

August 24, 2017

Agenda Item: Strategic Priority – Safety Item V

**Background:**

As part of our regular attention to strategic priorities, the administration will provide an update on key initiatives related to safety.

**Objective:**

The board will hear about initiatives underway to assure safety in the Molalla River School District since the last report on this priority provided in the spring. This update will include a deep dive into two particular aspects of Safety & Crisis Response Planning

- (1) Responding to student threats of self-harm (suicide)
- (2) Preparing for and responding to medical emergencies in the context of the school health room Standard Practice.

The board will have an opportunity to engage in discussion with presenters. Additionally, board members will receive a copy of the new MRSD School Health Services Manual.

**Presenters include:**

Jan Olsen, District Nurse  
Michael Salitore, Supported Education Director  
Dave Luce, District Administrator

*Tom Hanks*

Board Presentation  
8-24-17  
Safety and Crisis Response Planning

This is meant to provide you with regular update on progress, as well as an expression of our intentions for action in this upcoming school year.

**1. Review of progress so far:**

- a. Relocation Sites Identified, Site Hosts Identified, Relocation Plans drafted
- b. Insurance agreements provided to each Relocation Site.
- c. Reunification Site Identified, Site Hosts Identified, Plans Firm. Site will not be disclosed. But CR Planning Team and school teams will be made familiar the details of Reunification Protocol, roles to be filled, and materials and information required. This will also inform updates in each school's communication with parents alerting them to a Reunification Protocol being put in play.
- d. District Office Activation plans drafted- Facilities, Tech, Media/Communication, Data/Records, Relocation, Reunification. District Office Staff becomes directly available to schools for support and assistance in crisis response.
- e. Transportation Activation plans coordinated with First Student for Early Closure from school/Relocation Site-will inform communication protocols for alerting parents of an early closure; deployment of school staff/District Office Activation staff to help direct traffic for buses and parent vehicles.
- f. Coordination with Fire- will inform our updates on Evacuation Protocol for fall, including: calling 911 when a fire alarm is triggered; Sweep Team; plans for establishing immediate communication with Fire's first-on-scene; and adjustments in some building evacuation pathways to avoid Fire personnel.
- g. Coordination with EMS in a traumatic crisis event- will require an additional role on each building's ICTeam to monitor and document treatment and transport of any students/staff.
- h. Emergency vests for each school's ICTeams to visually identify key people in a crisis response event. District Office Activation participants will be color coded with the school's ICTeam members.
- i. 2017-18 Crisis Response drill calendar set for all schools.
- j. Phone/internet systems have been tested to accurately predict backup battery-life capacity.
- k. Capacity assessed to provide generator electricity to each building for phones/internet, and water.
- l. Investments have been made, and are planned for increasing our generator capacity in the event of multiple schools requiring assistance simultaneously.
- m. Radio communication system assessed for capacity of all schools to communicate with District Office by radio.
- n. Communications vendors engaged to begin identifying equipment to meet identified system needs.
- o. Threat Assessment process adopted and in place in each building.
- p. Counselor and administrator training and support for conducting threat assessments in each school. District Office staff is also available to schools. Streamlined process supports and assessment tools are drafted and in place.
- q. Threat of suicide assessment process identified and adopted for use.
- r. Counselor training and support for conducting threat of suicide assessments in each school.
- s. Regular meetings scheduled for administrators and counselors to debrief threat assessment and threat of suicide assessment scenarios.
- t. Crisis Response Recovery- Manuals have been purchased for all District Counselors and all building administrators. The Manual drives our system-wide approach to helping a school community recover from a crisis/loss of life.
- u. All Counselors have been trained in the use of the Crisis Response Recovery Manual.
- v. Classroom and school emergency supply kits- some schools have supply kits in place. Those are being inventoried, and strategies are being explored to secure similar kits for all classrooms in the District.
- w. After-hours crisis response protocols for evening custodial staff- coordinating planning with Maintenance and Facilities Director to put in place and train staff this fall.

- x. System-wide Health Room and Nursing Protocols developed and in place..
- y. School administrators and Office Managers trained in implementing System-wide Health Room and Nursing Protocols.
- z. Partnered with DHS to provide in-District Child Abuse Reporting Training for mandatory reporters.
- aa. Preparations made to sign up with SafeOregon Tipline (OSP)
- bb. Purchased a new auto-communication system for use in all schools

**2. Next Steps, 2017-2018 (to include)**

- Train all school staffs on the 4 Protocols
- Train Students on 4 Protocols
- Introduce parents to 4 Protocols and other school CR information
- Train District Office staff in Activation roles and protocols
- Incorporate OSP SafeOregon Tipline into System-wide Crisis Response plans
- Incorporate new Smartphone App and new auto-communication system with Emergency Communications Protocols to standarize emergency closure communications protocols
- Train staff in the use of new Smartphone App and new auto-communication system
- Conduct regular threat assessment and threat of suicide briefings for counselors and administrators together.
- Finalize relocation site for MHS.
- Continue work on an updated draft of a comprehensive system-wide Crisis Response Manual.
- Continue to move forward on investments in radio communication and emergency supplies and equipment
- Continue to coordinate with law enforcement on planning first responder drills in each district school.
- Plan for conducting drills for each school (staff and students) in the 4 protocols that include Fire and District Office Activation.
- Engage policy-driven external review team to review current practice (Spring)