



THOMAS EDISON PREPARATORY SCHOOL

HIGH SCHOOL Student Handbook

Contact Information

Address - 2906 E. 41st St., Tulsa OK 74105

Edison Main Number - 746-8500

Middle School Office - 746-8610

Middle School Fax - 746-8578

Website - <http://edison.tulaschools.org>

Introduction

This guide contains information to help ease your children through middle school. This is strictly an informal guide, subject to change, and not meant as the ultimate authority on any particular topic. We urge you to consult with the appropriate administrators or faculty members with any questions you may have. Within the website, you may want to consult the Important Dates, Summer Reading Lists, Summer Math Activities, Middle School News, staff contact information and much more. We wish you and your family all the best.

Title	Name	Phone #	e-mail
Principal	Clay Vinyard	746-850 0	vinyama@tulsaschools.org
Assistant Principal	Jen Durham	746-854 8	durhaje@tulsaschools.org
Assistant Principal	Elizabeth Wattoff	746-860 2	wattoel@tulsaschools.org
Assistant Principal	Keith Carter	746-860 7	carteke@tulsaschools.org
Assistant Principal	Christine Conley	746-850 7	conlech2@tulsaschools.org
Assistant Principal	Rachael McAnany	746-853 4	mcanara@tulsaschools.org
Dean	Cory James	746-	jamesco@tulsaschools.org
Counselor	Karen Burk		burkka@tulsaschools.org
Counselor	Julie Longjohn	746-860 4	longjju@tulsaschools.org
Attendance Clerk	Gayle Devereaux *Report absences by 8:40	746-851 3	kelluan@tulsaschools.org
Athletic Director	1SGT Shipps	746-852 8	shippra@tulsaschools.org
Cafeteria Manager		746-856 2	edmcafe@tulsaschools.org
Librarian	Pati Hoffmann	746-853 2	hoffimpa@tulsaschools.org

PTSA (Parent Student Teacher Association) 2018-2019

Executive Board Position	Name	e-mail
President	Chris Moore	rev.cmoore@gmail.com
Pres. Elect	Misty Ryan	mistidryan@gmail.com
HS Vice President	Marty West	hurstmarty@yahoo.com
MS Vice President 1	Janette Turner	TrippandTatum9@yahoo.com
Treasurer	Tameka Jackson	Tameka279@gmail.com
Treasurer Elect (non-voting)	Becky Zampino	rebeccazampino@gmail.com
Secretary	Shelie Chavez	sheliechavez@yahoo.com
Council Delegate	Cherie French	cheriefrench@gmail.com

Committee Chairs	Name	e-mail
Book Fair		
Box Tops	Brooke Schwartz	bs-3@cox.net
College Connection	Tara Roper/Romie Henry	roper5@sbcglobal.net/romiephenry@gmail.com
Faculty Rep MS		
Faculty Rep HS	Susan Griffin	griffsu@tulsaschools.org
Hospitality	Shawna Gehres	gehres@me.com
Landscaping	Jill Vise	viseji@tulsaschools.org
Membership		
Staff Appreciation		
Schedule Pick Up		
Communication	Heidi Gault	edison eagles918@gmail.com

The Edison PTSA is a volunteer organization that is dedicated to educational success, health, and well-being through family and community engagement. Parents, students, and teachers are encouraged to become active members of the Edison family through the Edison PTSA. Involvement and participation at Edison demonstrates the value you place on learning and in our school community.

PTSA memberships are \$10. Fundraisers during the year generate monies to fund various student activities and enhance curriculum and enrichment opportunities. The PTSA emails a weekly newsletter with information on events, volunteer opportunities, announcements, and congratulations. Sign up today at www.myschoolanywhere.com/join.a5w. Joining code is eagles918.

PTSA meetings are held the 2nd Tuesday of each month at 6:30PM in the Media Center.

High School Sports

Girls Volleyball – Lauren Merrill
Girls Basketball – Clarence Glover
Boys Football – Robert Borgstadt
Boys Basketball – Michael Parish
Cheerleading Sponsor – Madison Clary
Pom Sponsor- Sara Ivey
Track – Merle Ashley
Tennis – Keith Hinds/Shannon Smith
Cross Country – Francie Hamer
Baseball – Ty Gunter
Soccer Boys and Girls – Jason Rogers
Wrestling – Jim Harper
Softball- Amy Greene, Taylor Richardson
Swimming -

Dress Code

Tops:

- Polo style jersey knit shirts - solid white, black, forest green, gray, pastel blue, pastel yellow or pastel pink. Short/long sleeve.
- Oxford (button down) shirts - solid white, black, forest green, gray, pastel blue, pastel yellow or pastel pink. Short/long sleeve.
- Crewneck sweatshirts - solid white, black, forest green, or gray. (Or approved Edison Insignia)
- Fleece Jacket - solid forest green, gray or black.
- Hoodies- Edison, or solid color (grey, green, black, white) are allowed. Hoods are not to be worn in the building.

- Game Day Attire – approved Edison sport team uniforms may be worn (on game days) when previously approved by the administration.

Bottoms

- Pants/slacks - Khaki or black. All pants must have pockets. Pants must not be allowed to sag. No cargos allowed.
- Shorts - Khaki or Black (must be below fingertips). No cargos or jeans shorts allowed.
- Capris - Khaki or black
- Skirts - Khaki or black or Edison Plaid. (must be below fingertips)
- Skorts - Khaki or black or Edison Plaid (must be below fingertips)

Shoes

- House slippers are NOT acceptable.
- Matching footwear is to be worn at all times.

Friday Spirit Day

- Jeans (cannot have holes above fingertip length) or uniform bottoms may be worn on Friday's.
- Polo style or T-shirt with Edison or college logo
- Hoodies- solid forest green, gray, white, black or Edison or college logos.
- Regular uniform dress is also acceptable on these days.

Stay Connected at Edison

There are many ways to keep up to date on announcements and events at Edison.

1. Weekly email from the PTSA: <https://www.myschoolanywhere.com/join.a5w>. Joining code is eagles918.
2. Edison PTSA Facebook: Thomas Edison Preparatory School PTSA.
3. Edison website: <https://edison.tulaschools.org>.
4. Graduation class FB page.
5. Club, team FB/Twitter/RemindMe. Contact club sponsors, coaches, and teachers.
6. Email PTSA at edisoneagles918@gmail.com or edisonptapresident@gmail.com.

Bikes

There is a bike rack on northwest side of the middle school building. The crosswalk for 41st Street is also at the west end. Students provide locks for their bikes, and they are responsible for any damage or theft.

Bus Routes and Procedures

Bus routes are posted on the Tulsa Public Schools website (www.tulsaschools.org). Look under Edison Middle School. Find the nearest stop to your home (usually an elementary school) and note the route number. Have your child at that stop about 10 minutes prior to departure time. The bus route number should be posted in the window of the bus.

Buses drop off students in front of the building on 41st Street. Students can enter through the front doors of main office on the east or west side. In the afternoon, the buses will be parked in a line in front of the school on 41st Street. **The student needs to know the route number (not bus number) to board the correct bus.** The buses generally start leaving the school five minutes after the bell rings (approximately 4:16). Encourage your student to get his belongings quickly and get to the bus on time.

If you have questions about bus routes or need additional information, contact TPS Transportation Department at 833-8100.

School Supplies

Students should arrive to the first day of school with a pen and spiral notebook. Teachers will distribute supply lists. Teachers may also have wish lists of additional items like paper and sanitizing wipes. Back to School Night is a good time to deliver school supplies to teachers and lockers.

Middle school students must leave backpacks in their lockers during the day. They are allowed a string backpack to transport books and supplies from classroom to classroom.

Lockers

Lockers are not being mass assigned due to covid safety protocols. If a student needs a locker, please contact the office to request one.

Student IDs

All students are required to wear photo Student ID badges on lanyards at all times. IDs are made at Schedule Pick-Up in the auditorium. The first one is free for new students. If lost or damaged, or if you choose to purchase additional IDs, there is a \$5 fee. You will not receive another free ID until 9th grade. Students who do not wear their badges will receive disciplinary consequence, including lunch

and afterschool detention. IDs are often required to attend events like dances and games so be certain to take along.

Bell Times

School starts at 8:30 am. The first bell rings at 8:25. When the bell rings at 8:30, students are expected to be in their first hour classroom or be counted tardy. They are not allowed in the hallways before school until 8:20. Students arriving any earlier than 8:20 are supervised in the gymnasiums and must wait quietly until they are released at 8:20.

During the day the bell will sound for each change in class. The students have five minutes to get to their next class. At the end of the five minutes, the tardy bell will sound. The final bell rings at 3:35 to signal the end of the school day.

Tardy/Absence Procedures & Consequences

Students who are tardy to school (period 1 classes begin at 8:30 am), report to the attendance clerk at the front/main office before heading to class. Parents of absent students must call the MS Attendance Clerk at 918 746-8513 before 8:40 that day or within 48 hours of the absence.

There are disciplinary consequences for excessive tardies. They include After School Detention and/or Saturday School (8 am-Noon). Failure to attend detention or Saturday School can result in TRAICE assignment, required parent conference and/or suspension from school. Parents of students whose attendance fails to meet district and state requirements will be notified by both the school, district and judicial authorities.

Drop-Off and Pick-Up

You may drop off your student in the mornings via the circle drive that goes behind the school. Enter the drive off Florence Ave. and proceed to the west side of the building.

If your student arrives at school before 8:20, he/she will need to go to the gymnasiums upon arrival. No students should be in the hallways until 8:20. At the beginning of the school year, there will be a teacher there to direct the students to the gymnasiums.

DO NOT drop your student off in front of the school by stopping on 41st St. This is dangerous for the student as well as other drivers. To pick up your student after school, you may come early and park in the west parking lot, or proceed to the circle drive behind the school and pick up your child on the west end of the building. **Please pre-arrange your pick up plan with your student before dropping them or sending them to school.**

Lunch

Students can purchase lunch (school lunch is free to all students for the 2021-22 school year) at the cafeteria or bring lunch from home. Lunch can be purchased with cash or by using your student I.D. as a debit card. In order to use your I.D., you must have money in your account.

Visiting

Edison encourages visitations by parents, guardians and interested citizens. Visitors must check in at the front office. Parents should contact teachers directly to arrange meetings with teachers.

Assignments and Homework

Middle School Teachers post their assignments in their classroom and on canvas at the beginning of each week.

Progress Reports/Report Cards

Official district progress reports are issued after the 5th week of school in each quarter. Parents will be able to see daily grades on Power School. Grade Slips are sent by your student to your home at the end of each quarter. A calendar is posted on the website denoting the beginning and end of each quarter.

Power School Parent Access

Parents have access to their student's current grades and attendance through the internet. The website location is: <https://powerschool.tulsaschools.org>. You should receive your student's confidential ID number and your student's password upon schedule pick up or enrollment. If you have already created a Power School account and you are having problems with access, please contact your student's counselor. If you have internet access at home or at work, you can view your student's information at any time. Please keep your username and password confidential to maintain the privacy and security. All grade and attendance information is live data and is continuously changing throughout the day. All official and final student data can be obtained at school.

Parent-Teacher Conferences in October and March

Parent-teacher conferences are held in the fall and in the spring. You do not make appointments with the teachers for these conferences. Be sure to have your student's schedule with room numbers, and keep conferences short (no more than 10 minutes). If there is a problem that needs a longer discussion, set up an appointment with that teacher to discuss.

Community Service

Edison Preparatory School encourages all students to complete community service hours. Students who complete 100 hours by the end of their senior year will wear a volunteer cord at graduation.

Your child's reading teacher manages hours in middle school. There are numerous opportunities throughout the year to earn extra service hours at school, including collection drives, supply donations, volunteering at school functions, etc. A student will also get 1 hour of credit for every 10 box top tops. Questions regarding community service can be answered by the MS Counselors.

Volunteering

Volunteers are a vital part of the success of our school. Your volunteer time is very important to Edison in that it helps us realize our vision to ensure that all students in Tulsa Public Schools are successful by having parent and community volunteers available to provide the necessary support system for students who need help and for successful school activities and events. TPS requires a volunteer application and security check form, found on the TPS website.

Please keep track of your individual volunteer hours so that Edison can include those in our monthly report to Tulsa Public Schools. Working in the school, at home on projects, attending school PTSA or committee meetings or planning events counts as volunteer time and should be included.

Edison Foundation

The Thomas A. Edison Foundation is a nonprofit 501(c)(3) tax exempt organization whose mission is to provide funding for continued excellence in education at Edison Preparatory School. All monies contributed are deposited into the Foundation and used to provide financial assistance for classroom curriculum and educational supplies, continued education for faculty, departmental needs, and physical improvements to the school. Everyone is encouraged to join the Foundation. Meetings will be announced throughout the school year.

Fundraising

Tulsa College Connection. The Tulsa College Connection is the PTSA's largest fundraiser. This annual event is a college fair attended by over 130 colleges and universities nationwide. The fair is free to all northeastern Oklahoma high school juniors and seniors. Students and parents are able to visit representatives from prestigious institutions of higher learning. The event is held in early September and is run entirely by Edison PTSA members. The PTSA encourages all Edison Middle School and High School PTSA volunteers to be a part of the fair. The proceeds from this event go directly to the programs and activities supported by the PTSA.

Edison Trivia Night. This fun, all adult, and exciting event is put on by the Edison Foundation. Trivia Night is held in early spring. It is an evening for parents and members of the Edison community to mingle, eat great food and play a rousing game of trivia. The event is accompanied by a silent auction with many valuable items donated by family and friends. Be sure to look for information on this event as the time draws closer. It is an event you will not want to miss. 100% of the proceeds go to the outstanding programs provided by the Edison Foundation.

Individual Grade Accounts. Each grade is responsible for raising funds for their class. Funds stay with each class (in an account designated with their year of graduation) through 12th grade and are used mainly to fund class activities and 8th/12th grade graduations. Each class will hold fundraisers to begin building their accounts.