

Memorandum

To: Dr. Ryan Glaze, Superintendent

From: Craig Leach, Principal, Tipton High School

Date: 6/6/2025

Subject: THS Staff Handbook Revisions (2025-2026)

Attached is a summary of the proposed staff handbook changes for the 2025-2026 school year.

THS Staff Handbook Changes for 2025-2026

1. Removed and Updated the Non-Discrimination/Anti-Harassment Statement
2. Removed 'Time and Effort' Section
3. Added TCSC Mission/Vision Statements (page 2)
4. Added "The Tipton Way"
5. Updated School Goals to align with the School-Improvement Plan
6. Created Subsections for Organization and alignment with TES
 - a. Attendance/Absences
 - b. Supervision
 - c. Professionalism
 - d. Reporting and Records
 - e. Programs
 - f. Field Trips
 - g. Technology
 - h. School Finances
 - i. Student Management
 - j. Health Concerns
 - k. General Rules
 - l. Communication
 - m. Facilities
 - n. School Safety
 - o. Staff Conduct
7. Updated Report of Suspected Child Abuse or Neglect Statement (A225)
8. Updated Textbook Adoption Schedule through 2029-2030
9. ADDED - (Student) Wireless Communication Device Policy (A301) (A300)
(Removed redundant statements: Use and Care of Equipment, Digital Citizenship, 1:1 Computing, Social Media Guidelines)
10. Removed "PBIS" section and replaced with Tipton PRIDE statement (Section IX)
11. Removed *Safe Schools Alert System* statement
12. Added "All staff will be trained and expected to have functional knowledge in Standard Response Protocols (SRP)." in School Safety Basics