

2016-2017 TKA Policy Changes

<p>4214 Summer School</p> <ul style="list-style-type: none"> • Exceptions are Algebra I or English I, which if taken in 8th grade may be re-taken in 9th grade.
<p>4250 Grading Formula for Middle School</p> <p>Grades for Middle School Report Cards are averaged as follows:</p> <ul style="list-style-type: none"> • 1st Nine Week Grade = Course Grade (100%) • 2nd Nine Week Grade = Grade (100%) • 1st Semester Grade = 1st Nine Weeks Grade (42.5%) + 2nd Nine Weeks Grade (42.5%) + 9-week exam (15%) • 3rd Nine Week Grade = Course Grade (100%) • 4th Nine Week Grade = Course Grade (100%) • 2nd Semester Grade = 3rd Nine Weeks Grade (42.5%) + 4th Nine Weeks Grade (42.5%) + 9-week exam (15%) • Year-end Grade = 1st Semester Grade (50%) + 2nd Semester Grade (50%)
<p>4260 Grading Formula for High School</p> <p>Grades for High School students are averaged as follows:</p> <ul style="list-style-type: none"> • 1st Nine Week Grade = Course Grade (100%) • 2nd Nine Week Grade = Grade (100%) • 1st Semester Grade = 1st Nine Weeks Grade (40%) + 2nd Nine Weeks Grade (40%) + mid-term exam (20%) • 3rd Nine Week Grade = Course Grade (100%) • 4th Nine Week Grade = Course Grade (100%) • 2nd Semester Grade = 3rd Nine Weeks Grade (40%) + 4th Nine Weeks Grade (40%) + final exam (20%)
<p>4270 Grading Scale</p> <p><u>1st and 2nd Grade</u></p> <p>100-90 — A 89-80 — B 79-70 — C 69 & Below — Needs Improvement or Time</p> <p><u>3rd-12th Grade</u></p> <p>100-90 — A 89-80 — B 79-70 — C 69-60 — D 59-0 — F</p>
<p>4493 Middle School Nine Weeks Testing</p> <ul style="list-style-type: none"> • Nine-week tests will reflect only material covered in the previous 9 weeks before the test. • 2nd Nine Week Test = Material covered during 2nd nine-week period only • 4th Nine Week Test = Material covered during 4th nine-week period only
<p>4494 Standardized Tests</p> <ul style="list-style-type: none"> • Students in 1st – 8th grades are evaluated each spring utilizing standardized testing and ability testing in grades 2, 3, 5, and 6.
<p>4496 High School Nine Weeks/Mid-Terms/Finals</p> <ul style="list-style-type: none"> • Seniors with both a first and second quarter grade of 93 or greater may exempt mid-terms; however, all seniors must take at least one mid-term in a core class.
<p>4497 Exemption to Final Exams</p> <ul style="list-style-type: none"> • Students in 9th – 12th grades making a 93 or greater in each quarter and a 93 or greater on each mid-term exam are eligible to exempt final exam in that subject: freshmen: 1 exemption; sophomores: 2 exemptions; juniors: 3 exemptions; seniors: all. • Seniors with all quarter and exam grades of a 93 or greater may exempt all final exams. • Students taking courses with 0.5 credit will be eligible to exempt at the end of the semester if they have 93 or greater quarter grades.
<p>4510 Interim Reports</p> <ul style="list-style-type: none"> • Interim reports for all students in grades 1st-12th will be generated four times a year midway through each grading period. • Interim reports notify the parent/guardian of the academic performance of the student. • If the teacher feels that a conference is needed, the teacher should contact the parents.
<p>4520 Online Grades</p> <ul style="list-style-type: none"> • Students' grades and assignments are available online via Renweb. There is no charge for this service. Instructions for registering for Renweb will be distributed at Registration Day. • Teachers should contact parents about any concerns with a student's class work, homework, or behavior.
<p>4530 Progress Reports</p> <ul style="list-style-type: none"> • Progress Reports are emailed to parents/guardians of students in the 7th -12th grade, approximately every two weeks. These same reports are emailed to parents/guardians of students in 1st – 6th grades mid quarter. Grades are available to parents online throughout the school year. Interim Reports are identical to Progress Reports.

<p>4540 Report Cards</p> <ul style="list-style-type: none"> No parent signatures will be requested for Report Cards.
<p>4551 Cumulative Files</p> <ul style="list-style-type: none"> Parents should contact the school office if there is any change in the information that appears on the student's application, including phone numbers, addresses, church affiliation, or a change in a family situation. Or they may update information in RenWeb, directly.
<p>6130 New Student Admission Procedure</p> <ol style="list-style-type: none"> An application for each child must be submitted online via Renweb by a parent/guardian. All applications will be considered on a first-come basis and marked according to date and time application is received online.
<p>6140 New Student Acceptance Process</p> <ol style="list-style-type: none"> The parent/guardian will be notified by email upon approval or denial of admission. The decision will be based on the total evaluation of the student as well as TKA's ability to benefit the student.
<p>6150 Home School Student Enrollment.</p> <ul style="list-style-type: none"> Home school seniors may not hold SGA or class officer positions.
<p>7212 Middle and High School Attendance</p> <ul style="list-style-type: none"> If a student leaves class more than 20 minutes before a block class is over or more than 10 minutes before a one-period class is over, s/he will be counted absent. If a Middle School or High School student is absent more than (20) twenty days with no more than (8) eight being unexcused from a one-period, year-long class, s/he will not receive credit for the course unless missed days are "recovered" through Saturday school served. (See 7213) If a Middle School or High School student is absent more than (10) ten days with no more than (4) four being unexcused from a one-period one-semester class, s/he will not receive credit for the course unless missed days are "recovered" through Saturday school served. (See 7213) Classes which meet for a block period will be counted as double absences.
<p>7213 Saturday School</p> <ul style="list-style-type: none"> If a High School student is absent from a one-credit, one-period class more than twenty (20) times, the student must attend Saturday School to make-up the hours missed and still receive credit for a class. If a High School student is absent from a .5 credit one-period class more than ten (10) times, the student must attend Saturday School to make-up the hours missed and still receive credit for a class. If a High School student is absent from a .5 credit block period class more than five (5) times, the student must attend Saturday School to make-up the hours missed and still receive credit for a class. The fee for Saturday School is \$15.00 per one period class (\$22.50 per block period class).
<p>7231 Middle School End-of-Day Sign Out Policy At 2:30, students have 2 options.</p> <p>Option 1 – 2:30 Dismissal</p> <ul style="list-style-type: none"> Student is dismissed at 2:30 but must leave campus no later than 2:45 p.m. Any student still at school at 2:45 p.m. will be sent to Middle School Study Hall. A Middle School student must be picked up by 3:15. <p>Option 2 – Middle School Study Hall – 3:15 Dismissal</p> <ul style="list-style-type: none"> Middle School students have the option to enroll in End-of-Day Middle School study hall. Any student still at school at 2:45 p.m. will be sent to Middle School Study Hall. Athletes who may need to stay after school for practices /games should report to Study Hall. All Middle School students waiting for a High School sibling to be dismissed at 3:15 p.m. will report to Study Hall.
<p>7232 High School End-of-Day Sign Out Policy From 1:51-3:15, any HS student not taking a regular class will, by default, be assigned to study hall. Students assigned to study hall have 3 options.</p> <p>Option 1 – Study Hall Release</p> <ul style="list-style-type: none"> A parent may complete a Study Hall Release Form, which permanently releases his/her student from study hall. Once this option is selected, a student must leave campus within 10 minutes of his/her last class unless special permission is granted. Any student lingering on campus unsupervised will be enrolled in study hall for the remainder of semester. Released students should not return to campus earlier than 3:15 for extra-curricular activities, practices, etc.
<p>7334 Level II Offenses for Elementary, Middle and High School</p> <ul style="list-style-type: none"> Involved in or creating the impression of involvement in immoral activities, including possession of items indicating the intent to participate in premarital sex
<p>7335 Level II Consequences for Elementary School</p> <ul style="list-style-type: none"> 2nd offense - One (1) day or multiple days of suspension (\$50 per day fee). All class work assigned by the teacher/s must be completed and a conference with parent/guardian, student, and Head of School held before student returns to class. 3rd offense - Multiple days of in-school suspension (ISS-\$50 per day) or out-of-school suspension (OSS-\$50 per day). All class work assigned must be completed, and a conference with parent/guardian, student, teacher, and Head of School must occur before the student returns to school.

<p>7336 Level II Consequences for Middle and High School</p> <ul style="list-style-type: none"> • The administrator responsible for discipline handles level II consequences. • 1st offense = Saturday (\$40 fee) or In-school Suspension (\$50 per day fee) • 2nd offense = Saturday (\$40 fee) or In-school Suspension (\$50 per day fee) • 3rd offense = Multiple days of In-School Suspension (\$50 per day fee) • 4th offense = Multiple days Out-of-School Suspension (\$50 per day)* or dismissal from TKA
<p>7337 Level III Offenses for Elementary, Middle and High School</p> <ul style="list-style-type: none"> • Possession of weapons (i.e., guns, knives), drugs, drug paraphernalia, alcoholic beverages, and/or pornographic materials on campus. • Making any type of threat to persons (students, parents, faculty, administration, etc.) or property associated with TKA, in person or inferred through social media i.e., bomb, death, retaliation, etc.
<p>7350 Off-Campus Behavior</p> <ul style="list-style-type: none"> • premarital sex or possession of items indicating the intent to participate in premarital sex
<p>7361 After School Detention</p> <ul style="list-style-type: none"> • After school detention will be scheduled on Wednesday for one (1) hour after school. (3:15 – 4:15 p.m.).
<p>7362 Saturday Detention</p> <ul style="list-style-type: none"> • A \$40.00 fee will be charged to the student's account.
<p>7363 In-School Suspension (ISS)</p> <ul style="list-style-type: none"> • A \$50 fee will be charged to the student's account for each day of ISS. • A substitute will be hired to oversee students in ISS. • Students who serve ISS are not permitted to attend class or school events during ISS. • It is the student's responsibility to obtain information and assignments given while serving ISS. • For each day served in ISS, half a point will be deducted from each nine-week grade average.
<p>8210 After School Activities</p> <ul style="list-style-type: none"> • Students in 5th – 6th grade waiting for a practice to begin WITHIN AN HOUR OF SCHOOL DISMISSAL may attend Extended Care without charge.
<p>8230 Car Line</p> <ul style="list-style-type: none"> • Elementary School students not picked up by 2:45 PM (3:15 for those in tutorial study hall) will be sent to afternoon Extended Care; parents/guardians will be charged the Extended Care fee beginning at 2:45 PM. • Middle School students not picked up by 2:45 PM will be sent to Middle School study hall. The student must be picked up by 3:20 PM. • Students in 5th – 6th grades waiting for an after-school sports practice, which begins by 3:30 pm, may stay at school free of charge. Students in 5th and 6th grades must attend Extended Care. Students in 7th and 8th grades must attend MS study hall until 3:15 and then are dismissed to go to practice. • If 5th – 6th grade students stay after school for a sports practice which begins after 3:30 pm, they must attend Extended Care / study hall as described above. However, their accounts will be charged for using Extended Care.
<p>8250 Recess Rules</p> <ul style="list-style-type: none"> • Students will go outside for recess if the temperature is between 38 and 96 degrees Fahrenheit. Otherwise, they will have indoor recess. • Students must wear tennis shoes in order to participate in indoor recess. Sock feet will not be allowed due to slipping hazard. • Playground Rules for 4K-6th Grades • No 4K or kindergarteners on zip line or dome.
<p>8650 Extended Care Program</p> <ul style="list-style-type: none"> • Extended Care is available for students in 4K-6th grade. • Extended Care is available from 7:00 a.m. to 7:45 a.m. and from 2:45 p.m. to 6:00 p.m. Separate fees are charged for the morning and afternoon sessions.
<p>8694 Parent Advisory Committee (PAC)</p> <ul style="list-style-type: none"> • The committee is comprised of one administrator (Head of School), one Board member, and parents representing Elementary, Middle, and High School. Names of current parent representatives are published in <i>The Lion's Share</i> early in the school year and are also printed in the Family Directory.
<p>8720 Field Trips</p> <ul style="list-style-type: none"> • The sponsoring staff is responsible for submitting a Background Check consent form to the front office. A Background Check will be run on all chaperones that will have direct supervision of students (e.g. overnight field trips).
<p>8721 Field Trip Finances</p> <ul style="list-style-type: none"> • Tuition and fees pay for regularly-scheduled field trips. Unique field trip opportunities may require an additional student fee. • Tuition and fees do not cover meals and overnight field trips