

Enclosure 7

# MEMO

**To:** Kristen Lopez  
**From:** Joan McBride  
**Date:** August 30, 2016  
**Subject:** District-Wide and Building-Level Safety Plans

It would be greatly appreciated if the members of the Board of Education (except Mrs. Santini, she is on the Safety Committee) would return the copies of the Plans once they have reviewed them for approval. This would save time and money.

Copies will be available in each building office and the Administration Office for your further review, if they so desire. The copies made available to the Board are actually for the local police and fire departments, local State police and SED once the Board approves them.

Thanks.