

MISSOULA COUNTY PUBLIC SCHOOLS (MCPS)

Facility Safety and Security Advisory Committee

July 22, 2013 5:00 to 7:30 PM (public comment 5:40 to 6:00)

MCPS Board of Trustees Room – South Avenue Administration Building

FACILITY SAFETY AND SECURITY ADVISORY COMMITTEE “CHARTER”

The Facility Safety and Security Advisory Committee is asked to help inventory what's in place; identify “core elements” they collectively agree are important for facility safety and security; and deliver recommendations to the School Board that forward a consistent, District-wide approach to facility safety and security in our schools.

SESSION OBJECTIVES

1. Finalize facility safety and security short term recommendations and longer term issues to be presented to the Board of Trustees at their September Board meeting.
2. Discuss the August 12 meeting planned with the Public Safety Advisory Committee and the Board presentation.

AGENDA ITEMS

- Refocusing...
 - What's new from the Superintendent related to facility safety and security?
 - Session objectives and agenda review
 - One more time... who's here and why?... mailboxes?
- Finalizing recommendations:
 - Review draft recommendation language from the May 29 meeting summary
 - Finalize short terms recommendations and longer term issues that need to be addressed in the District Facilities Strategic Planning process
 - Explore... document thoughts about where facilities safety and security might “marry” with public safety
- Briefly discuss desired outcomes for the September Board meeting presentation
- Where does the Facilities Safety and Security Advisory Committee go from here and how will that be operationalized?

MISSOULA COUNTY PUBLIC SCHOOLS (MCPS)
Facility Safety and Security Advisory Committee

May 29, 2013

Session Summary

FACILITY SAFETY AND SECURITY ADVISORY COMMITTEE “CHARTER”

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SESSION OBJECTIVES

1. Come to consensus on guiding principles for facility safety and security in the school environment.
2. Finalize short term facility safety and security recommendations.
3. Develop the list of facility safety and security issues that need to be addressed in the District's Facility Strategic Plan.
4. Assure that the facility safety and security recommendations and longer term issues meet the criteria established at the February meeting.
5. Plan for the June Board meeting.

COMPLETED AGENDA ITEMS

SESSION OBJECTIVE 1: Come to consensus on guiding principles for facility safety and security in the school environment.

Members of the Committee in attendance affirmed the following guiding principles for facility safety and security:

1. We believe that all students, staff, parents and visitors need and deserve a sense of safety and security in the school environment.
 - Educate/inform students, staff, parents and visitors about the District's framework of facility safety and security.
 - Develop a culture of acceptance and respect.
 - Involve parents.
 - Involve emergency responders.

SESSION OBJECTIVE 1 cont.

2. We believe that effective communication is critical to successfully implementing the District's facility safety and security measures.
 - Implement common procedures in all District buildings.
 - Improve communication as to those procedures and what is expected as consistent practice.
 - Evaluate and pro-actively "fix" the system when and where it isn't working... falls apart.
3. We believe that facilities and programs should be designed and implemented to support a positive, engaged and safe learning environment.
 - All short and long term goals should support a safe, engaged learning environment.
 - Facility safety and security measures need to be implemented carefully - recognizing the District's limited resources and possible unintentional impacts to other District needs.

SESSION OBJECTIVE 2: Finalize short term facility safety and security recommendations

The priority short term actions (by the 2013-2014 school year) recommended by the Committee are as follows:

- Actively pursue and resolve the Hellgate High School main entrance issue.
- Secure all outside doors other than the main entrance at all District buildings. Retrofit all classroom doors so they can be locked and implement a consistent locking system/policy.
- Implement a mandatory "badge" system that includes "signing in" and under certain circumstances, verifying identification.
- Move ahead in the installation of fire sprinkler systems in all schools.

SESSION OBJECTIVE 3: Develop the list of facility safety and security issues that need to be addressed in the District's Facility Strategic Plan.

The Committee agreed on the following priority long term issues that need to be explored/ addressed in the Facilities Strategic Plan:

- Building access control to include:
 - Judicial placement of building entrances and exits; consider "buzz in" system
 - Clear signage
 - Fencing, landscaping and lighting to support facility safety and security
 - Designated pick-up and drop-off locations
 - State-of-the-art door locks and window blinds
 - Continued effective "badge" system/check-in system

SESSION OBJECTIVE 3 cont.

- District and campus-wide effective communication system:
 - Explore how to effectively use digital communication systems already present such as smart phones, smart boards, computers, etc. and include them in the District Crisis Plan.
 - Camera/surveillance system designed to achieve intentional, defined objectives (i.e., remote access doors; assistance to Resource Officers, etc.)
 - Effective system in all parts of buildings to include cafeterias, gyms, rest rooms, etc.
 - Exploration of tools like a reader board; communication through lights, pages; improved audio, etc. – particularly in “high noise” rooms and out-or-the ordinary parts of buildings
- New Facilities/Retrofits:
 - Spend facility dollars on those requiring the highest priority retrofit.
 - Eliminate modular/back expansions.
 - Assure sprinkler systems in all District buildings.
 - Design new buildings within the facilities safety and security and public safety guiding principles.

SESSION OBJECTIVE 4: Assure that the facility and security recommendations and longer term issues meet the criteria established at the Committee’s February meeting.

Committee members in attendance felt that for the most part, the short term recommendations and issues to be addressed in the District’s Facilities Strategic Plan met the criteria established at their February meeting.

SESSION OBJECTIVE 5: Plan for the June Board meeting.

Committee recommendations will be presented at the Board’s September meeting. The Facilities Safety and Security Committee will meet with the Public Safety Committee on August 12 to “marry” recommendations where appropriate. An agenda will be sent out a week before that meeting.

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Facility Safety and Security Advisory Committee
May 29, 2013 5:00 to 7:30 PM (public comment 5:40 to 6:00)
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The Facility Safety and Security Advisory Committee is asked to help inventory what’s in place; identify “core elements” they collectively agree are important for facility safety and security; and deliver recommendations to the School Board that forward a consistent, District-wide approach to facility safety and security in our schools.

SESSION OBJECTIVES

1. Come to consensus on guiding principles for facility safety and security in the school environment.
2. Finalize short term facility safety/security recommendations. Finalize facility safety/security issues for the District’s Facility Strategic Plan.
3. Assure that the facility safety and security recommendations and longer term issues meet the criteria established at the February meeting.
4. Plan for Board of Trustees presentations.

AGENDA ITEMS

- Refocusing...
 - Comments from the Superintendent
 - Session objectives and agenda review
 - Who’s here? Who’s not and what might that mean for the process? What did you hear from your “mailboxes”?
 - Reviewing and correcting the April meeting summary
- Finalizing recommendations to the Board:
 - Complete the guiding principles
 - Draft short term recommended actions - to be done right now
 - Draft list of issues for the District’s Facility Strategic Plan
 - Evaluate against the criteria listed at the February meeting and finalize recommended actions and issues
 - Explore how to “marry” with the other Committee recommendations – how... when?
- Planning the process related to Board meeting presentations:
 - June meeting - Process presentation to newly elected Board
 - August meeting – Presentation of recommendations
- What’s next with this process? Where does this Committee go from here? How does this Committee stay involved with the Facility Strategic Planning process?

Present: Ginny Tribe, Scott Reed, Mark Thane, Jennifer Richard, Webb Harrington, Lynn McNamer, Zack Allen, Rob Scheben, Kris Holmes, Toni Rehbein, Dax Frasier, Mark Muir, Tom Schussler, Burley McWilliams, Jim Johnson, Rod Swanson, Justin Barthelmess, Alex Apostle, Dylan Tripp, Gary Cram

MINUTES

At 5:02 pm Facilitator Ginny Tribe announced that we will take our break now, while we wait for more members to arrive. Mark Thane handed out results from a brief survey of each building, identifying for

each one 3 priority actions to advance security in the short term and some in the long term. The survey results start on page 2, listed building by building.

Comments from the Superintendent

At 5:10 p.m. Superintendent Alex Apostle thanked everyone for taking time to be here to work on this very important project. We appreciate your volunteering to do this. One thing we are trying to do is to develop a comprehensive plan. The Public Safety Committee met last night. They covered some of the recommendations they would like to put forward; we will do the same with this group. The intent is to report to the Board on the process of the 3 committees, going forward in August with specific recommendations and issues to be deal with in the future. The work of this committee will carry on; it is important to keep the safety and security of our students as a focus. The tendency in some places might be to work on it for awhile and then the committee vanishes, but this will be an ongoing effort. We will analyze and refine our work as we go forward. Please stick with us as we go through the process.

Session objectives and agenda review

Ginny reviewed the objectives for tonight. Based on the agreements you came to at the April meeting, the agenda on the back table includes the April notes on the back. Ginny referred to page 3: the committee discussion led to the following agreements: to develop a set of guiding principles within which facility safety and security can be implemented; to come up with concrete recommendations that can be implemented in the short term, and to create a list of longer term safety and security issues to be addressed in the District's Facility Strategic Plan. She noted that Tom said last time that there are things we don't know enough about. This group agreed to create a short term list that can be done now, and a longer term list that this group as an ad hoc group serving the facilities strategic plan committee can serve. Objectives for tonight are to come to consensus on guiding principles, to finalize short term facilities security recommendations, and to create a longer term list. We want to take the recommendations for the short term and issues for the planning process and put them up against the criteria you established in February. On the agenda is listed an objective to plan for Board presentations. We did this agenda before the election, so there have been significant changes on the Board of Trustees. Ginny said it makes sense in June to help the new Board understand the process you have been going through and give them time to reflect before they get the recommendations in August. Zack and Webb will have to leave early. Our ending time is 7:30; please excuse people who have other things they have to do.

Introductions and "Mailboxes"

Tom Schussler heard nothing new from his "mailboxes".

Burley McWilliams reported that doors being locked consistently comes up as a huge issue, important to people in schools and in the community.

Jim Johnson, Hellgate HS, said he did not pick up anything new. He has heard the same about securing the doors and controlling who comes in.

Rod Swanson, CS Porter. What he has heard from day one at Porter was lock the front door, have it set up to buzz people in, and have a camera so there is a line of sight. Other doors are already locked. Start with that and build upon it.

Justin Barthelmess, student from Hellgate: from teachers he hears that we have rules for a reason, and that with times changing, the rules need to change too; we need to strengthen some of our rules.

Alex Apostle hears that people are anxious for us to come up with a comprehensive plan that incorporates all facets of safety and security. Secondly, he hears a concern that this will fade away; he keeps repeating that it can't; we need to keep it going and we will. It will be most effective when we have people from all walks of life involved in these endeavors. People are concerned about safety

and security; they are awaiting our recommendations. Some we may have to include in the 21st century bond issue. We will look at short term goals now, and the long term ones in the bond issue within 24 months.

Dylan Tripp, CEO of Quick Strike Security, did not hear a lot of feedback.

Gary Cram, Missoula International School: Statistics for the likelihood of a school shooting: in any given year, odds are one in 53,925. It is important to keep it in perspective. When it happens, you don't want to be the one.

Ginny Tribe noted that we heard last night at Public Safety a reminder that we talk about the shooter, but now we are starting to see bombs—IEDs (improvised explosive devices)—that are a whole lot different than a kid with a gun. So the business of safety is something we cannot box up in one word.

Scott Reed noted that there was a long range facility meeting this week, working with an architect. They talked about the tornado and safe rooms in schools. They talked about the movement of having a safe room in a school for staff, and that the school that was hit did not have any safe rooms.

Mark Thane—we will come back to him last.

Jennifer Richard, computer tech for the district, had no new feedback.

Webb Harrington, Principal at Cold Springs: Communication and access. Teachers need to have keys that fit in any door. Communication: if you are trying to use your phone to call the office and the secretary is on the phone, we should have an emergency button to break through that call, which we don't have.

Lynn McNamer: nothing new. The survey from Mark is great; it nailed the issues.

Zack Allen hears concern that in Missoula we are in this valley cut off from the rest of the world. We don't think about Iraq or Afghanistan until there is a casualty. There is concern that the committee and the process becomes a paper drill and falls off the table. It's a great statistic that the risk is one in 53,000—but he does not want to have his children or his students be that one. It is imperative that we don't forget that we are not protected in our valley. It is important, as Dr. Apostle said, to remain vigilant. Ginny commented that that is a useful guiding principle.

Rob Scheben, crime prevention officer with the Missoula Police Department: the feedback he has heard is a general consensus relating to access control. He agrees that you have a better chance probably of being struck by lightning. But if we get our ducks in a row and do it right, we will lower the odds of other incidences like assaults and disorderly conducts. From a police standpoint as we deal with that in the general populace, it is a high number.

Gary Cram explained that he meant if we focus on things that are more likely to happen, it will protect us from the very rare events.

Kris Holmes, Black Knight Security, had no new information.

Toni Rehbein, community volunteer and parent, has met with groups of people in the community. The awareness that people have is what has been published in the newspaper. People ask what is going on in these committees. She talked to them about the Police Department and Sheriff's Department putting on training and paying for training, the gap in the zero to 4-minute response time, and the collaboration among people in this committee and the others. She heard awe and gratitude that our community is working in such a collaborative manner and that the Police Department and Sheriff's Department are paying for the training. People are also very interested in the shift between the lockdown response and active resistance, and how much that made sense even at first glance.

Ginny: last night we noted how much overlap there is. The public safety group is pretty far along in terms of recommendations; they drafted them and will finalize later. She is hoping to have a marrying night where this committee and that one can sit down together and make sure that what is delivered to the Board is not redundant.

Dax Frasier, Missoula Fire Department, is here representing the guys who can't be here. They are interested in making sure people can get out of buildings in an emergency.

Mark Muir, Chief of Police: his mailbox consisted of spending an hour under hot lights last week. A number of people from these committees were asked to join a small group which included school district personnel for a PBS special. It went quite well. The recurring message was something he said in the very first meeting: schools are one of the safest places our children can be. We want to keep it that way. Vigilance is important. There are growing threats we should all be accustomed to. Tornadoes are not as likely here, but there are plenty of other things. As long as we abide by the thought that we want to do things that help us increase safety against all risks, as has been said here, there's no reason this should ever drop off the radar. It needs to be something subjected to occasional review, differing environments, differing societal pressures, and so on. Not every threat is manmade, though IEDs and an active shooter are caused by human beings. We do have to address them with some additional help we would not have in weather related issues or geographic related issues, where we have to work with what we have. It is an opportunity for us. Scott Reed noted that the special was on today at lunchtime on PBS. Mark Muir: we knew going in that the hour would go by so fast that we would barely touch on things. We discussed recurring things we have talked about in these groups. There was recognition that there are long term issues that will be very costly in terms of moving forward, yet no one suggested that the community would not be willing to invest in those. Toni asked for a short summary of the PBS program. Mark: 4 of us were invited as panelists; there were 70 people in the audience. On the panel were John Marks, Tom Blakeley, and Matt Taylor (the gentleman from the Safe Schools program from UM who has been at Mental Health Committee meetings). They started us off with a scenario-based situation: you are in classroom and heard a gunshot; they asked John Marks what would you do in your school today if you were in this situation? We talked through the current response, then shifted to some of the work of this group and suggestions that have been coming out of this group and a discussion of the Safariland training for Run-Hide-Fight. We explained it is a paradigm shift for law enforcement since Columbine. The program is being given exposure all across the state. It should help in raising some awareness. A significant portion centered around the controversy as to whether teachers want to be armed. Janice Bishop stood up and said, "you don't want to put a gun in my hands"; yet there were folks advocating that we should have a change in the law to allow for the possibility of concealed carry by teachers if they wanted to. A student from Sentinel suggested less lethal alternatives—putting less lethal tools in teachers' hands; she used bear spray as an example. The idea is that they would have it somewhere in the room where it could be accessed by keypad by someone who knew how to get into it, not available to everyone. Then there was discussion. Marianne Moon brought up the aspect of the mental health components and some of the efforts that have been going on in different arenas with respect to that. We gave a public dissemination of a lot of what we have talked about in these groups. It was reassuring; he had a lot of folks come up and talk to him afterwards, and almost every one of them mentioned that the district has been bringing people together to address this topic on a regular basis. It is on Montana PBS, and there will be more opportunities to see it.

Public Comment

Frank D'Angelo and his son Connor. Frank said he wanted to thank and commend you all for getting together and for focusing on the issue. He appreciates it, and other parents he has visited with do as well. It is on a lot of people's minds after the terrible incidents that have happened. Connor is a Boy Scout in Troop 1911, doing a merit badge on Communications; this is one of the requirements. Frank thanked the committee members for their service. They will have to leave due to basketball practice.

Building Survey Results

Ginny: at the last meeting, someone suggested we find out what is important to teachers in terms of facility safety. Mark Thane did a survey and compiled it.

Mark commented that he thinks we are all very cognizant of the incident in Oregon: a student with an IED in a hiding place in his bedroom, concealed from his parents. Disaster was averted. It was not anything the school had done facility-wise or safety-wise, but it was a culture in which a student knew it was safe to disclose information. That's critical—the best prevention we can have as a community and as a school system is to have communication about serious threats. After the building tour we realized every facility is very different from every other. It is important for the people in those facilities to tell us what would be important to be done. Mark referred to the results of the survey, on page 2 of the handout. They were asked to identify 3 things short-term and 3 long-term. None of this is a surprise. There are a lot of common themes: the ability to lock, to secure facilities, to supervise entrances, to control access—video camera, monitoring; also a concern about communication. A lot of buildings have inadequate public address systems or do it through telephones; in a time of crisis having the ability to communicate. There are a lot of things we can do in the short term, some very simple, that would enhance the feeling of safety. We will not create completely safe schools or prepare for every contingency, but we can do a lot to enhance security.

Webb: the most important factor is the culture in which kids and adults will share information. This committee and the others have set the groundwork for that. We have been trying to do that in the buildings. A process of highlighting safety will lead to a culture of communicating: if you see something, you tell a responsible adult.

Toni agreed. She shared something she read, the CIA report following Columbine, at the time the 8th or 9th school shooting. In the report, the common factor in every one to that point had been that somebody knew: the student had told another student or faculty member, who had done nothing.

Tom asked Webb on a scale of 1 to 10 where we are in terms of students feeling that it's ok to bring that type of information forward. Webb said at the elementary, students are more willing to share with their parents, who then tell the schools. Middle school is where kids start to pull back from their parents; there is more peer pressure, which becomes a worry. High schools have a different culture.

Mark: one morning he had a call from a parent that a student had a gun at school the previous day. He thought he would have heard about it. He made a call. Lots of units responded; there are lots of officers with students in the building. They did a locker search, and there was a pistol in the locker. It was a great learning experience—there were kids who knew; they did not talk about it at school, but went home and told a parent. Something terrible could have happened. We need to create a culture to tell at school.

Webb said we are working on developing that culture where kids feel safe. If you feel safe, you will tell. The kid who feels afraid about what will happen to him is the one who will not tell. Committees like this help. The community putting a spotlight on this is a good thing.

Mark said that his perception is that it has improved dramatically over the years; there are a lot more students who recognize the seriousness and will communicate; but at middle schools and high schools there are more who will take it less seriously.

Tom noted that the Sheriffs' Department and Police Department collaborated on DUI announcements on TV; it would be beneficial to get a continuing ongoing message to parents about soliciting the input from your kids.

Ginny: the Mental Health Committee is working on this. Kids are afraid of what will happen to them, but also about what will happen to their friend if they tell on their friend. School pleasing personalities: not all kids have them. This is something the Mental Health Committee needs to delve into in terms of the culture.

Toni: in the middle schools and high schools as a result of focus through Graduation Matters Missoula, every employee in the building is highly sensitized to the idea that they need to make a connection, a relationship with every kid. That makes it more likely that someone will tell, that they have a relationship where they feel safe. Toni recalled when she was Assistant Principal at Washington

Middle School, there was a Columbine look-alike plan: a student told a friend to wear a certain color the next day so that the student could avoid her. She went to an adult and told them; they were able to avoid the problem. The parents of the kid however were in denial; often when there are troubled kids, there is a disconnect between them and their parents. Ginny noted that it sounded like a young woman who had a trusted adult. Not so much that I trust my friends, but I trust an adult.

Ginny thanked Mark. This gives us a real basis, a big piece of data to flesh out what we've been trying to do.

Groups Assignment

Ginny explained that last night we broke into groups and got the work done. We will divide into 3 groups and give you 45 minutes to do your work. If you finish before that, come back to the table before that. We said last time there would be 3 things we would do. It is very important for the District to hear the guiding principles: on the one hand it helps frame the decision space for longer term things with facilities, and it recognizes the connection between the learning environment and safety.

Group 1: Ginny asked this group to look through the work we have done and finalize the guiding principles: they form the decision space within which you hope the Board and District will make decisions. Webb will be the facilitator for that group. Make sure we don't have everybody who thinks alike in the same group, and that the guiding principles cover all the values.

Group 2 will draft short-term recommended actions to be done right now, i.e. within the next 12 months, some by Sept. or August. Ginny asked Rod Swanson to facilitate this group. He is in the building every day and has talked about things to be done right away.

Group 3 will develop a list of issues: describe the ones that need to be looked at in the long term, from building a brand new building to a remodel. What kind of facility do you need to teach math ten years from now? Dr. Apostle commented that he thinks that becomes a very complex issue, what type of facilities we will need to enhance what we are trying to do now; it is part of 21st century teaching and learning. That is going beyond the scope of this meeting. He thinks we should be dealing with more focus on safety and security. Ginny: what if the group brought forth suggestions that get in the way of the learning environment? Apostle said that facilities and safety are different from facilities that enhance the 21st century learning environment, which includes being collaborative, bringing in speakers, going out into the community in terms of project learning. Ginny clarified: so you would like them to stay pretty focused on actual structure and grounds, safety related. Mark suggested we need to consider that all those ideas will come to the table and be vetted through the long-term facilities process. Ginny worries that the committee may come up with long-term issues that the facilities group says get in the way. Apostle noted that we have a facilities strategic planning team to which we can funnel the information. Ginny asked Toni to be facilitator for this group.

Ginny explained that facilitators will make sure their group finishes what they are asked to do. Think of your own criteria; consider whether it is affordable, the time to do it; long term is wider open. 1-draft product; look at the survey, find things in common; and with the issues to be given to the strategic planning team, look at long term things in survey. Also go back to the earlier set of criteria you developed—she thinks that the survey captures about everything on there. Toni asked about the topic: it is the list of issues to be given to the facilities strategic planning group; Rod is doing short term what we need now; and Webb is doing guiding principles. Ginny wants to make sure we don't miss things talked about earlier—to Dax, that buildings don't get so tight that people can't get in or out in an emergency. Ginny noted that we agreed last time that we would do a set of guiding principles, short-term recommendations, and the list of long-term issues. Apostle gave the example of Lowell School: if we are going to make it safe, we would have to do a major remodel or build a new school—that would be a long-range project. Ginny: think about the schools from the tour and

survey: which are the ones that will not be safe unless we build a new one? Thinking of the schools with modules where kids go from place to place; who is there when you walk in in the morning? If you were planning safer schools today, what would be there? Tom suggested we frame it by reading between the lines: short term means little money or no money. Apostle agreed; there is a limited amount, but it can still get it done. Right now we don't have any money other than the building reserve which we use for maintenance and operations, designated to even do the little things. We would have to take a good hard look at our budget depending on what the little things are. Also it could happen that we may go out earlier to the community in terms of safety and security, not including major renovation projects. Depending on what comes through here, if they are vital to the safety and security of our kids, we may have to go out to the community. He believes the community would be very supportive of a bond issue that increases safety and security in our schools. It will have an impact short term and long term. Ginny: at the first meeting you said if there are things we can do right now, say so; let's do them. Other things we just can't do: major renovations, remodeling. Webb: short term examples are to enforce the badge system and lock the doors. Short-term recommendations are doable and don't cost a lot. Ginny: don't look at something and say we could never afford it; bring it forward. It will cause discussion among the Board or whoever as to how and whether we can do it. Ginny: be reasonable. But the most important criterion is it would be important for safer schools. Apostle commented that we in this committee have the responsibility to come up with ways we can make our schools safer for our kids and our staff. If there is a price tag that is beyond anything we can do, we have a responsibility to let our community know our short term and intermediate needs. Just like in any educational initiative, we have a responsibility to put it out to the public. Otherwise they can say if something happens, you never told us you needed it. Ginny: This is session objective 4 on the handout. She asked that there be relatively similar sizes of groups, with diverse members in each group; make sure everyone doesn't think alike.

At 6:11 p.m. committee members began group work.

The break-out groups were called into session at 6:46 p.m.

Tribe said the group would still deliver reports and ask clarifying questions but wouldn't keep it in the remainder of the meeting. She informed the group she would take it home and "wrangle" it. Tribe informed the committee that they needed one meeting to finalize and one meeting to marry the groups. Tribe asked if that would be ok and the group agreed. She said this meeting is the close to the first phase.

Tribe asked to hear from each group.

- Guiding Principle Group: Webb Harrington (Spokesperson)
 1. Communications: fix it when it falls apart. Implement programs to ensure continuity in communications
 2. All student, staff and parents should have sense of safety
 3. Programs and facilities should promote and support positive and safe engagement in the classroom.
- Short Term Group: Rod Swanson (Spokesperson)
 1. Doors Locked: Comes with policy and training

2. Limited Access System: Within the building classrooms should have functional locking doors, make sure keys are all standardized
3. Communication System: Go through buildings and current systems to see what works and what doesn't. Goal is to figure out what we can use that the District already has. Equipment should be utilized as it should be.

Comments: Tribe commented that the group had three good points and a good thought in regards to look at what the District has and to use it wisely. Swanson agreed and said he thinks things are probably there already. Harrington thought the group's points were spot on and further commented that when a teacher encounters an intruder, the teacher should use a cell phone or maybe the whiteboard for communications. Richards remarked that not everyone has whiteboards in the classroom or has their phone out. Tribe said maybe the tech people should explore this. Thane said maybe it was a little short sighted but the District should encompass all this. Richards said the downside is not everyone in the District has a smart phone. Schussler commented that it didn't have to be a smart phone. Tribe redirected the group and reminded them to not get wrapped around this point but use it more as an exploration. It is guaranteed somebody has already been using this and we may need to look at it to adapt it. Swanson agreed that it should be simplified so that the classroom has something that meets the needs. Reed said that the simplest system would be a series of dongs (aka air-horn alerts). Tribe said the expense may mean that all people have smart phones. Many employers require employees have their own smart phone but not at the employer's expense. McWilliams informed the committee that the District had just completed an RFP for a new communication system. Technology is changing so fast and the new system will have mobile apps. The District didn't choose it yet because it costs more money, but it is available if we need it in the future. The new company is building an app especially for the District. Tribe said the District is really thinking how communications are used in all ways and commented that the District's land line 728-2400 rings for all things and is not very efficient. Long commented that the District is looking into purchasing a block of numbers and changing the land line system altogether.

➤ Long Term Group: Rob Scheben (Spokesperson)

1. Access Control: Need proper signs, landscaping, fencing, and lighting, judicious placement of services (Front desk by door and manned, sign-in system, etc.), door locks and blinds for windows.
2. Communications: Consistent sound communication system and everyone must know the difference between the rooms in the school. Should include Audio-visual reader board component and make it campus and District-wide.
3. New Facilities: Facilities that require the highest retrofit dollars. Eliminate modular construction.

Comments: Scheben remarked that this is reaching pretty high but a lot of the District's schools are pretty old and need to be replaced. Muir commented that compartmentalizing schools in the ways such as judicious installation of fire doors to prevent the movement of folks in a wing while another wing has a situation is something to look at. Dax said that all the fire doors currently installed in the District are capable of going either way. Tribe said this makes her think of fire and wondered if the group should

consider having access for responders. Dax indicated that they have that with the District now. Tribe asked if this is a guiding principal and Schussler responded that it has to be. Tribe said she will add. Muir remarked that just hearing Dax about the doors compartmentalizing may not work so well in a school. Jail is compartmentalized but you have people in pods and they control and it is very expensive. Harrington commented that she did not want the school to feel like a jail. Dax furthered that point by commenting that the federal building has been doing heavy security checks too. Harrington said that it does fall under the guiding principle but she felt that a five year old would not feel safe. Tribe and Dax both agreed it would work, but it would cost too much and would not be part of the guiding principle. Thane commented that many of the schools are of the vintage to have fallout shelters. Tribe said that was along the line of thinking of “run and hide” and where to go when there is a threat. Teachers hide kids in closets, heating vents, etc. Reed said that Nick Salmon at CTA said the District does have safe rooms based on earthquakes in some of the buildings. Tribe said that maybe they should add that too as an explore item. Scheben was not sure how that would look. McWilliams agreed. Schussler said that he had built one in St. Pat’s and explained how it was constructed. Tribe said that when you think about the expense again at least we have it on the list as an exploration. Tribe said that all the groups had really good points. She would take this work home and continue to work on it and get it out to the committee. Tribe wants another meeting to blend before August 14. Apostle said he would be giving the board an update in terms of what had been discussed at the next board meeting in June. Rehbein wondered if it would be a good idea to have a member of each committee speak at the board meeting. Apostle thought Ginny Tribe would just give an overview with some of the highlights, not a full blown report. The major presentation would be done at the August board meeting. Rehbein still thought it would be a good idea for Ginny to have a community member from each committee available during the presentation to the Board. Tribe said she would only be talking about process in June. Harrington agreed. Tribe thought maybe if they were there she could call on them as audience members and maybe we should choreograph it. Tribe thanked the committee for their work.

Closing Remarks: Apostle commented that as everyone had been discussing goals and issues, he had been thinking about how powerful these groups can be in terms of these short term requests. Apostle thought that when the committees went out to the community, it would be more powerful. Parents are extremely interested in safety and security and are influential in developing the District goals. Facilities strategic plan is where the District will funnel much of this information through. Apostle said when we are talking about a bond issue for 21st century schools we are looking at 5, 10, 15 years. Next stage: what are schools going to look like after 15 years? What is teaching and learning going to look like? Who knows what will be out there. So many different things can happen. Apostle said the District has maybe three steps here 1) safety and security, 2) bond issue, 3) looking further down the line. Apostle said the group should strategize a little further for the June meeting especially as it relates to the new board members. Tribe agreed that they will need two or three people from each committee to come and be prepared but did not feel it would be beneficial to have any administrators or District people.

Meeting called adjourned: 7:19 p.m.

As recording secretary for this meeting, I certify these minutes to be a true and correct copy of what was taken at the meeting.

Elizabeth Serviss, Minutes Recorder

Tracy Long, Superintendent's Office Specialist

Alex P. Apostle, Superintendent