

TISDALE Fine Arts Academy

2023-2024 Parent/Student Handbook 2.0

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*Home of the TRAILBLAZERS!*



918-833-8860

Class Hours: 7:30 a.m. - 2:35 p.m.

4132 W CAMERON ST., TULSA, OK 74127

OFFICE: 918-833-8860 FAX: 918-833-8891

WEBSITE: <http://tisdale.tulsaschools.org>

Facebook Group: Wayman Tisdale Fine Arts Academy

<https://www.facebook.com/WTFAATulsa>

**BUS STOPS:**

7:00 am @ Owen Park (SE corner of N. Quanah @ W. Easton)

7:10 am @ Sandy Park (6157 W 11th St. @ city bus stop)

**UPDATED: June 2023**

Dear Families,

As we embark on a new school year, I am excited that I "get to" lead such an amazing community. I am thrilled to welcome you all back to our school community. We hope that you had a restful and enjoyable summer and that you are ready to dive into a year of learning, growth, and exploration. I am challenging us all, from myself, to our faculty and staff, on down to our PreK babies, we have a good thing going here, but we must never let it rest, until our good is better and our better is best! We have a lot to accomplish, but I am certain with us all working together we are going to do great and mighty things!

Our faculty and staff have been hard at work preparing for this school year, and we are excited to introduce new programs and initiatives that we believe will enhance the educational experience of our students. We will be focusing on developing critical thinking skills and improving academic achievement with an integration of the arts while fostering a sense of pride and community within our school.

We encourage you to get involved in our school community through volunteering, attending events, and communicating with your child's teachers via ClassDojo and TalkingPoints. We believe that strong partnerships between families and the school are essential for the success of our students.

We look forward to working with each and every one of you to make this school year a great one. Thank you for your continued support.

Sincerely,

Principal Davis

**NOTE to Families**

We believe communication is key and therefore will be using the following avenues to help keep you in the "know."

1. Facebook – please like and follow us at <https://www.facebook.com/WTFAATulsa>
2. ClassDojo – please download the app and join your student's class with the code provided by teacher.
3. TalkingPoints – you may download the app or receive messages as a text message to your phone.



Canvas is the district's online learning management system. Parents and students may login to Canvas at:

<http://www.tulaschools.org/canvas>

## Section 1: DISTRICT CALENDAR



**TULSA PUBLIC SCHOOLS**

# 2023-2024

## STUDENT CALENDAR

FIRST DAY OF CLASSES: AUGUST 17

LAST DAY OF CLASSES: MAY 21\*\*

**» First Day of Quarter**

**Last Day of Quarter «**

Parent Conference Days

Oct. 19, March 15

Commencement Week

May 13-18

Holiday/Break – No Classes

Orientation day

Aug. 14

CLASSES NOT IN SESSION

Labor Day ..... September 4

Teacher PD day ..... September 5

Teacher PD day ..... October 8

Fall Parent/Teacher Conferences\* ..... October 19

Fall Break ..... October 18-20

Thanksgiving ..... November 20-24

Winter Break ..... December 18-January 1

Teacher PD day ..... January 2

Martin L. King Jr. .... January 15

President's Day ..... February 19

Teacher PD day ..... February 20

Teacher PD day ..... February 27

Spring Parent/Teacher Conferences\* ..... March 15

Spring Break ..... March 18-22

April Holiday ..... April 26

\*\* Please check with your school for exact dates and times

\*\* Any additional calendar days beyond May, naturally occurring or other, will result in an extension of the calendar or Distance Learning days could be declared.

AUGUST 2023

SU	M	TU	W	TH	F	SA	
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27	28	29	30	31			

SEPTEMBER 2023

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OCTOBER 2023

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NOVEMBER 2023

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DECEMBER 2023

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JANUARY 2024

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FEBRUARY 2024

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MARCH 2024

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APRIL 2024

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MAY 2024

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JUNE 2024

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JULY 2024

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## Important Dates to Remember

August 17.....First Day of School  
September 14.....Back to School Night  
October 6.....Fall Picture Day  
October 12 & 17.....Parent/Teacher Conferences  
October 18-19.....Fall Break/No School  
November 2.....Family Movie Night  
November 16.....Grandparents Day  
November 17.....Fall Picture Retakes  
November 20-24.....Thanksgiving Break/No School  
November 30.....STEM Night @ Discovery Lab  
December 14.....Festival of Trees/Fall Musical  
Dec. 18-Jan. 2.....Winter Break/No School  
January 3.....First Day Back  
January 15.....MLK Day/No School  
February 9.....Valentine Dance  
February 19-20.....No School  
March 2.....Pancake with Pals/Art Show  
March 7 & 12.....Parent/Teacher Conferences  
March 18-22.....Spring Break/No School  
April 4.....Spring Picture Day  
April .....State Testing  
May 6-10.....Teacher Appreciation Week  
May 17.....PreK & 5<sup>th</sup> Grade Promotions  
May 21.....Last Day of School for 23-24 SY

## Wayman Tisdale Staff Emails

Grade Level	Staff Member Name	Email
Pre-K	Kathy Ambrocio	<a href="mailto:ambroka@tulsaschools.org">ambroka@tulsaschools.org</a>
K	Shelley Humphrey	<a href="mailto:humphsh@tulsaschools.org">humphsh@tulsaschools.org</a>
K	Trisheena Mitchell-Moore	<a href="mailto:mitchtr@tulsaschools.org">mitchtr@tulsaschools.org</a>
1 <sup>st</sup>	Monya Brown	<a href="mailto:brownmo@tulsaschools.org">brownmo@tulsaschools.org</a>
1 <sup>st</sup>	Corrina Christmas	<a href="mailto:chrisc@tulsaschools.org">chrisc@tulsaschools.org</a>
2 <sup>nd</sup>	Kisha Brown	<a href="mailto:brownki@tulsaschools.org">brownki@tulsaschools.org</a>
2 <sup>nd</sup>	Karen Kruis	<a href="mailto:kruiska@tulsaschools.org">kruiska@tulsaschools.org</a>
3 <sup>rd</sup>	Pat Lankster	<a href="mailto:lankspa@tulsaschools.org">lankspa@tulsaschools.org</a>
3 <sup>rd</sup>	Teena Carl	<a href="mailto:carlte@tulsaschools.org">carlte@tulsaschools.org</a>
4 <sup>th</sup>	Francis Harjo	<a href="mailto:harjojr@tulsaschools.org">harjojr@tulsaschools.org</a>
4 <sup>th</sup>	James Sell	<a href="mailto:sellja@tulsaschools.org">sellja@tulsaschools.org</a>
5 <sup>th</sup>	Marcus Davis	<a href="mailto:davisma2@tulsaschools.org">davisma2@tulsaschools.org</a>
5 <sup>th</sup>	Winston Prescott	<a href="mailto:prescwi@tulsaschools.org">prescwi@tulsaschools.org</a>
5 <sup>th</sup>	Yolanda Sargeon	<a href="mailto:sargeyo@tulsaschools.org">sargeyo@tulsaschools.org</a>
Art	Benita Seals	<a href="mailto:sealsbe@tulsaschools.org">sealsbe@tulsaschools.org</a>
Music	Benjamin Schmenk	<a href="mailto:schmebe@tulsaschools.org">schmebe@tulsaschools.org</a>
Physical Education	Theodore Johnson	<a href="mailto:johnsth2@tulsaschools.org">johnsth2@tulsaschools.org</a>
Librarian	Sandra Lawrence	<a href="mailto:lawresa@tulsaschools.org">lawresa@tulsaschools.org</a>
Speech Pathology	TBA	
Exceptional Students	Nicole Johnson	<a href="mailto:johnsni@tulsaschools.org">johnsni@tulsaschools.org</a>
Exceptional Students	Kara Nance	<a href="mailto:nutteka@tulsaschools.org">nutteka@tulsaschools.org</a>
Gifted and Talented	Kari Lyle	<a href="mailto:lyleka@tulsaschools.org">lyleka@tulsaschools.org</a>
ELD	Destiny Castillo	<a href="mailto:castide@tulsaschools.org">castide@tulsaschools.org</a>
Social Worker	Sandra Bell	<a href="mailto:bellsa@tulsaschools.org">bellsa@tulsaschools.org</a>
Counselor	Jonna Morrow	<a href="mailto:morrojo@tulsaschools.org">morrojo@tulsaschools.org</a>

Health Asst	LaPortia Burks	<a href="mailto:burksla@tulsaschools.org">burksla@tulsaschools.org</a>
Parent Facilitator	Sandra Joseph	<a href="mailto:josepsa@tulsaschools.org">josepsa@tulsaschools.org</a>
Principal	Ericka Davis	<a href="mailto:daviser2@tulsaschools.org">daviser2@tulsaschools.org</a>



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KEEP ME IN THE LOOP WITH

# SCHOOL MESSENGER

For the 2019-2020 school year, we will use SchoolMessenger to keep our families updated on district news.



SchoolMessenger has the ability to send notifications to your mobile phone about:

-  SCHOOL CLOSINGS
-  EVENTS AND MORE!

**TO RECEIVE TEXT MESSAGES:**

1 Make sure your contact information is up-to-date by emailing your name, your student's name and school name, your email and the best phone number to reach you to [enroll@tulsaschools.org](mailto:enroll@tulsaschools.org) or call 918-746-7500.

2 Use a cell phone we have on file, text "Yes" to 67587.

If you have any questions, please email [TPSInfo@tulsaschools.org](mailto:TPSInfo@tulsaschools.org).



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MANTÉNGANME INFORMADO A TRAVÉS DE

# SCHOOL MESSENGER

Para el año escolar 2019-2020, utilizaremos SchoolMessenger para mantener a las familias informadas sobre las noticias de nuestro distrito.



SchoolMessenger tiene la capacidad de enviar notificaciones a su teléfono móvil sobre:

-  CIERRE DE ESCUELAS
-  EVENTOS Y MAS!

**PARA RECIBIR MENSAJES DE TEXTO:**

1 Por favor verifique que su información de contacto esté actualizada enviándonos un correo electrónico a [enroll@tulsaschools.org](mailto:enroll@tulsaschools.org) con su nombre, el nombre del estudiante, el nombre de su escuela, su correo electrónico y el número de teléfono donde lo podamos contactar. También nos puede llamar al 918-746-7500.

2 Envíenos un mensaje de texto con la palabra "Yes" al 67587 desde un teléfono celular cuyo número tengamos registrado.

Si tiene alguna pregunta por favor envíe un correo electrónico a [TPSInfo@tulsaschools.org](mailto:TPSInfo@tulsaschools.org).

# UNIFORM POLICY



Uniforms are a requirement by Tulsa Public Schools. At Wayman Tisdale Fine Arts Academy, we will abide by district policy (2601) by adhering to the following guidelines.

1. **All students will wear uniforms daily.**
2. Students who come to school without proper uniform clothing will be provided with a “loaner shirt” by the classroom teacher.
3. For students who continue to come to school without proper uniform clothing, parents will be contacted by the teacher and the student may be required to miss recess.

## **Tops: Polo/Oxford**

- **Must be red, white, or navy blue.**
- No t-shirts or sleeveless shirts, no logos larger than 2.5 inches.

## **Bottoms:**

- **Must be khaki, navy blue, or black.**
- 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.
- No cargo or leggings are allowed.

## **Hoodies and Sweaters:**

- **Must be red, white, blue, black, or gray.**
- They must **not** have a logo larger than 2.5 inches.
- Any hoodie or sweater that is not appropriate school colors or has writing/logos larger than 2.5 inches **must be stored in student’s locker/backpack.**

**Shoes:** Closed toe shoes must be worn at all times. If students wear cros, they **must** be kept in sports mode. No slides allowed.

**Make-up:** Make-up is not allowed except for 5<sup>th</sup> graders who may wear only clear lip gloss. Lip gloss may not be shared, doing so will cause it to be confiscated. Eye shadow, mascara, eyeliner, etc. are **not** permitted.

**Unusual Circumstances:** If any unusual situation relative to dress, accessories, or grooming arises which is not specifically covered in this policy, the building administrator shall have the authority to rule on the appropriateness of the attire.

## **THE DRESS CODE WILL BE CLOSELY MONITORED:**

Parents will be notified that their child was not wearing appropriate school attire and the needed adjustment(s).

- First instance – Student will be provided a “loaner” shirt by their classroom teacher and parent notified via ClassDojo or TalkingPoints.
- Second instance – Student will be provided a “loaner” shirt by their classroom teacher, parents notified, and student will sit out at recess.

### **Uniform Policy Cont.**

- Continuance of inappropriate attire will result in a parent conference with the principal, counselor and/or parent facilitator.

Your help and support of the Dress Policy is important and appreciated. Please share this information with your child(ren) and plan to support this policy on a daily basis. If your family needs help with clothing due to a financial hardship, please contact our Parent Facilitator, Mrs. Joseph, so she can provide confidential assistance if it is available. If you have any questions, please check with the office staff or call 918-833-8860.

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**FRIDAYS ONLY: Tisdale Spirit Shirt & Jeans Day!**

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**For families and students who attend our special family engagement nights throughout the year, those students will receive a wristband for free dress on the Friday the week of the event.**

## **Section 2: Additional School Policies**

### **TELEPHONE**

Teachers or students cannot be called from their rooms to answer the telephone except in cases of emergency. However, we will place a message for the teacher in their mailbox and/or send them an email or TEAMS message.

A student may not use the school phone except in case of emergency or special permission from the teacher. The phone may not be used to ask permission to go home with another student or other such reasons.

### **CELL PHONE**

#### **TULSA PUBLIC SCHOOLS POLICY 2620-R: STUDENT USE OF WIRELESS TELECOMMUNICATION DEVICES**

The following rules apply to the use of wireless telecommunication devices such as cellular telephones, personal digital assistants (PDAs), or other unapproved electronic devices.

#### **Elementary, Middle and Junior High School**

- Students are prohibited from using wireless devices during the academic school day including passing periods and lunch periods whether inside or outside the building unless expressly approved by the principal or designee.
- During school hours, wireless devices must be in a student's locker, or if on the student's person it must be turned off at all times; including, but not limited to, purses, pockets, and backpacks.
- In order to avoid disruption of the educational process, all wireless devices placed in lockers must be turned off.

The above mentioned is the district policy regarding cell phones. Here at Tisdale, we will uphold and support the district policy by asking students who bring phones or other similar devices to school to do one of the following options (listed in the most preferred).

1. Turn phones into the office staff to be securely stored in the office for the day.
2. Turn phones into their teacher to be stored by the teacher for the day.



### CELL PHONE Cont.

3. Turn phones off and place them in their backpacks and lockers the entire day (may **not** be retrieved for/during recess, lunch or other break times).

If students are found to have their phones during the school day:

- 1<sup>st</sup> time it will be taken until the end of day.
- 2<sup>nd</sup> time it will be taken, and parent must pick up after school.
- 3<sup>rd</sup> time it will be taken and sent to ESC for parent to pick up there.

### VISITORS -- Please Sign In!

All visitors must check-in at the health screening table at the school office upon arrival and state the purpose of the visit. **The principal has the prerogative to approve or disapprove of the visit.** Except for and during parent/family involvement events, only those persons who completed a volunteer and approved background check form will be permitted in the building and to visit classrooms. Any visitor in the building will be required to wear an identification tag while he/she is a guest in the school. All persons on school premises must identify themselves upon request of school personnel. If the person refuses to identify himself/herself or his/her purpose, then the person is trespassing, and proper action will be taken. No parent/visitor will be permitted to enter the building after 1:45 p.m.



### ILLNESS

#### WHEN SHOULD I KEEP MY SICK CHILD HOME?

**You should keep your child home from school if:**

- Your student answers yes to any of the **six health screening questions**:
  1. In the last 48 hours, have you experienced any of the following symptoms:
    - Fever (100.4 degrees Fahrenheit or higher) or feeling feverish (chills, sweating)
    - Vomiting or diarrhea
    - Persistent congestion or runny nose.
  2. Are you currently waiting for the results of a COVID-19 test or any other contagious illness with any of the above symptoms?

If you have concerns about your child's health, call your healthcare professional.

### ATTENDANCE

Oklahoma Compulsory Education Law 70-10-105 requires the parent/guardian to notify the school regarding the reason for absence of a school-age child.

### **ATTENDANCE Cont...**

Attendance problems requiring action include the following:

- The student is officially enrolled but fails to report to school or fails to remain on campus until dismissed.
- A student is habitually tardy without a VALID excuse.
- A student has been absent without a valid excuse for four or more days or parts of days within a four-week period, and the school has not been notified by parent/guardian.

Administrative procedures to be followed regarding non-attendance include the following sequence:

- The school will notify the parent/guardian that they are in violation of state law.
- The case will be turned over to an attendance officer.
- The case will be filed with the District Attorney for prosecution (may result in fines/court costs.)

### **ABSENCES**

Oklahoma Compulsory Laws require all elementary students to be in regular school attendance.

### **EXCUSED ABSENCES**

Excused absences require a parent to call the school office before 8:00 a.m., stating one of the following reasons:

1. Pupil illness, doctor's appointment
2. Serious illness or death in immediate family
3. Emergencies in home

Procedure for receiving daily assignments for students who are at home ill and unable to come to school is as follows:

- Any request, by telephone or note, should be made to the school office by 8:00 a.m. and homework may be picked up at the end of the day in the office, giving teachers ample time

to prepare it. If the parent/guardian is unable to get work that day, it may be picked up the next day.

### **UNEXCUSED ABSENCES**

These absences are those not explained by the parent. **Students who have unexcused absences will not be allowed to make up work missed and will receive a grade of "0" for the day or days of unexcused absences.**

### **ARRIVAL**

**Classes begin at 7:30 a.m.** For those students who ride with parents, we ask that they arrive *no earlier* than 7:30am. Adult supervision will begin at 7:30 a.m. and the school cannot assume the legal responsibility for the safety of students who arrive earlier. **Doors lock at 7:40 a.m. and all students and parents are to go through the office. Parents are not allowed to go down the halls. Students are to be dropped off in the office by an adult so they may be signed in.** We no longer have our Before and After School Daycare.

**Arrival doors are as follows:**

**All PreK, Kinder, and 1<sup>st</sup> grade (ONLY)** – Walkers and Car Riders:

*West Door* (43<sup>rd</sup> West Avenue side)

Arrival @ 7:20 a.m., Dismissal @ 2:25 p.m.

**ALL 2<sup>nd</sup> through 5<sup>th</sup> Grade** – Walkers and Car Riders:

*MUST* enter through the Main Entrance (front of school)

Arrival @ 7:20 a.m.

**All Bus Riders**

*Enter through the bus entrance*

<https://www.tulsaschools.org/student-and-family-support/bus-routes>



### **TARDIES**

When a student is tardy, he/she should report to the office to obtain a tardy slip. **After 7:45 a.m., students must be escorted into the main office by an adult.** Classes **start** at 7:30 a.m. Tardies begin at 7:45 am. After 3 tardies, the student will be referred to the counselor or social worker. **Parent must sign child in at the office any time child is tardy.**

### **DISMISSAL**

Classes are dismissed at 2:35 p.m. Students are to be picked up before 3:05 p.m. The Tulsa Public Schools policy is: “Any child left unattended and without notice after 30 minutes is subject to being surrendered to the Tulsa Public Schools Campus Police Department or the Tulsa Police Department and will be recorded as a Child in Need of Supervision with a referral to the Department of Human Services.” **Please do your part to pick up children promptly after school.**

**Arrival doors are as follows:**

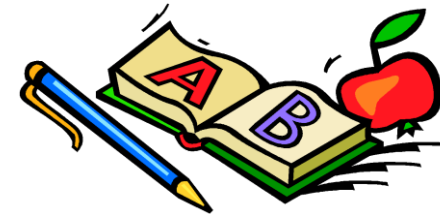
**PreK-1<sup>st</sup> grade along with siblings** will be dismissed at 2:25 p.m. from the West Doors (43<sup>rd</sup> West. Avenue)

**2<sup>nd</sup>-5<sup>th</sup> grade students** will be dismissed at 2:35 p.m. from the main entrance doors (front of school)

### **EARLY DISMISSAL**

We encourage you to try and schedule your child’s doctor and dental appointments around school hours. If this is not possible, you must come to the main office first to check your child out. For your child’s safety, the teacher will not release a child to anyone who has not received approval from the office. You will be

required to sign for the child’s release in the office. **Please be prepared to show a photo ID.** **Students are not allowed to be checked out after 1:45 p.m.** It is important to remember our goal is to educate students from bell to bell. Meaning it is imperative that they arrive on time and stay until dismissal.



## **HEALTH ISSUES AT SCHOOL**

### **ALWAYS INFORM THE SCHOOL HEALTH ASSISTANT OF:**

- Specific needs, limitations, restrictions or areas of concern indicated by a doctor, dentist or other healthcare provider.
- All immunizations, boosters or restrictions obtained by licensed health care providers.
- Changes in eye exams and any restrictions, limitations or accommodations needed.
- Medications (prescription and non-prescription) your child routinely takes at home or school. NOTE:  
All medications taken at school, even non-prescription, must be turned in to the school health clinic and administered by the nurse. Be sure to request an appropriate authorization form from the clinic if you know your child will require medications at school.
- Absences from school. For your child's safety, call the school office to report absences every day your child is out (918-833-8873.) A doctor's note may be required at the discretion of the health assistant, nurse and/or principal.
- An up-to-date phone number and emergency number where parent, guardian, or person responsible for student's care can be reached.

## **HEAD LICE**

Head lice have been a health problem since the beginning of recorded time. Lice can be found on persons of any age, race, sex or socioeconomic class. Head lice is not an indication of insufficient hygiene or poor living conditions. Lice do not jump or fly. They crawl from person to another or use an object as a transmission vehicle.

All students are screened at the elementary schools at the start of the school year, after winter break, and after spring break. They are also conducted as needed or upon request. Classrooms are screened when a case is identified. Siblings and other students residing in the residence of an affected student are also screened. If affected, their classrooms are checked.

## **OTHER**

### **GANGS IN SCHOOLS**

Any type of gang behavior or dress will not be tolerated at Tisdale. Gang signs, language, graffiti and gang-type clothing will not be allowed. All rumors of gang activity will be investigated as truth.

Discipline regarding gang-related behavior will be to the full extent of Tulsa Public Schools guidelines and the police may be called.

### **Smoking/Vaping**

TULSA PUBLIC SCHOOLS POLICY 2108:  
SMOKING OR THE POSSESSION OR USE OF  
TOBACCO AND VAPORIZERS BY STUDENTS

**PURPOSE:** To prohibit smoking or the possession or use of tobacco by students.

Smoking or the possession or use of tobacco products by all students while on school property, or school sponsored events which includes field trips and athletic events, 24 hours a day, seven days a week, is prohibited. This policy extends to personal vehicles while such vehicles are on school property. Prohibited products includes, but are not limited to: cigarettes, cigars, loose tobacco, rolling papers, snuff,

### **Smoking/Vaping Cont.**

chewing tobacco, e-cigarettes, personal vaporizers, and electronic delivery systems, or any other form of tobacco product.

Smoking means the carrying by a person or having access to a lighted cigar, cigarette, pipe, or other lighted smoking article. Smoking also includes using products which mimic or simulate smoking behavior, regardless of whether such products actually contain tobacco. This prohibition includes but is not limited to e-cigarettes, personal vaporizers, and electronic nicotine delivery systems.

**Appropriate disciplinary action will be taken in accordance with the Behavior Response Plan. The school administrator will confiscate the prohibited tobacco product.**

### **GUIDANCE AND COUNSELING**

Counseling service is available to all students. Many problems concerning both school and one's personal life can be helped by counseling with a competent person. The school counselor or teachers will be happy to try to help children with problems. Appointments can be made with the counselor by calling the school.

### **MESSAGES TO STUDENTS**

Unless it is an emergency, we will **not take messages to the classroom**. Please make sure arrangements are made, and your child understands who will be picking him/her up from school before your child has left for school. If there is any change in transportation upon leaving school the office is to be notified **no later than 12:00 p.m.**

### **APPOINTMENTS WITH PRINCIPAL**

Parents **must** schedule appointments through the main office.

### **BREAKFAST**

Breakfast is provided daily and eaten in the classroom. However, breakfast in the classroom will end promptly at 7:45 a.m. For those students who arrive later than 7:40 a.m., late breakfast will be available in the cafeteria until 8:00 a.m., after 8:00 a.m. there will no longer be any breakfast provided. **Breakfast ends at 7:45 a.m. sharp – No Exceptions!** All students will eat breakfast in the classroom from **7:30 a.m.-7:45 a.m. in the classroom. From 7:45 a.m.-8:00 a.m., they will eat in the cafeteria.**

### **DISCIPLINE**

We try to make as few rules as possible. However, every rule we make is for the students' benefit, physical safety, or to maximize teaching and, therefore, learning. We care for your children and want the best for them; therefore, it is important that we work **together** as partners in attaining this common goal.

At Tisdale, we stress cooperation between the school and parents around student behavior. Sometimes discipline problems arise that cannot be solved by the school personnel. In these cases, parents will be notified. The following are suggested ways in which parents can be supportive in ensuring their children are performing to their maximum potential academically and socially.

- a. Establish an understanding of proper behavior; respect for authority one's self, others, and property of others.
- b. Support the principal and teachers by attending conferences concerning your child's behavior and scholastic achievements so problems will not get out of hand. Classroom visits could be a part of this activity.

### **DISCIPLINE Cont.**

- c. Discuss the child's problems and provide encouragement.
- d. Supervise homework and provide a quiet place for study.
- e. ***Limit time spent on watching TV, playing video games, on phones, etc.***
- f. *Establish a regular time for study.*
- g. Ensure adequate rest and nutrition.
- h. Give your child's academic growth high priority.
- i. **Ensure prompt and regular attendance.**
- j. Hold the child accountable in areas of responsibility at home and school.
- k. Provide the required school supplies.
- l. Participate in the PTO by attending monthly meetings and helping with projects when possible.

We will strive to see that every child is treated with fairness and **respect** and has equal opportunity. We will not permit any child to disrupt school in any manner to the degree that the educational opportunities of other children are hindered.

It is necessary that children learn to develop self-discipline in order to further their learning. We ask that you discuss with your children the importance of and need for good behavior and a good attitude while at school. We will not tolerate fighting, bullying, disrespect toward others, obscene language, or destruction of school property.

Principals have the responsibility of removing from the classroom any student who willfully or persistently violates school regulations or when the conduct of such pupils is injurious to other pupils. Possible but not limited to the following offenses:

1. Immorality or profanity.

2. Violation of written school rules, regulations or policies.
3. Possession, threat, or use of a dangerous weapon.
4. Assault and battery.
5. Possession of any narcotic drug, stimulant, barbiturates, or alcohol.
6. Conduct which jeopardizes the safety of others.
7. Conduct calculated to disrupt the educational process and/or the operation of the school.
8. Truancy.
9. Irregular attendance (only extreme cases).

### ***SPECIAL NOTE: Discipline of Handicapped Students***

A student with disabilities and his or her parent/guardian are entitled to the procedural protection of Section 504 and IDEA-B before the student's placement is changed for disciplinary reasons.

If additional information is needed, consult the handbook titled "Discipline of Handicapped Students in Elementary and Secondary Schools," supplied by the U.S. Department of Education, Office for Civil Rights, Washington, D.C.

### **Dismissal From Class**

The following administrative policy is approved by the Board of Education: "A student will be removed from a classroom to a designated authority when in the judgment of the teacher and/or principal the student is interfering with the teaching-learning process for students in the class. At the time of removal, the teacher may request that the student not be returned to that classroom until a conference is held between the teacher and the designated authority."

The consequences depend on the seriousness of the situation. Each teacher will have information regarding specific grade levels.

### **Possible Consequences**

1. Consultation with teacher, counselor, or principal
2. Take recesses away or assign task
3. Behavior contracts
4. Send to Principal (Discipline slip)
  - a. Parents are contacted by phone or letter. Depending on seriousness or repetition of child's behavior, a conference may be requested before he/she returns to school.
5. Student receives Time-out, detention, or suspension
  - *Time-out:* One to two days in or outside the classroom. The student will work but not interact with other students.
  - *Detention:* After school or Saturday school to be determined by the principal ~ one to three hours.
  - *Suspension:* Number of days determined by the principal and/or suspension committee.

If home suspension, parent may request a hearing with a Suspension Review Committee.

**A principal may request that a student's transfer be canceled at the end of the school year on the grounds of chronically poor attendance and/or tardies, severe discipline problems or continual discipline problems.**

### **Due Process**

The district has a due process procedure. If the student or parents feel the student has been unfairly treated, they have the opportunity to use due process policies or any other school regulations or procedures.

In addition, the student, in the case of such an incident:

- Has sufficient opportunity to give his or her version of the alleged violation.
- Has the right to a conference with the principal.
- Has the right to appeal a suspension to the Suspension Review Committee, then the Area Director and the Board of Education.

## **Wayman Tisdale Fine Arts Academy**

### **2023- 2024 School Supply List**

#### **Early Childhood**

1 box crayons	1 package dry erase markers
2 set watercolor paints	1 box Ziploc bags (qt. or gal.)
1 each small bottle glue	2 boxes facial tissue
6 each glue stick	1 bottle Germ-X
2 containers disinfectant wipes	3 cans of Play-Doh
1 package coffee filters	2 boxes baby wipes

OPTIONAL: 1 **zippered** backpack large enough to hold a two-pocket folder. A backpack with no wheels as they will not fit into the lockers. ~ No pencil boxes please.

#### **Kindergarten**

2 boxes facial tissue  
2 containers Clorox wipes  
1 bottle hand sanitizer - 12 oz or more  
1 set ear buds with microphone\*  
2 package baby wipes - 80 ct or more  
3 cans Play Doh  
GIRLS: 1 box quart sized zip top bags  
BOYS: 1 box gal sized zip top bags  
OPTIONAL: zippered backpacks large enough to hold a two-pocket folder. Backpacks with no wheels please as they won't fit in the lockers.

#### **First Grade**

3 packages disinfecting wipes  
1 bottle of hand sanitizer  
3 boxes of facial tissue  
1 package of white cardstock paper  
1 package of colored cardstock paper  
**\*And other items as deemed necessary by teachers**

#### **Second Grade**

3 packages disinfecting wipes  
1 bottle of hand sanitizer  
3 boxes of facial tissue  
1 package of white cardstock paper  
1 package of colored cardstock paper  
**\*And other items as deemed necessary by teachers**

#### **Third Grade**

3 packages disinfecting wipes  
1 bottle of hand sanitizer  
3 boxes of facial tissue  
**\*And other items as deemed necessary by teachers**

#### **Fourth and Fifth Grade**

3 large boxes of facial tissue  
  
3 packages disinfecting wipes  
2 composition notebooks  
1 package of white cardstock paper  
1 package of colored cardstock paper  
**\*And other items as deemed necessary by teachers**





At Wayman Tisdale Fine Arts Academy, we value the strong connection between us and our students' families. This strong collaboration is crucial in ensuring students' academic achievement. By us working together, we can create a supportive environment that promotes learning and growth so that students can reach their full potential. Reading this handbook and understanding some of the policies and procedures here at WTFAA is the first step in forging a strong connection between home and school. Once you have read the handbook, please take a moment and tear out and sign the next page and have your student return it no later than Thursday, August 24, 2023, so that they will receive a wristband for free (appropriate) dress Friday, August 25, 2023.

Thank you for your continued support,

Principal Davis & Tisdale Faculty and Staff



**Please sign below and return to your student's teacher by Thursday, August 24, 2023 so that your student may receive a wristband to participate in free (appropriate) dress Friday, August 25, 2023.**

Student Name:

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Parent Signature:

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