

Community Advisory Committee Meeting
January 9, 2014
Safety and Security Update Presentation
Phil Stover, Deputy Superintendent of Business Support Services

1. The CAC is formed by parents, community members, teachers and principals. Please explain in the way all levels understand the importance of the topic. Could you please include detail information about next topics in your presentation?

The safety and security of our students is our most important concern. Cindy Marten, our superintendent has asked me personally to take charge of this year's effort to assess all of our campuses in regards to student safety and security. Security involves assessing the potential of threats from outside the campus; safety involves internal hazards or issues that may compromise student well-being, such as trip hazards, bus drop-offs and pick-up, playground equipment, etc. Our Vision 2020 and the district's Strategic Plan emphasize the need for students to learn in a safe and well-maintained environment. The purpose of my attending the CAC meeting is to inform all our stakeholders about the work we are doing and to offer my further engagement at the school level for any schools who want to engage me personally in this important effort.

2. How long and what is the purpose of The District Security and Safety Task Force?

The district has had a team meeting to design the safety and security effort for the 13-14 school year since the spring of 2013. The team will be in place at least until the fall of 2014. The core elements of recommendations from this group include the following:

- a. The district hires a group of school security experts to conduct site visits and assessments of every school site over the 2013-14 school year. The company has been hired and is actively engaged in visiting and assessing schools along with appropriate district staff. An initial phase of eighteen pilot schools is being assessed. In January the report of those assessments will be completed and evaluated for comprehensiveness. The protocol will then be modified as needed. A contract will be let for the assessment of the remainder of the schools and administrative sites. The remainder of the site assessments will be conducted from February through June 2014. The district-wide results will then be presented to the Board of Trustees in September*
- b. The team has designed and implemented a rubric to be used in the assessment of each school site on six criteria with sub-variables within each of the six. Each of the deficiencies within these sub-variables will then be prioritized according to criticality, severity and threat level. The six variables are:*
 - Training*
 - Policies and Procedures (District-wide and school site)*
 - Communications*
 - Cameras and Lighting*

- *Site Access and Egress*
- *Doors and Locks*

- c. *The district establishes a schoolsafety@sandi.net email address to allow for input on specific concerns from stakeholders. This email goes directly to the Deputy Superintendent. To date all emails have been logged and answered.*
- d. *The district establishes a series of presentations to each of the sixteen district clusters and to any district-wide constituent group (CAC, PTA, DELAC, etc) that wishes to have a presentation/input. This has been scheduled from December 2013 through April 2014. District staff is also available to meet at the school site level as requested to further discuss site specific issues. This work has begun.*
- e. *This process should be one in which specific deficiencies are handled, where possible, as they are identified. This is especially true for low-cost/no-cost issues. Major construction and site-wide issues will have to be remedied as funds become available. It is anticipated that a majority of the work will be completed using Prop S and Prop Z funds, pending Board approval of the same.*

3. As you know our cluster was seriously impacted with the cuts, principally with the sites security staff. Could you please talk about how the security staff is now sharing between sites. How many security officers are actually in our cluster?

Chief Littlejohn will answer these questions.

4. Please present graphics that show the violence inside the schools in our cluster.

Chief Littlejohn will answer this question.

5. How the District or your department is planning to collect the concerns and needs of each site?

- a. *The site can provide its concerns to the visiting team*
- b. *The site can share its concerns via the schoolsafety@sandi.net email address*
- c. *The site can request a meeting with staff to review their concerns and incorporate them into the site assessment. If desired, and with the principal's concurrence, district staff will be available to attend faculty/staff meetings at the site*

6. How the District is conducting the safety and security appraisal?

A team composed of school police, security specialists and Facilities Planning and Construction staff will be touring each school in the district. They will engage with site-level administration, facilities staff and any interested staff members. The visits will be approximately three hours in length at the smallest schools and will require the entire day at the largest. The following is an outline of their task at each site.

- a. *Meeting with Principal and Staff (as selected by Principal) upon reaching School.*

- 1) *Courtesy meeting during which we will generally explain what we will be doing during our time at the school.*
 - 2) *We will also discuss any security related issues that the Principal and Staff wish to bring to our attention.*
- b. *Upon completion of the introductory meeting (30 to 45 min.) the Team will begin the survey at the outer boundaries of the school property. They will follow our checklist as a guide and collect data about the surrounding area, fence line/property line, and school property between the property line and structures on the property. The Team members will be taking photos as part of the data collection. The Team members will make sure that no students or staff are in the photos.*
 - c. *The Team will then go to each building and collect data regarding the outer shell of the building. Any perimeter doors will be noted and a door data sheet will be started. Since we will not be able to access some perimeter doors from the outside, the completion of the data sheet will have to be done from the inside.*
 - d. *Upon completion of the exterior of each building the team will then enter the building to perform their data collection. They will be referring to the checklist throughout this process. They will be making note of the location of main office with relationship to the main entrance, collecting data on all exterior doors, collecting data on all interior doors, i.e., office doors, classroom doors, utility closets, etc. Each door will have a data sheet prepared.*
 - e. *The team will also be looking for cameras within the buildings, intercom, emergency notification systems and devices, local alarm systems, etc.*
 - 1) *The intercom and/or emergency notification systems must be demonstrated to verify operability and knowledge of how to use it.*
 - 2) *Upon completion of all buildings on the campus, the Team will return to the main office to notify the Principal that they have completed their survey and to ask any questions that may have arisen during the survey. Upon completion of the survey marked by the informal out briefing to the Principal, the Team will travel to the next school.*

In addition district staff is available to meet with each cluster and with any school site stakeholders desiring to meet to explain specific campus concerns. District staff will also be meeting with district-wide stakeholder groups such as the CAC and the PTA to receive and provide input.

7. Could you please explain the six security variables examination process and if each site is aware of those?

Please see 3b above

8. Which are the 16 schools that will be the pilot samples and how District determined it?

There are now 18 schools involved in the pilot program. The schools were selected by a variety of criteria, including the age and campus layout, crime in the area, the grade level and geographical distribution across the district. All of the pilot schools will be assessed by December 20, 2013. Schools identified and agreed to as representative of the various security types include:

<i>Boone ES</i>	<i>Clark MS</i>	<i>Cubberly ES</i>	<i>Ibarra ES</i>	<i>Jerabek ES</i>
<i>La Jolla HS</i>	<i>Lewis MS</i>	<i>Lincoln HS</i>	<i>Memorial Prep MS</i>	<i>Miller ES</i>
<i>Pacific Beach MS</i>	<i>Point Loma HS</i>	<i>San Diego Complex HS</i>	<i>Serra HS</i>	<i>Silver Gate ES</i>
<i>Spreckels ES</i>	<i>Standley MS</i>	<i>Marshall MS</i>		