Dear E Prep & Village Prep Cliffs Scholars and Families,

The 2019-2020 schoolyear is nearly upon us! We are very excited to start the new year and continue working hard to put our scholars on the path to college.

Did you know that the average college graduate earns over $1 million more than the average high school graduate during the course of a lifetime?

A college degree unlocks doors to careers and opportunities that can dramatically improve the quality of a person’s life. The path to college can be a long and challenging one, but we know that through perseverance, self-discipline and hard work, every one of our scholars can achieve this!

We wanted to provide families with some important updates as we enter our school year together. Please read the information below carefully – there is a lot of information!

First Day of School
The first day of school begins at 7:35 am August 12th, which is a Monday. Before the doors open, we will line up all scholars outside the building by grade level. Each grade will be walked into the building by the leadership team and the teaching staff. In order to lay the foundation for our culture, parents will not be allowed to walk with their scholars into the classrooms. Parents may visit the main office after all scholars have entered if they have any questions or would like any additional resources. Parents will not be allowed to visit classrooms until after Labor Day. Any classroom visits should be scheduled in advance with the Deans or Principal. Thank you in advance for respecting our policies on visitation.

Tardy Scholars
When scholars arrive to school late, they miss out on valuable learning time. Because of this fact, we have set a goal of decreasing tardiness by 75% this year. Scholars will be marked tardy at 8:00 am. Additionally, please keep in mind that breakfast is served from 7:35 – 7:55 am. Because instruction begins promptly at 8:00am, the kitchen will close at
7:55. Please help us to ensure that all of our scholars arrive before 8:00 am and have the opportunity to receive breakfast and a full day of instruction every school day.

Dismissal – Begins at 3:25
Our basic philosophy is “We do what’s best for kids.” At dismissal time, we put safety first. We put safety above convenience and speed. During the first weeks of school, while we are learning our families and norming traffic patterns, dismissal will take a longer time than we’d all like. We ask for a few things from our families:

1. If you are a returning family, please don’t arrive until 3:35 to let new families figure out our routines. (You all remember how crazy the end of the day can be)
2. Stay in your car. We will not allow parents to come into the building. Having cars with no drivers in them only slows down the process for everyone. Please, do not get out of your car.
3. **Do not arrive early.** We need your child here for every minute of the day. **After 2:45pm, we will not dismiss your child early in hopes of avoiding the dismissal traffic.** It is very difficult to pull individual scholars from classrooms near the end of the day. We will not release scholars early to parents. If your child has an appointment, please notify the school in writing beforehand. Please schedule appointments during other times of the day to avoid this situation.
4. Remain calm. Be respectful. We instill self-discipline and respect with our scholars. We need our parents to reflect these values as well. Please treat all school staff with respect and patience. Dismissal can be a stressful time, especially during the beginning of the year. Please conduct yourself with respect during this time.

*Also, if your child has a change in transportation plans for the day, you must notify the school office before 2:45 pm.* Call 216-456-2080 and let the office know of the change. It is important that we have time to make sure that all scholars get home safely.

Climbing the Path to College Together,

Dr. Randy Yates  
Principal, Village Prep  
216-456-2080 ext. 2272  
[RYates@theprepschools.org](mailto:RYates@theprepschools.org)

Mr. Marc Johnson  
Principal, E Prep  
216-456-2080 ext. 2263  
[MJohnson@theprepschools.org](mailto:MJohnson@theprepschools.org)
Dear Parents/Guardians/Families,

At the Preps we take pride in our culture and value the daily opportunities our scholars have to build their skills and become leaders in their education. In that, every year we have a mandatory Culture Camp for all incoming 5th graders and new scholars to adequately prepare them for the school year to come.

Culture Camp takes place at Entrepreneurship Preparatory School, Cliffs Campus on Thursday August 8, 2019 and Friday August 9, 2019 from 7:30a-12:00p. Both days are mandatory; and breakfast will be provided.

Quick Overview: During Culture Camp, Deans, teachers and school staff, will facilitate sessions, including: learning and practicing daily routines and school procedures; covering morning arrival, breakfast/lunch expectations, and afternoon dismissal responsibilities. In addition, scholars will be introduced to our Behavior Management System (BMS), uniform expectations, extracurricular activities, and they will have the opportunity to meet and ask questions to our current/alumni scholars. We wholeheartedly believe that Culture Camp helps gain the investment of our new parents and scholars and allows scholars to have a smoother transition into the school year.

Please take note that our Culture Camp is mandatory for any and all new scholars. Even if you were a 4th grade scholar last year at VPrep, attending EPC’s Culture Camp is still mandatory.

This is an opportunity for our teachers and administrators to meet, and start building relationships, with our new scholars—we truly look forward to meeting all of them!

Please contact our Ops staff and/or Dean of Students if you have any questions or concerns.

Sincerely,

EPrep Cliffs Family

www.theprepschools.org

Mission: The Prep Schools seek to provide a high quality, academically rigorous education for the college bound scholar. We empower our scholars to think critically, assume social responsibility, and serve as advocates for themselves and the community. We achieve these goals with in a highly focused, structured and safe environment. We, as a community of educators, families and scholars work relentlessly to ensure that every child is prepared to succeed in a competitive world.
# 2019-2020 E Prep & Village Prep School Calendar

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<td>17 No School - President's Day</td>
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<td>5 4:00-7:00PM - Parent Teacher Conferences</td>
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<td>1-2 Professional Development - Returning Staff Only</td>
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<td>29-30 School Buildings Closed</td>
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*Notes: 173.0 Annual Instructional Days, 1182.2 Annual Instructional Hours, 40.3 Calamity Days Permitted, 198.0 New Teacher Work Days, 188.0 Returning Teacher Work Days, 226.0 Admin Work Days.*

- **School Closed**
- **Professional Development - No Scholars**
- **Start/End Dates**
- **Testing Dates**
Boys (5-7th)

Black Dress Pants (Buy from Anywhere)
*Jeans, spandex, cargo, skinny pants or sweatpants are not permitted.*

Black Belt (Buy from Anywhere)
*Belts must be worn daily and may not have a large buckle or design.*

Black Dress Shoes (Buy from Anywhere)
*Tennis shoes and boots are not permitted.*

Black Socks (Buy from Anywhere)

Polos (Required from Schoolbelles)
*Choose at least one option*
- French Toast Short Sleeve (5705) $11.40-$13.40
- French Toast Long Sleeve (5706) $12.40-$14.40
*Color: Dark Green with School Logo 19/2509*

Fleece (Approved Option from Schoolbelles)
*Must be worn over Preps polo; no other jackets are permitted to be worn during the school day.*
- Fleece Jacket (2096) $35.20-$37.20
*Color: Dark Green with School Monogram 19/2509*

Sweatshirt (Approved Option from Schoolbelles)
*Sweatshirts may be worn on Fridays only; no other sweatshirts are permitted.*
- Traditional Sweatshirt (2050) $28.05-$30.05
*Color: Dark Green with School Logo 22/2509*

Girls (5-7th)

Black Dress Pants (Buy from Anywhere)
*Jeans, spandex, cargo, skinny pants or leggings are not permitted.*

Black Belt (Buy from Anywhere)
*Belts must be worn daily and may not have a large buckle or design. If pants so not have belt loops, a belt is not required.*

Black Dress Shoes (Buy from Anywhere)
*Tennis shoes and boots are not permitted.*

Black Socks (Buy from Anywhere)

Polos (Required from Schoolbelles)
*Choose at least one option*
- French Toast Short Sleeve (5705) $11.40-$13.40
- French Toast Long Sleeve (5706) $12.40-$14.40
*Color: Dark Green with School Logo 19/2509*

Fleece (Required from Schoolbelles)
*Must be worn over Preps polo; no other jackets are permitted to be worn during the school day.*
- Fleece Jacket (2096) $35.20 – $37.20
*Colors: Dark Green with School Monogram 19/2509*

Sweatshirt (Approved Option from Schoolbelles)
*Sweatshirts may be worn on Fridays only; no other sweatshirts are permitted.*
- Traditional Sweatshirt $28.05-$30.05
*Color: Dark Green with School Logo 19/2509*

Skirts (Approved Option from Schoolbelles)
*All skirts and jumpers must be purchased from Schoolbelles. No other skirts or jumpers are permitted.*
- Wrap Around Kilt Skirt (1525) $44.95 - $48.95
*Colors: 882-Green/Grey Polyester Plaid*
### 5th Grade
- 2" Binder, 2 Spiral Notebooks
- 5 three hole punched folders
- Pencils, Pencil Pouch
- 12 Pack Color Pencils
- Highlighters

*Homeroom Materials:*
- Tissues, Paper Towels, Glue Stick
- Hand Sanitizer, Clorox Wipes
- Pencils, Dry Erase Markers
- Notebook Paper, Note Cards
- Zip Lock Sandwich Bags

### 6th Grade
- 2 inch binder, 5 tab dividers
- 5 Folders, 2 Notebooks, Loose Leaf Paper
- Dry Erase Markers, 2 Highlighters
- Pencils, Pens, Pencil Pouch
- Erasers (large and pencil top)
- 3x5 Index Cards
- Calculator (Recommended for home use – not required)

*Homeroom Materials:*
- Pencils, Loose Leaf Paper
- Tissues, Hand Sanitizer, Clorox Wipes, Index Cards

### 7th Grade
- 5 two-pocket/three holes punched folders
- 2 one-inch binders
- 4 pkgs. College-ruled paper, 5 spiral notebooks
- Pencils, Colored Pencils, Erasers, Pens, Pencil Pouch
- Highlighters, Dry Erase Markers
- Post-its, 3x5 Index Cards, Zip Lock Sandwich Bags
- Ruler, Protractor
- Calculator: Texas Instruments TI-30IIS

*Homeroom Materials:*
- Kleenex, Hand Sanitizer, Clorox Wipes, Post Its, Pencils
- Erasers, Highlighters, Index Cards

### 8th Grade
- 1, 3" three ring binder
- 5 two-pocket/three holes punched folders
- 1 3-Subject Notebook
- Pencils, Erasers, Pens, Pencil Pouch
- Highlighters, Dry Erase Markers
- Colored Pencils, Glue Stick
- Post-its, 3x5 Index Cards
- Calculator: Texas Instruments TI-30XII

*Homeroom Materials:*
- Kleenex, Hand Sanitizer, Clorox Wipes,
- Post Its, Pencils, Erasers, Highlighters, Index Cards

*These items will stay in the classroom for community use.*

The supply list will be sent out again mid-year to replace any and all supplies.
Why is iPad use required?

"Education is evolving due to the impact of the Internet. We cannot teach our students in the same manner in which we were taught. Change is necessary to engage students not in the curriculum we are responsible for teaching, but in school. Period." – April Chamberlain

At EPrep, we have committed to bettering our scholars by closing the digital divide. We do not want our students to be left behind when it comes to knowing how to work, learn, and engage with technology. **94% of high school students are likely to have some kind of technology-based learning in their classes.** While many school districts have already introduced this type of learning in their middle schools, The Prep Schools want to ensure that our scholars are ahead of this learning curve.

Middle School scholars at EPrep have daily assignments and/or homework that is to be completed using their assigned iPad devices. Not only are we reducing waste by not printing as many packets, but we are also providing more resources to our scholars through technology. Scholars are able to:

- Receive and submit assignments immediately
- Access their grades and attendance records in “real-time”
- Work together virtually with other scholars on projects and assignments
- Gain access to unlimited resources
- Increase their ability to perform at the highest levels to be competitive among their peers

Long gone are the days of carrying 4 or more heavy textbooks around in bookbags. Our scholars have immediate access to all of their files and documents through Google Classroom. Scholars are now able to submit their assignments as soon as they finish and eliminate the possibility of losing their work. Beyond much of the educational value, we also take pride in making our scholars socially and digitally responsible while having a positive presence online.

**All iPads are provided by the school. Scholars will ONLY be allowed to use a school-issued device. All scholars are required to pay an annual $20 Tech Fee. This fee covers data package, insurance, maintenance & 1st-time lost/stolen/broken. This tech fee is NON-REFUNDABLE.**
Afterschool Programming/Daycare Services

At this time, the only afterschool programs offered are as follows:

- Volleyball (for girls, 5-8 only)
- Basketball (for boys & girls, 5-8 only)
- Cheerleading (for girls, 5-8 only)
- Tutoring (all grades, offered only on AS NEEDED basis)
- Various Teacher Lead after school clubs (all grades, TBA)

We also collaborate directly with 2 outside agencies which provide aftercare services. They are as follows:

- Open Doors Academy (for 5-8 only) / 216-229-1900
- Rainey Institute (all grades) / 216-881-1766

Also, the following daycares offer transportation services from campus at dismissal:

- Close to Home Daycare / 216-432-4417
- Academy of Excellence / 216-916-6944
- Bright Side Academy / 216-268-1800
- Smarty Pants Daycare / 216-241-5437
- Learning to Grow Daycare / 216-431-4000
- Future Scholars Daycare / 216-361-2560
- Developing Character Daycare / 216-436-5900
- Wade Park Childcare / 216-421-1488
- Fatima Family Center / 216-391-0505
- Forever Growing Childcare / 216-431-9000
2019-2020 Transportation Update

Dear Future Prep Families,

We are pleased to once again partner with the Cleveland Metropolitan School District (CMSD) and Community Bus Services (CBS) to provide transportation options for eligible students for the 2019-2020 school year.

In order to be eligible for yellow bus transportation, you MUST fit the following criteria:

- Do you have a student who will be in K-6th Grade?
- Do you live in Cleveland, between 1 and 5 miles from the school?

If you have a student who will be in the 7th or 8th grade, live in Cleveland, and are interested in an RTA badge for next school year, please reach out to the school’s main office.

**Scholars in grades K-6th will NOT be able to receive RTA tickets for the 2019-2020 school year.**

**Scholars in grades 7th and 8th who have siblings in K-6th ARE eligible for yellow bus transportation.**

If you have any questions about these options or any aspects of our transportation program, please contact the main office at 216-456-2080.

We look forward to your partnership in the coming year!
Automated Afterschool Detention Calls

Overview: School Year 2019-2020, E Prep Cliffs will continue using the automated call system for afterschool detentions. This document is to provide clarity the system in action, alleviate concerns, and provide additional information regarding transportation.

The Why: By holding scholars accountable in a consistent and transparent manner, we push our scholars to learn from their mistakes while promoting a safe and predictable school environment.

Uniform and Homework Infractions

For all uniform and homework infractions, an automated detention call will be made to parents by 10:00am the day of the infraction.

- Parents/Guardians will receive an automated voice message indicating that their scholar earned a detention for a uniform and/or homework infraction.
- Scholars must serve the detention that same day.
  - Example: If Malik enters school August 24th with no belt; Malik’s parent will receive an automated detention call by 10:00am. Malik will then have to serve his afterschool detention that same day, August 24th.
- Detention begins at 3:15 and ends promptly at 4:00.

Behavior Infractions

For behavior infractions, (i.e. 5+ demerits/referral), an automated detention call will be made by 4:30pm the day of the infraction, requiring the scholar to serve the detention the following day.

- Parents/Guardians will receive an automated voice message indicating that their scholar earned a detention for a behavior infraction(s).
- Scholars must serve the detention the following day.
  - Example: If Brianna earns 5 demerits throughout the day on August 24th, parent will receive an automated voice message indicating that their scholar earned a detention for a behavior infraction(s) by 4:30pm that evening. Brianna will then be required to serve her detention the following day, August 25th.
Frequently Asked Questions (FAQs)

1. What if I do not receive the automated detention call?
   - Our system will generate a list that indicates failed calls. At that time, Deans will call the emergency contact that is listed in our records.
   - It is the **responsibility of our parents** to have updated phone numbers; and emergency contact numbers.

2. How does the school confirm detentions?
   - Scholars with detention are considered “confirmed to serve” if the automated call has been sent and the Dean’s Office has not received a call back from the parent. If there is an issue with the scholar staying that day, a parent **must call a Dean** to inform and reschedule.

3. What happens if my scholar earns a homework and uniform infraction detention in the same day?
   - If this occurs, parent(s) will **not** receive an automated call. Deans will contact parents at that time to schedule the detentions.

4. What if my scholar earns multiple behavior-related detentions (i.e., a plethora of demerits and referrals), is it still just a simple automated call?
   - Deans will still remain proactive and contact parents if a scholar is displaying unwarranted behavior. **Our goal is still to ensure that we promote a positive culture for each and every scholar and that we address their needs.**
   - **Access Kickboard – Parent Portal.** Taking advantage of Kickboard will allow you around the clock access to your scholar’s behavior.

5. Building on question 4, what is the consequence for my scholar?
   - Depending on the behavior/situation, at the Deans discretion **only** and in conjunction with our Handbook, scholars will either serve afterschool detentions **or** will serve another consequence (such as but not limited to, Saturday School, ISS, or OSS).

6. Will this system limit Dean-Parent communication?
   - No. Deans will still be available to parents for questions, comments, and concerns. In addition, Deans will remain proactive in contacting parents for positive phone calls, grades (upon request), field trips, questions, and so forth.

7. What about transportation?
   - If your scholar rides the RTA or walks, they will be dismissed out the front doors at 4:05pm.
   - If your scholar rides the yellow school bus, it is the **responsibility of the parent(s)** to ensure transportation is arranged for pick up at the school. Parents should reach out directly to a Dean if there is transportation information that needs to be messaged to the scholar for when they dismiss from detention.
Summer's Over!
A Back-to-School Night
Thursday
August 8, 2019
4:30pm - 6:00pm
- Meet Your Scholar's teacher
- Visit scholar's classroom
- Finalize Your Registration
- Learn More About Curriculum
- Sign Up For PTO
- And Much More!

Be there!