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"Building our future, one child at a time."

SUPERINTENDENT OF SCHOOLS

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BROOKHAVEN ELEMENTARY

101 Fireplace Neck Road
Brookhaven, NY 11719
(631) 730-1700
FAX: (631) 286-6210
www.southcountry.org

PRINCIPAL

Dr. Rebecca M. Raymond

ASSISTANT PRINCIPAL

Mrs. Rosa Kalomiris

November 3, 2020

Dear Brookhaven Elementary School Community,

We will be conducting an Emergency Early Dismissal Drill on **Tuesday, November 24, 2020**, in all school buildings. Students will be dismissed from school **15 minutes** earlier than their regular dismissal time. Bus service will continue to be provided for those students that ride a bus regularly.

❖ **Brookhaven Elementary School** will begin the early dismissal process at **3:00pm**.

The district is required to conduct an Emergency Early Dismissal Drill at least once a year. Kindly make appropriate plans with your child(ren) in order to accommodate this change in schedule.

Please also note that school will be closed on the following dates:

November 3, 2020 ~ Election Day
November 11, 2020 ~ Veteran's Day
November 25, 26, 27, 2020 ~ Thanksgiving Recess

Thank you for your cooperation and continued support.

Sincerely,

Dr. Rebecca M. Raymond
Principal

Mrs. Rosa Kalomiris
Assistant Principal