



Dr. Lily Matos DeBlieux
Superintendent

Re: Emergency planning by our school and the school district

GOVERNING BOARD

Dear Parents / Guardians:

Jose Arenas
President

The safety and security of our students is our highest priority. Our school and the school district regularly plan and practice to ensure we are prepared for emergencies. This letter will inform you of some of the procedures we will follow to protect our students during an emergency.

Senator Martin Quezada
Vice-President

What happens during an emergency. During an emergency school administrator will secure the campus in what is called a lockdown. Classroom doors are locked, gates to the campus are closed and locked, and no one is permitted to enter or exit the campus until school administrators give the all-clear signal. If there is immediate danger, teachers will stop lessons, close window blinds, turn off lights and direct students to the most secure area of the classroom or building. School personnel work closely with public safety officials during emergencies.

Susan Serin
Member

Hilda Ortega-Rosales
Member

Students may be kept on campus. In the event of a chemical spill or other immediate danger to health and safety, public safety officials may direct the school to keep students on campus, even after school hours, until the all-clear signal is given.

Ruben Gutierrez
Member

- If such an emergency occurs, students will be released only to an adult who has been identified as a parent, guardian or emergency contact on your student's Emergency Card. It is important that you complete this card at the beginning of every school year and update it as needed.

EXECUTIVE CABINET

Yianni Andrews
Chief Operations Officer

- The school district is prepared to provide food, water and the medications listed on your child's School Year Medication Record to your child if we are directed to hold students on campus.

Joanne Fimbres
Chief Financial Officer

What to do if your child is kept on campus during an emergency.

1. To keep phone lines free for emergency use, do not call the school. Information will be provided on the pesd92.org website, by automated phone, text, or email messages, and through the news media. This will include information on when and where to pick up your student.

Dora Barrio
Chief Academic Officer

2. If you speak with your student on a cell phone remind them of the importance of following the directions of their teachers and public safety officials.

Patti Tussey
Chief Human Resources Officer

You are strongly encouraged to check and update your student's Emergency Card and School Year Medication Record with a list of authorized contacts, health conditions and medications needed.

Please call your school if you have any questions or concerns about our emergency plans or procedures.