



*Building a Culture where Academic Achievement is Celebrated!*

**2600 Mayport Road**

**Atlantic Beach, Florida 32233-2998**

*Katrina E. McCray, Principal*

January 18, 2017

Dear Parents and Guardians:

You are receiving this letter in regards to an incident that occurred on Mayport Coastal Sciences Middle's campus and the steps we are taking to ensure a safe, positive learning environment for students and staff.

On Tuesday evening, school administration was made aware that a student had been in possession of a weapon during the school day. Administrators and School Police immediately investigated and learned the student was in possession of a BB-gun and displayed it in a classroom with a substitute teacher. Thankfully, no students or staff were injured; however, a BB-gun is prohibited on our campus and the student will be disciplined according to the Student Code of Conduct. In addition, the substitute teacher has since been removed from the list of approved substitute teachers through its contractor, Kelly Services. Also, district officials have requested Kelly Services remind its substitutes about the proper protocol in reporting these types of incidents immediately to school administrators.

While we are pleased with the cooperation of our students and staff in helping to maintain a safe environment at Mayport Coastal Sciences Middle, we are asking for your support as well. Please talk with your child about this discovery and emphasize his or her role in keeping our campus safe. We encourage you to monitor your child's belongings and the items he or she may bring to school. Weapons – real and fake – brought to school are a violation of the Code of Conduct.

If you have any questions, please do not hesitate to contact me at (904) 247-5977.

Sincerely,

Katrina E. McCray  
Principal