

## 2021-2022 Beginning of Year Parent Notifications

Date: 7/26/21

Dear Parent/Guardian:

At the beginning of every school year, there are many different notices and letters that we want to share with you to ensure you are informed. Attached in the packet, you will find the following documents:

- Drill Notification Letter
- Asbestos Inspection/Emergency Management Plan
- Hearing Screening Information
- Parents Right to Know Notice
- Distributing Statement
- Breakfast Notification

If you have any questions about any of these notices, please reach out to your school Director of Operations, Chance DeWerth, at 216-586-3887 or [cdewerth@casoutheast.org](mailto:cdewerth@casoutheast.org).

Thank you and we look forward to an amazing school year!

Best,



Chance DeWerth

Director of Operations

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### OUR SCHOOLS

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**E Prep & Village Prep Cliffs**  
1417 E 36th Street, Cleveland

**E Prep & Village Prep Willard**  
9401 Willard Avenue

**Citizens Leadership Academy**  
9711 Lamont Avenue

**Citizens Academy Southeast &  
Citizens Leadership Academy Southeast**  
15700 Lotus Drive

**E Prep & Village Prep Woodland Hills**  
9201 Crane Avenue

**Citizens Academy**  
10118 Hampden Avenue

**Citizens Academy East &  
Citizens Leadership Academy East**  
12523 Woodside Avenue

## Drill Notification Letter

Dear Breakthrough Schools Families,

The safety and security of our students and staff is our highest priority. As such, we wanted to inform you upfront about the safety drills that all schools will be conducting throughout the course of the school year. These drills and training are not only mandated by the Ohio Department of Education, but are also considered best practice for schools across the country.

As a part of our network-wide safety and security measures, all schools will be conducting the following drills:

- One fire drill each month (two drills will be conducted as Rapid Evacuation Drills)
- Tornado drills in March, April, and May
- Four emergency lockdown drills throughout the course of the year

The emergency lockdown drills are intended to prepare staff and students to react in the case of a serious safety threat inside or in the immediate vicinity of the building. One of those drills will involve a scenario in which there is an “Active Shooter” in the building. We will notify families after each drill has been conducted.

All drills will be planned and conducted to maintain the safety of all participants at all times. In the event of an actual emergency, the school will immediately notify all parents and guardians of what is happening or has taken place.

If you have any questions or concerns about these drills – or any other safety and security issues - please do not hesitate to contact me at (216) 456-2086 x1317 or [rspotts@breakthroughschools.org](mailto:rspotts@breakthroughschools.org). And thank you for your continued partnership with our other safety and security measures, including arrival and dismissal procedures, student sign-in and sign-out processes, and visitor policies. In particular, we know that arrival and dismissal can be a challenge at the beginning of the year and truly appreciate your patience and ongoing partnership as we work to make drop-off and pick-up as safe as possible for all of our students.

Ralph Spotts

Director of Safety and Security, Breakthrough Schools

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### Asbestos Inspection/Management Plans

Dear Parent/Guardian,

Federal law requires public and private K-12 schools to inspect their buildings for asbestos-containing materials and to develop Management Plans for those materials found. Breakthrough Schools engaged the environmental consulting firm of EA Group (Mentor, Ohio) to conduct the inspections and prepare the Management Plan. We are continuing to work with EA Group for the ongoing implementation of the Management Plan.

Breakthrough Schools and Citizens Southeast Campus are currently implementing the requirements of the Plan, including providing facilities and operations staff with specialized asbestos training and conducting surveillance inspections of the school every six (6) months. Furthermore, a complete re-inspection by an EPA accredited inspector will occur every three (3) years.

The Asbestos Inspection/Management Plans are also available for your review. If you wish to see the reports, please contact the school office for an appointment. If Citizens Southeast Campus requires any asbestos abatement, only an EPA accredited asbestos contractor will be used.

Please be assured that we are concerned with your safety and will make every effort to comply with all laws and regulations pertaining to asbestos.

Sincerely,

Megan Johnston

Senior Managing Director of Operations

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## Hearing Screening Information Letter

Parents & Guardians:

In accordance with Ohio Law, all students entering kindergarten for the first time will receive hearing & vision screening and for other health problems or developmental disorders. Citizens Southeast Campus will conduct screenings for each kindergarten student by November 1<sup>st</sup>.

*Why is it important to have your child's hearing screened?*

- Hearing is important for speech, language development, reading and learning
- A hearing screening can detect if your child needs further hearing testing.
- Even if your child has passed a hearing screening previously, their hearing can change.
- Hearing problems can be related to medical problems.
- Hearing loss is invisible and the child may appear to be not paying attention. Hearing screening will consist of one or more of the following tests:
  - Tympanometry - Screening of middle ear function to determine presence/absence of middle ear fluid and/or wax which could interfere with normal hearing.
  - Audiometry - Screening of hearing acuity.
  - Otoacoustic Emissions (OAE) - An objective test that screens for an estimate of hearing sensitivity. If your child passes the hearing screening, you may not be contacted. A hearing screening only provides a snapshot of how your child performs on the day the test was administered and is not a substitute for a complete hearing evaluation by an audiologist. If your child fails either part of the screening, a rescreen and/or referral will be made.

*Why is it important to have your child's vision screened?*

To identify if your child has vision problems or might be at risk for vision problems. Vision screening will consist of any of the following tests:

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1. Observation.
2. Monocular Distance Visual Acuity.
3. Ocular Muscle Balance test.
4. Stereopsis test.
5. Color Deficit test (males only).

A vision screening provides only a snapshot of how your child performs on the day the test was administered and is not a substitute for a complete eye exam by an optometrist or ophthalmologist.

If your child **does not** pass one or both of the screening, you will receive a letter from the school this fall.

If you do not wish to have your child screened, please send a signed written statement to the effect that you do not wish to have your child screened.

Chance DeWerth

Director of Operations

Citizens Southeast Campus

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### Parent's Right-to-Know Letter

Dear Parent/Guardian,

Under federal law, Citizens Southeast Campus must notify parents of their right to request certain information about their child's education. We are happy to provide this information to you, and we will do so in a timely manner.

At any time, you may request information about state or school policies or procedures regarding student participation in any required assessment. This information will include the right to opt out of the assessment, if such a right applies.

In addition, you may ask:

- Whether the teacher met State qualification requirements for the grade level and subject in which he/she teach,
- Whether the teacher is teaching under an emergency or provisional certificate through which the State requirements were waived, and
- Whether the teacher is teaching in the field of discipline of his/her certification.

You may also ask whether your child receives help from a paraprofessional. If your child receives this assistance, we can provide you with information about the paraprofessional's qualifications.

Our staff is committed to helping your child develop the academic knowledge and critical thinking he/she needs to succeed in school and beyond. That commitment includes making sure that all of our teachers and paraprofessionals are qualified.

If you have any questions about your child's assignment to a teacher or paraprofessional or about required assessments, please contact me at any time.

Sincerely,

Sarah Weber

Principal

Emily Rogoff

Principal

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### Distributing Statement

Citizens Academy Southeast and Citizens Leadership Academy Southeast are community schools established under Chapter 3314. of the Revised Code. The school is a public school and students enrolled in and attending the school are required to take proficiency tests and other examinations prescribed by law. In addition, there may be other requirements for students at the school that are prescribed by law. Students who have been excused from the compulsory attendance law for the purpose of home education as defined by the Administrative Code shall no longer be excused for that purpose upon their enrollment in a community school. For more information about this matter contact the school administration or the Ohio Department of Education.

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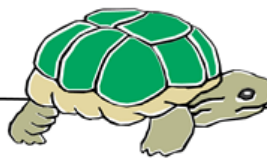
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**Breakfast Notification**

**Ate**  
**School Breakfast**

**Didn't eat**  
**School Breakfast**



**EAT SCHOOL BREAKFAST**  
**it gives you energy**

School Name: Citizens Academy Southeast and Citizens Leadership Academy Southeast

Breakfast Times: 7:35am

Prices: **FREE!**

Location Served: Cafeteria

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