



David Wicks
Chief Operating Officer

Leah Arnold
Director
Career, Technical and Adult Education

Nicole M. Zergebel
Principal

September 6, 2024

To Parent or Person in Parental Relation:

RE: Emergency Response Drill Notification

In accordance with New York State requirements, our school will be practicing our emergency response protocol during the weeks of **September 9th, 16th, 23rd and 30th 2024**. Please consider this letter the required parent/guardian one-week notification prior to a drill. During this time, anticipate that we will have an emergency drill where the students, staff and visitors will practice the response protocol in order to maintain a safe and healthy learning and working environment.

It is important that we practice our required emergency response protocols so in the event of a real emergency, everyone is aware of building procedures and expected actions. Our teachers, building aides and support staff will continue to provide appropriate support to their students during drills and emergencies, as appropriate.

If you have any questions, please call the main office.

Sincerely,

A handwritten signature in black ink that reads "Nicole Zergebel".

Nicole Zergebel
Principal



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