



**Andrew J. Bott**  
Superintendent

**The Public Schools of Brookline**  
Town Hall  
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617.730.2401

March 1, 2018

Dear Parents and Guardians,

In response to the tragedy at Marjory Stoneman Douglas High School in Parkland, Florida there has been heightened awareness and concern around the country and in our community about school safety. I am writing to update you on our schools' preparedness and the steps we are taking to assess and, as necessary, improve our practices.

The security of our schools and the safety of our students, educators, and families is our most important priority. The Public Schools of Brookline has a long tradition of working closely with Town departments to ensure safety in our schools. The Town of Brookline coordinates a monthly meeting of town-wide representatives from the Police, Fire, Public Works, Public Health, and School departments to plan and implement training and protocols to keep our schools safe and plan how to respond in the event of an emergency. All of our schools have Emergency Response Procedures in place that were developed in consultation with the Town's Police and Fire Departments. Additionally, each school performs lock-down and fire drills each school year. If your school has not yet completed these drills this year, they will be doing so in the near future.

And yet when events such as the shooting in Parkland happen we are reminded that we must continue to update protocols, procedures and training so that we can be fully prepared to keep our students safe and out of harm's way.

Next week the district will begin a comprehensive review of our current procedures and training that will be led by Mary Ellen Dunn, Deputy Superintendent for Administration and Finance, and Sam Zimmerman, Deputy Superintendent for Student Services, and coordinated by Ben Lummis, Special Assistant for Strategy and Performance.

The School Committee will receive monthly updates from Deputy Superintendents Dunn and Zimmerman beginning in March, with the overall review - including preliminary recommendations - to be completed by the end of the current school year. Deputy Superintendents Dunn and Zimmerman will use the existing district Emergency Response Planning Committee to complete this review. Recommendations to the School Committee may include (but not be limited to):

1. Proposed revisions and additions to the current Emergency Response Procedures
2. Proposed district-wide protocols for building entry and access during the school day
3. Proposed district-wide protocols for building access after school when students are present (i.e. extended day programs, athletics, clubs, etc.)
4. Proposed trainings based on recommended changes under #1-3 above

While this is an ambitious timeline, there will be important opportunities for educators, parents, guardians, and students to provide input both during and after the preliminary recommendations are developed.

Parents or staff members with concerns about safety should feel free to contact building principals for school-specific questions. For more information about the Town's emergency preparedness, you can go to <http://www.brooklinema.gov/170/Emergency-Management> or contact Emergency Preparedness Coordinator Bill McGroarty at 617-730-2112 or by email at [bmcgroarty@brooklinema.gov](mailto:bmcgroarty@brooklinema.gov).

Sincerely,

A handwritten signature in black ink, appearing to read 'A. Bott', with a long horizontal stroke extending to the right.

Andrew J. Bott  
Superintendent