



## **Islamic Weekend School**

3430 Peters Colony Rd.  
Flower Mound, TX 75022

## **Comprehensive Parent Handbook**

**2008-2009 School Year**

## Our Mission

The Islamic Association of Lewisville/Flower Mound (IALFM) and the community members are partners in providing Qur'anic and Islamic education to our children. Parents are strongly encouraged to participate in the school activities. IALFM believes in an open door policy and welcomes comments and suggestions from parents.

## Our Goals



### Qu'ran:

- Students will identify and write the letters of the Arabic alphabet in their various forms. \*\*
- Students will recite from memory suras from the part 30 of the Holy Qu'ran.
- Students will use their knowledge of the Arabic alphabet to aid them in reciting suras that they have practiced.
- Students will learn about the meanings of suras from Part 30 of the Holy Qu'ran.

\*\* Unfortunately our school does not have the resources to teach students the proper reading and writing of Qur'anic Arabic. If you are interested in your child learning to read and write Qur'anic Arabic fluently and with correct tajweed, please inquire about the Qur'an school that meets 4 times a week at the masjid. The classes are taught by Imam Abdur-Rashid.

### Religion:

- Students will practice proper Islamic Adab in the Masjid, at home, and in their community.
- Students will identify and describe the rites associated with the five pillars of Islam.
- Students will identify and describe the basic beliefs of Muslims.
- Students will describe the Allah's attributes.
- Students will identify deeds as halal or haram.
- Students will describe ways to strengthen their iman.
- Students will describe ways to worship Allah.
- Students will describe the sequence of events associated with the lives of the prophets mentioned in the Qu'ran.
- Students will describe the sequence of event associated with the life of Prophet Muhammad (SAS).
- Students will describe the personalities of some of the sahabah.
- Students will describe ways in which Islam is practiced around the world.
- Students will describe elements of and display moral character according to the teachings of Islam.
- Students will describe Islam's contribution and influence on the arts, culture, and science.
- Students will use the Qu'ran and other books as references to debate modern day and traditional issues using the process of ijtihaad.
- Students will describe elements of an Islamic state.
- Students will participate in community service activities that will benefit their Islamic community.
- Students will participate in activities that develop a stronger Islamic identity.
- Students will list the months of the Islamic calendar and events as they relate to the Islamic calendar.
- Students will list the unique qualities of the Qu'ran

## Minimum Age Requirement

Students are eligible to attend the first level if they are 4 years old by September 1 of the same school year. Children under 4 may attend if parents or adult accompany them to the class.

## The Classes

The school is working to develop curriculum for six levels. Students will attend each level for two years. Although students will be in the same level for two years, they will receive different instruction each year. Below is a description of the classes.

### Level 1: Ages 4 & 5 by September 1.

- Memorization of suras Fatiha, Nas, Iqlas, Falaq, Kauthar, Lahab, Nasr, Kafirun, Maun, Quraish, and Fil.
- Identifying and writing letters of the Arabic alphabet in their basic form.
- Describing attributes of Allah.
- Describing the 5 pillars of Islam.
- Describing the beliefs of Islam.
- Practicing basic Islamic adab.
- Describing the stories of some of the prophets mentioned in the Qu'ran.
- Identifying deeds as halal or haram

### Level 2: Ages 6 & 7 by September 1

- Tafsir of suras Fatiha, Nas, Iqlas, Falaq, Kauthar, Lahab, Nasr, Kafirun, Maun, Quraish, and Fil.
- Identifying and writing letters of the Arabic alphabet in their various forms.
- Practicing basic Islamic adab.
- Describing the stories of most of the prophets mentioned in the Qu'ran.
- Describing the 5 pillars of Islam.
- Describing the beliefs of Islam
- Identifying deeds as halal or haram.

### Level 3: Ages 8 & 9 by September 1

- Memorization and tafsir of suras Humazah, Asr, Takathur, Qari'ah, Adiyat, Zilzalah, Bayyina, Qadr, Alaq, and Teen.
- Describing the 5 pillars of Islam.
- Describing ways to worship Allah.
- Describing the events of the life of Muhammad (SAS).
- Describing the events of life of Prophet Ibrahim (AS).
- Describing ways to increase iman.
- Practicing Islamic adab.
- Describing properties of good Islamic character.
- Describing Islam's influence on cultures around the world.

Level 4: Ages 10 & 11 by September 1

- Memorization and tafsir of suras Inshurah, Duha, Layl, Shams, Balad, Fajr, Ghashiah, Ala, and Tariq.
- Describing the five pillars of Islam.
- Describing the rites associated with salah and abolution.
- Strengthening an Islamic identity.
- Reviewing the lives of the prophets.
- Describing Islam's influence on cultures around the world.
- Describing the events surrounding the life of Prophet Muhammad (SAS).
- Describing the character of some of the sahabah.
- Describing Islam's influence on the arts.
- Listing the months and events of the Islamic calendar.

Level 5: Ages 12 & 13 by September 1

- Memorization and tafsir of suras: Quashi'a,, A'la,, Tariq, Buruj, and Inshaq
- Using the Qu'ran as a resource.
- Describing the unique qualities of the Qu'ran.
- Describing Islamic beliefs about the origin of life.
- Participating in events that develop a strong Islamic identity.
- Describing the character of some of the sahaba.
- Describing the elements of Fiqh and Shariah.
- Practicing Islamic adab.
- Describing the particulars of salah.
- Exploring the role of culture in Islam.

Level 6: Ages 14 & 15

- Using the process of ijihad to discuss traditional and modern day issues.
- Exploring Islam's role in culture and contribution to culture.
- Exploring a Muslim's role in politics and the elements of an Islamic state.
- Practicing Islamic adab.
- Participating in discussions and activities that build a stronger Islamic identity.
- Participating in community service activities that will benefit the Islamic community.
- Discussing the role of Islam in the life of an American Muslim.

### The Cost

Tuition:

- 1 Child - \$40 a Month
- 2 Children - \$45 a Month
- 3 Children - \$50 a Month

Supplies: The cost of supplies vary depending on the level of the child and whether the child is continuing in the same level or moving on to a new level. The cost may vary anywhere from \$5 to \$60.

### The Schedule

10:00 – 11:00 Levels 1, 2, Qur'an (for students with no older siblings)  
11:00 – 12:00 Levels 1,2, Religion (for students with no older siblings)

12:00 – 1:00 All Levels Quran  
1:00 – 2:00 All Levels Religion

2:00 Salah tul Dhur

PLEASE NOTE: No lunch will be provided.

### **In Case of an Emergency**

Although the Masjid Al-Noor Sunday School and IALMF is committed to providing a safe Islamic atmosphere for the children, the masjid cannot be held responsible in the event of an accident or injury to the child. In the case of an emergency, the school will attempt to contact you as soon as possible and the appropriate emergency support will be called at your cost.

### **Transportation**

It is the responsibility of the parent to provide transportation to their children to and from the school. If someone other than the parent will pick up your child, please provide in writing the name and phone number of that person.

### **Attire**

All children must be dressed in accordance to the Islamic dress code. Girls in Levels 2, 3, 4, 5, and 6 must be covered up to the wrists and ankles. Boys must wear at least a t-shirt and long pants.

### **Punctuality**

It is the responsibility of the parent to ensure that the child is dropped off and picked up from the school at the designated times established by IALFM.

### **Attendance Policy**

All students are required to maintain a minimum attendance in order to learn the subject matter. IF a child is absent from school two or more times in a three-month period, the parent must provide an written excuse or meet with the teacher to explain the reasons for the absences.

### **Disciplinary Action**

Students causing disruption and or not maintaining minimum requirements will not be allowed to return to the class without a parent-teacher conference. Student conduct and attendance will be recorded on the student's report cards.

### **Parent Comments**

Parents are welcome to make comments about any aspect of the school. However, we ask that parents follow a code of conduct in order to address any concerns. If parents have a concern, they should first try to resolve the problem by talking with the teacher. If concerns exist after talking to the teacher, please talk to the administration. If concerns still persist, you may email Br. Razaq and list your concerns in a letter. Br. Razaq will place these items on the agenda for the next school board meeting and the parent with the concerns will be invited to attend the meeting and attempt to resolve the issues that are of concern. Please see the last page of this handbook for information about the school committee.

### The Materials

The school uses a variety of books, including those by Yahiya Emerick, Iqra, and Islamic Services Foundation. Other materials such as pens, a bookbag, and notebooks are included in the supply fee.

### Homework and Tests

Each teacher will assign students a homework sheet with homework for that week. The homework sheet should be located in one of the page protectors of the students' notebook. Please be sure to sign this homework sheet each week to let the teacher know that you have seen the assignment. You may use this sheet to write notes or questions to the teacher as well. The homework sheet will usually have the name of the book and the page number to remind students which pages they are to complete. Your student's teacher should also communicate relevant information with you in the form of a "meet-the-teacher" letter.

Tests are assigned every six weeks. Students are expected to study for these tests. Most tests will consist of mostly multiple-choice questions. The tests may also include some short answer or essay questions. Students will also be expected to recite the sura assigned as part of the test. Parents will receive a copy of the scored tests. These test scores, along with the final test score, and attendance record, will be used to decide who should receive awards at the awards ceremony at the end of the year. So, please review with your child as often as possible. Make up tests must be completed outside of class. Make an appointment with the teacher or administrator to make up all missed exams.

### Parent Teacher Conferences

After reviewing the students' test results, please read any notes that the teacher may have made. The teacher may ask you to schedule a conference if he or she feels the student could improve in some way. Parent conferences are meant to be a way for teachers and parents to brainstorm ideas to help the child improve.

### School Calendar

August 24 <sup>th</sup>	Registration Day- No Class
September 7 <sup>th</sup>	First Day of School      Begin of 1 <sup>st</sup> Term
October 5 <sup>th</sup>	School Closed- Eid-UI-Fitar
October 19 <sup>th</sup>	1 <sup>st</sup> Test (Six Week)
October 26 <sup>th</sup>	Begin of 2 <sup>nd</sup> Six Week Term
November 23 <sup>rd</sup>	2 <sup>nd</sup> test (Five Week )
November 30 <sup>th</sup>	School Closed- Thanksgiving Weekend
December 7 <sup>th</sup>	Haj Program- No regular Class
December 14 <sup>th</sup>	School Closed Eid-UI-Adha
December 21 <sup>st</sup>	Begin of 3 <sup>rd</sup> Six Week Term
December 28 <sup>th</sup>	School Closed Winter Break
February 1 <sup>st</sup>	3 <sup>rd</sup> Test (Six Week)
February 8 <sup>th</sup>	Begin of 4 <sup>th</sup> Six Week Term
March 15 <sup>th</sup>	School Closed-Spring Break
March 22 <sup>nd</sup>	4 <sup>th</sup> Test (Six Week)
March 29 <sup>th</sup>	Begin of 5 <sup>th</sup> Five Week Term
May 3 <sup>rd</sup>	Final Exam
May 10 <sup>th</sup>	Fund Raiser Day
May 17 <sup>th</sup>	Rehearsal Day For Award Day
May 24 <sup>th</sup>	School Award Day (No Class)

\*\* In the event the school is closed for any reason the calendar automatically moves back one week.

## The Staff

Principal: Brother Razaq Khazi-Syed  
Administration: Sister Nazzie Pater-Rov

Mommy & Me: Leena Ahmad  
(For ages 0-4 years, must be accompanied by an adult).

AM Level 1: Sabirina & Sis. Karin

AM Level 2: Sis. Hibaq, Sis. Fauzia, Sis. Omera

PM Level 1: Sis. Asra , Sis. Nazia

PM Level 2: Sis. Maryam, Sis. Seemi

Level 3: Sis. Sheema, Sis. Hajra

Level 4 Qu'ran: Br. Aamer, Br. Mohammad Qasim  
Level 4 Religion: Sis. Fowzia , Sis. Afshan

Level 5 Qu'ran: Imam Rashid  
Level 5 Religion: Br. Gamal

Level 6 Qu'ran : Imam Rashid  
Level 6 Religion: Br. Gamal

## Parent Teacher Association

All parents who pay to attend the school automatically become members of the Parent Teacher Association. Members are represented by parent representatives on the School Committee.

## The School Committee

Objectives:

- Promote communication between the teachers, parents, and community.
- Encourage a positive, supportive atmosphere to enhance the students' educational and extracurricular experiences.
- Manage all administration functions of the school.
- Organize social and academic activities, communication, and fundraising as they pertain to the IALFM School.
- Act as a liaison between the parents/community and the school.
- Manage volunteer pool for the school to best utilize their time and effort.

Members of the School Committee:

All committee meetings are open to anyone from the community. All are welcome to attend and give suggestions, voice concerns, or learn more about the workings of the school. If you plan to present an item for discussion, please notify the principal before the meeting so that he can list your item in the agenda. The following individuals are presently serving on the committee. Others are welcome to serve on the committee as well.

Razaq Khazi-Syed  
Nazzie Pater-Rov  
Gamal Abdul-Hafiz  
Jamal Ahmad  
Sabbir Ali