contact parents, and provide an oversized coverup for the student for the day.

Student Conduct

Students are expected to conduct themselves at all times as caring, Christian citizens.

Cypress Adventist School

Pre-Kindergarten Class Supply List

Please bring to school:

- 3-5 Bottles of Clorox or Lysol Wipes (Costco)
- Rain Boots (and an umbrella if possible)
- Refillable Water Bottle
- Mask
- Family Photo
- Pet Photo
- Daily Snack (nothing "messy")
- A favorite comfort toy (small)
- 1 box Kleenex
- *\$20.00 for school supplies

*This ensures all the children have the <u>same</u> tools to work with. As a health precaution, no tools will be shared among the children.

Cypress Adventist School Grade K-1 Student Supply List

During the school year your child will use the following:

- Backpack—large enough for an $8\frac{1}{2} \times 11$ folder
- One $1\frac{1}{2}$ inch 3-ring binder
- 3 large boxes of Kleenex tissues
- 3 large containers of disinfecting 78 count wipes
- Lunch box
- Water bottle-large, not glass, noiseless, and spill-resistant
- Headphones—no earbuds, no wireless
- 24 glue sticks
- 1 Elmer's gel glue
- 12 large primary pencils
- Hard pencil case, large enough to hold supplies but fit into a desk
- Age-appropriate scissors
- 2 erasers
- 3 boxes of fun Band-Aides
- 2 boxes of 24 Crayola brand crayons
- Crayola brand colored pencils
- 1 two-pocket folder

Cypress Adventist School Grades 2-4 Student Supply List

During the school year your child will use the following:

- Backpack—large enough for an $8\frac{1}{2} \times 11$ folder
- 3 large boxes of tissues
- 3 large containers of disinfecting wipes, 78 count wipe size
- Bottle, classroom-size, of hand sanitizer
- Lunch box
- Water bottle-large, not glass, noiseless, and spill-resistant
- Headphones—<u>not</u> earbuds or wireless
- 24 Ticonderoga pencils
- Hard pencil case, large enough to hold supplies but fit into a desk
- 2 erasers
- 2 boxes of Crayola washable markers
- Crayola colored pencils
- Crayola crayons—box of 24 only
- 5 composition notebooks
- 6-pack of school glue sticks
- Bottle of Elmer's school glue
- 3 boxes of Band-Aides

Cypress Adventist School Grades 5-8 Student Supply List

During the school year your child will use the following:

- 3-ring binder—1 inch
- 3 large boxes of tissue
- 3 large containers of 78 count disinfecting wipes
- Water bottle—large, not glass, noiseless, and spill-resistant
- Hard pencil case, large enough to hold supplies but fit into a desk
- Adequate supply of pencils/Mechanical pencils are acceptable
- Large bottle of hand sanitizer
- Headphones—<u>not</u> earbuds or wireless
- Large sketchbook—spiral bound
- Calculator: TI 30 X
- 12 spiral notebooks, wide-spaced lines
- 2 Composition books
- Graph paper composition book
- 2 Pads of $\frac{1}{4}$ " graph paper
- 12 glue sticks
- 1 Elmer's gel glue
- Age-appropriate scissors
- Pens, and 2 red pens
- 2 erasers
- Crayons—Crayola brand is best
- Markers—Crayola brand is best
- Colored pencils—Crayola brand is best
- Clipboard
- 3 boxes of Band-Aids

Do NOT Bring:

- Trapper Keepers
- Zip Binders
- Rubber bands
- Individual staplers
- Small pencil sharpeners
- Pencils that make noise, wobble, or spit



STUDENT VISITOR PERMISSION

Student Host	Date
Student Guest	
Day/Date of Visit	
Reason for visit	
Teacher's Signature	Date
Student Host - Parent Signature	Date
Student Guest - Parent Signature	Date
Principal	Date

I understand that as a student guest at Cypress, I am expected to abide by all the school rules, and the dress code.

Student Guest Signature	Date	
-------------------------	------	--

Cypress Adventist School 2023-2024 Calendar

School Hours: Monday-Thursday 8:30-3:30; Friday 8:30-1:30. Noon dismissal at 12:00 p.m.

	1 st Quarter 44 Days		2 nd Quarter 44 Days
Aug 21	First Day of School - Meet the Teacher	Oct 23	Begin 2 nd Quarter
Aug 24	WA State Fair Day - Monroe	Oct 23-27	Red Ribbon Week
Aug 30	Open House Back-to-school Night @ 7 p.m.	Oct 28	Music Weekend - Edmonds Church**
Sep 1	No School *	Nov 1	Parent-Teacher Conference Begin
Sep 4	No School - Labor Day	Nov 17	No School +
Sep 18	Begin MAP Testing	Nov 20-24	Thanksgiving Break
Oct 4	Picture Day	Dec 12	Noon Dismissal
Oct 6	End MAP Testing	Dec 12	Christmas Program @ 7 p.m.
Oct 11-12	Outdoor School Small Schools	Dec 19	Noon Dismissal
Oct 18	Noon Dismissal *	Dec 20-Jan 3	Christmas Break
Oct 20	End of 1 st Quarter	Jan 4	School Resumes
	-	Jan 12	End of 2 nd Quarter - Noon Dismissal
	3rd Quarter 43 Days		4th Quarter 49 Days
Jan 15	No School - MLK Jr Day	Mar 18	Begin 4th Quarter
Jan 16	Begin 3 rd Quarter	Mar 25-29	Spring Break
Jan 16	Begin MAP Testing	Apr 5	(Optional) Parent - Teacher Conference
Jan 24	Noon Dismissal +	Apr 15	Begin MAP Testing (End May 10)
Feb 9	End MAP Testing	Apr 20	Music Weekend - **
Feb 16	No School +	Apr 22	No School +
Feb 19	No School - Presidents' Day	Apr 26	Earth Day
Feb 24	Music Weekend - Shoreline Church**	May 5-7	Pathfinder Camporee - Sunset Lake
Feb 25	Lego Robotics	May 18	Music Weekend - **
Mar 1	AAA Arts Festival, Gr. 5-8	May 14	Local Schools' Field Day
Mar 10-12	Registration for the Coming Year	May 24	Noon Dismissal
Mar 13	Noon Dismissal +	May 27	No School - Memorial Day
Mar 15	End of 3 rd Quarter - Noon Dismissal	May 29	Graduation @ 7 p.m.
		May 31	Awards Assembly @ 9 a.m.
		May 31	Last Day of School, End of 4 th Quarter

🔸 Washington Conference Professional Development

** Weekend Commitment