



# SCHOOL DISTRICT OF THE BOROUGH OF BRENTWOOD

May 10, 2019

Dear Parents and Guardians:

School safety and security has become a major focus of schools at the national, state, and local levels. The Brentwood Borough School District is committed to continually striving to keep our schools safe. To do so, we are implementing the most current and effective methods of school safety protocol and training to our faculty, staff, and students. In accordance with Act 39 of 2018, public schools in Pennsylvania are required to conduct at least one security drill with faculty, staff, students and local first responders. This letter is to inform you of our planned security drill at Brentwood Middle/High School that is scheduled for Friday, May 24, 2019.

The Brentwood Borough School District is working in cooperation with the Brentwood Borough Police, Brentwood EMS, and the Brentwood Volunteer Fire Department in planning and administering this drill. All faculty, staff, and students in **grades six through twelve** will be participating in this drill. The first portion of this exercise will be conducted in the controlled environment of the school building in the classrooms where the teachers will review procedures for a “lock down” and how to maintain safety in the classroom during a crisis. The second portion of this training will involve an evacuation where all students will exit the building and report to a designated gathering site. Following the evacuation, students will return to their assigned classrooms and the regular school schedule will resume.

We are utilizing this training to reinforce and teach safety concepts to our students. We are physically engaging all the faculty, staff, and students to practice these skills in the event of an actual emergency. The administration, in cooperation with local first responders, will observe the activity and then meet and communicate areas of success and areas for improvement. The goal of the security drill is to actively involve several stakeholder groups to improve our emergency processes and procedures.

We wanted to make you aware of this training that will occur on Friday, May 24, 2019 so that you are not alarmed of the activities taking place in or around the school on that day. Thank you for your cooperation, and if you have any questions please feel free to contact the middle/high school office at (412) 881-4940.

Sincerely,

Jeremy R. Bogdanski  
Director of School  
Police & Security

Jason T. Olexa  
HS Principal

David B. Radcliffe  
MS Principal

James E. Cassell  
Assistant Principal

#### Administrative Offices

3601 Brownsville Road  
Pittsburgh, PA 15227-3117  
Phone: 412-881-2227  
Fax: 412-881-1640

#### Brentwood High School

3601 Brownsville Road  
Pittsburgh, PA 15227-3117  
Phone: 412-881-4940  
Fax: 412-881-4170

#### Guidance Office

3601 Brownsville Road  
Pittsburgh, PA 15227-3117  
Phone: 412-881-4940 x2131  
Fax: 412-881-4170

#### Brentwood Middle School

3601 Brownsville Road  
Pittsburgh, PA 15227-3117  
Phone: 412-881-4940  
Fax: 412-881-4170

#### Special Education Office

3601 Brownsville Road  
Pittsburgh, PA 15227-3117  
Phone: 412-881-4940 x2215  
Fax: 412-881-7195

#### Elroy Elementary School

3129 Elroy Avenue  
Pittsburgh, PA 15227-2824  
Phone: 412-881-4484  
Fax: 412-881-9448

#### Moore Elementary School

3809 Dalewood Street  
Pittsburgh, PA 15227-3509  
Phone: 412-881-7776  
Fax: 412-881-8994

#### Athletic/Activity Director

3601 Brownsville Road  
Pittsburgh, PA 15227-3117  
Phone: 412-881-4940 x2720  
Fax: 412-881-1640