



Geneva Community Unit School District #304
Operations and Maintenance-**Security**
7 Year Capital Improvement Plan

Finance Advisory Committee

January 11, 2016





Geneva Community Unit School District #304
Operations and Maintenance-**Security**
7 Year Capital Improvement Plan

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Geneva Community Unit School District #304
Operations and Maintenance-**Security**
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Introduction

This report analyzes the existing facilities as it relates to safety and security. The projection is based on a Seven Year Security Capital Improvement Plan with the highest priority needs being addressed first. Prioritization was identified by focusing on the first phase of emergency management prevention/mitigation. What projects can we complete at our school buildings that will prevent or mitigate incidents from occurring which in turn will protect our assets, students, staff, and property? It is important to understand that school safety and security is continuously evolving and the District is constantly looking at best practices and ways to enhance what we currently are doing. While our goal is to ensure that our schools provide a safe and secure environment for students and staff to thrive socially, emotionally, and educationally, we also must balance our approach with security by maintaining a welcoming, community engaging facility. This report covers all school buildings where students are housed. Projected costs by building are included in the appendix. This Seven Year Security Capital Improvement Plan is intended to provide the information needed to assist the District Board of Education and Administration with the decisions they will face with regard to future financial support of our buildings. As always we will continue to search and apply for as many grants that become available to help support our initiatives.

Respectfully Submitted,

Amy Campbell
Safety and Security Supervisor
Geneva Community School District #304

Geneva High School



Geneva High School

Building Summary

In the spring of 2015, the completion of the security film to all grade level windows at the high school took place. This project was partially funded by the IEMA School Safety Grant. In August of 2015, we implemented the Raptor Visitor Management System at Geneva High School.

Recommended upcoming security projects in the capital improvement plan over the next seven years include: **exterior cameras**, **motion detection lighting**, and security camera warning signs be added to the building as an aid to deter individuals from gaining access to the roof. Another project recommended is placing **vision obstructing panels** on classrooms windows where it has been identified that a hard lockdown cannot be successfully completed. The goal of a hard lockdown is to make the classroom appear vacant. Because of the location or number of windows in the classrooms, students and staff are unable to successfully move to a location where they cannot be seen. This puts these students and staff in a vulnerable position when a hard lockdown protocol has been implemented. Another similar area of concern are for those teachers whose classrooms require panic hardware, otherwise known as crash bars, on the interior of their classroom doors. Currently, these doors are not able to be locked from the inside. In order to bring these doors up to the same standard of interior locking as the other classrooms, **an interior locking mechanism** needs to be added to this style of door. Additional **FOB access control** readers need to be added to the Health Office and to the Band Room to enhance security to those areas. A further recommendation to enhance the promptness of notifying first responders of an emergency is the addition of **duress buttons** to specific locations.

It is also recommended that the District enhance **access control** by replacing the grade level glazing along the wall just south of door number 10S with a **translucent panel system**. While doing this, the District should also cover the **vertical piping** that is located directly above the glazing with sheet metal to inhibit climbing and unauthorized roof access. Over a phase of two years, it is recommended that additional **security cameras** be added to both **interior** and **exterior** locations based on security assessments and the needs of the administration to monitor, prevent, deter, and assist in investigations when incidents occur. Lastly, as a preventative measure additional **door contacts** should be installed to exterior doors so that there is an alert when doors are left unsecure.

Geneva Middle School North



Geneva Middle School North

Building Summary

In the spring of 2014, Geneva Middle School North served as our pilot site for implementing the Raptor Visitor Management System. In the spring of 2015, the completion of the security film at the front entry way was completed. This project was funded by the IEMA School Safety Grant.

Recommended upcoming security projects in the capital improvement plan over the next seven years include the following: It is recommended that **vision obstructing panels** be placed in classrooms windows and doors where it has been identified that a hard lockdown cannot be successfully completed. The goal of a hard lockdown is to make the classroom appear vacant. Because of the location or number of windows in the classrooms, students and staff are unable to successfully move to a location where they cannot be seen. This puts these students and staff in a vulnerable position when a hard lockdown protocol has been implemented. Another similar area of concern are for those teachers whose classrooms require panic hardware otherwise known as crash bars on the interior of their classroom doors. Currently, these doors are not able to be locked from the inside. In order to bring these doors up to the same standard of interior locking as the other classrooms, **an interior locking mechanism** needs to be added to this style of door. A further recommendation to enhance the promptness of notifying first responders of an emergency is the addition of **duress buttons** to specific locations.

During security assessments along with conversations with the administrators at the building, strategic locations were identified to add both **interior and exterior security cameras** to monitor, prevent, deter, and to assist with investigations when incidents occur. Like the other buildings, as a preventative measure additional **door contacts** should be installed to exterior doors so that there is an alert when doors are left unsecure.

Lastly, **security traffic bollards** were recommended to be added in front of the building to provide protection to both students and staff along with protecting the structure of the building.

Geneva Middle School North



Vision obstructing panels

Apply a visual barrier to the glass on one side of the door to provide visual protection during lockdown.



Interior Locking Mechanism

An interior locking mechanism needs to be added for staff protection during a hard lockdown situation.

Geneva Middle School South



Geneva Middle School South

Building Summary

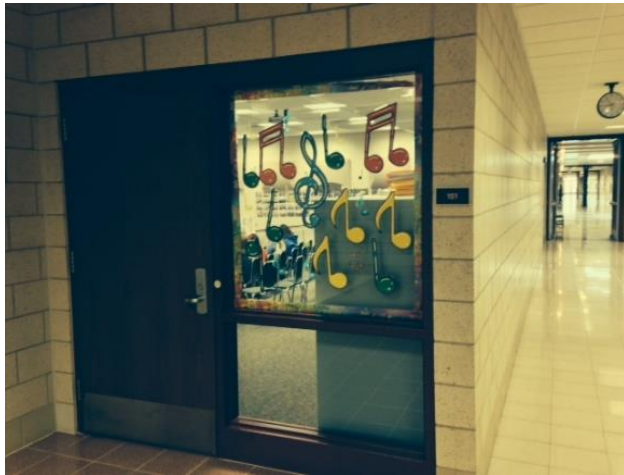
In January of 2015, we implemented the Raptor Visitor Management System at Geneva Middle School South; this was the continuation of the final roll out of the district-wide program. In the spring of 2015, the completion of the security film at the front entry way was completed. This project was funded by the IEMA School Safety Grant.

Recommended upcoming security projects in the capital improvement plan over the next seven years include the following: It is recommended to improve **access control**; a **new set of doors** be installed in the hallway that leads from the main doors into the library. This will provide a mechanism to better secure the building which will prevent and mitigate mischievous and criminal acts. Another project recommended for completion that will enhance the effectiveness of a hard lockdown are putting **vision obstructing panels** in classrooms windows where it has been identified that a hard lockdown cannot be successfully completed. The goal of a hard lockdown is to make the classroom appear vacant. Because of the location or number of windows in the classrooms, students and staff are unable to successfully move to a location where they cannot be seen. This puts these students and staff in a vulnerable position when a hard lockdown protocol has been implemented. Another similar area of concern are for those teachers whose classrooms require panic hardware, otherwise known as crash bars, on the interior of their classroom doors. Currently, these doors are not able to be locked from the inside. In order to bring these doors up to the same standard of interior locking as the other classrooms, **an interior locking mechanism** needs to be added to this style of door. A further recommendation to enhance the promptness of notifying first responders of an emergency is the addition of **duress buttons** to specific locations.

During the security assessments along with conversations with the principal; strategic locations were identified to add both **interior and exterior security cameras** to monitor, prevent, deter, and to assist as an investigative tool when incidents occur. Like the other buildings, as a preventative measure additional **door contacts** should be installed to exterior doors so that there is an alert when doors are left unsecure.

Lastly, **security traffic bollards** were recommended to be added in front of the building to provide protection to both students and staff along with protecting the structure of the building.

Geneva Middle School South



Vision obstructing panels

Apply a visual barrier to one side of the door to provide visual protection during a hard lockdown.



Interior Locking Mechanism

An interior locking mechanism needs to be added for staff protection during a hard lockdown.

Harrison Street Elementary School



Harrison Street Elementary School

Building Summary

In January of 2015, we implemented the Raptor Visitor Management System at Harrison Elementary School, this was the continuation of the final roll out of the district-wide program. In the spring of 2015, the completion of the security film at the front entry way was completed. This project was funded by the IEMA School Safety Grant.

To improve **access control** one recommendation is to **cover the vertical piping and wiring** alongside the building. This can be completed using sheet metal. As a preventative measure additional **door contacts** should be installed to exterior doors so that there is an alert when doors are left unsecure. A further recommendation to enhance the promptness of notifying first responders of an emergency is adding **duress buttons** to specific locations.

As for other security recommendations for the capital improvement plan, the District is waiting for a security assessment that will be conducted by a security firm. After this security assessment is complete, we will utilize their recommendations to move forward with future projects.

Western Avenue Elementary School



Western Avenue Elementary School Building Summary

In January of 2015, we implemented the Raptor Visitor Management System at Western Avenue Elementary School; this was the continuation of the final roll out of the district-wide program. In the spring of 2015, the completion of the security film at the front entry way was completed. This project was funded by the IEMA School Safety Grant.

One recommendation to enhance the promptness of notifying first responders of an emergency is adding **duress buttons** to specific locations.

As for other security recommendations for the capital improvement plan, the District is waiting for a security assessment that will be conducted by a security firm. After this security assessment is complete, we will utilize their recommendations to move forward with future projects.

Mill Creek Elementary School



Mill Creek Elementary School

Building Summary

At the beginning of the 2014-2015 school year, Mill Creek Elementary School implemented the Raptor Visitor Management System. In the spring of 2015, the completion of the security film at the front entry way was completed. This project was funded by the IEMA School Safety Grant.

During safety and security assessments along with conversations with the principal, there is a need to add an additional **exterior security camera** to the building. As a preventative measure additional **door contacts** should be installed to exterior doors so that there is an alert when doors are left unsecure. A further recommendation to enhance the promptness of notifying first responders of an emergency is the addition of **duress buttons** to specific locations.

As for other security recommendations for the capital improvement plan, the District is waiting for a security assessment that will be conducted by a security firm. After this security assessment is complete, we will utilize their recommendations to move forward with future projects.

Heartland Elementary School



Heartland Elementary School

Building Summary

In January of 2015, we implemented the Raptor Visitor Management System at Heartland Elementary School; this was the continuation of the final roll out of the district-wide program. In the spring of 2015, the completion of the security film at the front entry way was completed. This project was funded by the IEMA School Safety Grant.

As a preventative measure additional **door contacts** should be installed to exterior doors so that there is an alert when doors are left unsecure. A further recommendation to enhance the promptness of notifying first responders of an emergency is adding **duress buttons** to specific locations.

As for other security recommendations for the capital improvement plan, the District is waiting for a security assessment that will be conducted by a security firm. After this security assessment is complete, we will utilize their recommendations to move forward with future projects.

Williamsburg Elementary School



Williamsburg Elementary School

Building Summary

In January of 2015, we implemented the Raptor Visitor Management System at Williamsburg Elementary School; this was the continuation of the final roll out of the district-wide program. In the spring of 2015, the completion of the security film at the front entry way was completed. This project was funded by the IEMA School Safety Grant.

To enhance security, additional **exterior security cameras** are needed. These cameras will assist in monitoring, deterring, and investigating when incidents occur. Additionally, **roof access panels** need to be installed to prevent vandalism and mitigate access to the roof.

As a preventative measure, additional **door contacts** should be installed to exterior doors so that there is an alert when doors are left unsecure. A further recommendation to enhance the promptness of notifying first responders of an emergency is the addition of **duress buttons** to specific locations.

As for other security recommendations for the capital improvement plan, the District is waiting for a security assessment that will be conducted by a security firm. After this security assessment is complete, we will utilize their recommendations to move forward with future projects.

Fabyan Elementary School



Fabyan Elementary School Building Summary

In January of 2015, we implemented the Raptor Visitor Management System at Fabyan Elementary School; this was the continuation of the final roll out of the district-wide program. In the spring of 2015, the completion of the security film at the front entry way was completed. This project was funded by the IEMA School Safety Grant.

To further protect our assets and prevent criminal activity an additional **exterior security camera** is needed. This camera will assist in monitoring, deterring, and investigating when incidents occur. A further recommendation to enhance the promptness of notifying first responders of an emergency is adding **duress buttons** to specific locations.

As for other security recommendations for the capital improvement plan, the District is waiting for a security assessment that will be conducted by a security firm. After this security assessment is complete, we will utilize their recommendations to move forward with future projects.

Completed Capital Improvement Plan Projects for 2015-16

Project	Budget	Cost	Variance
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There were not any projects approved.

Capital Improvement Plan Projects

2016-17

20E 900 2540 5110

GHS	Vision Obstructing Panels	\$ 6,900.00
	Exterior Motion Detection Lighting	\$ 2,000.00
	Exterior Security Cameras	\$ 6,000.00
	FOB Access Control	\$ 14,500.00
GMSN	Vision Obstructing Panels	\$ 1,500.00
	Interior Locking Mechanism	\$ 7,000.00
GMSS	Access Control	\$ 30,000.00
	Vision Obstructing Panels	\$ 3,900.00
	Interior Locking Mechanism	\$ 5,800.00
HSS	Access Control-Cover Piping	\$ 1,200.00
WES	Exterior Security Cameras	<u>\$ 4,100.00</u>
	TOTAL	\$ 82,900.00

