

PROJECT SAVE (Safe Schools Against Violence in Education)

FRANKFORT-SCHUYLER CENTRAL SCHOOL DISTRICT
District Wide School Safety Plan

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Introduction

Emergencies and violent incidents in schools are critical issues that must be addressed in an efficient and thoughtful manner. Districts and BOCES are required to develop a District Wide School Safety Plan. The plan is designed to prevent or minimize the effects of serious violent incidents and emergencies, as well as facilitating the coordination of the district with local, county and state resources.

The District Wide Plan is responsive to the needs of all schools/buildings within the district and is consistent with the more detailed Emergency Response Plans required at the building level. Districts are at risk of a wide variety of acts of violence, natural and technological disasters. To address these threats, the State of New York has enacted the Safe Schools Against Violence in Education (SAVE) law. This component of Project SAVE is a comprehensive planning effort that addresses risk reduction/prevention, response, and recovery with respect to a variety of emergencies in the district and at its schools.

Section I: General Considerations & Planning Guidelines

A. Purpose

The Frankfort-Schuyler District Wide School Safety Plan was developed pursuant to Commissioner's Regulation 155.17. At the direction of the Frankfort-Schuyler Board of Education, the District Superintendent appointed a District Wide School Safety Team and charged it with the development and maintenance of the District Wide School Safety Plan.

B. Identification of School Teams

The Frankfort-Schuyler District has appointed a District Wide School Safety Team consisting of, but not limited to, representatives of the Board, students, members of the Frankfort-Schuyler Teachers' Association, administrators, parent organizations; school safety personnel; and other school personnel. The members of the team and their positions/affiliations are as follows:

Member Name	Title
Joseph Palmer	Superintendent
Kacey Sheppard-Thibault	School Business Leader
Amy Gerhartz	Director of Student Support Services
John Stever	Director of Facilities
Michael Stalteri	High School Principal
Molly LiBritz	Middle School Principal
Melanie Welch	Elementary School Principal
Andrea Mazza	School Nurse
Jody McKane	School Nurse
Karen Wasielewski	Transportation Coordinator
Andrea Cordero	School Counselor
Nicole Ruddy	School Counselor
Deanna Williams	School Counselor
School Safety Officer	T.B.D.
Student Council President	T.B.D.
Adam Hutchinson	BOCES Safety Officer

The District Wide School Safety Team is responsible for the development, review and update of the District Wide School Safety Plan. The Emergency Response Team will provide the initial response in all emergencies as defined in this plan. Members of the Post-Incident Response Team, following an emergency, will take response actions.

C. Chief Emergency Officer

The Frankfort-Schuyler Board of Education has designated a Chief Emergency Officer (CEO). The CEO is the Superintendent of Schools and is responsible for coordinating communication between staff and law enforcement and first responders and for ensuring staff understanding of the district level safety plan. The CEO shall also be responsible for understanding of the district level safety plan. The CEO shall also be responsible for ensuring completion and yearly update of building level Emergency Response Plans.

D. Concept of Operations

The District Wide School Safety Plan shall be directly linked to each building's individual Emergency Response Plan. This District Wide School Safety Plan will guide the development and implementation of each building level Emergency Response Plan.

In the event of an emergency or violent incident, the initial response to all emergencies at an individual building will be by the School Emergency Response Team. Upon the activation of the School Emergency Response Team, the Superintendent or his/her designee will be notified and where appropriate, local first responders will also be notified. Emergency response actions, including crisis response, may be supplemented by involving regional resources through established protocols.

E. Plan Review & Public Comment

This plan shall be reviewed and maintained by the District Wide School Safety Team and reviewed on an annual basis on or before July 1st of each year. Pursuant to Commissioner's Regulation 155.17(e)(3), this plan will be made available for public comment 30 days prior to its adoption. The plan must be formally adopted by the District's Board of Education.

While linked to the District Wide School Safety Plan, Building Level Emergency Response Plans shall be confidential and shall not be subject to disclosure under Article 6 of the Public Law or any other provision of law, in accordance with Education Law Section 2801-a (Building Level Emergency Response Plans are not subject to FOIL). Full copies of the District Wide School Safety Plan and any amendments will be submitted to the New York State Education Department within 30 days of adoption. Building Level Emergency Response Plans will be supplied to both local and State Police within 30 days of adoption.

Section II: Risk Reduction/Prevention & Intervention

A. Prevention/Intervention Strategies

Initiatives that improve the culture and climate in our schools and improve communication at all levels can substantially enhance the ability to prevent negative events from happening. Frankfort-Schuyler Central School District has implemented initiatives that serve both as prevention and risk reduction strategies.

Program Initiatives

The Frankfort-Schuyler Central School District utilizes programs and activities that improve the school climate and communication throughout the school community, and that encourage the reporting of potentially dangerous, suspicious or violent behavior. The following is a partial list of such initiatives:

- Rachel's Challenge Program
- Peer Mediation
- Professional Development Activities in the areas of Child Protection Services, Education Neglect Procedures, Lock Down and Evacuation Procedures.

The Frankfort-Schuyler Central School District encourages all divisions to develop strategies that support a positive and safe learning environment for students, such as community involvement, mentoring programs, and schedule adjustment to minimize potential for conflicts or altercations.

Training, Drills, & Exercises

The Frankfort-Schuyler Central School District will ensure that each division conducts drills and exercises to test the components of their building level plans. Tabletop exercises conducted in coordination, if possible, with local and county level first responders and preparedness officials will be used when live drills are impractical or not sufficient to meet training goals.

As per regulation, four Lockdown drills and eight Evacuation drills will be conducted each school year. Additional drills may be conducted for select response protocols including: Shelter-in-Place, Hold-In-Place, and Lockout.

Staff Development

Annual professional development activities will be held focusing upon school, student and staff safety.

Implementation of School Security

All staff is expected to be vigilant regarding threats against students and staff (i.e. bullying/harassment) and immediately report to their respective principal or supervisor any information they have received or observed regarding anything that could be *reasonably* expected to impact the safety and security of anyone in the school community.

Additional Security Implementations include:

- School Safety Officers
- Single-point of Entry
- Security Cameras

Vital Educational Agency Information

The Frankfort-Schuyler Central School District maintains information for each division/building in a central location, including: school population, number of staff, transportation needs, and the business and home numbers of key officials.

B. Early Detection of Potentially Violent Behaviors

The Frankfort-Schuyler Central School District recognizes the importance of early recognition and intervention into conflicts and potentially violent or threatening behaviors. Certain emotional and behavioral signs, when viewed in context, can signal a troubled student. Staff is trained to recognize the signs that can be used to signal a student who may need help. The more signs that a student exhibits the more likely it is that he/she may need intervention. Early warning signs could include, but are not limited to:

- Feeling very sad or withdrawn for more than two weeks
- Sudden overwhelming fear for no reason
- Involvement in many fights or desire to badly hurt others
- Severe out-of-control behavior that can hurt oneself or others
- Not eating, throwing up, or severe, visible, weight loss
- Intense worries or fears that get in the way of daily activities

- Extreme difficulty concentrating or staying still that puts the student in physical danger or causes problems in the classroom
- Use of drugs or alcohol
- Severe mood swings that cause problems in relationships
- Drastic changes in the student's behavior or personality
- Preoccupation with illness, death, or catastrophic events

Students, parents, and staff are encouraged to share information regarding any student conflicts, threats, or troubling behaviors with the appropriate school administrator so that an investigation can commence in a timely fashion, if deemed necessary.

This communication may extend beyond The Frankfort-Schuyler Central School District personnel to include law enforcement, mental health professionals, etc., when deemed appropriate and with existing legal parameters.

C. Hazard Identification

The list of sites of potential emergencies include: Middle-High School – Athletic Fields, Service Garage, Elementary School. Each individual student-occupied site has assessed their own site for unique hazards and has documented them in their respective Building Level plans.

Section III: Response

A. Notification & Activation

Incident Commanders are authorized to and will initiate contact with the appropriate first responders in the event of an emergency or violent incident. If appropriate the Incident Commander will call 911. In a crisis situation involving a violent incident, staff should call 911 and notify the Incident Commander.

The methods used for notifications of an emergency or an act of violence include the following possible forms of communication: Emergency Services, telephone, email, district website, PA system, local media, and others as appropriate or necessary.

B. Situational Responses

Multi-Hazard Response

In the event of a catastrophic emergency (fire, building collapse, etc.) the evacuation of the building and the preservation of life is the only consideration. It is anticipated that specific procedures outlined in this plan, particularly as they relate to notifications, line of authority, etc. may be violated in cases involving catastrophic emergencies.

The Frankfort-Schuyler Central School District's buildings each have a Building Level Emergency Response Plan, which include specific procedures for a variety of emergencies. However, there are many variables that could impact the manner in which the Building Level Emergency Response Team responds to a particular occurrence. Given these variables, it is impractical to attempt to anticipate the steps needed for a response to every conceivable scenario. Responses focus on a few critical decisions that need to be made in every emergency to prevent injury and loss of life.

Responses to Acts of Violence: Implied or Direct Threats

The Frankfort-Schuyler Central School District has policies and procedures in place for responding to implied or direct threats of violence; including a range of disciplinary action to be used when responding to such threats or acts. The following steps may be taken in the event of an implied or direct threat of violence:

- Notification of Law Enforcement Officials
- Lockdown
- Evacuation
- Communications

Acts of Violence/Crises

The Frankfort-Schuyler Central School District policies and procedures for responding to acts of violence/crises involving students, teachers, other staff, and visitors to the district's facilities will be included in the Building-Level Emergency Response Plans. The following steps may be taken in the event of an act of violence or crisis:

- Lockdown
- Evacuation
- Shelter in Place
- Crime Scene Management

Response Protocols

The Frankfort-Schuyler Central School District selection of appropriate responses to emergencies, including potentially responding to situations like bomb threats, hostage taking, intrusions, kidnappings, power supply disruption, and severe weather may be included in the Building Level Emergency Response Plans. The following protocols are provided as possible examples:

- Identification of decision-makers
- Plans to safeguard students and staff
- Procedures to provide transportation, if necessary
- Procedures to notify parents and the media
- Debriefing procedures

Arrangements for Obtaining Emergency Assistance from Local Government

Arrangements for obtaining assistance during emergencies from first responders and local governmental agencies include contacting 911 immediately. Additional support can be obtained by contacting Herkimer County Sheriff, the NYS Police, local Police and Fire Departments, and Herkimer County Emergency Services.

Procedures for Obtaining Advice & Assistance from Local Government Officials

See Above

Procedures to Coordinate the Use of Resources & Manpower during Emergencies

The Frankfort-Schuyler Central School District will use the Incident Command System to coordinate the use of resources and manpower during emergencies.

Protective Action Options

Plans for taking the following actions in response to an emergency where appropriate will be including in each building's Emergency Response Plan: school cancellations, early dismissal, evacuation, shelter-in-place, hold-in-place, lockout, and lockdown.

Section IV: Recovery

A. District Support for Buildings

After an incident, the appropriate Emergency Response Team will initiate the Crisis Plan. Necessary resources will be deployed in order to support the Emergency Response and Post-Incident Teams.

B. Disaster Mental Health Services

Specific mental health services needed will be addressed by the appropriate Emergency Response Team as outlined in the Crisis Plan.