

Whalen, Leonard

From: Gateskill, Barbara <Barbara.Gateskill@eku.edu>
Sent: Thursday, September 19, 2019 9:00 AM
To: Whalen, Leonard
Cc: Hardin, Tiffany
Subject: Safe School Assessments - Dawson Springs Independent

Superintendent Whalen:

This is to officially confirm that we (KCSS) will conduct safe school assessments at Dawson Springs Elementary and Dawson Springs Jr.-Sr. HS at your request on Tuesday, **November 19, 2019**.

Because the process requires quite a bit of pre-planning, we must begin communicating now with school officials.

Therefore, this e-mail is just a heads-up to you that we will begin e-mailing as well as U.S. mailing materials about the assessment to you and the schools' principals today.

REQUIRED: Please remind the principals that we must have at least **80%** of all students (in grades 4-12) and **ALL staff (certified and classified)** to complete the survey before the assessment can be completed.

If you should have any questions, please feel free to contact me or anyone in our office using the contact information below.

We look forward to visiting your schools.

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