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- Providing a learning experience in democratic decision making
- Offering another avenue toward the realization of the goals of Tipton

*The Student Council will also be advised by staff members and required to have meeting minutes available.*

### **NATIONAL JUNIOR HONOR SOCIETY**

The Board of Directors understands the importance of offering students the opportunity to be recognized for outstanding student achievement. Therefore, Tipton Academy MS students have access to be a part of the NJHS. Established in 1929, the National Junior Honor Society (NJHS) is one of the nation's premier organizations established to recognize outstanding middle level students. More than just an honor roll, NJHS serves to honor those students who have demonstrated excellence in the areas of Scholarship (GPA of 3.0 or higher), Leadership, Service, Character, and Citizenship. These characteristics have been associated with membership in the organization since its beginning in 1929. Sixth, 7th, and 8th graders are eligible and will be invited to apply for NJHS after the first quarter of the school year if they meet the Scholarship requirement of a 3.0 GPA or higher. After students have applied, The Faculty Council will meet, discuss and vote on the potential candidates. Students who are selected by the Faculty Council will be invited to join NJHS afterward.

### **ATHLETICS**

Athletics and other school clubs formed by staff members will be posted and available to all students to register. Some criteria may be required such as, specific age, prior game knowledge, etc. Tipton athletics are a pay to play program, however, our athletic program works hard to raise funds to keep costs as low as possible. See bulletin boards in the hallway for more details on Tipton's athletic program and after school clubs.

#### ***Sports Eligibility***

In order to be eligible for participation in interscholastic athletics, students must have passed 4 of 5 classes from the previous marking period. Students must be currently passing 4 of 5 classes during the marking period of participation as well. (PerLeague regulations) Please see the Tipton Athletic Handbook for specific guidelines on eligibility and athletic procedures.

Spectators at any after school event are required to be respectful and responsible and adhere to the code of conduct required by the school. Any behavior deemed unsportsmanship-like or unacceptable by moral and school standards will be subject to removal. The removal can be prompted by any Tipton Academy staff member and pertains to all locations of our events.

Please see the Tipton Athletic Website for more information about staffing, schedules, and sports programs. <http://tatigers.olinesports.com/>

### **TUTORING**

Tutoring and offering academic support after regular school hours is very important to Tipton Academy. Tipton staff will continue to offer tutoring support to all grade levels during scheduled times. Parent permission is required for students to participate in this activity. If you are interested, you can request information in the main office.

### **STUDENT SOCIAL EVENTS (Activity Nights, Athletics, Clubs, Dances, etc.)**

The Board of Directors recognizes the value of student social events in enhancing and enriching the educational experience for the children at Tipton. The Board of Directors along with the administrative staff will make school facilities available and provide appropriate staff to conduct the student social event after approval by the principal.

School social events, which take place outside school facilities, must be approved by the administration. As voluntary participants in school social events, students are held responsible for compliance with the rules set forth for their conduct, and infractions of those rules will be subject to the same disciplinary measures applicable during the regular school day.

Participation at school events is not a right, it is a privilege and as such will be denied to any student who has demonstrated a disregard for the rules of the school, including students on suspension and academic probation.

NOTE: If a student is absent for half of the day or more from school the day of a scheduled after-school or evening school activity, they will NOT be permitted to participate in the event.

### **BEFORE AND AFTER SCHOOL CARE PROGRAM**

ADMISSION CRITERIA- Only students who are presently enrolled in Tipton Academy are eligible for Tipton Academy's Before and After Care Program, which is provided to Tipton by a private company. All students not registered must be picked up from school by 3:30pm EAST or 3:45pm WEST, or they will be sent to Latch Key and the parent/guardian charged accordingly.

Students may not wait in the building or on the premises without academy supervision. If we find students hiding in the building or on the grounds to avoid payment, disciplinary action will be taken and the student may be dismissed from the Academy.

***Champions is offering a before and after school latchkey program at Tipton Academy. It will be available Monday-Friday from 6:30-7:35am and 3:30-6:30pm.***

**Emergency Latch Key** is for students that are not picked up by 3:45 for any reason. Students must be signed up online prior to an emergency drop-in. We strongly encourage you to register your child in case an emergency arises. Please understand that our office closes at 4:00pm. At that time our staff is scheduled to leave the premises and go tend to their families. We understand that things come up and we ask that you understand that we have ensured there is an option for you when and if an emergency arises. Champions will permit you to go online and register the day of if you need latch-key services. If you do this, you do not have to schedule for any future use and you will not be billed beyond the registration fee and the fee charged for the services that day. We are unable to provide alternatives beyond this after the office closes. For any child that is not picked up prior to the office closing and is not registered for Champions, we will have to contact the authorities to come and pick up the child. Please understand, we do not want to do this. Just as you have responsibilities to your family, our staff members have responsibilities to their families. If you have questions or concerns or an emergency situation arises, please contact the office immediately to notify them.

TIMES:

- Doors open at 6:30 a.m. **We are not prepared to accept students at school prior to that time!**
- Hours are from 6:30am until 7:35am and from 3:30pm until 6:00p.m.
- Any child(ren) not picked up by 6:00pm, will be assessed a charge of \$1.00 **per minute** after 6:00pm per child.

#### **ACADEMY WITHDRAWAL OF STUDENT FROM BEFORE AND AFTER SCHOOL PROGRAMS:**

Tipton ACADEMY reserves the right to exercise immediate withdrawal of any student or individual if it is deemed that such person(s) fails to abide by the rules established for the program. A student may be withdrawn from the day care program if day care fees are not paid.

Written notice will be sent to parent or legal guardian explaining reasons for withdrawal.

#### **R400.5107 Discipline. Rule 107.**

1. Staff shall use developmentally appropriate positive methods of discipline, which encourage self-control, self-direction, self esteem, and cooperation.
2. Staff shall be prohibited from using the following as a means of punishments:
  - (a) Hitting, spanking, shaking, biting, pinching, or inflicting other forms of corporal punishment.
  - (b) Restricting a child's movement by binding or tying him or her.
  - (c) Inflicting mental or emotional punishment, such as humiliating, shaming, or threatening a child.
  - (d) Depriving a child of meals, snacks, rest or necessary toilet use.
  - (e) Confining a child in an enclosed area, such as a closet, locked room, box, or similar cubicle.
3. Non-severe and developmentally appropriate discipline or restraint may be used when reasonably necessary, to prevent a child from harming himself or herself or to prevent a child from harming other persons or property, excluding those forms of punishment prohibited by sub-rule (2) of this rule.
4. The Academy shall have written policy regarding the discipline of children. This policy shall be furnished to staff and parents.

All students enrolled and participating in the Before or After School Program are subject to the same rules of conduct as during the school day. Latchkey staff members are permitted to issue Student Conduct Referrals as appropriate and forward to the school principal/administrator for follow-up. Latch Key staff are also designated to inform the Latch key director of student issues and students may be dismissed from the Latch key program if deemed necessary by the director.

#### **FUNDRAISING**

The Board of Directors acknowledges that the solicitation of funds from students must be limited since compulsory attendance laws make the student a captive donor and may also disrupt the program of the school.

The Board of Directors will permit student fund-raising by students in school, on school property, or at any school-sponsored event only when the profit is to be used for school purposes or for an activity with the school. All fundraisers are required to post in the description: 1) group coordinating the fundraiser, 2) contact name, 3) purpose of the fundraiser, 4) fundraising goals, 5) amount collected, 6) how the fundraising dollars were spent. Fundraisers may be denied based on the discretion of the administrative office.

# **ACADEMIC PERFORMANCE OVERVIEW**

## GRADING

All grades utilize the same grade scale in accordance with academic performance and the mastery of learning standards.

Kindergarten-8th Grade will utilize the School Academic Standing Key:

<b>A</b>	<b>94-100</b>	<b>A-</b>	<b>93-90</b>		
<b>B+</b>	<b>89-87</b>	<b>B</b>	<b>86-84</b>	<b>B-</b>	<b>83-80</b>
<b>C+</b>	<b>79-77</b>	<b>C</b>	<b>76-74</b>	<b>C-</b>	<b>73-70</b>
<b>D+</b>	<b>69-67</b>	<b>D</b>	<b>66-64</b>	<b>D-</b>	<b>63-60</b>
<b>E</b>	<b>59 and below</b>				

## HONOR AWARDS

At the end of each quarter, special recognition is given to those students who have achieved excellence in their academic progress as well as social development. Students are given awards based on their individual accomplishments during the school year.

Principal's List: A's in all courses of study and exceptional citizenship (all grades)

Honor Roll: Letter grades of all A's and B's (all grades)

Attendance Award: Perfect Attendance and no tardies (all grades)

Citizenship Award: Exceptional citizenship at all times (all grades)

## REPORT CARDS – CONFERENCES

Academic reports for students in grades K-8 are distributed in 4 times per year. Parent-Teacher Conferences are scheduled 3 times per year. The parent or guardians are required to attend the conference to receive their child's report card. In the event the parent is unable to attend the conference a phone conference or other will be scheduled during the teacher's planning period during the school day. *It is understood that educators shall, if necessary, arrange additional periodic conferences with parents. Conferences with educators must be scheduled during non-instructional time. If a parent does not attend conferences at all, they will need to pick the report card up in the main office. (except the final report card will be mailed home)*

## APPOINTMENTS WITH EDUCATORS

If you would like an appointment to meet with your child's educator, you may make an appointment by note, email, class DOJO, or call the Academy to leave a message for the teacher. Phone calls to educators during school hours are reserved for emergencies only. Meetings with educators cannot interrupt the learning environment. If before or after school it is recommended to provide advance notice of your request to ensure availability.

## OPTIONAL PLACEMENT TESTING FOR NEW STUDENTS

When necessary to determine grade level placement of a new students, Tipton Academy desires that the placement of newly enrolled students to a particular grade level within the Academy to be consistent with the best interests of students. The Board endorses a plan of student assessment in mathematics and reading as one way of assessing the appropriate grade level in which to place a newly











































