



# TCA Knights



## Welcome Linda Higginbottom to TCA

Linda is joining the TCA team as the new administrative assistant in the school office.

With over 30 year of customer service experience and church ministry leadership, Linda will be working in the school office to serve our students, families, and staff. She brings a wealth of knowledge, experience, and skills to TCA. Stop by the office and say Hi. Welcome to the team Linda!

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### BOOK FEES - 8/7

Book and material fees are due August 7, 2023.

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### FIRST DAY - 8/24

First day of school is August 24, 2023

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### ORIENTATION - 9/7

Mandatory parent orientation is September 7, 2023 @ 7:00 PM



### Uniform Information

Click [HERE](#) for uniform information



### School Supplies

Click [HERE](#) for supply information.



### Online Payments now available.

You can now make payments online for tuition, fees, and snack bar funds. Click [HERE](#) to make a one-time payment.

## TCA Now a Gradelink School.

Introducing Gradelink a new school management system that brings a host of new tools to our students, families, and staff.

Over the summer TCA began the transition to Gradelink which is an all school management system for students, families, and staff.

Just some of the benefits and features of Gradelink include:

- Access class schedules.
- View grade information and assignments for class, including teacher comments.
- Communicate directly with teachers.
- Quick view of upcoming assignments, plus graphs of performance by assignment.
- Retrieve report cards.
- Access unofficial transcript information.
- View current and historical attendance records.
- View discipline entries.
- Access account information including fees due and a history of payments.
- Set update alerts to help keep you informed.
- See access to both parent and student accounts.
- Better communication including TEXT alerts on your cell phone of important school related information.
- Online account access, and also an app for Android and iOs.

In the coming days as we near the completion of integration of Gradelink on campus you'll receive log in information for both your student and family. And don't worry, we are here to help and will share with you all the training tools both students and families need to fully utilize these exciting new features.



## VOLUNTEERS WANTED – SERVICE HOURS

Gradelink allows TCA to better manage volunteers and track service hours and there are many areas we need volunteers to help. If you would like volunteer we need help in the following areas: snack bar, PTO functions, school maintenance, playground supervision, classroom assistants, office help, social media coordinators, photographers, and many more. WE NEED YOU!!! Your service hours can earn you free enrollment, and other benefits.

If you'd like to help volunteer contact the office today  
[info@tcaced.com](mailto:info@tcaced.com)

