



Robbinsdale Area Schools School Board Meeting Agenda

Monday, September 9, 2013 at 6:15 PM

Work Session

Education Service Center Boardroom, 4148 Winnetka Avenue North,
New Hope, Minnesota

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| 1. Preliminary Audit Report | 2 |
| Presenter: Jeff Priess | |
| 2. Report on School Safety | 3 |
| Presenter: Jeff Priess and Brian Koch | |
| 3. Discussion on Board Professional Development | 14 |
| Presenter: Sherry Tyrrell | |
| 4. School Board Committee Assignments | 15 |
| Presenter: Sherry Tyrrell | |
| 5. MSBA Workshop Session | |
| Presenter: Sherry Tyrrell and Patsy Green | |



TO: Members of the School Board
Dr. Aldo Sicoli, Superintendent

FROM: Jeff Priess, Executive Director of Business Services

DATE: September 9, 2013

RE: Preliminary Audit Information

DISCUSSION:

Summary financial statements will be presented to the School Board for the District's operating funds. The auditors are expected to finish their work the week of September 9 and final audit reports should be completed by mid October. We plan to submit our CAFR (Comprehensive Annual Financial Report) to the National Association of School Business Officials for the Certificate of Excellence in Financial Reporting.

QUESTIONS:

For questions please contact Jeff Priess at 763-504-8037 or jeff_priess.rdale.org

STRATEGIC PLAN:

Maximize Resources and Demonstrate Financial Accountability



TO: Members of the School Board
Dr. Aldo Sicoli, Superintendent

FROM: Jeff Priess, Executive Director of Business Services
Brian Koch, Safety and Emergency Management Director

DATE: September 9, 2013

RE: School Security Review

DISCUSSION

School Board will be apprised of District security measures and systems.

QUESTIONS:

For questions please contact Jeff Priess at 763-504-8037 or jeff_priess.rdale.org

School Security Review



**SCHOOL BOARD WORK SESSION
SEPTEMBER 9, 2013**

**BRIAN KOCH
SAFETY & EMERGENCY MANAGEMENT DIRECTOR**

Current School National Best Practices



- National Incident Management System (NIMS)
- Review of emergency plans and procedures with local public safety officials
- Staff and student training (drills)
- If you see something, say something
- Camera surveillance with web access
- Locked building and secured campus
- Visitor management

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NIMS



- Update emergency response structure.
- Train staff for new emergency roles.
- Written emergency procedures are well defined.

Emergency Plans and Procedures



- Emergency Handbook issued 2008
 - Minor updates since have been staffing and building changes
- Emergency Handbook coming 2013
- Classroom checklists updated 2011

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Training



- Staff do drills as required by MN statute.
- Drills become routine and are generally done with advanced warning and convenient circumstances.
- Drills could be more challenging with my involvement.

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Staff Preparedness



- Staff engagement – If you see something, say something.
 - Display your district ID credentials and challenge staff, visitors or students who don't have identification in buildings.
 - Report open doors that circumvent our security procedures.
 - Report unusual or concerning behaviors to principals so each potential threat can be investigated and followed up with appropriate action.

Video Surveillance



- The district operates and records about 800 interior and exterior video cameras.
- Significant portion was purchased with grants.
 - Cameras help deter unwanted behavior, theft and vandalism.
 - Can be a useful investigative tool to administration after incidents occur.
 - Working to test password protected live camera access on the web to staff and emergency responders with any PC or mobile device. Significant capital is necessary to make district wide.
 - 100 people have access to cameras to monitor activity.

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Campus Security



- Installing remaining exterior doors, building offices and pod security doors with card reader technology should be a high security priority. It gives staff and emergency personnel access without the burden of physical key management. Also enhances staff protection with instant lockdown buttons in place from violent intruders.
- Police from Crystal, Golden Valley, New Hope, Plymouth and Robbinsdale have received 24/7 access to our buildings through integration of card access. Brooklyn Center and Brooklyn Park have declined.

Visitor Management



- If we consistently follow the existing procedures we are close to best practice.
- Staff, visitors, volunteers and contractors are required to wear ID.
- Areas for improvement-
 - Institute mandatory sign out procedures of elementary students inside the building. No curbside pickups. Potential to add with existing visitor management structure.
 - Weigh pros and cons of using existing visitor management software to conduct instant background checks or check versus sex offender databases.
 - Better enforcement of existing ID policy.

Thank You



- Questions or comments?



MEMO

DATE: 9-5-13

TO: Members of the School Board
Aldo Sicoli, Superintendent of Schools

FROM: Sherry Tyrrell, School Board Chair

RE: School Board Professional Development

The school board will discuss next steps following the July work session with Yvette Jackson.



MEMO

DATE: 9-5-13

TO: Members of the School Board
Aldo Sicoli, Superintendent of Schools

FROM: Sherry Tyrrell, School Board Chair

RE: School Board Committee Assignments

The school board will look at fall committee assignments and make changes as needed.