



PREPARATORY INSTITUTE, SCHOOL FOR ACADEMIC EXCELLENCE AT CHARLES I. WEST HALL

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Mr. Danny Eichelberger, Principal
Mr. Derryck Rickards, Assistant Principal

Ms. Lakeisha Myers, Assistant Principal
Ms. Stephanie Harris, Dean of Students
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My West, My Best

Dear Parents & Guardians

It is my pleasure to announce that West Prep will again be offering classes this summer. Following last year's model, students in grades 6-11 will have the opportunity to retrieve credits needed for promotion through middle school or for graduation from high school.

Following on the success of last summer, only students needing to recover credits will be admitted to the summer program; and West Prep will charge a non-refundable attendance fee of \$20, ten dollars for each of two sessions. Payments will be accepted online at westprep.net or by cash or money order to the banker during regular business hours. Once again, instruction will primarily be delivered via an online blended model using the Edgenuity learning management system. Students will complete coursework, at their own pace, on a computer with a licensed teacher in the room to help support students, individually or in small groups, as necessary. Students will have the opportunity to retrieve up to one full credit by taking up to two classes, one in each of two fourteen day sessions. Students will work online on one class at a time. If students successfully finish one course they will have the option to leave the program with that half-credit or, if necessary, start another course for credit retrieval. As long as a student finishes the coursework successfully, within each scheduled session, that credit will count toward middle school promotion or high school graduation.

There will be a limited number of seats available for students. Therefore, once parents are notified by their child's counselor that their student has failed a class and is in need of credit retrieval, there will be a mandatory application process for the students and parents to complete, including the payment of the attendance fee. Parents can be assured that their children will continue to receive a quality education from professional educators dedicated to the academic and social success of their students. The Edgenuity online learning management system will provide a rigorous course of study and teachers will, as always, have high expectations for students, academically and behavior-wise. Students that become a disruption to the learning atmosphere on campus and impede the academic success of their peers will be exited from the program, without a refund of their entrance fee. Finally, as in years past, students will have available to them both a healthy breakfast and lunch, provided by the school district.

The daily schedule will be as follows: Breakfast is served starting at 7:30 a.m. Classes start promptly at 8:00 a.m. Students receive a fifteen (15) minute break during the instructional period. The instructional day ends at 12:30 p.m. An optional Lunch is served from 12:30 p.m. – 1:00 p.m. Bus transportation is at 1:00 p.m. Students that choose to leave at 12:30 p.m. must leave the West Prep campus immediately and completely.

With Kind Regards,

Danny Eichelberger, Principal