

# Special Superintendent's Report: Safety

# Commitment to Safety

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- The safety and security of our students and staff is a top priority
- We have a strategic goal to provide safe and innovative learning environments for our students
- We have an established **District Safety Structure & Comprehensive Emergency Management Plan**
  - ▣ We continually assess districtwide safety needs, implementation of safety measures and protocols, identify training needs, and ensure response to changing conditions.

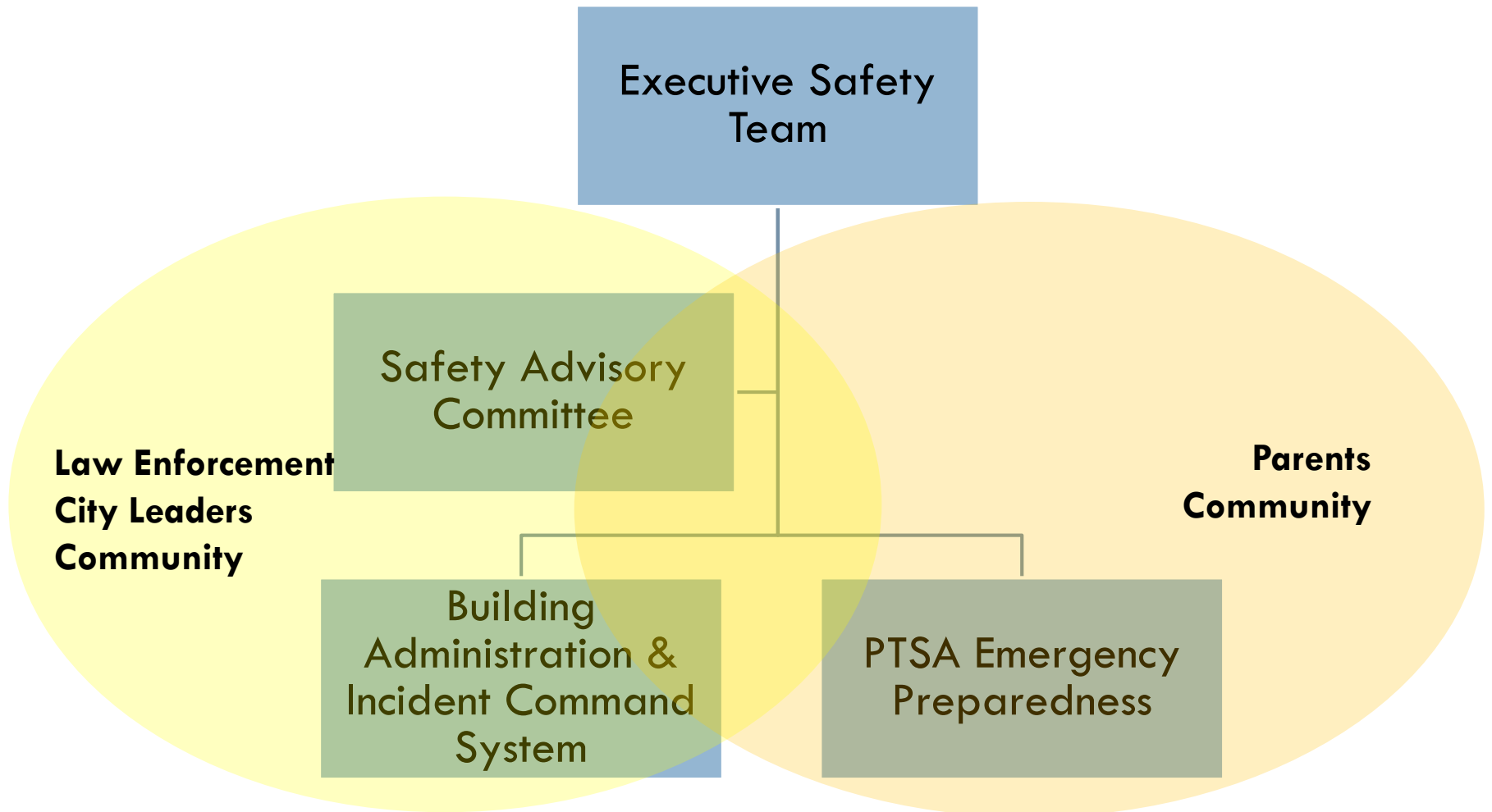
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## District Safety Structure

*Who is focusing on/working on safety?*

# District Safety & Security Structure

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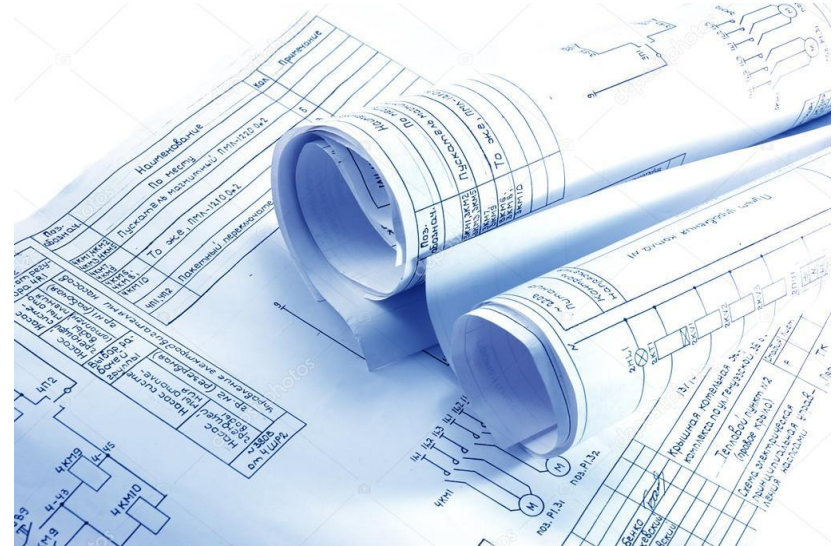
# Executive Safety Team

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## Purpose Statement

- To set overall direction of districtwide safety and security measures. In conjunction with the Safety Advisory Committee, decides on safety enhancements to include in district funding measures presented for Board approval

Meets quarterly to assess current safety needs and ensure response to changing conditions



# Executive Safety Team

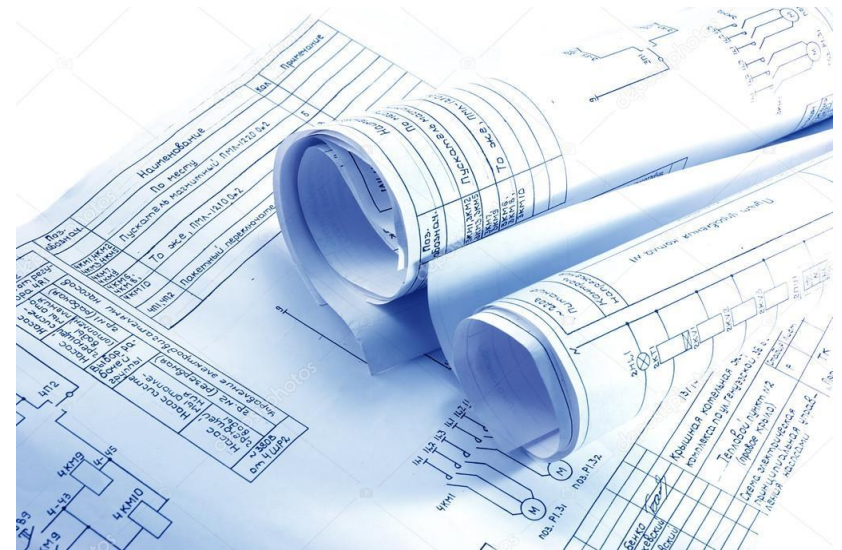
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## □ Chair

- Traci Pierce - Superintendent

## □ Membership

- Jon Holmen - Deputy Superintendent
- Barbara Posthumus - Associate Superintendent, Business & Support Services
- Forrest Miller - Director, Support Services
- Brian Buck – Associate Director, Support Services
- Scott Emry - Risk & Safety Manager
- Matt Gillingham – Director, Student Services
- Rick Burden – Director, School Support
- Shannon Parthemer – Director, Communications & Community Engagement



# Safety Advisory Committee

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- Purpose Statement
  - ▣ To provide districtwide guidance with our community partners in safety, security and emergency preparedness

Meets monthly to assess implementation of safety protocols, assess implementation and training needs to ensure response to changing conditions



# Safety Advisory Committee

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## □ Chair

- Scott Emry, Risk & Safety Manager

## □ Membership

- King County Sheriff
- Kirkland Police Department, Fire Department, Office of Emergency Management
- Redmond Police Department, Fire Department
- Sammamish Police Department, Office of Emergency Management
- Eastside Fire & Rescue
- Evergreen Health
- PTSA
- LWSD Administrators





# Building Administration & Incident Command System

## □ Purpose Statement

- To provide for school safety, recognizing that physical, emotional, and intellectual safety are critical and necessary conditions in order for effective teaching and learning to take place

The district provides oversight, support, structure, and training for each school to develop a school safety plan and Incident Command System

**Building Administrator Annual Checklist for Emergency Planning**

SCHOOL INFORMATION		DATE DUE	DATE COMPLETED
NAME:			
SCHOOL:			
ITEM #	DESCRIPTION	DATE DUE	DATE COMPLETED
<b>BEGINNING OF YEAR</b>			
1	Confirm base station and hand held radios are operational	10-Sep	
2	Confirm intercom system is operational	10-Sep	
3	Update ICS chart	15-Oct	
4	Create buddy teacher system	15-Oct	
5	Contact PTSA Emergency Preparedness Coordinator to ensure emergency supplies are inventoried and current	1-Nov	
6	Ensure accurate evacuation maps are posted in classrooms and throughout school	10-Sep	
7	Update staff phone tree as communication back up	10-Sep	
8	Ensure appropriate staff are training in utility shut-off	15-Oct	
9	Conduct Staff Survey	15-Oct	
10	Update fire extinguisher and AED location map	15-Oct	
11	Update Rapid Responder System	10-Sep	
12	Conduct Building Security Self-Audit	15-Oct	
13	Review current Emergency Drill Schedule	15-Oct	
14	Update Emergency Staff Release Form	15-Oct	
15	Update Class lists for emergency plans and ALICE principles	15-Oct	
16	Ensure staff are trained in emergency attendance procedures	15-Oct	
17	Update Class lists for emergency attendance procedures or accommodations	15-Oct	
18	Provide emergency plans for any staff of student with special needs	15-Oct	
18	Confirm that at least two staff members have been trained in the use of SchoolMessenger and that the appropriate notification lists have been created	15-Oct	
<b>END OF YEAR</b>			
19	Ensure PTSA Emergency Preparedness Coordinator is selected for next year	1-Jun	
20	Inventory classroom emergency backpacks/buckets to see if additional supplies need to be ordered	15-May	
21	Ensure all drills have been entered into Rapid Responder accurately	1-Jun	

# PTSA Emergency Prep Team

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- Mission Statement
  - ▣ To provide training, networking and support to emergency preparedness chairs from each school in order to encourage the PTSA management of supplies, preparedness education, and facilitation of drills through building a relationship with the school principal



Meets 3-4 times per year to focus on supplies and support they can provide their schools with drills

## Comprehensive Emergency Management Plan (CEMP)

*How are we focusing on safety?*

*What are we doing to address & improve safety?*

# Comprehensive Emergency Management Plan (CEMP)

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- A comprehensive emergency management plan (CEMP) is a documented plan with elements that address all natural and man-made emergencies and disasters to which an entity is vulnerable

# Comprehensive Emergency Management Plan (CEMP) Elements

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Prevention	Protection	Mitigation	Response	Recovery	
School culture	Physical facility/ infrastructure upgrades and protocols	Emergency Drills	Incident Command System	Incident Command System	
See something, say something		ALICE Training			
Safe Schools Alert System		School Resource Officers	PTSA Emergency Prep	School Resource Officers	Crisis Recovery Plan
Social Workers, School Counselors, YES Counselors, Nurses		School Resource Officers	School Resource Officers	Crisis Response Plan	
Social-Emotional Learning		Campus Security Monitors	Incident Command System		
Partnership with local jurisdictions/local law enforcement		Discipline and threat/risk assessment protocols	Rapid Responder System		

# Physical Facility/Infrastructure Upgrades and Protocols

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## Goal:

- To provide two layers of physical protection in our school facilities
  - ▣ 1.a Prevent unwanted access to the interior of the school from exterior doors
  - ▣ 1.b Prevent unwanted access and limit unwanted visual access to interior school classrooms

# Prevent unwanted access and limit unwanted visual access to interior school classrooms

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<b>Project</b>	<b>Description</b>	<b>Progress</b>	<b>Cost/Funding Source</b>
Interior Classroom Door Locks	Allows classrooms to be locked from the inside in case of lockdown/emergency	Completed Summer 2015	\$1.5 million/ 2014 Capital Projects Levy
Interior Classroom Window Shades	Provides interior classroom window coverings that limit visual access in case of lockdown/emergency	Completed Spring 2017	\$1.0 million/ 2014 Capital Projects Levy
Door Locks and Window Shades	Expand to other identified instructional/learning spaces (Health Rooms, Conferece Rooms, etc.)	Timeline in process	Est. \$600,000/ 2018 Capital Projects Levy

# Prevent unwanted access and limit unwanted visual access to interior school classrooms

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Project	Description	Progress	Cost/Funding Source
Interior Classroom Door Locks	Ensure staff keep keys on lanyards and/or keep door locked/shut throughout the day  Ensure substitute teachers are issued classroom keys for check-in/check-out	Executive Team recommendations going to Safety Advisory Committee.  Issuing protocol	n/a



# Prevent unwanted access to the interior of the school from exterior doors

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<b>Project</b>	<b>Description</b>	<b>Progress</b>	<b>Cost/Funding Source</b>
Building Access Controls	Provides key card access system to limit exterior access point	In progress - implementation differs by site	\$3.2 million for initial phase of implementation/ 2014 Capital Projects Levy

# Prevent unwanted access to the interior of the school from exterior doors

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<b>Project</b>	<b>Description</b>	<b>Progress</b>	<b>Cost/Funding Source</b>
Building Access Controls	Has capability for scheduling door access for student passing, all-door lockdown, and front door “buzz-in” system	Under review/feasibility study – study to be completed by June 2018  Expansion to full capability requires additional investment of hardware and training	Est. \$500 - \$1,000 per door; installation of exterior front door camera Est. \$TBD; staff training and protocol changes/ 2018 Capital Projects Levy + additional sources

# Prevent unwanted access to the interior of the school from exterior doors

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<b>Project</b>	<b>Description</b>	<b>Progress</b>	<b>Cost/Funding Source</b>
Portable security	Implement protocol to keep portable doors closed and locked throughout the school day	Executive Team recommendations going to Safety Advisory Committee.	n/a
	Install peepholes in solid portable doors	To begin- est. 3 months to complete	\$10,000/ 2018 Capital Projects Levy

# Comprehensive Emergency Management Plan (CEMP) Elements

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Prevention	Protection	Mitigation	Response	Recovery	
School culture	Physical facility/ infrastructure upgrades and protocols	Emergency Drills	Incident Command System	Incident Command System	
See something, say something		ALICE Training			
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Social Workers, School Counselors, YES Counselors, Nurses		School Resource Officers	School Resource Officers	Crisis Response Plan	
Social-Emotional Learning		Campus Security Monitors	Incident Command System		
Partnership with local jurisdictions/local law enforcement		Discipline and threat/risk assessment protocols	Rapid Responder System		

# School Resource Officers

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## Goal:

- To enable rapid emergency response, establish a working relationship with schools and serve as a resource and support for building administrators, students, and families

# School Resource Officers

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- Uniformed police officer
- Partnership with local jurisdictions
  - ▣ City of Redmond
  - ▣ City of Kirkland
  - ▣ City of Sammamish
  - ▣ King County



# School Resource Officers

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- Redmond
  - ▣ 3 full-time SROs located at Redmond High School, Redmond Middle School, and Rose Hill Middle School
  - ▣ Available to assist at elementary schools as needed
- Kirkland
  - ▣ 2 full-time SROs located at Juanita High School and Lake Washington High School
  - ▣ Available to assist at middle schools and elementary schools as needed
- Sammamish
  - ▣ 1 full-time SRO located at Eastlake High School
  - ▣ Available to assist at the middle school and elementary schools as needed
- King County
  - ▣ 2 part-time SROs located at Tesla STEM High School and Evergreen Middle School
  - ▣ Available to assist at elementary schools as needed.

# School Resource Officers

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<b>Current Model</b>	<b>District Cost/Funding Source</b>
Varies by jurisdiction	\$318,200/ Educational Programs & Operations Levy
Expansion to all secondary schools	Current investment, plus additional \$750,000/ Educational Programs & Operations Levy
Expansion to all secondary and elementary schools	Current investment, plus additional \$3.05 million/ Educational Programs & Operations Levy



# Campus Security Monitors

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## Goal:

- To support building administrators in providing overall campus supervision and security.

# Campus Security Monitors

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- District employees
- Currently 18 total
  - ▣ 2 at each comprehensive high school
    - 2 shifts with overlap
  - ▣ 1 at each choice high school
  - ▣ 4 hours per day at each comprehensive middle school

# Campus Security Monitors

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<b>Current Model</b>	<b>District Cost/Funding Source</b>
Full-time + at high schools and part-time at middle schools	\$789,000/ Educational Programs & Operations Levy
Expansion to full-time at middle schools	Current investment, plus additional \$190,000/ Educational Programs & Operations Levy
Expansion to full-time at all middle and elementary schools	Current investment, plus additional \$1.80 million/ Educational Programs & Operations Levy

# SROs/Campus Security Monitors

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<b>Program</b>	<b>Description</b>	<b>Progress</b>	<b>Cost/Funding Source</b>
SRO and Campus Security Monitors	Expansion of SRO and/or Campus Security Monitor Program	Under review/feasibility study – study to be completed by TBD  Expansion of SRO program requires additional investment on both district and jurisdiction	\$1.8 million - \$3.05 million/ Educational Programs and Operations Levy

# Comprehensive Emergency Management Plan (CEMP) Elements

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Prevention	Protection	Mitigation	Response	Recovery	
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See something, say something		ALICE Training			
Safe Schools Alert System		School Resource Officers	School Resource Officers	Crisis Recovery Plan	
Social Workers, School Counselors, YES Counselors, Nurses		Campus Security Monitors	School Resource Officers		
Social-Emotional Learning		Discipline and threat/risk assessment protocols	Incident Command System		Crisis Response Plan
Partnership with local jurisdictions/local law enforcement			Rapid Responder System		

# Discipline & Threat/Risk Assessment Protocols

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## Goal:

- All threats are addressed in a timely and appropriate manner

# Discipline & Threat/Risk Assessment protocols

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1. Initial assessment to determine nature and degree of threat
2. Police contact/report
3. Investigation – police/school
4. Emergency expulsion
5. Risk Assessment

# Comprehensive Emergency Management Plan (CEMP) Elements

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Prevention	Protection	Mitigation	Response	Recovery	
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# Community Safety Forums

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- Coming Soon!
  - In process

Planning with city partners to hold a forum each city

- LWHS
- RHS
- EHS

