

July 1, 2009

Dear Parents and Students of the Excel TECC Programs:

Welcome to the 2009-2010 school year at Excel TECC. Enclosed is information to help you start your new school year.

The first day of school:

Tuesday, August 25	Beachwood Programs (Culinary Art, Early Childhood Education, Hospitality & Food Service and Marketing) Solon
Wednesday, August 26	Brush Program (Auto Mechanics, Business Academy) Chagrin Falls (Performing Arts) Richmond Heights (Public Safety Service Academy) West Geauga
Thursday, August 27	Orange (Visual Art and Design)
Tuesday, September 8	Aurora (TV Broadcast and Video Production)

Unless there is a calamity day **transportation will always be provided!** If your program is in session you are expected to attend. If your home school is not in session, you must attend your tech program. Due to the high cost of gas, the following procedures will be followed:

- If for any reason you will not be using school transportation please notify your transportation department. Phone numbers are included in this mailing.
- If you miss the bus that brings you to your program for any reason other than your home school bus got you there late - you will be responsible for finding your own transportation to your program. Buses cannot be called to come back for one student
- If you are not a daily bus rider but need to ride the bus for a brief period of time you must call transportation and set that up.

On the first day of school a staff member will be outside to assist students who will need to transfer to another bus. Please note that all the buses will have the program name in the front window. If you cannot find your bus please ask for assistance.

I am looking forward to a successful school year.

Sincerely,

Cynthia Anderson
Director
Excel TECC