



August 13, 2020

Dear Parent/Guardian:

**In just 7 days, East Academy will open its doors for Fall 2020-2021 School Year.** School, this year looks a bit different than any of us could have imagined in our wildest dreams due to the safety precautions we are taking this year to keep everyone safe and healthy. We have tried to meet the needs of our school community by offering three options for instruction because of COVID-19. A reduction in scholars in each classroom is occurring as we practice social distancing in the classrooms and around the school by conforming to the CDC guidelines. Because of the added space between desks in the classrooms, the number of students will be limited to 15-18 students per classroom. If you have not enrolled yet and you seek the traditional option to send your child(ren) to school 5 days each week, you must enroll immediately. Some classrooms are already at maximum capacity. Once you select a learning option, you may not be able to change until January 2021. These instructional options are:

**Traditional**-Comes to school 5 days a week.

**Virtual**-Stays home and learn online 5 days per week. \*

**Hybrid**-Comes to school on Tuesdays and Thursdays and learn at home on Mondays, Wednesdays, and Fridays.  
\*

Considering this pandemic, ACCEL Management Company has purchased supplies to keep our environment clean and to keep our scholars and staff safe. In addition, masks have been ordered for everyone. Here are some of our expectations going forward this year:

1. Temperatures will be checked daily starting at 7:30 a.m. prior to going into the building for breakfast.
2. If scholars do not have masks, they will be given a mask.
3. Students will have to sanitize their hands immediately when entering the building.
4. Before meals and throughout the day, scholars will be expected to wash their hands and to sanitize them.
5. Sanitizing stations are located throughout the building
6. We are using all 5 doors this year for entering and exiting the building.

#### **PARENT/GUARDIAN VISITS:**

1. Parents and Guardians are expected to make appointments this year because of the need to social distance and to limit the number of visitors to the building.
2. We know the first time your child goes to kindergarten; it is a momentous and exciting occasion. Regrettably, this year, we are not allowing parents and guardians to escort students to the classrooms not even to kindergarten. Parents/Guardians can say their goodbyes on the 1<sup>st</sup> day outside which is where students will line up this year. This effort is to minimize contact with anyone outside of the school and your family. Thank you in advance for your



## LOOKING AT THE WEEK AHEAD

### MONDAY, AUGUST 17, 2020 (3 Days until 1<sup>st</sup> Day)

**1:00-3:00 pm. Backpack Giveaway-** 1<sup>st</sup> 100 students who are already enrolled. If you are not completely enrolled, please complete the uploading of documents or texting them by picture to: (216) 208-5250.

**3:00-5:00 pm. Chromebook Distribution.** Those who have elected Virtual and Hybrid Instruction Models will be issued at least 1 Chromebook per family. Parents and legal Guardians will have to sign the Chromebook Contract and the Instructional Contracts. **If parents/guardians have NOT completed enrollment by Thursday, August 12, 2020,** we may not have verification of enrollment completion and families may not be able to receive a Chromebook on Monday. \*\*

### TUESDAY, AUGUST 18, 2020 (2 Days until the 1<sup>st</sup> Day)

2:00-4:00- Chromebook distribution. Those who have elected Virtual and Hybrid Instruction Models will be issued at least 1 Chromebook per family. Parents and legal Guardians will have to sign the Chromebook Contract and the Instructional Contracts. **If parents/guardians have NOT completed enrollment by Monday, August 17, 2020,** we may not have verification of enrollment completion and families may not be able to receive a Chromebook until enrollment has been verified. \*\*

### THURSDAY, AUGUST 20, 2020 FIRST DAY OF SCHOOL!!!!

**Welcome Back!! First Day of School for all Scholars doing the Traditional and Hybrid Models!!** Breakfast starts at 7:30 after temperatures have been checked. Class starts promptly at 8:00. Tardis starts at 8:05. Parents, unless there is an extreme emergency (which is rare). We expect students to dismiss at the end of the day, at 3:30 pm.

### TRANSPORTATION:

New this year because of social distancing and a limited amount of space on buses, only K-6 students will be allowed on the yellow buses. Siblings in grades 7 & 8, will not be allowed on the yellow buses with younger siblings. RTA Passes will be distributed to 7 & 8<sup>th</sup> graders. It can take up to 5 days for transportation requests to be filled.

- Email: [transportation@accelschools.com](mailto:transportation@accelschools.com)
- Call: (216) 585-5230 and press 4 to speak with a Transportation Coordinator

### FOOD DISTRIBUTION (BREAKFAST AND LUNCH)

No student should go hungry at East Academy. Nutrition is important to maintain good and healthy brain function as well as aiding in keeping the immune system healthy. All students of East Academy can receive free breakfast and lunch for 5 days a week.

- **Hybrid Instructional Model-** Food will be distributed on Thursdays afternoons from 1-2:30 pm for meals at home for Fridays, Mondays, and Wednesdays.
- **Virtual Model-** Students can get meals on Thursdays for the whole week (Friday-Wednesday) from 1-2:30 pm.

**\*\*\* JOB ALERT\*\*\*-** If you seek to work at the school with Preferred Meals Catering Service, the payrate is \$10/hour. There are 2 openings. One is at East Academy. Please contact Jackie GoForth at: East Main Building [Eastmainfs@gmail.com](mailto:Eastmainfs@gmail.com) or East Mod or [Eastmodfs@gmail.com](mailto:Eastmodfs@gmail.com) for the Young Falcon Center

**WARNING-HAND SANITIZER:** The CDC has created a list of sanitizers that are toxic because they contain methanol in them. You want to have at least 60% of Isopropyl Alcohol in your sanitizers. Methanol in hand sanitizer can be deadly. Please read the labels.



**HOMELESSNESS**- Many families are experiencing homelessness or threats of eviction. If you know of a student and a family who is homeless, do not hesitate to contact the school. We will try to assist you the best way we can. A student may be considered eligible for services as a “Homeless Child” under the McKinney-Vento Homeless Assistance Act if he or she is presently living:

- With other persons due to loss of housing, economic hardship, or a similar reason
- In a shelter, temporary shared housing, or transitional living program
- In a hotel/motel, campground, or similar situation due to lack of alternatives
- At a bus station, park, car, or abandoned building
- In a temporary or transitional foster care placement

**TITLE I FUNDING**- As a Title I funded school, we provide additional support in the areas of math and English language arts (literacy) for all students. To help parents understand strategies to partner with staff, East Academy will be hosting a Title I Family Night in October. We will announce more about this closer to the date. During our Title I Family Night. Teachers will review strategies to help students in math and literacy.

### **PARENTS RIGHTS**

The East Academy Board of Directors (“Board”) believes that Complaints from parents or other members of the community regarding school personnel should be addressed thoroughly and completely. The people involved should treat one another with the highest level of respect and dignity.

Complaints unresolved through a parent-staff member communication or Complaints involving teachers or staff members should be in writing as noted above and directed to the Administrator. The Administrator shall investigate and attempt to resolve the issue in a fair and timely manner. The outcome should be noted on the form and further documented by letter or email as appropriate under the circumstances. If the Administrator cannot resolve the issue with consultation with school advisors or consultants, the Complaint (with documented history or preceding steps) is forwarded in written form to the Board of Directors and a copy to the school’s legal counsel.

### **CELL PHONE POLICY**

The school understands that students come to school with cell phones for a variety of reasons. Students who have phones at school must not have them out during class nor may they disrupt class order or instruction. If the student does not comply with a request to put the phone away or to turn it off, the phone will be taken to the office and locked in the safe until the parent can come to retrieve it.

**Please Note:** The school is not responsible for the cost, usage, or replacement of lost, damaged, or stolen cell phones that are brought to the school.

### **ATTENDANCE**

- **Excessive Absences**

A student shall be considered excessively absent when **the student is absent (with or without legitimate excuse) 38 or more hours in one school month or 65 or more hours in one school year.**



## **TARDY POLICY**

All students reporting to school after the school day begins will be considered tardy. Tardy arrivals are added to hours absent, and the student may be referred to **Absence Intervention Team**. **Habitually truant is defined as being absent without legitimate excuse for thirty (30) or more consecutive hours, forty-two (42) hours or more in one school month, or seventy-two (72) or more hours in a school year.** Students with excessive absenteeism or tardiness will be reported the Ohio Department of Education as truant. Repeated tardiness will warrant a meeting with the principal. If there are extenuating circumstances, call the principal and speak with Dr. Sherman for assistance.

**Parents are encouraged to make dental/doctor appointments for times other than class hours, if possible. Every tardiness, even if excused, slows the progress of a child's development.**

I hope this letter recaps some of the expectations for this school year. Please refer to the East Academy Student Handbook for more details. Let us get ready for an exciting school year by being here ready to go on the **first day of school, Thursday, August 20, 2020 at 7:30 am.** I look forward to seeing each of you next week!

Warm regards,

Dr. Sheila L. Sherman  
Interim Principal & Superintendent

Dr. Sammy Ali  
Director of Academic

Mrs. Monique Hamilton  
Office Manager

