## **MOUND CITY R-2 SCHOOL**

JAKE SHIPMAN High School Principal (660)442-5429 Fax (660)442-3154 KOREY MILES, Superintendent 708 Nebraska Street MOUND CITY, MISSOURI 64470

> Telephone (660) 442-3737 Fax (660) 442-5941

EMILY PETERSEN Elementary/Middle School Principal (660) 442-5420 Fax (660)442-5282

January 22, 2024

To Whom It May Concern,

The Mound City R-2 School District takes School Safety very serious. Over Christmas Break, we installed a new Door Entry System on our outside doors. The new system has more flexibility and allows administration to monitor access to our facilities if needed. With that said, all outside doors have been rekeyed to restrict outside access without use of the new system.

Any individuals who normally use the facility for elementary basketball practices, elementary volleyball practices, etc. will need to check out a new key card (and turn in the old key) through the Superintendent (Mr. Miles) or the Activities Director (Mr. Shipman). Along with checking out the key card, individuals will need to sign the Facility Usage Agreement lining out the expectations. The old keys will no longer work to get into the building. If you have one, feel free to turn it in at your convenience to the Superintendent's office.

If you have any questions, do not hesitate to contact Mr. Miles at 660-442-3737 or <a href="mailto:korey.miles@mndcty.k12.mo.us">korey.miles@mndcty.k12.mo.us</a>. Thank you for helping keep our school safe for our students and staff members.

Sincerely,

Korey Miles