From:	Cydnee Taylor
To:	Susan Piper; Donna Karch; Howard Matis; Jody Brooks; Joni Upshaw; Kathrene Hatzke; Lynette Francis; Nadine Rhodes Prah; Neighbors for Safety in Hiller Highlands; Patricia A Schwartz; Richard Banks; Sam James; Sheila Loarca; Stan Seifried; Mary Pat Shepard; Micki Meade; Klein, Heather; cuphotline
Cc:	Milt Capsimalis; Anne Mudge; Arlene Hogan; Alex Kopelevich; Laura Konigsberg
Subject:	Re: Neighbors: Bentley School Earthquake Drill: Friday, October 23 2015
Date:	Monday, November 02, 2015 9:00:30 AM

The subject date is wrong, it should say November 9th 2015.

My apologies.

Sincerely,

Cydnee Taylor
Transportation & Operations Coordinator and Assistant to Associate Head of School K-8.
Bentley School K-8
Tel #: 510-843-2512
Fax #: 510-843-5162

On Mon, Nov 2, 2015 at 8:56 AM, Cydnee Taylor <ctaylor@bentleyschool.net> wrote:

Dear Hiller Neighbors:

In order to be compliant with our Conditional Use Permit, under Condition 16(D)(ii), Emergency Evacuation During School and Special Events we are required to notify you one week before earthquake and fire drills, as we have done in the past. Next Monday, November 9th 2015, we will have a fire drill at 4:30 PM.

We will sound the alarm for this drill.

Sincerely,

Cydnee Taylor
Transportation & Operations Coordinator and Assistant to Associate Head of School K-8.
Bentley School K-8
Tel #: 510-843-2512
Fax #: 510-843-5162