

Breakthrough Families,

We are so excited to welcome you back to our buildings in just a few days. Our staff, teachers, classrooms, and our school buses miss you! For those of you who have already signed up for yellow bus service, thank you for your patience as you have waited for your transportation information. As you know, we partner with CMSD and Community Bus Service for yellow bus transportation and are working with them to get this service back up and running in support of our in-person return to school.

We wanted to provide you with an update and new guidelines that all families who receive yellow bus transportation will need to follow. Because of massive bus driver shortages across the industry, our transportation provider is limited in the number of routes they can operate at this time. In order to accommodate as many riders as possible, we will be upholding the following guidelines for all families who receive a route.

1. Any eligible student who submitted a transportation request prior to 7/30 AND completed their digital paperwork via DocuSign will be routed to start the yellow bus the first day of school.
  - a. *These routes will be shared with you no later than Wednesday, August 18th.*
2. If your scholar is routed, they will be put on their assigned bus, every afternoon, beginning the first day of school. If you do not wish for them to ride on a specific day, you must call the school's front office.
3. Scholars who do not ride the bus three days in a row will be **removed** from the bus roster and their seat will be given away.

If your request was submitted after 7/30 and your scholar is eligible for transportation, we will be filling any available seats on our existing routes on a first come, first serve basis, beginning in early September. Once our current routes are full, all other requests will be put on a waitlist. A member of our Operations team will be in contact with more information in the coming days.

We know this information may adjust your transportation plans and we thank you in advance for your understanding, flexibility and partnership.

If you have any questions, please reach out to your schools front office or email me at [hhalleen@breakthroughschools.org](mailto:hhalleen@breakthroughschools.org).

Best,  
Hana Halleen  
Senior Managing Director of Operations

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OUR SCHOOLS

**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