

June 14, 2011

TO: Mr. David Meadows
FROM: Mrs. Diana Ezell
RE: Student Handbooks

The school handbooks are edited and ready for the TPSD Board of Trustee's consideration and approval. Twelve handbooks (one from each school site) are on CDs for the TPSD Board of Trustees and you to review. Each school has included a letter of welcome from the principal, expectations, schedules and district policies. Additionally, they have included school procedures, calendar of events, and staff information.

At the time of publishing the CD, Carver and Pierce Street had additional changes to be made. Dr. Harbin is the process of editing the final copy and should have the document to me by July 18. Mrs. Britton will have a cover for the handbook, but it is not ready to be added to Pierce's handbook at this time. The staff member who designs the cover for Pierce Street has been on family medical leave and should return before the document is printed.