

BALTIMORE COUNTY PUBLIC SCHOOLS

Date: April 25, 2006

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: **CRITICAL INCIDENT RESPONSE AND CIRT BOARD OF EDUCATION REPORT 2006**

ORIGINATOR: Christine M. Johns, Deputy Superintendent of Curriculum and Instruction

RESOURCE PERSON(S) Dale Rauenzahn, Executive Director of Student Support Services

INFORMATION

That the Board of Education will receive the Critical Incident Response and CIRT Board of Education Report 2006, including information on Harassment and Intimidation (Bullying)

- Appendix I: Executive Summary
- Appendix II: Critical Incident Response and CIRT, Board of Education Report 2006
- Appendix III: Link – [Report on Bullying and Harassment](#) in Maryland Public Schools
- Appendix IV: Link – [Harassment and Intimidation](#) (Bullying) in Maryland Public Schools

Critical Incident Response And CIRT Board of Education Report 2006

Executive Summary

The second goal of the school system is to provide a safe and orderly learning environment. In 2002, Baltimore County Public Schools developed and trained its administrative staff to implement the *Critical Response and School Emergency Safety Management Guide*. That includes School Emergency Management Plans, School Emergency Management Teams, a Critical Incident Response Plan for the school system, and the Critical Incident Response Team (CIRT). This Guide also contains the system's protocols for specific safety and emergency situations.

The interagency partnerships with Baltimore County Police, Fire, Health, and Emergency Management has allowed the school system to put in place one of the most comprehensive systems of emergency response in the state for a school system. The Emergency and Safety Steering committee composed of all the interagency partners and school system personnel continues to address new and changing safety and emergency situations. They also plan and direct the review of all school and office emergency plans, work with the planning committee for the annual Safe Schools Conference, and direct the biannual training and drills that CIRT uses to train all members.

The CIRT team has been used to manage and coordinate the system's response and the support to schools for a number of emergencies in its four year history. The Chase Elementary incident, Randallstown shooting, as well as lesser known situations such as barricade and police community situations that interrupt the return of students to their homes are examples of incidents that CIRT has responded to and supported schools, students, families, and communities. The CIRT Managers have set protocols for all procedures in the management of emergencies so they may utilize the system's resources to their fullest during critical times. Under the leadership of the Superintendent, the CIRT team and the school emergency management teams are ready to meet critical incidents.



Critical Incident Response And CIRT

Board of Education Report 2006

Dale R. Rauenzahn, Executive Director, Student Support Services

First Reactions to Critical Incident

- Principal – What???????
- Students – Why our school??
- Parents – How could this happen in our school or neighborhood?
- Teachers – How could we have prevented this?
- Board of Ed. – Is everyone safe?
- Press – Why did you not prevent this?
- Emergency Responders – How can we help?

Baltimore County Public Schools Is Prepared

- *Critical Response and School Emergency Safety Management Guide – 2002*
- Every school has an *Emergency Management Team*
- Every school has an Emergency Plan posted to the BCPS Intranet
- School system has a *Critical Incident Response Team (CIRT)* with four deep coverage
- School system has protocols for emergency situations through the CIRT Managers
- School system has interagency support; police, fire, health, and emergency management

School Emergency Management

- Schools will handle the first 10 minutes of any emergency
- School Emergency Safety Management Team must know its duties and responsibilities
- Students and staff safety is the number one goal
- School Emergency Teams must be ready for the emergency responders, the press, the parents, and the system's response
- Universal Emergency Responses – know them

Universal Emergency Responses

■ Evacuation

- Four types of evacuations

■ Alert Status

- Locks facility and allows for interior movement

■ Lockdown

- Locks facility and stops all interior movement

■ Shelter in Place

- Seals facility for possible gas/chemical

■ Severe Weather Safe Area

- Moves to strongest areas of building

■ Drop, Cover, and Hold

- Rapid response to emergency

School Emergency Responders



- Incident Commander – principal is the person in charge of the school during an emergency
- Public Safety Liaison – communicates with emergency responders, principal, and SRO
- Facility Access Coordinator- chief custodian provides access to all areas and services
- Triage Coordinator – provides first aid – nurse
- Accounting Coordinator – accounts for all students, staff, and visitors - counselor or assistant principal

News Media



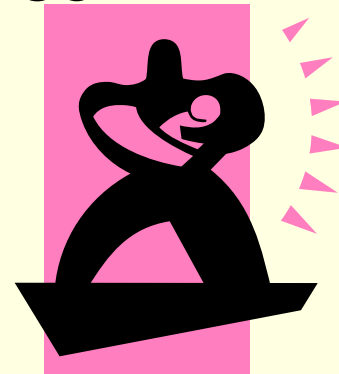
- They monitor the police and fire frequencies, so they will come
- Media Liaison (school emergency team) needs to move them to a separate area – off school grounds
- Withhold all comments until system support arrives and they will handle the



Parents



- They are in most buildings with cell phones or will be called by their child
- Parent Liaison (school management team) must move all parents to a separate location
- Give information as needed and confirmed
- Principal is the one they will look to since they know this person as the authority
- They will do anything to get to their child, so ask for a police officer to be assigned to parent group



Levels of Emergencies

■ Level 1

- Contained within one school
- May need additional support - CIRT

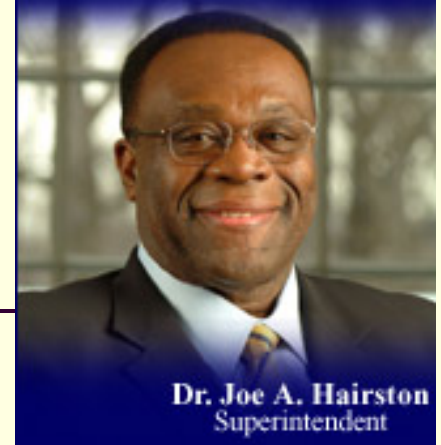
■ Level 2

- Involves more than one school – evacuations to a neighboring school
- CIRT response can usually be expected

■ Level 3

- Community-wide event
- CIRT response

System Responses



- The call will dictate the response, area assistant superintendent handle Level 1
- Most Level 1 emergencies, are run through the area assistant superintendents
- They will assist the principal and school staff and support as needed
- Level 2 and 3 emergencies are usually reported to Security. They will alert the Superintendent
- Superintendent will activate CIRT

Critical Incident Response Team (CIRT)

- Composed of 14 members representing the major departments of the school system
- Activated by the Superintendent – CIRT Leader
- CIRT Managers – Dale Rauenzahn, Don Dent, Rita Fromm, and Kathy McMahon – manage the incident with the other 12 members
- Three command centers – Timonium, Greenwood, and Pulaski Offices

A Trigger –Harassment Intimidation (Bullying)



- Proactive intervention programs:
 - Character Education
 - Second Step
 - Bully-Proofing
 - Stand up: Speak out
 - Bullying In Schools
 - Positive Behavior Intervention Supports (PBIS)
- Safe Schools Reporting Act of 2005
 - Reporting by parents, students, or close relative
 - Administrative investigation reports
 - Disciplinary actions
- Report on Bullying and Harassment - MSDE

Examples of CIRT Responses

- Chase incident 3 years ago
- Randallstown shooting 2 years ago
- Water main breaks affecting 15 schools
- Community Hostage/Barricade/Investigations
- Hazardous materials response
- Drills
 - Trained on tabletops for 4 years
 - Rosedale drill first venture into actual drill scenario, summer of 2005



CIRT Response

- Incident may be over by the time CIRT is operational
- Supportive nature of CIRT
- Anticipate what will be needed
- School, families, students, staff, and the community as a whole are considered in all emergencies
- Use of resources, logistics to get to the scene:
 - Transportation
 - Food Services
 - Human Resources – PPW
 - Traumatic Loss Teams

All Agencies Debrief on Trainings

- We ask principals to observe and provide feedback on CIRT drills
- We have police, fire, health, emergency management staff observe and provide feedback on all CIRT drills
- We are constantly updating our protocols and procedures to respond to the needs of schools, families, students, staff, and the community



Safe Schools Conferences

- 10 years of Safe Schools Conferences to train administrators, teachers, parents
- Updates of the *Critical Response and School Emergency Safety Management Guide*
- Keynote Speakers on current topics and usually 15-20 breakout sessions per year
- Training on all areas of discipline, safety, emergency response, harassment and intimidation (bullying)

Emergencies are inevitable.
Appropriate preparation is not.

School Emergency Teams and
CIRT are ready and continually
updating and preparing for the
next emergency situation