



# Cleveland Metro Remote High School

(@ East Technical High School ~ 3<sup>rd</sup> Floor)

2439 E. 55<sup>th</sup> St. · Cleveland, OH 44104

**Tiffany L. James, Principal ~ Lawanda Jackson, Asst. Principal**

August 1, 2025

Greetings Cleveland Metro Remote High School Scholars and Families:

It is with great excitement and with a deep sense of honor that I welcome you back to the 2025-2026 school year. This year is especially exciting for me, as my role as principal also extends to East Technical High School. I want to assure you that I, along with my amazing leadership teams, are fully committed and prepared to meet this challenge.

Throughout my 28-year career as an educator and school leader, I have built a strong track record of collaboration, organization, and a student-centered focus. I believe that great schools are built on great teams, and I am confident in the dedicated and talented Remote High School staff. I have been working closely with both of my leadership teams to set clear priorities, maintain strong communication, and create a consistent, supportive presence within the building. You can expect to continue to see me regularly in classrooms, at

school events, and in the community – and my door is always open to you. I am committed to being accessible, responsive, and fully engaged.

A new year brings fresh opportunities for our scholars, as well - to learn and grow, embrace challenges, engage with new teachers, make new friends, and discover and rediscover their passions. Whether you're a returning student or a fresh face in our remote environment, know that you are an

<b>Grade 9:</b>	<b>Monday, August 11<sup>th</sup> at 9 AM – 11 AM</b>
<b>Grades 10, 11, 12:</b>	<b>Monday, August 11<sup>th</sup> at 12 PM – 2 PM</b>
<b>Make up Orientation:</b>	<b>Thursday, August 14<sup>th</sup> at 2 PM – 4 PM</b>
<b>Make up Orientation:</b>	<b>Thursday, August 18<sup>th</sup> at 10 AM – 12 PM</b>

essential part of our school community.

The 2025-2026 school year will begin on **Monday, August 18, 2025**. Our school day will begin at **8:00 AM** and conclude at **2:30 PM**. Our Remote School students will engage synchronously with their teachers and peers, Tuesday through Friday, and asynchronously on Mondays. Students and parents will begin the day on Mondays in our mandatory Morning Huddle (<https://clevelandmetroschools-org.zoom.us/j/81852292123>), where important information and student recognitions will be provided. Students will be fully prepared to take advantage of this unique educational experience.

We also encourage you to visit our school's webpage at [clevelandmetroschools/remote](https://clevelandmetroschools.org/remote) and other CMSD social media platforms to keep in touch with what is happening, daily, at the Remote High School and throughout CMSD. These sites will serve as resource tools for important reminders and upcoming events.

## **ORIENTATION (MANDATORY)**

**We are excited to welcome you to our MANDATORY orientation sessions. These sessions are a crucial step in preparing our scholars for a successful school year and must be attended for students to fully access the online curriculum.**

Students and parents/guardians will:

- 📱 Receive their devices
- 📄 Complete all REQUIRED paperwork
- 📺 Get all the information needed to succeed in remote learning

## **BACK TO SCHOOL MEET AND GREET**

**PARENTS AND SCHOLARS...WE INVITE YOU TO ATTEND OUR MEET AND GREET ON THURSDAY, AUGUST 14, 2025, FROM 2 PM UNTIL 4 PM. We will begin our time together at 2 PM with an introduction from our leadership team via Zoom**



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(<https://clevelandmetroschools-org.zoom.us/meeting/register/SQk2FlyGSPC0X8F6e1M0-g>). This session will also be broadcast in the 3rd-floor cafeteria for those families who would like to attend in person. Following our introduction, staff will be available to meet and greet scholars and their families. Whether you attend in person or virtually, we invite you to take full advantage of the opportunity to meet our leadership team, teachers, and staff.

In closing, our shared goal is to make this school year a safe, successful, and memorable one for every child. I look forward to getting to know each of you better and working hand-in-hand to make this a truly outstanding year. Thank you for trusting us with your children each day. I am excited for another amazing year of learning together, even when we're apart.

## IMPORTANT INFORMATION AND REMINDERS

### WHO IS YOUR LEADERSHIP AND SCHOOL TEAM?

Principal	Ms. Tiffany James	Digital Coordinator	Ms. Ronisha Jordan
Assistant Principal	Mrs. Lawanda Jackson	School Secretary	Ms. Trinna Vernon
Dean of Student Engagement	Mr. Ruben Rodriguez	Athletic Director (East Tech)	Mr. Frank Andrews
Guidance Counselor	Mrs. Annette Sanderson	SAY Yes Coordinator	Shauna Scott-Rose
Community, College, and Career Center Coordinator	Ms. Tonya Walker		

### HAVE YOU ACTIVATED YOUR CMSD ELECTRONIC GRADEBOOK ACCOUNT?

This portal will provide real-time access to your child's assignment grades, promoting transparency and ongoing support throughout the school year. Families can receive assistance to activate their CMSD Electronic Gradebook accounts and gain instant access to their scholar's grades, attendance, and academic progress.

As part of our efforts to strengthen family engagement and academic support, CMSD is hosting Electronic Gradebook Activation Stations at the IT Connect Center, located on the first floor of Arnold R. Pinkney East Professional Center (1349 E. 79th St., Cleveland, OH 44103). Assistance will also be available to families during our Meet and Greet on August 14<sup>th</sup>.

Visit the IT Connect Center to get started:

- Tuesdays | 11:00 a.m. – 1:00 p.m.
- Thursdays | 3:00 p.m. – 5:00 p.m.
- Call or text (216) 304-8473 for assistance.

**BONUS:** Activate your chance to win a \$50 Visa Gift Card! Drawings will be held every two weeks through the end of the school year! *Get Informed, Stay Engaged! Log In TODAY!*

### ONLINE EXPECTATIONS AND DRESS CODE

The expectation is that all scholars have their cameras on at all times and are in full view. Although we encourage scholars to be comfortable, scholars should be dressed in school attire that is appropriate and conducive to learning. We highly encourage scholars to show their school pride in their Remote High School "gear." Please find a copy of the District's [Code of Conduct](#) on the District's website.

#### ✓ Appropriate Attire for Remote Learning

- Students should be fully dressed in school-appropriate clothing as if attending in person.
- Shirts must have sleeves and should cover the chest, midriff, and back.
- No pajamas, robes, or sleepwear during class time.
- Clothing must not display inappropriate language, graphics, or references to drugs, alcohol, or violence.
- Head coverings (hats, hoods, bandanas, masks (shiesties) are not allowed.
- Bottoms must be worn (no partial outfits in camera view).

#### ⊘ What to Avoid



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- Wearing clothing that is too revealing or distracting.
- Using offensive or suggestive virtual backgrounds.
- Displaying any gang-related symbols, images, or writing.

#### Camera Expectations

- Students should appear on camera during live sessions, unless otherwise instructed by the teacher.
- Be seated in a place where your face is clearly visible (not lying in bed or moving around).
- Keep background noise and visual distractions to a minimum.

#### Consequence of Violation

- Dress code violations will result in being asked to change clothes, parental contact, or further disciplinary action.

### **STUDENT DRUG USE AND POSSESSION POLICY**

The use, possession, sale, distribution, or being under the influence of **drugs, alcohol, inhalants, or unauthorized prescription medications** during online instruction, on school grounds, during school events, or while representing the school, is **STRICTLY PROHIBITED**.

This includes:

- Illegal drugs (as defined by federal/state law)
- Alcoholic beverages
- Marijuana (including edibles and vape oils, even if legalized off-campus)
- Drug paraphernalia (pipes, vapes of any kind, lighters, rolling papers, etc.)
- Misuse of prescription or over-the-counter medications

#### **Consequences of Violation**

- **Immediate confiscation** of the substance
- **Parent/guardian notification**
- **Disciplinary action**, which WILL include students being sent home and MAY include suspension or expulsion
- **Referral to law enforcement authorities when required**
- **Mandatory counseling, education, or drug intervention programs where determined**

### **STUDENT ABSENCES/TARDIES**

Please be sure to call the **office** at 216-838-7600, on days your scholar will be absent or tardy to class. Please review the Attendance Policy which can be found on the District's website.

### **STUDENT SCHEDULES**

Scholars' schedules will be available via Schoology.

### **STUDENT EMERGENCY FORM**

**It is very important that** all paperwork provided during student orientation is fully completed and returned according to the enrollment timeline.

Warmly,

*Tiffany L. James*

Principal