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Tunica Elementary Staff

*Principal*

Shannon D. Hall

*Teachers*

Johnette Covington

Pre-Kindergarten

Shondell Havard

Grade 3

Arlene Hughes

Grade 2

Preston King

Phys. Ed

Teresa Pritchard

Grade 5

Sam Rachal

Kindergarten

Karen Robillard

Grade 3

Ann Rosso

Grade 1

Jane Wesberry

Special Education

Helen Whitfield

Grade 4

*Paraprofessional*

Shannon Blackard

Annette McCorkle

Joyce Ricks

*Lab Manager*

Gloria Pate

*Clerical*

Irene Gresham

*Cafeteria*

Gloria Doherty

Jacquelyn Webb

*Custodial*

Donna Duncan

Rick Fountain

*Bus Drivers*

William Clark

William Harris

## PHILOSOPHY AND PURPOSE OF EDUCATION

We, the faculty of Tunica School, believe in an educational process that will develop, to the greatest possible extent, all aspects of the individual students.

We believe this can be achieved through a program designed to challenge and meet the academic, artistic, social, physical, mental, moral, and emotional needs of each student. It is our conviction that educators and parents must work together to provide the varied experiences, encouragement, and support system for the child.

We wish to instill in each student the desire to pursue the quest of knowledge which will lead to the development of young individuals who are critically-thinking, productive and caring citizens in our democratic society.

### GENERAL INFORMATION

School phone number: (225) 655-4135                      Fax: (225) 655-4220  
School colors: Blue and White                              Grades: PK – 5  
Mascot: Saint    Enrollment Approximately: 130  
Motto: The future begins in today's schools. Together we can make a difference

### **Outstanding Features/Programs**

Language arts program includes Accelerated Reading	WeatherNet from Channel 2
Guided Reading, Horizons	Paraprofessional
School building level committee	Adaptive Physical Education
Title 1 School-Wide Program	Full Inclusion
ODYSSEY Technology Lab	Speech Therapy
Student insurance	DARE Program
	Music

### **Special Incentive/ Extracurricular Offerings**

Parent, Teacher, Student Association	Grandparents Day Luncheon
Book Fair	School Planner
Interdisciplinary Units of Study	Tunica Monthly Calendar
Perfect Attendance Awards	Spring Carnival
Science Fair	Bank-at-School
Red Ribbon Week (Drug Awareness)	Doughnuts with Dads
Muffins with Moms	Spelling Bee
4-H Program	

## SCHOOL POLICIES

**ADOPT-A-CLASS:** Local businesses and individuals are encouraged to support our school by adopting a class for the school year. A \$50.00 donation is used to enhance instruction in various ways in each class.

**ATTENDANCE:** One criteria of a student's success in school is regular and punctual attendance. Frequent absences may lead to poor academic work, lack of social development and possible academic failure. No single factor may interfere with a student's progress more quickly than frequent tardiness or absences.

Our local School Attendance Policies are that all students must attend school a minimum of 160 days during the school year. It's very important that you encourage your child to attend school daily. ***If your child is absent for personal illness, doctor/dentist appointment, please send an excuse with the child when he/she returns to school.*** **The maximum unexcused days of absence are 17 days.** Absence excuses must contain the reason for absence, date of absence, and signature of parent/legal guardian. Absences are permanently excused and do not count against the student if a doctor's excuse is presented or an extended illness or childhood disease is verified as the reason for the illness by the Parish Supervisor of Child Welfare and Attendance.

**TARDY POLICY:** Whenever students arrive on campus after the bell rings, the adult bringing them must sign them in through the office. Whenever they leave campus prior to the ending of the school day they must be signed out through the office. Please refrain from picking up students before the bell rings, unless there is an emergency. Our school day lasts until 3:02 P.M.

Students will be considered tardy who arrive later than **8:00 a.m.** **A student who is tardy must be signed in the office by a parent or guardian.** Any student who is tardy and has not been signed in by a parent or guardian will be sent to the office and may be held in the office at the discretion of the principal/designee until a parent or guardian can be notified.

Each student will be allowed a total of four unexcused tardies each semester. The following ladder will be used for tardy referrals:

- 5<sup>th</sup> Tardy – Student will lose PE and any other privileges or programs for that day.
- 6<sup>th</sup> Tardy – After School Detention – Student will remain after school for one hour. Parent or guardian must pick the student up from school.
- 7<sup>th</sup> Tardy – BMC one day
- 8<sup>th</sup> Tardy – BMC two days
- 9<sup>th</sup> Tardy – Saturday Detention
- 10<sup>th</sup> Tardy – Suspension one day
- 11<sup>th</sup> Tardy – Suspension two days
- 12<sup>th</sup> Tardy – Suspension three days/meeting required with Child Welfare Attendance Supervisor.

**EARLY CHECK OUT PROCEDURE FOR STUDENTS:** When it is necessary for a student to leave school during the day, the parent should come to the office. The student will be called from the class by office personnel. A parent or authorized designee will sign the student out in the office.

**LOUISIANA SCHOOL BUS REGULATIONS:** Please encourage your child to maintain good behavior while riding the bus to and from school. Students are to ride the same bus to and from school unless they have **WRITTEN PERMISSION** from their parents with office approval. Permanent bus route changes must be made in the school office. Notification will be given to the driver and sent to the Central Office.

Students have the privilege of using the transportation services of West Feliciana School District. Rigid standards of discipline must be maintained at all times in order to satisfy safety requirements. Whenever a driver must direct his attention away from the road, danger exists. Foremost in our minds is the safety of each passenger.

**While riding the bus DO:**

1. Cooperate with the driver – your safety depends on it!!
2. Be on time – the bus will not wait.
3. Cross the road cautiously when waiting for and leaving the bus.
4. Follow driver's instructions when loading and unloading.
5. Remain quiet enough not to distract the driver.
6. Have written permission and have authorization from the principal/principal designee to get off at a stop other than your own.
7. Be courteous, be safety-conscious, protect your riding privilege – enjoy your ride.

**While riding the bus DON'T:**

8. Stand when a seat is available and the bus is in motion.
9. Extend arms, head or objects out of windows or doors.
10. Throw objects in the bus or out windows or doors.
11. Use the emergency door except for emergencies.
12. Eat or drink on the bus.
13. Damage the bus in any way.
14. Use the following items on the bus: tobacco, matches, cigarette lighter, and obscene material.

**The following items are not allowed on the bus:**

Alcohol, drugs, pets, glass objects, weapons, objects too large to be held in your lap or placed under your seat.

Discipline and penalties: The riding privilege of a student may be revoked for violation of the rules or for conduct which is detrimental to the safe operation of the school bus. The driver is in full charge of the bus and the students.

*Parent or guardians of students are held responsible for damage done to the bus.*

**BREAKFAST POLICY: A student who does not arrive by school bus and is brought to campus must be in the cafeteria no later than 7:45 a.m.** Anyone not arriving on campus by 7:45 a.m. will not be allowed in the cafeteria unless they have ridden a late arriving bus. A student who arrives later than that does not have sufficient time to eat and arrive in class on time. Any student who arrives on a late school bus will be allowed to enter the cafeteria immediately upon arrival.

**CLASSROOM FEES:** Fees are necessary for activities, field trips and to help purchase instructional materials and workbooks. We offer a payment plan for parents who are unable to pay the required fee in full. **(\$20.00 per year at each grade level.)** The payment is due the second day of school. Report cards will not be issued to students who parents have not paid this fee by the end of the first six weeks. Report cards will continue to be held until payment is received. Records will not be released to other schools if a child leaves Tunica with unpaid fees.

**DISCIPLINE:** The faculty at Tunica Elementary School believes that our student body must maintain a high level of self-discipline and respect for the rights of others. All students are expected to:

1. Respect yourself and others.
2. Observe all school rules
3. Do your best at all times
4. Keep your hands, feet, and all objects to yourself
5. Always walk on the sidewalk

Each teacher will review the discipline rules and procedures the first week of school. Please take time to talk with your children about their responsibilities.

Since the school always has a responsible adult(s) on duty whenever the students are under the supervision of the school, Tunica Elementary School believes the opportunity for a student to have to resort to responding to force with force to protect himself will be for all practical purposes **NON-EXISTENT**.

Parents who encourage their child to fight are encouraging their child to break school rules. Tunica Elementary School stands with the belief that nearly all problems or conflicts can be settled through discussion that evolves into an understanding that resolves the conflict, physical force is dangerous and is not a solution.

- A. A participant is one that **does not** avail oneself of the opportunity to escape from the situation, but willingly becomes actively involved. The school advocates that a student exercise the option to walk off. The instigator is the one who starts the fight.
- B. Tunica Elementary recognized the need for self-defense, only so long as it is necessary to protect oneself; when the danger is past, resorting to violence is no longer sanctioned. Thus, the school only recognizes self-protection, not **RETALIATION**.

**\*\*Parents may need to be contacted during the school day to discuss discipline problems at times. Make certain the school is given information regarding this when filling out the emergency form. Parent **must send back** the emergency form in order to insure that the school will have a phone number where parents can be reached during the day.**

It is the professional belief of the staff and administration at Tunica Elementary School that our disciplinary plan will assist in providing a safer healthier and happier atmosphere for your child to learn. Review the rules with your child and insist that your child observe the rules and their consequences. These rules apply to situations within and outside the classroom, lunchroom recess, buses, etc. The rules are divided into two categories – **MAJOR INFRACTIONS** (automatic referral to the Principal) and **MINOR INFRACTIONS**.

- A. Major Infractions
  - a. Damage to school property (Vandalism)
  - b. Profane and/or obscene language and/or notes – **PROFANITY AND/OR OBSCENITY IN ANY FORM ARE PROHIBITED, EVEN IN PERSONAL CONVERSATION.**
  - c. Stealing
  - d. Inappropriate behavior at a bus stop that may cause danger to another student or on the school bus.
  - e. Indecent behavior
  - f. Bodily injury to students and/or staff

- g. Cutting class
- h. Leaving campus unauthorized
- i. Possession of a weapon (firearm, knife or other)
- j. Harassment (student(s)/staff)
- k. Threatening student(s) and/or staff
- l. Forgery of teacher/parent signature
- m. Skipping school
- n. Leaving class without permission
- o. Inappropriate dress
- p. Smoking
- q. Use, possession, or distribution of drugs (without a written prescription from a doctor) or alcoholic beverages

Consequences of Major Infractions

Automatic referral to principal. These referrals **MAY** lead to BMC, Alternative School setting or to suspension, depending upon the gravity of offenses and repetitions of the behavior

B. Minor Infractions

- a. Running on the walk, in the lunchroom, etc.
- b. Excessively loud talking in the classroom or lunchroom
- c. Gum chewing
- d. Inappropriate behavior in the lunchroom such as loud talking, throwing food, etc.
- e. Disobeying teachers
- f. Being late for class
- g. Showing disrespect for instructors such as refusing to follow a direct order
- h. Failure to follow general classroom guidelines
- i. Name calling
- j. Classroom disturbances

Consequences of Minor Infractions

First Offense  
 Second Offense  
 Third Offense

Warning  
 Lose recess and/or special privileges  
 Written assignments and lose recess  
 All written assignments should be content related and not lines. If written assignments are brought in incomplete, the written assignment is doubled by the teacher and the teacher is to notify the parent and make them aware of student's behavior and the action taken. A student who fails to turn in a doubled assignment is automatically referred to the office and to BMC.

Fourth Offense

Student referred to principal. These referrals may lead to counseling, telephone contact with parent, BMC, Alternative School setting, suspension after 3 referrals or other disciplinary measures.

After all rules have been exhausted by the teacher and the student has progressed to the fourth offense, the teacher will fill out the student discipline form, and the student is sent to the office.

C. BMC

A student may be sent to the Behavior Modification Clinic by the principal. BMC is a disciplinary action of removing a student from a scheduled class and placing him/her in an isolated, closely-supervised environment. The purpose is to modify the student's behavior without interruption of his/her educational training and time on task.

D. SATURDAY DETENTION

If the problem persists, the student will be referred to Saturday Detention. This is held at West Feliciana High School from 8:00 a.m. until noon on Saturdays. It is the responsibility of the parent to make sure the child attends. Automatic suspension will result in a missed Saturday. As a last resort a student will be suspended. Parents will be notified ahead of time by the principal.

DRESS CODE:

- A. Shoes are required.
- B. Shirts – solid white or navy color polo/golf style/turtleneck or oxford collar shirts (short or long sleeved style) with no emblem, logo, or decoration (except system approved logo or emblem.)  
**White T-shirts may be worn underneath the mandatory dress standard.**
- C. All shirts must be tucked in.
- D. Bottom – khaki, navy or approved navy and white plaid for girls. Bottoms for boys can include traditional/standard trousers or walking shorts. **No “Cargo”/Painter/Carpenter pants are allowed.** Bottoms for girls can include slacks, skirts, shorts, jumpers, walking shorts or capris. **(Four inches above the knee when being measured from the floor while kneeling.)**
- E. Belts shall be black, brown, navy or khaki. **BELTS MUST BE WORN! (PreKindergarten and Kindergarten are exceptions to this.)**
- F. Outerwear specific colors and styles include:

Sweatshirts – solid white or navy color (long sleeved)

Sweaters – solid white or navy color (sweater vests, long sleeved pullovers, or long sleeved cardigan)

Coats – **solid white, navy or khaki**

Jeans of any color and/or type are not allowed.

Spirit Day shirts may be worn with approved pants/shorts/skirts on designated days set by the principal.

Special “dress up days” may be approved by the principal. Students will have the option of “dressing up” or wearing their uniform.

The waistband of all clothing shall be located on the natural waistline of the student and be sized appropriately. No excessively tight or loose clothing will be permitted.

Uniforms, such as Girl Scout, Boy Scout and ROTC may be worn on club/uniform days or on special occasions approved by the principal.

No extremes in style of dress/grooming/colors/accessories will be permitted.

**NO LOGOS OR EMBLEMS (EXCEPT SYSTEM APPROVED) ON SHIRTS, SWEATSHIRTS, OR SWEATERS – MUST BE SOLID WHITE OR NAVY.**

**Curricular/Extra-Curricular jackets must be approved by the principal.**

If in doubt before wearing an outfit, please check with an administrator.

Failure to follow this policy includes the following steps:

1. The student shall be required to change his/her appearance to conform to the mandatory dress standards before being admitted to class.
2. If the student cannot change his/her appearance, the student's parent/guardian shall be immediately notified of the failure to follow this policy and requested to bring proper clothing to school.
3. If the parent/guardian cannot be contacted by phone or otherwise, or if proper clothing is not brought to school, the student will be assigned to an area by the administrators. A letter will be sent home with the student at the end of the day stating that future violations may result in disciplinary action.
4. Two or more violations will result in an unexcused absence and subject the student to disciplinary action, including suspension (disrespect for authority) as determined by the administrator.

**EMERGENCY FORMS:** Every student must have an emergency card on file in the office. If your address or telephone number is changed, please see that the proper corrections are made on this card. Please fill out the enclosed emergency form and return it immediately. This year, the student's first report card will be held until the emergency information is given to the school.

**FAMILY SERVICE CENTER:** The Family Service Center, located in a wing adjacent to Bains Lower Elementary, is a multi-service center designed to serve the entire school system. This unique facility provides health, education and social services which are funded through the West Feliciana School Board, interagency agreements with the Department of Health and Hospitals and the Department of Social Services, along with other grants from the federal and private foundations.

#### Philosophy

The Family Service Center is based on the concept that children benefit most from education when they are sound in body and mind and have strong family support.

#### Mission

Promote confidence and competence in parents.  
Encourage healthy growth and development in children.

Enhance the well-being of the family as a whole through family-centered services.

Services and programs provided through the center include: Even Start Family Literacy Program (early childhood, adult literacy and parenting), Teen Parenting Program, Bell South Toy Lending Library, Salvation Army, Nursing Services, Pediatric Clinics, Mental Health counseling, Project Hope (tutoring, school supplies, summer camp, holiday gift baskets), Health Education, Staff Wellness and assessment. Two full-time nurses are based at the Family Service Center and there is a weekly pediatric clinic on-site at the FSC. There is no charge for any of these services. Please call the FSC at 635-5299 for more information and to find out how your child or your family can benefit from the center.

**FIRE DRILL PROCEDURES:** All teachers will instruct students on the proper procedure to follow in the event of a fire. Fire drill routes are posted in each classroom and fire drills are held each month during the school year.

**HOMEWORK POLICY:** Homework is a part of school life. Effective school research lists homework completion as a key indicator of success in school. Homework helps students gain mastery of materials or skill taught at school. In addition, it provides an opportunity to involve parents in their child’s education. Homework guidelines are as follows:

Pre-K and Kindergarten	teacher determines
1 <sup>st</sup> grade	45 minutes
2 <sup>nd</sup> and 3 <sup>rd</sup> grade	one hour per day
4 <sup>th</sup> and 5 <sup>th</sup> grade	one hour and thirty minutes per day

\* **These are maximum times.**

The school has purchased **student homework planners** for all students. The planner is our way of communicating with you and your way of communicating with us on a daily basis. It is the student’s responsibility to list and complete all homework daily. Behavior problems will be noted in the planner as well as homework.

**HOSPITAL/HOMEBOUND SERVICES:** A student who is enrolled in the West Feliciana Parish School System and who, as a result of health care treatment, physical illness, accident, or a treatment thereof, is temporarily (a minimum of three weeks) unable to attend school shall be provided instruction in the home or hospital environment through special education, when appropriate.

**LUNCH PROGRAM:** We are very proud of our cafeteria staff at Tunica. Parent’s participation is welcomed. Please call the lunchroom manager to schedule your lunchroom visit. Students must pay breakfast and lunch money to the lunchroom manager on a daily, weekly or monthly basis. Application for reduced or free meals will be sent home with your child. Please fill out and return to the cafeteria immediately.

Prices per day:

Students	Breakfast	Regular \$1.00	Reduced \$ .30
	Lunch	Regular \$1.25	Reduced \$ .40
Staff/Visitors	Breakfast	\$1.50/\$1.65	Extra Milk \$ .50
	Lunch	\$2.25/\$3.00	

**MEDICATION:** Please adhere to the following concerning bringing medication to school. Students **ARE NOT ALLOWED** to have any type of drug in their possession on the school grounds. Please **DO NOT** send your child to school with any type of medication. If special circumstances exist and your child needs medication to be administered during school hours, the following policy must be followed:

- a. The parents must bring to the school office written orders from the physician giving the name of the drug, dosage, and time the medication is to be taken. This form may be obtained at the school.
- b. The parents must bring the medication to school in a container properly labeled by the pharmacy or physician.

The parish medication policy was established by state law guidelines.

1. A letter of request and authorization that contains
  - a. Name of student
  - b. Clear instructions
  - c. RX numbers, if any
  - d. Current date

- e. Name, dosage, frequency and route of medication
  - f. Name of physician/dentist
  - g. Printed name and signature of parent/guardian
  - h. Statement granting or withholding release of medical information.
2. Written orders for all medications to be given at school, including annual renewals at the beginning of the school year.
  3. A prescription for all medications to be administered at school, including annual renewals at the beginning of the school year.
  4. A prescription for all medications to be administered at school, including medication that might ordinarily be available over the counter.
  5. A list of names and telephone numbers of persons to be notified in case of medication emergency, in addition to the parent/guardian and licensed prescriber.
  6. Arrangements for the safe delivery of the medication to and from school in the original labeled container as dispensed by the pharmacist; the medication shall be delivered by a responsible ADULT.

**PARENT/TEACHER CONFERENCES:** Parent/Teacher conferences are our way of communicating with you. Please make every effort to make all scheduled conferences. If you wish to meet with a teacher at other times during the year, please call the office to set up a meeting. We urge you to schedule a conference with your child's teacher if you have any questions concerning him. We feel that your child will be the winner if we all work together to provide the best education possible.

**PARENT VOLUNTEERS:** The best indicator of success for most students is parent involvement. Please fill out the Parents As Educational Partners survey and return to school tomorrow. Get involved; a good education is the best gift you can give your child.

**PERSONAL PROPERTY:** Label your child's coats, sweaters, hats, school supplies, etc. There is a lost and found located at the school, and parents are welcome to come search for lost items. At the end of June any item left in the lost and found will be bagged and donated to a local charity.

**RECOGNITION PROGRAM:**

Honor Roll students are acknowledged each six weeks, mid-term, and the end of the year with special rewards and programs. The Tunica Award Programs recognize students for creativity and positive behavior as well as academic abilities. Your attendance at these programs is very important to your child.

1 <sup>st</sup> Six Weeks	October 16, 2008	4 <sup>th</sup> Six Weeks	March 12, 2009
2 <sup>nd</sup> Six Weeks	December 4, 2008	5 <sup>th</sup> Six Weeks	April 24, 2009
3 <sup>rd</sup> Six Weeks	January 22, 2009	6 <sup>th</sup> Six Weeks	May 29, 2009

**REPORT CARDS:**

1 <sup>st</sup> Six Weeks	August 14, 2008 to October 3, 2008	Report cards on October 10, 2008
2 <sup>nd</sup> Six Weeks	October 6, 2008 to November 12, 2008	Report cards on November 21, 2008
3 <sup>rd</sup> Six Weeks	November 13, 2008 to January 12, 2009	Report cards on January 16, 2009
4 <sup>th</sup> Six Weeks	January 13, 2009 to February 20, 2009	Report cards on March 6, 2009
5 <sup>th</sup> Six Weeks	February 25, 2009 to April 2, 2009	Report cards on April 9, 2009
6 <sup>th</sup> Six Weeks	April 3, 2009 to May 22, 2009	Report cards mailed

**REPORTING AND GRADING SYSTEM:** The grading scale for West Feliciana Parish is:

A – 94 – 100	Satisfactory	S	80 – 100
B – 87 - 93	Unsatisfactory	U	0 - 79
C – 79 - 86			
D – 70 - 78			
F - 0 - 69			

**SCHOOL BUILDING LEVEL COMMITTEE:** Our SBLC continues to assist the faculty with students who are having difficulties in academics, behavior, social adjustment, health or other areas that can prevent students from doing “their best” in the classroom.

**SCHOOL SUPPLIES:** A school supply list for each grade was sent home with your child’s report card. In order to insure your child has a successful school year, please make sure he/she has the supplies they need at all times.

**SEXUAL HARASSMENT:** In recognition of a growing interest of sexual harassment, Tunica Elementary will not tolerate any sexual harassment on the part of any employee or any student toward another employee or student within the confines of the school setting. Conduct in violation of this prohibition shall result in disciplinary action.

**STUDENT ACCIDENT INSURANCE:** All students enrolled in Tunica Elementary School are covered during the school day with an accident insurance plan.

**TELEPHONES:** The office phone will not be used by students unless they have written permission from a teacher or authorized personnel.

**TEXTBOOKS/LIBRARY BOOKS:** It is the responsibility of each student to cover and care for all textbooks and library books. All books issued to the student by the teacher or the librarian must be returned, or you will be responsible for their cost:

**TORNADO PROCEDURE:** The following actions will be taken in case of tornado warning and/or spotting. Spotters will be posted to watch for a possible approaching tornado. If a tornado is spotted the warning alarm will be sounded. The warning will be distinctively different from the fire alarm. ***The tornado warning will be a continuous ringing of the school bell.***

The students will be led to the inside wall (without windows) of the classroom quickly, quietly, and calmly regardless of the situation and will listen for instructions.

Students will assume positions of best protection.

- a. Sitting with knees up, head down and hands over head.
- b. Kneeling with hands covering head.

**The group shall stay together until authorized to move back to the classroom or elsewhere.**

**VALUABLES AT SCHOOL:** Do not bring the following items to school: Baseball gloves, hats/caps. Glass containers, bats, balls, jewelry and other expensive valuables which may be lost or stolen. Knives, radios, jam boxes or tape recorders, metal combs and other instruments that can cause harm to another student are not to be brought to school.

**VISITATION POLICY:** We encourage parents to visit our school often. All visitors must report to the main office upon arrival on campus. All visitors must sign the VISITORS' ROSTER before proceeding to other areas of the school. After your visit is completed, visitors are to return to the office and sign out. Parents should schedule a conference when they would like to visit a teacher.

**WITHDRAWALS:** When a student is leaving our school system please make sure that the student has been checked out through the office and has received a withdrawal form.

## **PUPIL PROGRESSION CRITERIA FOR PROMOTION**

### **PRESCHOOL**

All Pre-Kindergarten students who are 5 years old on or before September 30<sup>th</sup> are placed in Kindergarten class.

### **KINDERGARTEN** – Each student must attain a minimum weighted score of 7 out of 10

Must master 75% of each of the categories listed:

Recognition of capital letters (20 of 26 possible)	1
Recognition of lower case letters (20 of 26 possible)	1
Recognition of letter sounds (20 of 26 possible)	1
Must master 75% of all Math Skills listed on report card	3
Must correctly identify 6 out of 9 print concepts	1
Must be on or above Level A in reading	1
Must master 75% of the readiness skills in social development, general work habits and fine motor skills as defined by the Kindergarten Report Card	1
Teacher – Principal recommendation	1

### **GRADE 1** – Each student must attain a minimum weighted score of 7 out of 10

Reading – Attain a minimum grade of “D” with one of the following:

Instructional level J or,	4
Instructional level I or,	3
Instructional level H	2
Language – (Spelling, writing and grammar) – Attain a minimum grade of “D”	1
Mathematics – Attain a minimum grade of “S/D”	3
Social Living – Attain a minimum grade of “S/D”	1
Teacher – Principal recommendation	1

### **GRADE 2** – Each student must attain a minimum weighted score of 16 out of 20

Reading – Attain a minimum grade of “S/D”	5
Language Arts – Attain a minimum grade of “S/D”	5
Mathematics – Attain a minimum grade of “S/D”	5
Social Living – Attain a minimum grade of “S/D”	3
Teacher – Principal recommendation	2

**GRADE 3** – Each student must attain a minimum weighted score of 12 out of 16

Reading – Attain a minimum grade of “S/D”	4
Language Arts – Attain a minimum grade of “S/D”	3
Spelling – Attain a minimum grade of “S/D”	1
Mathematics – Attain a minimum grade of “S/D”	3
Social Studies/Science – Attain a minimum grade of “S/D”	3
Teacher – Principal recommendation	2

**GRADE 4** – Each student must attain a minimum weighted score of 11 out of 15

Reading – Attain a minimum grade of “S/D”	4
Language Arts – Attain a minimum grade of “S/D”	3
Mathematics – Attain a minimum grade of “S/D”	3
Science – Attain a minimum grade of “S/D”	2
Social Studies – Attain a minimum grade of “S/D”	2
Teacher – Principal recommendation	1

A student may not be promoted to the 5<sup>th</sup> grade until he or she has scored at or above the Basic achievement level on either the English/Language Arts or Mathematics component of the 4<sup>th</sup> grade LEAP for the 21<sup>st</sup> Century (LEAP 21) and at the Approaching Basic achievement level on the other. For promotional purposes, however, a student shall score at or above the Basic/Approaching Basic combination on the English/Language Arts and Mathematics components of LEAP 21 only one time.

LEAs shall offer a minimum of 50 hours per subject of summer remediation and retest opportunities in English/Language Arts and Mathematics at no cost to students who did not take the spring LEAP 21 tests or who scored Approaching Basic and/or Unsatisfactory on the English/Language Arts and/or Mathematics component(s) on the Spring tests.

**GRADE 5** – Each student must attain a minimum weighted score of 12 out of 16

Reading – Attain a minimum grade of “S/D”	4
Language Arts – Attain a minimum grade of “S/D”	3
Spelling – Attain a minimum grade of “S/D”	1
Mathematics – Attain a minimum grade of “S/D”	3
Science – Attain a minimum grade of “S/D”	2
Social Studies – Attain a minimum grade of “S/D”	2
Teacher – Principal recommendation	1

*Dear Parents,*

*Please remove this page and the student information form and return them signed to Tunica Elementary. If you have any questions or concerns, please call us. We are here for you and your children.*

*Thank you*

*Shannon D. Hall  
Principal*

**THIS IS TO CERTIFY THAT I HAVE RECEIVED A COPY OF THE  
TUNICA ELEMENTARY HANDBOOK.**

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*Parent's signature*

*Date*

**NAME OF CHILDREN ATTENDING TUNICA ELEMENTARY**

**GRADE**

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**STUDENT INFORMATION/EMERGENCY FORM  
TUNICA ELEMENTARY SCHOOL**

**DATE:** \_\_\_\_\_

**ENTRY CODE:** \_\_\_\_\_  
(Office use only)

**STUDENT INFORMATION**

Grade/Teacher: \_\_\_\_\_

Legal Name: \_\_\_\_\_

(First)

(Middle)

(Last)

Date of Birth: \_\_\_\_\_ Race/Sex: \_\_\_\_\_

**PARENT(S)/GUARDIAN(S) INFORMATION**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Mother's Maiden Name: \_\_\_\_\_

Father's Work Number: \_\_\_\_\_ Mother's Work Number: \_\_\_\_\_

**CONTACT PERSON INFORMATION**

Other than the child's Parent/Guardian, who can we contact if Parent/Guardian **CANNOT** be reached?

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_

**MEDICAL INFORMATION**

Student's Doctor \_\_\_\_\_ Phone Number \_\_\_\_\_

Is your child hyper-sensitive to any form of pest control? \_\_\_\_\_ Yes \_\_\_\_\_ No

List any item student is allergic to: \_\_\_\_\_

List any medicines student is taking on a long term basis: \_\_\_\_\_

List any medical or physical problems student has: \_\_\_\_\_

If in a medical emergency, we are **not able to contact you**, do we have your permission to transport your child to the hospital? \_\_\_\_\_ Yes \_\_\_\_\_ No

If in an emergency, the student's doctor cannot be reached, do we have your permission for the hospital and physician on call to treat your child? \_\_\_\_\_ Yes \_\_\_\_\_ No

**Parent/Guardian Signature:** \_\_\_\_\_