Richmond Community Schools

35276 Division * Richmond, Michigan 48062 * (586) 727-3565 * www.richmond.k12.mi.us

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> Brian J. Walmsley, Ed.S. Superintendent

M E M O R A N D U M

TO: Lee Elementary Staff

FROM: David Kochan

DATE: August 14, 2017

RE: Richmond Lee Elementary School Drill Schedule

Fire Drills:

09/20/17 2:00 pm
10/19/17 8:30 pm
11/08/17 1:30 pm

• 02/15/18 10:00 am (Early Childhood only)

04/24/18 8:00 am05/22/18 12:40 pm

Tornado Drills:

10/17/17 2:00 pm03/15/18 1:30 pm

Lockdown or Secure Your Rooms: (Will be communicated prior to the drill)

09/27/17 10:15 am (External – Potential Threat)
02/08/18 2:00 pm (External – Immediate Threat)
03/20/18 1:30 pm (Internal – Immediate threat)

Updated: 8/25/17

Guaranteed Learning for All Students!

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education amendments of 1972, Section 504 of Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title II of the Americans with Disability Act of 1990, and Elliott-Larsen Civil Rights Act of 1977, it is the policy of the Richmond Community School District that no person shall, on the basis of race, color, religion, military status, national origin or ancestry, sex (including sexual orientation), disability, age (except as authorized by law,) height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to, discrimination during any program, activity, service or employment. Inquiries related to any nondiscrimination policies should be directed to the Superintendent, 35276 Division Road, Richmond, MI 48062, (586) 727-3565.