

Idaho School Safety & Security Legislative Report 2017



January 27, 2017

Table of Contents

Introduction to report purpose and Office initiation.....	2
Timeline of major activity during first 6 months.....	3
Activity Narrative.....	4
Assessment Tool with preliminary trending.....	7
Idaho Office of School Safety & Security Advisory Board	8
Office Locations and Staff.....	9



Introduction to report purpose and Office initiation

This report narrates actions completed by staff of the Idaho Office of School Safety and Security since inception, July 1, 2016, in accordance with Idaho Statute 33-5806 [33-5906] POWERS AND DUTIES OF THE IDAHO SCHOOL SAFETY AND SECURITY ADVISORY BOARD. The board shall: (3) On or before February 1 of each year, report to the legislature and to the governor on the status of school safety and security in the Idaho public educational facilities.

Both the Idaho Office of School Safety and Security (IOSSS) and The Idaho School Safety and Security Advisory Board were established with the passage of HB 514, entered into Idaho Statute as 33-5804 [33-5904] OFFICE OF SCHOOL SAFETY AND SECURITY, as part of Title 33 Education, Chapter 58 [59] IDAHO SCHOOL SAFETY AND SECURITY ACT. 33-5804 [33-5904] also places the Office of School Safety and Security in the Idaho Division of Building Safety.

The work of the IOSSS is guided by 33-5802 [33-5902], LEGISLATIVE INTENT. It is the intent of the legislature that the purpose of this chapter is to:

- (1) Promote the safety and security of the students attending the public educational institutions of the state;
- (2) Provide recommendations, systems and training to assist public educational institutions at all levels for the safety and security of students;
- (3) Enhance the safety and security resources available to public educational institutions;
- (4) Ensure that periodic security assessments of statewide public educational institutions are conducted and reported;
- (5) Ensure that surveys are conducted and research information is reported to appropriate parties;
- (6) Promote the use of technical methods, devices and improvements to address school security;
- (7) Encourage the recognition of security design to be incorporated in future construction or renovation of public educational institutions; and
- (8) Provide written reports of security assessments to appropriate school administrative authorities.



Timeline of major activity during first 6 months

July 5 – Brian Armes hired as Office Manager.

July 18 – Security analyst positions (3) filled with the hiring of Mark Feddersen (northern Idaho), Mike Munger (southwestern Idaho), and Guy Bliesner (eastern Idaho).

July 19 – Development of comprehensive assessment process and tool begins.

Aug 1 – Kayla Harris-Baker hired as Administrative Assistant for Office.

Aug 5 – Idaho Office of School Safety & Security website goes online.

Aug 17 – First school assessment performed at Richard McKenna HS, Mountain Home.

Aug 23 – *See, Tell, Now!* campaign initiated with press spokesperson Ms. Lori Otter at Andrus Elementary, West Ada SD press conference.

Aug 30 – First health alert sent to school superintendents, posted to website.

Aug 31 – Initial meeting of Advisory Board. Rep Wendy Horman elected as Chair, Matt Freeman elected as Vice-Chair.

Sept 1 – Begin building contact list with outside agencies, organizations, institutions (complete list in narrative).

Sept 15 – *See, Tell, Now!* Spokesperson Lori Otter visits Shelley HS, Shelley SD as awareness campaign continues.

Sept 21 – *See, Tell, Now!* Spokesperson Lori Otter visits Borah Elementary, CDA SD for awareness campaign.

Sept 23 – First Quarterly Newsletter sent to school superintendents.

Sept 30 – All state funded colleges and universities visited and primary point of contact established.

Nov 16 – Presentation given at Idaho School Board Association Annual Convention.

Nov 28 – After-assessment surveys sent to schools administrators with completed assessments.

Jan 12 – Advisory Board meets in preparation of legislative report.



Activity Narrative

July 1, 2016 signaled the release of funds initiating the Idaho Office of School Safety & Security (IOSSS) within the Idaho Division of Building Safety (DBS). Brian Armes, 25-year public educator, was hired as Office Manager, July 5, with the immediate task of standing up the IOSSS as a fully functional office. The goal was to begin providing safety and security assessments, as well as training and support to schools for the 2016-17 school year, beginning August 2016.

Interviews for three security analysts and one administrative assistant commenced July 7th. The three security analyst positions were filled and reported for duty on July 18th. Mark Feddersen, retired Law Enforcement Officer from Pierce County WA, was chosen to serve schools in Region 1, northern Idaho. Mike Munger, former Safety and Security Specialist for Boise SD, will serve within Region 2, which encompasses all of southwestern Idaho. Guy Bliesner, former Health, Safety and Security Specialist for the Bonneville SD, was hired to serve eastern Idaho, Region 3. Kayla Harris-Baker, former Naval Airman, was hired to fill the administrative assistant position,

Once assembled, the staff of the IOSSS met to review the intent language of HB.514, align goals and develop targeted activities that fulfill the Legislative Intent. The following four goals were determined to be foundational to establishing the Office and meeting the mandate:

Goal 1: Develop and employ a comprehensive process and instrument for Triennial school assessments. [33-5902] (4) (5) (8)

Goal 2: Compile accurate information on all LEAs, school location and school configuration. [33-5902] (1) (2) (3)

Goal 3: Identify and implement multiple modes of support for the improvement of safety and security within schools. [33-5902] (1) (2) (3) (6) (7)

Goal 4: Identify and establish connection with the agencies, institutions and organizations that serve schools, school personnel, or provide some type of service useful for promoting safety and security within the school environment. [33-5902] (1) (3)

Accordingly, activities of the IOSSS will be determined, evaluated and prioritized on how they meet one or more of the goals listed above.

Targeted Activity for Goal 2: On August 8, 2016 a general letter of introduction to the IOSSS, along with a brief overview of the roles, responsibilities and resources of the Office, went to all superintendents and charter school administrators. Attached to the letter was a back-to-school template providing administrators an opportunity to promote their schools and disperse important safety policy information. 686 individual K12 schools were identified, and listed with administrative contacts.



Targeted Activity for Goal 3: On August 5, 2016 the IOSSS website went live online, with content ranging from a health and safety alert system to back-to-school brochures. The website design supports informational links, health & safety alerts, and serves as an accessible, central, repository for school personnel and the public. Contact information for all members of the IOSSS staff is readily available on the site.

Targeted Activity for Goal 1: The Safety & Security Assessment Tool, performed with the accompanying processes and procedures was vetted in an assessment of Richard McKenna HS (RKHS), Mountain Home on August 17, 2016. Following the assessment at RKHS the IOSSS staff made final adjustments to the Assessment Tool and standardized the assessment methodology. The Assessment Tool was accepted as the standard for all schools assessed within the 2016-2017 school year.

Targeted Activity for Goal 3: A public awareness campaign, *See, Tell, Now!*, was developed to launch the formation of the IOSSS. *See, Tell, Now!* encourages all community members to be watchful for unknown people or unusual activity in and around schools campuses. Idaho's First Lady Lori Otter lent both her image and time to the effort, becoming the spokesperson in PSA ads produced for both TV and radio. Beginning August 23, 2016 and extending into September, 2016, Ms. Otter promoted *See, Tell, Now!* in three school locations throughout the state (West Ada SD, Shelley SD, Coeur d'Alene SD) donating her time and travel to the effort.

Targeted Activity for Goal 3: To introduce the formation of the IOSSS, and done in conjunction with *See, Tell, Now!*, Governor C.L. "Butch" Otter proclaimed September as School Safety and Security month. Furthering the effort to raise widespread community awareness for school safety, First Lady Lori Otter publicly read the proclamation during the August 23, 2016 press release of the *See, Tell, Now!* campaign held at Andrus Elementary in the West Ada SD.

Targeted Activity for Goal 1: September commenced with the Security Analysts assessing schools in all three regions. Utilizing information researched by the Office's Admin Assistant, Charter Schools as well as traditional schools are receiving assessments and support across the state.

Targeted Activity for Goal 4: September's calendar included a number of meetings between the staff of the IOSSS and the various agencies, institutions and organizations that have a role in school safety and security (see list).

- Federal Emergency Management Agency (FEMA)
- Idaho Office of Emergency Management (IOEM)
- Federal Bureau Investigation (FBI)
- Idaho School Board Association (ISBA)
- Idaho Association of School Administrators (IASA)
- Idaho School Resource Officers (IDSRO)
- Idaho State Communications Center
- The Idaho Criminal Intelligence Center
- Idaho Department of Emergency Services
- National School Safety Association (NSSA)
- State Department of Education (SDE)



Targeted Activity for Goals 3, 4: October and November's calendar found the IOSSS presenting at the Idaho School Board Association Conference, Regional Superintendent meetings and Teacher pre-service classes.

Targeted Activity for Goal 1: Beginning November 28, 2016, post-assessment surveys are being sent to school administrators eliciting them for responses regarding their experience and the value of the assessment process.

Targeted Activity for Goal 1: As of January 9, 2017, 89 school assessments have been completed, 11 of which are charter schools. (Preliminary trending listed below)



Assessment Tool with preliminary trending

Assessment Element Key

1. School Cover Sheet
2. Demographics
3. Neighborhood-Grounds-Building
4. Intruder
5. Access Control
6. Supervision-Surveillance
7. Student Movement-Transportation
8. Communication
9. High Risk Areas
10. Culture-Climate-School Community
11. Health-Mental Health
12. Cooperating Agencies
13. Training
14. Policy-Procedure
15. Emergency Operations Planning

Preliminary trending to date

3.	Neighborhood/ Grounds/Building:	<i>Campus perimeter fenced</i>	- 38.9% yes
		<i>Campus fence securable</i>	- 18.1% yes
		<i>Campus fence secured</i>	- 8.3% yes
5.	Access Control:	<i>Main or primary entry controlled</i>	- 75.0% yes
		<i>All other perimeter doors locked/controlled/monitored</i>	- 36.1% yes
		<i>Visitors required to check-in</i>	- 59.7% yes
		<i>Staff prominently displays photo id</i>	- 22.2% yes
6.	Supervision/ Surveillance:	<i>Staff monitors entrance/exits during student arrival/departure – obvious 47.2%, moderate 11.1%, lightly 31.9%, not visible 5.6%</i>	
		<i>Video surveillance in place</i>	- 69.4% yes
		<i>All cameras operational</i>	- 47.2% yes
8.	Communications:	<i>School office can notify all school interior areas</i>	- 83.3% yes
		<i>All instructional areas can notify entire school campus</i>	- 51.4% yes
10.	Culture/Climate/ School Community:	<i>Bullying/intimidation/harassment reported – extensive 1.4%, moderate 11.1%, light 81.9%</i>	
		<i>Staff members visible in halls interacting positively w/students – obvious 72.2%, moderate 8.3%, light 19.4%</i>	
		<i>Student perception data available</i>	- 52.8% yes
		<i>School wide positive behavioral intervention program in place</i>	- 87.5% yes
11.	Health/Mental:	<i>Nurse/medical duties performed by general school staff</i>	- 77.8% yes
12.	Cooperating Agencies:	<i>SRO located on site</i>	- 19.4% yes
		<i>SRO dedicated to single campus</i>	- 8.3% yes
		<i>SRO has job descriptions (as reported by site admin)</i>	- 40.3% yes
13.	Training:	<i>Certified staff trained on school emergency procedures</i>	- 66.7% yes
		<i>Classified staff training on school emergency procedures</i>	- 62.5% yes
		<i>Substitute staff trained on school emergency procedures</i>	- 38.9% yes



Idaho Office of School Safety & Security Advisory Board

Member	Company/Representing	Mailing Address	Original Appointment	Term Expires
Jeri Henley	Parent of a Student	Gateway Real Estate 321 Eastland Drive North Twin Falls, ID 83301	07/08/2016	07/01/2018
K. Logan Easley	Teacher	West Ada School District 1303 East Central Drive Meridian, ID 83642	07/05/2016	07/01/2019
Senator Marv Hagedorn	Idaho Senate	State of Idaho P.O Box 83720 Boise, ID 83720	07/01/2016	07/01/2018
James Dale Fry, Jr.	Representative Local School Board	515 Christie Street Troy, ID 83871	07/01/2016	07/01/2019
Matthew Handelman	Rep. School Superintendents	Coeur d'Alene School Dist. 1400 N. Northwood Center Ct. Coeur d'Alene, ID 83814	07/01/2016	07/01/2019
Matt Freeman	State Board of Education	State Board of Education PO Box 83720 Boise, ID 83720	07/01/2016	07/01/2018
Jeff Gunter	Idaho Police Chiefs Association	Hailey Police Department 115 S. Main, Suite C Hailey, ID 83333	07/01/2016	07/01/2018
Charles 'Chad' A. Huff	Idaho Sheriff's Association	Payette County Sheriff 1130 3rd Avenue, Room 101 Payette, ID 83661	07/01/2016	07/01/2018
John Ganske	Idaho State Police	Idaho State Police 700 S. Stratford Meridian, ID 83642	07/01/2016	07/01/2018
William 'Brad' Richy	Bureau of Homeland Security	State of Idaho 4040 W. Guard St. Bldg 600 Boise, ID 83705	07/01/2016	07/01/2018
David Gates	Idaho Fire Chiefs Association	Pocatello Fire Department 408 E. Whitman Avenue Pocatello, ID 83201	07/01/2016	07/01/2018
Matt McCarter	State Department of Education Superintendent of Public Instruction	State Dept of Education PO Box 83720 Boise, ID 83720-0027	07/01/2016	07/01/2018
Rep. Wendy Horman	House of Representatives	State of Idaho PO Box 83720 Boise, ID 83720	07/05/2016	07/01/2018



Office Locations and Staff

<p>Meridian, Main Office 1090 E Watertower St., Ste 150 Meridian, ID 83642 208-332-7155</p> <p>Program Manager, Brian Armes brian.arnes@db.s.idaho.gov</p> <p>Region 2 Security Analyst, Mike Munger mike.munger@db.s.idaho.gov</p> <p>Admin-Assistant, Kayla Harris-Baker kayla.harris@db.s.idaho.gov</p>	<p>Coeur d'Alene 1250 Ironwood Dr., Ste 220 Coeur d'Alene, ID 83814 208-332-7155</p> <p>Region 1 Security Analyst, Mark Feddersen mark.feddersen@db.s.idaho.gov</p>	<p>Pocatello 2055 Garrett Way Building 1, Ste 4 Pocatello, ID 83201 208-332-7155</p> <p>Region 3 Security Analyst, Guy Bliesner guy.bliesner@db.s.idaho.gov</p>
---	--	--



The Safety Minute

“Why is That”?

- Mark Feddersen

Have you ever looked around your school and wondered “why is that gate always left open” or “why is that door always unlocked”?

Well, if you said, “yes” then you are not alone. All over the state, school officials are asking themselves similar questions and all too often the answer is the same, “I don’t know why?” Through the course of time, processes and procedures take on a life of their own. If you are not careful, you can be exposing your school to unnecessary vulnerabilities. One way to reduce and/or eliminate preventable exposure is to conduct practical evaluations using this measured question, “Is there an operational need for this process or procedure to continue in this way?”

As you evaluate your, “Why is that” scenarios you may be surprised what you find, such as:

- That gate is always open because on Thursdays the local garbage company empties a dumpster located inside the gate. Is there an operational need to keep the gate open, except for Thursday garbage pick-up?

Review/Answer: No.

- That door is always unlocked to allow District Maintenance personnel to have unfettered access to the interior Boiler Room. Is there an operational need to keep the door unlocked all the time for the periodic arrival of District Maintenance?

Review/Answer: No - District Maintenance employees acquired their own key and no longer need the door to be unlocked for them.

So here is your “Why is that” list challenge, if you chose to accept it.

Look around your school, discuss with your school safety team, and inquire of your parents and students. Make a list from your discussions and evaluate using the operational need test.

You may be surprised what you find.

The Safety Minute: Volume 2 Winter 2017



Division of Building Safety

1090 E. Watertower St
Suite 150
Meridian, ID 83642

Office: 208.332.7155

North: 208.625.7256

Southwest: 208.332.7142

East: 208.221.3145

Email: school.safety@dbs.idaho.gov

Website:

schoolsafety.dbs.idaho.gov

Kidding Ourselves: “I Am Always In My Building”

- Brian Armes

“But, I am always in my building”, he said as we sat around the conference table at the District Office. The irony of that declaration was lost on many of my colleagues, and I couldn’t help but chuckle. Whenever you tell yourself that you are *always* available, you may want to take a quick look around.

As building administrators, you are the policy maker, public information officer, operations chief, and all around problem-solver. However, what happens during that inevitable district meeting, during court, or when you are in surgery? Inevitably, it seems, “No matter how often I am available, the minute I am not, something will go wrong”! Ask yourself, who is left to make decisions and manage the school incidents? While you may be available by phone, emergencies demand presence.

Even though an administrator’s role may call them off campus, there are usually staff behind who are capable of managing a large-scale incident. What remains to be determined is if those individuals understand their responsibilities and have been endowed with the authority to carry them out. As an administrator ask yourself, “Do I have a plan to cover all of the necessary roles during an emergency?” If you expect the secretary to be your primary backup when you are gone, they will likely remain in that role until you or a district administrator shows up. However, if the secretary is running the incident (emergency) and providing operational direction to other staff members, who is answering the phone, the intercom, texts and emails? My personal recommendation is to plan for backfilling positions three people deep.

As you know all too well, a school emergency generally involves a lot of moving parts, expands quickly, and requires a high degree of flexible creative decisions. I ask each of you to do your staff a favor. Sit down with those key people who you count on in your absence. Together, look over the ICS Planning tool for schools; initiate a written plan of succession in which your key staff know their roles. Then share that plan with your entire school staff. One of the greatest gifts a building administrator can give is a clear, written, line of succession for those times he or she may be unavailable.

Closed Doors and Open Minds

- *Mike Munger*

From the founding of the Idaho Territory, schools have been important gathering spaces for community functions. In many towns and counties, the school house is the only building suited to community elections, events, and gatherings that allow rural life to survive and thrive. This community-centric mindset often translated into the school day itself, with popular belief that the school was common property, open and welcoming to all. This once-popular assumption is beginning to change in schools across the state.

Parents, especially younger parents who themselves grew up in the shadow of Columbine, are beginning to embrace a much more limited view of school access. Additionally, inexpensive cameras and door releases at the main entryway have made it much less burdensome for schools to “buzz you in”. These two factors, parents’ vocal request and the recent ease of implementation have significantly lowered the burden to implement controlled access at schools.

Many elementary schools are incorporating a controlled waiting area just inside the main door, normally with a transaction window into the main office. The doors are unlocked to allow students into the building at the beginning of the day. After last bell, the doors are secured between the waiting area and the main school. From that point on, any parent or visitor is screened by the office staff, badged, and then admitted to the site, if admittance is justified.

This small operational change reduces many of the traditional headaches of elementary administrators. Non-Custodial Dad, Forgotten-Lunch Mom, and Confrontational Grandma are all stopped at the front door and appropriately handled before they can disrupt the educational process.

As with any operational change it should not be undertaken lightly, but with more schools implementing controlled access the established standard of care may be evolving. As new schools are built and older facilities remodeled, controlled access may very well be an emerging community expectation.

The Right Message, to the Right People, at the Right Time

- *Guy Bliesner*

There is a military axiom that states, “Without communications there is no command and control”. What is true for the military is true for schools as well. However, not all types of communications systems are created equal. Being heard is not the same as clearly communicating. In reality, there is a vast difference between seemingly similar systems. In operation, these differences can become critical.

Consider an older school where the initially installed P.A./intercom system has been replaced with an I.P. based phone system. The intercom function of these systems generally will send a message to each handset in the system. Too often, the public address function has been lost. Given this, staff and students in hallways, gyms, cafeteria, restrooms, and on the school grounds may not hear announcements, up to and including a Lock Down.

The use of cell phone communications has become the de facto standard in most schools. Cell phones are common, dependable, and have a couple of serious limitations that should be considered in school operations. The first, most obvious, and least considered; When a call is made someone must answer. Second, is the one person-to-one person nature of cell phone calls. Depending on the circumstance a large number of people could all need the same information, and delivery of that information may be time sensitive. Additionally, most school situations are fluid, with changes occurring rapidly requiring those involved needing to be continually updated. A task not well suited to cell phones.

Two-way radio may offer a more effective approach. Radio allows for a rapid two way flow of information shared among a large number of people. The use of a one-to-many radio network will keep everyone involved in the event up to date and working under the same operational picture. Radio too has its limitations. Any message requiring a high degree of privacy is better transmitted by cell phone. Schools should review all their communications processes and systems, and develop plans and procedures to assure that the right message can be delivered to the right people at the right time.





CASSIA JOINT SCHOOL DISTRICT 151

3650 OVERLAND • BURLEY, ID 83318-2444 • (208) 878-6600 • FAX (208) 878-4231

16 February 2017

The Honorable Dean Mortimer
Senate Education Committee Chair
P.O. Box 83720
Boise, ID 83720-0081

Dear Senator Mortimer and Committee Members,

As superintendent of the 13th largest district in Idaho having a population of approximately 5500 students who are served by 650 full and part-time staff members in 17 schools, I want to thank the legislature for providing funding for the Idaho Office of School Safety and Security. The Cassia school district is geographically larger than the State of Delaware and is comprised of several small rural communities.

School safety has always focused on student and staff safety but in recent years has by necessity expanded far beyond that to include school security. There is an old adage, "One can be too close to the trees to see the forest." It is my experience that can be true of educators that work in buildings and at times become oblivious to threats to safety and security. Office of School Safety and Security personnel have worked in the Cassia School District conducting assessments and providing a fresh set of eyes on what would otherwise have been completely familiar to the staff and students working and learning in the buildings. The assessment protocols have been thorough and have brought to light things we can do immediately to increase safety and security. Fortunately many of the suggestions are behavioral and cost little or no money.

Cassia school district personnel have engaged Office of School Safety and Security staff to assist with the development and implementation of district and building safety teams. Similarly, a threat assessment team has been assembled and meets as needed. Guy Bliesner, Brian Armes, and Mike Munger have provided considerable expertise in working with local school personnel and assisting in the coordination with local law enforcement and fire officials. Additionally, these gentlemen have been extremely valuable in assisting the district in obtaining emergency equipment such as radios. They have provided excellent counsel on school access restrictions and video surveillance models.

I want to thank the Idaho Legislature for providing resources to assist districts in increasing the safety and security in our schools. I appreciate the Idaho Senate Education Committee's support for this important endeavor. A fresh perspective has enabled the Cassia district to make improvements. It is clear to me that school safety and security is a process not an event and ongoing guidance by qualified providers will be essential to continued improvement. I encourage the Senate Education Committee to provide continued support for the office of School Safety and Security. Cassia School District personnel are desirous of continued access to the expertise offered by safety and security personnel as we strive to better serve and protect our students and staff. Thank you for your time in considering this letter and thank you for your service to the citizens, and particularly the students, of Idaho.

Sincerely,

Gaylen Smyer, Ph.D.

Ryan Cranney
Board Chairman

Heber Loughmiller
Vice Chairman

Linda Petersen
Board Member

Kathryn Millar
Board Member

Jeff Rasmussen
Board Member

Dr. Gaylen Smyer
Superintendent

Sandra Miller
Assistant Superintendent

Chris James
Fiscal Manager