

Intradistrict Communication

DATE: April 29, 2026

TO: Principals
Assistant Principals
School Safety Specialists

FROM: Michael Anderson, Associate Superintendent
Travis Hamblin, Director of Student Services
Matt Alvernaz, School Safety Coordinator

SUBJECT: Monthly Drill Preparation (Drill of Choice)

Our monthly drill preparation will be held on May 6th at **2:40 PM**, **3:10 PM**, and again at **3:40 PM**. This month each school will conduct a drill of choice. Administrators will choose any one of the safety drills previously covered throughout the year. The intent is to identify the drill where the most training is needed based on the needs of each school. The training will be an overview of conducting drills and the use of SRP. Each School Safety Specialist is expected to attend along with administrators assigned to oversee school safety. All other administrators are welcomed to attend as well. The meeting is also open to any staff who may be interested.

After each monthly training all school staff should be trained by the administrator over school safety and the School Safety Specialist. After being trained each month, teachers should educate their students on each safety drill. Additionally, schools should communicate with their patrons regarding Standard Response Protocol(s) (SRP) and the drill being conducted each month. Videos, handouts, and other resources can be found at the link(s) below.

Information regarding Standard Response Protocol and other emergency procedures can be found in the [Jordan School District Safety Manual](#). This will be an opportunity to ask questions and share ideas amongst the schools. Consider your school's identified deficiencies and needed areas of improvement when determining which drill to select.

We will be holding this meeting over [ZOOM](#) so please join using this link.