



ADMINISTRATOR & SUPPORT STAFF AFFIRMATIONS

(EMPLOYEES MUST BE IN COMPLETE AGREEMENT WITH EACH STATEMENT BELOW)

1. Your duties will involve responsibilities ordinarily incumbent, as well as those responsibilities related to the special spiritual ministry to which you have been called: (a) the demonstration of spiritual development in attitude, actions & speech; (b) personal example in sharing one's faith, reading God's Word & praying; and (c) participation in creating a cooperative spirit among staff members, keeping morale high, and being committed to the goal of "giving a good report" (Matt. 18). It is the expectation of this Board that you will strive at all times to understand, appreciate and love fellow staff members and, as opportunity is afforded, the entire DCS family. As a servant of the Lord Jesus Christ, you agree to faithfully attend the regular services of your church as an example of the believer.
2. The staff member affirms that, as part of the qualifications for staff membership, he/she is a "Born Again" Christian who knows the Lord Jesus Christ as Savior and Lord (John 3:3; I Peter 1:23).
3. The staff member agrees to abide by all regulations established by DCS authorities which bear upon his/her duties and to maintain a properly organized and efficient office or work area.
4. The staff member agrees to accept, without reservation (be it mental or verbal), the Statement of Faith and has signed and dated the statement.
5. The staff member agrees that any qualified children in the family must be enrolled in an elementary/secondary Christian school. This requirement applies to all employees who are eligible to receive an employee tuition discount.
6. The staff member will avoid highly debatable topics as much as possible, especially as they relate to denominational issues. Issues such as the charismatic movement, security of the believer, sequence of events of the end times, mode of baptism after conversion are to be avoided and referred to the individual's local church.
7. The staff member agrees that we are commanded by Christ to live as both salt and light in a crooked and depraved generation, therefore, the staff member will manifest by precept and example the highest Christian virtue and personal decorum, serving as a Christian role model and as an example to pupils, parents, and fellow-staff members in judgment, dignity, respect, and Christian living (I Tim. 4:12) during the whole school year including summer months (Luke 6:40). Further, the staff member agrees that personal liberties must be tempered with role model responsibilities.

The use of illegal drugs is by definition illicit and, therefore, is prohibited. The use of tobacco in any form has been shown to be injurious to health, therefore its use is also prohibited.

The board of DCS believes that the Bible requires that if alcohol is used, it must be in moderation. The fact that alcohol is addictive to many, coupled with the biblical warnings against its dangers, also suggests the need for caution (Prov. 23:30-35). It is also a fact that many Christians avoid it as a matter of conscience. The question of alcohol consumption represents a prime opportunity for Christians to exercise their Christian freedom responsibly, carefully, and in Christ-like love. Employees of DCS will use careful and loving discretion in any use of alcohol. DCS employees should always act in a manner that is above reproach (Rom. 14:20-22; I Cor. 8:9; I Tim. 3:1-7). Under no circumstances shall alcohol be possessed or consumed at DCS facilities, nor funded or promoted at DCS-sponsored events.

Also, DCS employees agrees that all human life is a gift specifically created by God, and therefore, the promotion and/or support of the taking of human life in or from the womb, from conception to birth, is a direct violation of God's law and as such cannot and will not be promoted in any way (ps. 139:13-16).

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8. The staff member agrees that the Scripture dictates standards regarding sexual behavior, immorality, and infidelity. It is DCS's position that Biblical marriage is defined as between one man and one woman for life. Any physical intimacy outside of the marital union, promiscuity, homosexuality, use of pornography, or other deviant sexual behavior is forbidden and as such violates the bona fide Biblical and occupational requirement of being a Christian role model. The unique roles of the male and female are clearly defined in Scripture. Romans 1:24-32 states that God recognizes homosexual acts and other deviant behaviors as perverted. Such deviation from Scriptural standards is grounds for termination. (Rom. 12:1-2; I Cor. 6:9-20; Eph. 4:1-11 & 5:3-5; I Thess. 4:3-8; I Tim. 4:12; II Tim. 2:19-22, I Pet. 1:15-16 & 2:15-17; I John 3:1-3).

9. The staff member agrees to follow the Biblical pattern of Matt. 18:15-17 and Gal. 6:1 and always give a good report. All differences are to be resolved by utilizing Biblical principles - always promoting unity.

10. The staff member understands and agrees to abide by the school's position on divorce and remarriage as defined in the DCS Human Resources Policy & Procedure Employee Handbook.

11. The parties to this agreement are Christians and believe that the Bible commands them to make every effort to live at peace and to resolve disputes with each other in private or within the Christian community in conformity with the Biblical injunctions of I Cor. 6:1-8; Matt. 5:23-24 & Matt. 18:15-20. Therefore, the parties agree that any claim or dispute arising out of, or related to, this agreement or to any aspect of the employment relationship, including claims under federal, state, and local statutory or common law, the law of contract, and law of tort, shall be settled by biblically based mediation. If resolution of the dispute and reconciliation do not result from mediation, the matter shall then be submitted to an independent and objective arbitrator for binding arbitration. The parties agree that the mediation and arbitration process will be conducted in accordance with the "Rules of Procedure for Christian Conciliation" ("Rules") contained in the Peacemaker Ministries booklet *Guidelines for Christian Conciliation*. Consistent with these "Rules," each party to the agreement shall agree to the selection of the arbitrator. The parties agree that if there is an impasse in the selection of the arbitrator, the Institute for Christian Conciliation, a division of Peacemaker Ministries in Billings, Montana (406-256-1583), shall be asked to provide the name of a qualified person who will serve in that capacity. Consistent with the "Rules," the arbitrator shall issue a written opinion within a reasonable time.

12. This agreement is also contingent upon sufficient financial resources to fund this position. In the event of limited financial resources, this position may be terminated or reduced in hours at the discretion of DCS administration.

13. The staff member understands that Dayton Christian School has been classified as a 501 (c) (3) non-profit church related organization and has chosen not to participate in the Federal Unemployment Tax Act. Therefore, upon termination of employment, regardless of the reason(s), unemployment benefits are not available.

14. The staff member understands and agrees that commencing with the signing and dating of this affirmation between the staff member and Dayton Christian School that it can be voided when any of the above requirements or other board policies are violated, or for any deviation on Scriptural grounds. Conditions such as death or disability, incurred after signing of this affirmation, will amend this affirmation according to board policy.

Any question about the application of these items will be finally determined by the DCS Board of Trustees.

DATE: _____ Signed: _____