

# LEWIS & CLARK ELEMENTARY SCHOOL

737 S. Garnett Rd. Tulsa, OK 74128

Phone: 918-746-9540

DOORS OPEN 7:10 a.m.  
OPENING BELL 7:15 a.m.  
TARDY BELL 7:30 a.m.  
DISMISSAL BELL 2:35 p.m.

## ATTENDANCE IS IMPORTANT!

For the benefit of your child's education we strongly encourage daily attendance at school. If your child cannot come to school you need to report the absence and the reason for the absence to the school before 9:00 AM. please call 918-746-9540. Students who have ten (10) consecutive absences will be withdrawn from school. If the student returns to school, a parent/guardian must accompany the student and re-enroll them with current proof of residency and parent/guardian photo ID.

## BREAKFAST AND LUNCH

Proper nutrition plays an important role in student success. When children have a healthy breakfast and lunch options, they are better able to focus on learning. At Lewis & Clark Elementary, all students receive breakfast and lunch free of charge. Breakfast for all students is served from 7:15 to 7:30. Lunch times vary by grade.

All families with students at Tulsa Public Schools are encouraged to complete a family meal application. The information provided on these applications can increase Title 1 and state funding dollars that have a direct impact on classroom supplies, transportation, and supports classroom projects and programs. We encourage everyone to apply online to expedite the processing of your student's application.

## STUDENT AND SCHOOL SAFETY

There is nothing more important than keeping our students, teachers, and school communities safe, secure, and focused on teaching and learning. Tulsa Public Schools Campus Police works closely with school teams, the Tulsa Police Department, and area law enforcement agencies to protect our students, teachers, school leaders, and staff and to prevent emergencies before they arise. You can help keep your school community safe. If you see or hear something concerning, call 918-480-SAFE (7233) or share with a trusted adult.

## SCHOOL EMERGENCY PROCEDURES

Each school's emergency management plan is reviewed and revised annually and after each emergency. Board policy requires our schools to have emergency plans for many different types of emergencies. Below, you will find answers to some of the questions that parents frequently ask during and after a crisis.

## HEALTH CLINIC

Health personnel follow protocols, procedures, and policies developed and/or approved by the director of health services, school board, superintendent or his/her designee. Health assistants and designated staff are supervised, on health related issues, by a registered nurse (RN) and the director of health services.

In order to assist your child with health related needs, you should inform health personnel of

- specific needs, limitations, restrictions or areas of concern indicated by the doctor, dentist, licensed healthcare facility, or parent
- all immunizations, boosters, or restrictions obtained from licensed health care providers
- changes in eye exams and any restriction limitations or accommodations needed
- medications (prescription and non-prescription) routinely taken at home or school. For medications taken at school, the appropriate forms must be completed, the medication provided by the parent, guardian, or person responsible for student's care.
- absences from school. For your child's safety, call the school office daily to report absences. If your child is absent three or more days, please all or send a note to the school health clinic before the first class, and
- a phone number and emergency number where parent, guardian, or person responsible for student's care can be reached should be on file in the clinic. The health personnel should be immediately notified of changes.

If you have questions or concerns related to your child's health, contact the school health clinic.

## VIEW GRADES

Parents, families, and students can use PowerSchool to stay updated on grades, assignments, report cards, and attendance. Contact the Enrollment Center at 918-746-7500 to get a PowerSchool log-in.

## **BUS ROUTES**

<b>ROUTE</b>	<b>TIME</b>	<b>LOCATION</b>
2001	7:03 AM	Sierra Point Apts - 1437 S 107th East Ave
2010	6:58 AM	S 121st East Ave @ E 14th St
2010	7:03 AM	Sierra Point Apts - 1437 S 107th East Ave
2010	2:47 PM	S 121st East Ave @ E 14th St
2023	2:42 PM	Sierra Point Apts - 1437 S 107th East Ave
2023	2:52 PM	Sierra Point Apts - 1437 S 107th East Ave

## **Relaxed Dresscode for this school year!!!!!!!!!!!!!!**

### **UNIFORMS**

#### **POLO/OXFORD SHIRTS**

- Shirts can be long sleeve or short sleeve
- No t-shirts, or sleeveless shirts. All shirts must have collars
- No writing, logos, stripes, or patterns
- Shirts may be blue, white, gray, or yellow.

#### **PANTS & SHORTS**

- Pants should fit properly in all areas.
- Shorts must extend below the fingertips when the child is standing with hands to their sides.
- Pants must not flare at the bottoms to an unsafe width.
- Navy, khaki, or tan

#### **DRESSES, SKIRTS & JUMPERS**

- Length must extend below the fingertips when the child is standing with hands to their sides.
- Jumpers must have a collared shirt underneath.
- No writing, logos, stripes, or patterns
- Navy, khaki, or tan

#### **SHOES**

- No open-toed shoes
- Athletic shoes required for PE

#### **JACKETS & COATS**

- Sweatshirts and jackets worn in the classroom are to be solid blue, yellow, white, or gray.
- Heavy coats need to stay in lockers.

#### **TIGHTS & LEGGINGS**

- They are not to be worn as pants alone.
- Tights/leggings may be worn under a skirt or dress.



## Lewis and Clark Behavior Plan

### ❖ 2020-21

- Every day begins with a Community Circle using Life Skills.
- Assemblies
  - First week of school there will be two assemblies (K-2 and 3-6) to introduce students to expectations.
  - Teachers will demonstrate/model school expectations through role play or skits.
- Training Stations for Common Areas
  - These are designated places to teach school expectations and allow students opportunities to practice.
  - Lessons will be created to teach expectations so that all students receive the same message regarding behaviors. Lessons will be similar but adapted to the appropriate developmental level of students.

### ❖ Incentives/Rewards

- “GOTCHA” being good TICKETS
  - Extra Gotcha ticket for weekly perfect attendance (All Day, Every Day)
- Weekly classroom visits with Mrs. Gregory and her Goody Bag, winners are drawn from Gotcha tickets.
- Monthly awards assemblies.
- Teacher Choice rewards in class. [i.e. Computer time, lunch with the teacher, choice reward, candy, etc.]
- Quarterly Principal Party for good behavior for the whole quarter.
- Extra recess for students that have had perfect attendance for the previous week and in uniform every day.

### ○ Teacher Responses to Behavior

- Teachers should use a Behavior Chart so at least three (\*3) interventions are used before sending a student to the office for generally minor offenses. The Chart contains colored bands: **Purple** (outstanding), **Green** (Ready to Learn), **Yellow** (Think about It), **Orange** (Teacher Choice), and **Red** (Parent Contact). Students are designated by using markers (clips, magnets, etc.) Their marker moves depending on daily behavior. All students begin the day on **Green** and may remain there or move up/down based on personal behavior. If students drop to \*1 **Yellow** (Think about It), they may return to **Green** with improvement because they have managed their own behavior. If students are moved down to \*2 **Orange** (Teacher Choice) then a teacher consequence is assigned. When students move to \*3 **Red** (Parent Contact immediately), the teacher is responsible for contacting the parent to inform them and gain help to redirect their child’s behavior. If the student continues to misbehave after the parent contact, the student is sent to the office with a written Referral. Students moved below **Yellow** cannot go back up to **Green** until the next day. Referrals for fighting and other major offences should be referred to the office immediately, as usual.

