



COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month at 5:30 p.m. in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: 9/5/2018 Meeting Date: 9/20/2018

Name: Jan Smithey Department: BCC Administration

Division Manager's Signature:

A handwritten signature in blue ink, appearing to be "Jan Smithey", is written over a light blue circular stamp.

1. Nature and purpose of agenda item:

Summers Elementary - Evacuation Site

2. Recommended Motion/Action:

There is no recommended motion or action.

3. Fiscal impact on current budget.

This item has no effect on the current budget.



**Columbia County Schools
Summers Elementary**

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SUPERINTENDENT
ALEX L. CARSWELL, JR

ASSISTANT SUPERINTENDENTS
CHERIE HILL
TODD WIDERGREN

PRINCIPAL
JENNIFER SAUCER

ASSISTANT PRINCIPAL
BRANDI KEEN

September 5, 2018

To Whom It May Concern,

I am in the process of updating our Crisis Response Manual at Summers Elementary. As you know, Southside Sports Complex Coaches' Building has been listed as our secondary off-campus evacuation site. We would love to continue this for the 2018-2019 school year. Please sign and return this letter to show that you are still willing to be an off-campus evacuation site and return to me by September 12, 2018. We appreciate your partnership with our school and look forward to working with you again.

Thanks,

Brandi Keen
Assistant Principal

Southside Sports Complex/Coaching Building can be the secondary off-campus evacuation site for Summers Elementary.

Signature

Date

The Columbia County School District does not discriminate on the basis of race, color, religion, national origin, gender, age disability or marital status in its educational programs, services or activities, or in its hiring or employment practices. The district also provides equal access to its facilities to the Boy Scouts and other patriotic youth groups, as required by the Boy Scouts of America Equal Access Act. Questions, complaints, or requests for additional information regarding discrimination or harassment may be sent to: Cherie Hill Columbia County School District Equity Officer (386) 755-8015.