



## Tempe Preparatory Academy & Tempe Preparatory Junior Academy

1251 East Southern Avenue  
Tempe, AZ 85282  
(P) 480.839.3402 • (F) 480.755.0546  
[www.tempeprep.org](http://www.tempeprep.org)



### Headmaster's Winter 2009 Report

Our students have completed the first semester of this 2009-2010 school year. This Report seeks to provide you with information about several issues important to our community and our continuing success for the rest of the year.

**PASS & EVAL Systems:** Before Winter Break, we supplied all students' families with a new letter describing our continuing effort to reduce the mailing and printing costs for our students' evaluations and reports. All available first semester grades and evaluations were posted no later than Tuesday, January 5<sup>th</sup>. These grades and evaluations are available through the EVAL system now and the grades, and only the grades, will be posted by Friday, January 8<sup>th</sup> into the PASS system for our permanent files. The new letter explains how you can access the Academies' secure website and get your child's semester grades, evaluations and other school-related information in the PASS and EVAL systems. The "gateway" to the PASS and the EVAL systems are in the blue menu bar on the home page of the [www.tempeprep.org](http://www.tempeprep.org) website. All your child's information is available only to you, and only with the use of your child's unique identification number and unique "PIN" that acts as the password associated with it. If you no longer have your child's identification number and associated PIN password, please contact our Registrar, Dannette Flores, at [dflores@tempeprep.org](mailto:dflores@tempeprep.org) or 480-839-3402, ext 101.

**E-Mail Addresses:** We are continuing our efforts to improve our communication to parents and other interested members of our Tempe Prep community while we reduce our communication costs. A significant amount of material now is being conveyed to families electronically, through e-mail and the Tempe Prep website. To assure that you receive ALL our weekly and monthly newsletters, please be sure that we have a correct e-mail address for you. You are being sent this Winter Report in both electronic and hard-copy formats. If you have received this Winter Report in electronic format, then we have your email address. If you received the hard-copy version then we have your current mailing address. If you did not receive both versions of this Winter Report and have the means to send and receive e-mails, please send an email to our Registrar, Dannette Flores, at [dflores@tempeprep.org](mailto:dflores@tempeprep.org) so we can be sure to get you on our electronic and "snail-mail" lists. If you do not have access to e-mail, please call Ms. Flores at 480-839-3402, ext. 101 and discuss with Ms. Flores how best we can communicate with you.

**Parent Survey:** Now that we have a full semester completed in this school year, we would like parents to complete a very simple survey. It has only one question: Rate your child's education at Tempe Prep: (4) Excellent; (3) Good; (2) Fair; (1) Poor. To participate in this survey, please complete the survey form that is enclosed and either mail it to the school or have it returned by your student to the survey return box in the office. We are NOT asking you to identify yourself and will not seek to "match" responses with students or families. We do ask that you only respond once to the survey. Because the survey results will be reported to the State Department of Education, we request that you return the survey by January 15<sup>th</sup>.

**Registration Deadline:** We sent a "sibling" registration survey home with students before Winter break. The deadline for returning that registration information is January 15<sup>th</sup>. In

addition, keep in mind that the deadline for registering any “siblings” of current TPA and TPJA students is March 15<sup>th</sup>. We also request that all TPJA students who have not done so register for TPA’s lottery by March 15<sup>th</sup>.

**Winter Wardrobe and Uniforms:** When our students return from break, the “winter” uniform standards will continue to apply. That means that no shorts should be worn as part of the uniform dress code until March 1, 2010. Also, we will continue the practice that “outer wear” that does not fit the dress code such as jackets, coats, “hoodies” and other outer wear may be worn *only* to and from school and during the lunch break. Regardless, such must be free of logos and advertisements. Further, during class periods, such items must be stored in students’ lockers and are not allowed in the classrooms. We very much want our students to be comfortable and warm this winter. However, the dress code to which we all have agreed requires that students choose from the “outer wear” styles selected for our Academies. Those include a sweater, a sweater-vest, and a sweatshirt, all in the school’s selected styles and “navy blue” color. As I reported in the Fall Report, to reduce the cost of the sweatshirts, we have eliminated the requirement that the Academy crest be included on sweatshirts, but we request that families be faithful to the color and style of sweatshirt that have been specified in the dress code. If you have any questions about whether an item meets the dress-code standards, or where to purchase them, contact Lisa Hicks in the office for help at 480-839-3402, ext 100.

Finally, based on some language in the dress code that left room for interpretation, we clarified several provisions of the dress code last October. A copy of the clarified version is available on the Academies’ web site under the “Downloads” tab. We ask that parents consult the dress code to avoid purchasing items that do not comply with the uniform standards. We will be enforcing the clarifications to the dress code beginning in the second semester for those families and students that may have interpreted the code’s provisions in good faith and, as a result, previously purchased items they believed to be within the code’s terms and gave rise to the need to clarify the code. We appreciate all our families’ patience as we seek to improve our approach to this and other issues.

**Discipline and Detention Program:** There remains some confusion among some parents and students regarding our discipline and detention program. We will continue our efforts to achieve students’ voluntary compliance with Tempe Prep’s behavior discipline code.

We recognize that we need parents’ participation and support of our discipline program to make it effective. Accordingly, if a Detention is issued to a student, the issuing Staff Member must call and/or email the students’ parents to inform them of the basis for the Detention. Further, a student also must receive a written Detention Referral. Students must have the Detention Referral signed by a parent and returned the next school day. Detentions are to be served at the end of the school day on Tuesdays and Fridays (at 3:10 on a normal school day and at 12:35 on half days).

A student also may be asked to serve in the Saturday Detention Work Program if the student receives three Detentions in any 30-day period, or if a student’s single infraction is sufficiently severe. **If a student is assigned a Saturday Detention, we ask that at least one parent of each student attend the Saturday Detention to help supervise the student in the work program for that day.** This is an essential part of the program. Parents need to keep in mind that two Faculty Members are also supervising each Saturday Detention work program; it seems only fair that parents understand the necessity that they participate as well. Parents who must work or have other appropriate reasons for not attending with their student should request an

exemption from the Headmaster. While we appreciate that parents' schedules often are quite full of important matters, we will work diligently with our parents to schedule Saturday Detentions for their students to accommodate difficult schedules. However, we ask that all parents take the Saturday Detention Work Program as a sincere effort to build in their students a desire to comply with Tempe Prep's behavior code and standards.

**Extracurricular Tax Credits:** Our community significantly increased its participation in the Arizona Extracurricular Tax Credit program this year. The total so far (yes, we are still counting donations that have come in under this program through December 31, 2009) exceeds \$128,000, which is \$30,000 more than last year's total. Thank one and all for the effort, but especially our volunteer team who worked diligently by mail, email, phone and other means to generate this great result. We will continue to press potential donors to help our Academies, but for a few months, you can know that you won't be getting more emails or calls from parents, students and alums for tax-credit donations, at least not for a few months.

**Continuing Efforts to Avoid the Flu:** We only had a few of our students reporting flu-like symptoms in the first semester. We have had our students who were serving Saturday detentions work with faculty to sanitize our classrooms and other public areas repeatedly, including the Zelman Center and the Student Union. We will continue this effort in the second semester. Also, if you have not had your child immunized, you may get more information on where you may be able to get flu vaccinations at [www.flu.gov](http://www.flu.gov).

As before, if your child exhibits symptoms of the flu, please make arrangements to keep your child home until your child is free of any fever for at least 24 hours without the application of fever-reducing medication. The symptoms of the seasonal and this new strain of flu include fever, cough, sore throat, runny or stuffy nose, body aches, headache, chills and fatigue. Some people may experience vomiting and diarrhea as well.

If a student shows such symptoms during the school day, we will phone the student's parents or other emergency contact and ask that the student be picked up from school. *If your child wakes up with a fever, please do not send your child to school.*

To help students who miss school because they remain home to avoid spreading the flu, we will continue to apply additional academic accommodations for students suffering from prolonged absences (more than two days) due to flu. These include:

- For students with the need for multiple days of absences, you may email your child's teachers and seek a list of daily homework assignments from the teachers; we will also ask teachers to make class notes for missed classes available to students on their return.
- Teachers have been asked to provide students with additional time, beyond that which is normally provided, to complete missed homework and testing.
- Narrative evaluations at the end of the third quarter and second semester will take the need for time missed due to flu into consideration, particularly as it relates to student participation.

If your student is diagnosed with flu and will be absent for two days or more, please provide relevant information when you call to excuse your child's absence at 480-839-3402, ext. 300.

Thanks for reading,

Hugh Hallman  
Headmaster