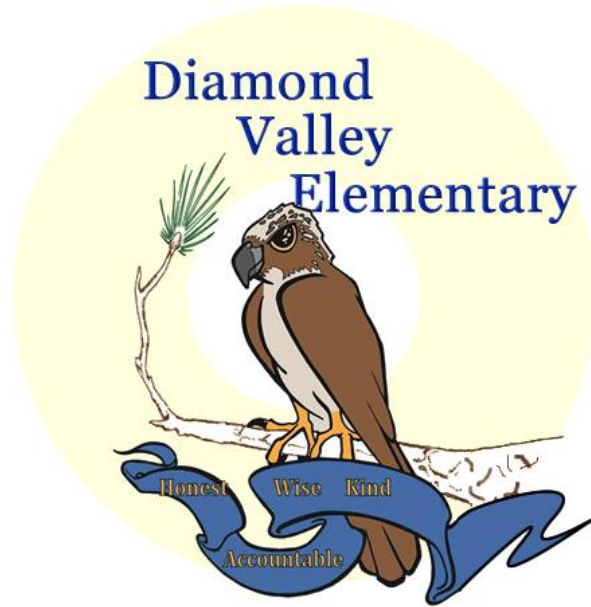# DIAMOND VALLEY ELEMENTARY SCHOOL

HOME OF THE HAWKS

Nancy Lampson
Principal

Comprehensive School Safety Plan 2018-19
Pursuant to Education Code 32280 – 32289

Date adopted by School Safety Committee: February 4, 2019

DIAMOND VALLEY ELEMENTARY SCHOOL
COMPREHENSIVE SCHOOL SAFETY PLAN 2018-19

Diamond Valley Elementary School Safety Committee Membership

School Site Council or Delegated School Safety Planning Committee Members Date:	Principal or designee	Classified Employee	Teacher Rep. or Cert. Employee	Parent	Law Enforcement/Fire	Other (specify) _____
(A)	(B)	(C)	(D)	(E)	(F)	(I*)
1. Klaus Leitenbauer	X					
2. Nani Ellis				X		X
3. John Baker				X		X
4. Chuck Brothers				X	X	
5. Spencer Case					X	
6. Terry Hughes					X	
7. Brian Lowry					X	
8. Buck McLelland				X	X	
9. Tim Bottomley					X	

* Board Member

Diamond Valley Elementary School Data

Data Source	2014-15	2015-16	2016-17	2017-18
School Attendance				
Enrollment	**78**	**80**	**80**	**77**
Percent Attendance	**95.91**	**95.85**	**95.48**	**95.34**
Unexcused Absences	**5**	**74**	**46**	**106**
Tardies (1 to 29 minutes)	**106 total (24 U.E.)**	**89 total (55 U.E.)**	**95 total (21 U.E.)**	**130 total (104 U.E.)**
Tardies (30 or more minutes)	**70 total (4 U.E.)**	**87 total (21 U.E.)**	**72 total (12 U.E.)**	**127 total (58 U.E.)**
School Discipline				
Suspensions	**0**	**0**	**0**	**0**
Expulsions	**0**	**0**	**0**	**0**
Referrals (Major)	**77**	**52**	**61**	**224**

U.E. = Unexcused

Summary of Goals Designed to Ensure a Safe and Orderly Environment

Component I~ People and Programs

Priority Area	Justification
GOAL ONE: Teacher/Staff training via table top discussion in the areas of ICS training.	Recommendation from local law enforcement agencies and fire agency.
GOAL TWO: Teacher/Staff afforded an opportunity to participate in Basic First Aid.	Recommendation from local law enforcement agency and fire agency

Component II~ Facilities

Priority Area	Justification
GOAL ONE: After table top discussion noted above, new PA system announcements will be revised if necessary	The new public address system has already been utilized and announcement modifications made; however, the Safety Committee recognizes additional modifications may be necessary
GOAL TWO: Prioritize items identified in the Fire Safety Inspection scheduled Spring 2019.	Recommendation from local fire agency.

Goals, Strategies, and Activities for Ensuring a Safe and Orderly Environment

Component I~: People and Programs Goal #1

Goal #1
Teacher/Staff training via table top discussion in the areas of ICS training.

Measurable Objective:
By the end of the 2018-19 school year, local law enforcement and/or fire agency will conduct a table top discussion with school staff regarding the ICS system and their roles during an emergency.

Action Steps:
   a. Coordinate with local law enforcement and/or fire agency regarding the scope and focus of table top discussion
   b. Schedule the table top discussion to occur during a collaboration period
   c. Conduct an after action report to evaluate the effectiveness of the conversation and make necessary changes to the safety plan.

Who will take the lead?	The Principal will coordinate with local law enforcement.
Completion date and budget	-Spring 2018 w/target of mid-March. -Training will be conducted during collaboration time
Resources needed	Time during the work day and assistance from law enforcement/fire agency personnel.
How we will monitor and evaluate?	The Principal will coordinate with local law enforcement and/or fire agency to create an after action report regarding the table top discussion and report back to the safety committee at the beginning of the 2018-19 school year.

Goals, Strategies, and Activities for Ensuring a Safe and Orderly Environment

Component I~: People and Programs Goal #2

Goal #2 Teacher/Staff afforded an opportunity to participate in Basic First Aid.	
Measurable Objective: By the end of the 2018-19 school year, local law enforcement will conduct a table top discussion with school staff regarding de-escalation techniques.	

Action Steps:
   a. Coordinate with local fire department to arrange training specifics and potential dates.
   b. Schedule the training to occur after school
   c. Conduct an after action report to evaluate the effectiveness of the training.	

Who will take the lead?	The Principal, under the direction of the Superintendent, will coordinate with local fire department.
Completion date and budget	-Spring 2018 w/target of mid-May. -Training will be conducted after school
Resources needed	Time during the work day and assistance from fire department personnel.
How we will monitor and evaluate?	The Principal will coordinate with the local fire department to create an after action report regarding the training and report back to the safety committee at the beginning of the 2018-19 school year.

Goals, Strategies, and Activities for Ensuring a Safe and Orderly Environment

Component II~ Facilities Goal #1

Goal #1
After table top discussion noted above, new PA system announcements will be revised if necessary .

Objective:
By the end of the 2018-19 school year, Diamond Valley Elementary School will modify any announcements, if necessary and fully test the system to ensure the announcements are operational.

Action Steps
a. Create list of Announcements requiredl b. Schedule system technician to program announcements c. Test program announcements during non-school hours.

Who will take the lead?	The Principal, with the assistance of the Business and Facilities Manager.
Completion date and budget	Spring 2019
Resources needed	Safety and Facilities/Maintenance Budgets
How we will monitor and evaluate?	The Principal will report back to the safety committee at the beginning of the 2019-20 school year.

Goals, Strategies, and Activities for Ensuring a Safe and Orderly Environment

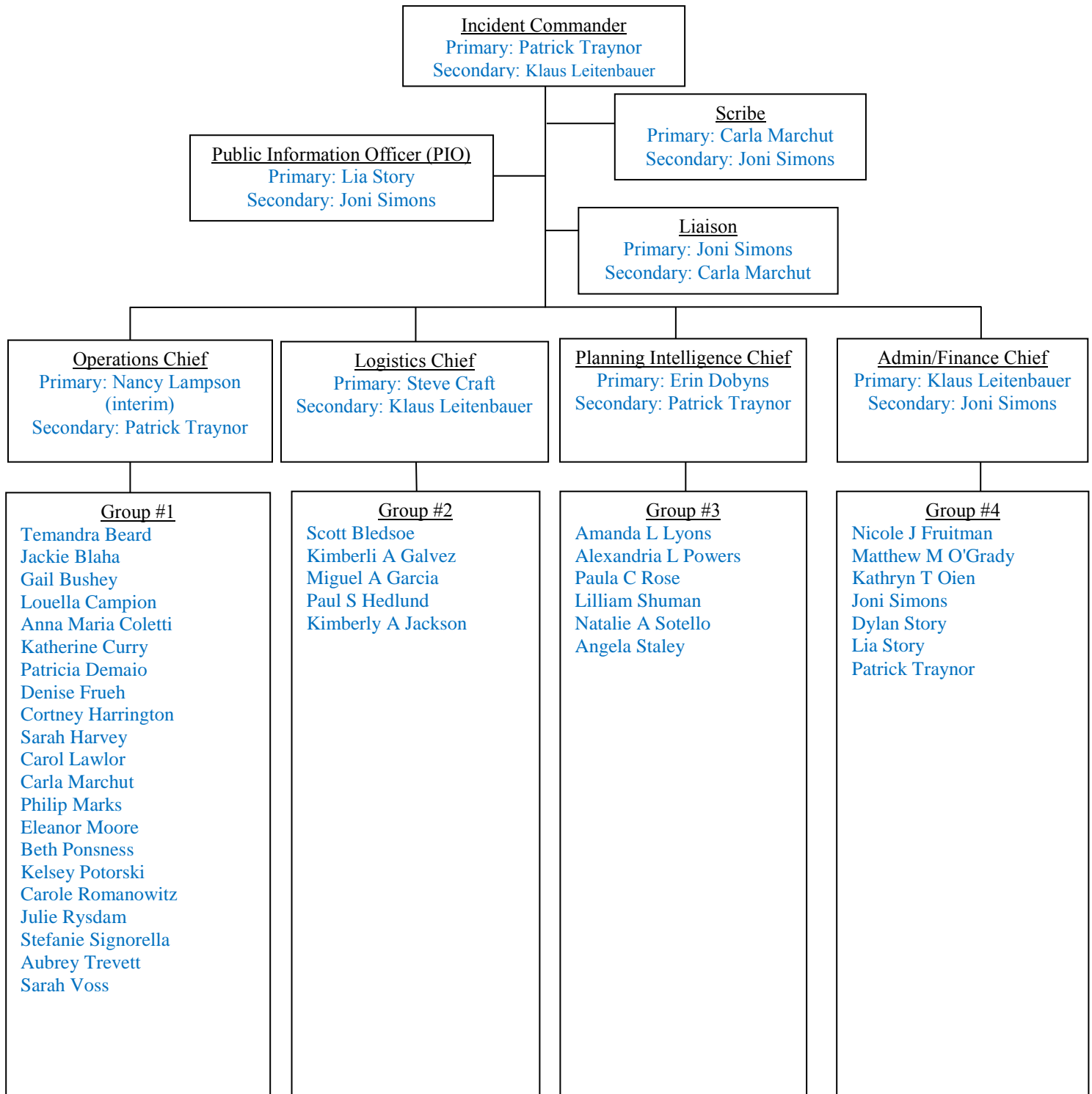Component II~ Facilities Goal #2

<table>
<tr><td colspan="2">Goal #2
Prioritize items identified in the Fire Safety Inspection scheduled Spring 2019.</td></tr>
<tr><td colspan="2">Objective:
Prior to the beginning of the 2019-20, Alpine County Unified School District will address the items identified in the Fire Safety Inspection conducted in the Spring of 2019modernize and/or replace the camera system currently being used by district transportation.</td></tr>
<tr><td colspan="2">Action Steps
    a. The Principal, will forward the recommendation to the Business Manager who will take the lead.
    b. The District Facilities Management Committee will take the recommendation under advisement and plan for implementation.</td></tr>
<tr><td>Who will take the lead?</td><td>The Principal and in coordination with the Business and Facilities Manager.</td></tr>
<tr><td>Completion date and budget</td><td>-Summer 2019
-Safety and Facilities/Maintenance Budgets</td></tr>
<tr><td>Resources needed</td><td>Safety and Facilities/Maintenance Budgets</td></tr>
<tr><td>How we will monitor and evaluate?</td><td>The Principal will report back to the safety committee at the beginning of the 2019-2020 school year.</td></tr>
</table>

East Alpine County
Incident Command System Flow Chart

Incident Commander
Primary: Patrick Traynor
Secondary: Klaus Leitenbauer

Scribe
Primary: Carla Marchut
Secondary: Joni Simons

Public Information Officer (PIO)
Primary: Lia Story
Secondary: Joni Simons

Liaison
Primary: Joni Simons
Secondary: Carla Marchut

Operations Chief
Primary: Nancy Lampson (interim)
Secondary: Patrick Traynor

Logistics Chief
Primary: Steve Craft
Secondary: Klaus Leitenbauer

Planning Intelligence Chief
Primary: Erin Dobyns
Secondary: Patrick Traynor

Admin/Finance Chief
Primary: Klaus Leitenbauer
Secondary: Joni Simons

Group #1	Group #2	Group #3	Group #4
Temandra Beard	Scott Bledsoe	Amanda L Lyons	Nicole J Fruitman
Jackie Blaha	Kimberli A Galvez	Alexandria L Powers	Matthew M O'Grady
Gail Bushey	Miguel A Garcia	Paula C Rose	Kathryn T Oien
Louella Campion	Paul S Hedlund	Lilliam Shuman	Joni Simons
Anna Maria Coletti	Kimberly A Jackson	Natalie A Sotello	Dylan Story
Katherine Curry		Angela Staley	Lia Story
Patricia Demaio			Patrick Traynor
Denise Frueh			
Cortney Harrington			
Sarah Harvey			
Carol Lawlor			
Carla Marchut			
Philip Marks			
Eleanor Moore			
Beth Ponsness			
Kelsey Potorski			
Carole Romanowitz			
Julie Rysdam			
Stefanie Signorella			
Aubrey Trevett			
Sarah Voss			

Incident Commander
- Responsibility is to coordinate the **school** response.
- Continually checking on status, progress and needs of all other ICS **school** management chiefs.
- Coordinates with responding agencies and establishes a unified command.

Public Information Officer (PIO)
- Is the official spokesperson for the district/school.
- All school personnel should refer information requests to the School PIO.
- Primary task is to handle the media.
- Arranges for news conferences, etc.
- May or may not be the actual spokesperson.

Operations/Logistics
- This group provides the actual "hands on" response.
- The Operations Chief manages the group.
- The Operations group is concerned with accountability, student release, assembly, shelter, first aid, search and locate, security, etc.
- This group obtains any needed resources including people.
- Logistics Chief manages the activities of this group.
- The Logistics group is responsible for transportation, food, water, supplies, and communication systems.

Planning/Intelligence/Administration/Finance
- This group gathers information.
- Assists with medium/long range planning related to the ongoing incident and school recovery (logistical) issues.
- Arranges for recovery/aftermath resources so that there is no gap between the end of the incident and necessary support/services.
- This group is responsible for collecting data, scribe records, expenses, etc. either during or after the incident.
- Provides an official record of the event.
- Coordinates the follow up paperwork and reports.
- Works closely with other Management groups to provide personnel information, resource information, money/credit if needed.

Those staff not listed will report to their immediate supervisor in the event that Incident Command System Flow Chart

As soon as first responders arrive and establish incident command, there will be a transition of command from ACUSD command to first responder command.