



BOARD OF EDUCATION
Ms. Jane Royer Barr
Mr. Jack Dilles
Ms. Sandra Nichols
Mr. Dana M. Sales
Mr. Abel Sanchez
Mr. Bruce Van Allen
Mr. George "Bud" Winslow

Santa Cruz County Board of Education
Santa Cruz County Office of Education
400 Encinal Street
Santa Cruz, CA 95060

Regular Board Meeting
July 21, 2016
Time: 4:00 p.m.
Board Room

AGENDA

1.0 **CALL TO ORDER, ROLL CALL AND ESTABLISHMENT OF QUORUM**

Jack Dilles, Sandra Nichols, Dana Sales, Abel Sanchez, Bruce Van Allen
George Bud Winslow, Jane Royer Barr (President)
Michael Watkins, Secretary

2.0 **PLEDGE OF ALLEGIANCE**

3.0 **APPROVAL OF AGENDA**

Agenda deletions and/or changes of sequence will be approved or the agenda will be approved as submitted.

4.0 **PUBLIC COMMENT**

This is an opportunity for the public to address the Board regarding items not on the agenda. The Board President will recognize any member of the audience not previously placed on the agenda who wishes to speak on a matter directly related to school business. Each speaker on any specific topic may speak up to three (3) minutes unless otherwise limited or extended by the President. The President may allot time to those wishing to speak but no action will be taken on matters presented (E.C. Section 35145.5). If appropriate, the President, or any Member of the Board, may direct that a matter be referred to the Superintendent's Office for placement on a future agenda. Please refer to item, *Please Note*, on the last page of this agenda.

5.0 **CONSENT AGENDA**

All items appearing on the consent agenda are recommended actions, which are considered to be routine in nature and will be acted upon as one motion. Specific items may be removed for separate consideration. Item(s) removed will be considered immediately following the consent agenda motion as Deferred Consent Items.

5.0.1 Minutes of Board Meeting of June 16, 2016

5.0.2 Minutes of Special Board Meeting of June 23, 2016

5.0.3 Donations

5.1 **DEFERRED CONSENT ITEMS (if required)**

This item is placed on the agenda to address any items that might be pulled from Agenda Item 5.0 for further discussion/consideration if so determined.

6.0 **CORRESPONDENCE**

Correspondence will be available for review at meeting location.

7.0 **UNFINISHED BUSINESS**

Sequoia Schools Update.

Presenter: Mary Hart, Deputy Superintendent, Business Services

8.0 RECOGNITION

8.1 Employee Retirement

The Board and Superintendent will recognize retiring employee, Lenard Howard, Maintenance/Custodian, for his 35 years of service to the SCCOE.

Presenter: Superintendent Watkins

9.0 REPORTS/DISCUSSION/INFORMATION ITEMS

9.1 Organizational Chart Review

Presenter: Michael Watkins, Superintendent

9.2 Sequoia Schools: Program and Ribbon Cutting

Presenters: Superintendent Watkins

John Rice, Sr. Director, Alternative Education

Denise Sanson, Assistant Director, Alternative Education

10.0 PUBLIC HEARINGS/NEW BUSINESS and ACTION ITEMS

10.1 Response to Grand Jury Report

Presenter: Superintendent Watkins

11.0 SUPERINTENDENT REPORT

County Superintendent of Schools, Michael C. Watkins, will provide an update on activities and matters of interest.

12.0 TRUSTEE REPORTS (3 minutes each)

Trustees will report on matters, events and activities as related to Board goals of: Advocating for students, maintaining community relations and promoting student achievement.

13.0 AD HOC COMMITTEE REPORTS/ACTIONS (if any)

14.0 ADDITIONS, IF ANY, TO FUTURE BOARD AGENDA ITEMS

The Board may give direction regarding placement of future Board agenda items.
Request for additional items: Board President

15.0 SCHEDULE OF MEETINGS and COMING EVENTS

August 18, 2016
4:00 p.m.

Regular Meeting of the County Board of Education
Capitola City Council Chambers
420 Capitola Ave., Downstairs
Capitola, CA 95010

September 15, 2016

Regular Meeting of the County Board of Education

Date TBD
6:00 p.m.

Community Forum
Seascape Golf Club

16.0 ADJOURNMENT

The Board President will adjourn the meeting.

PLEASE NOTE:

Public Participation:

All persons are encouraged to attend and, when appropriate, to participate in meetings of the Santa Cruz County Board of Education. If you wish to speak to an item on the agenda, please be present at the beginning of the meeting as any item, upon motion, may be moved to the beginning of the agenda. Persons wishing to address the Board are asked to state their name for the record. The president of the Board will establish a time limit of three (3) minutes, unless otherwise stated by the president, for comments from the public. Consideration of all matters is conducted in open session except those relating to litigation, personnel and employee negotiations, which, by law, may be considered in closed session. Expulsion appeal hearings are heard in closed session unless a request for hearing in open session is made by the appellant.

Backup Documentation: Any writings or documents that are public records and are provided to a majority of the governing board regarding an open session item on this agenda will be made available for public inspection in the County Office of Education, located 400 Encinal Street, Santa Cruz, CA 95060, during normal business hours.

Translation Requests:

Spanish language translation is available on an as-needed basis. Please make advance arrangements with Cindy Holmes by telephone at (831) 466-5901. Traducciones del inglés al español y del español al inglés están disponibles en las sesiones de la mesa directiva. Por favor haga arreglos por anticipado con Cindy Holmes por teléfono al número (831) 466-5901.

ADA Compliance:

In compliance with Government Code section 54954.2 (a) Santa Cruz County Office of Education will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Cindy Holmes, Administrative Aide to the Superintendent, 400 Encinal St., Santa Cruz, CA 95060, (831) 466-5901.

SUPERINTENDENT’S RECOMMENDATION FOR BOARD ACTION

SUBJECT:

Consent Agenda: Regular Meeting Minutes, June 16, 2016

DEPARTMENT/PROGRAM:

Santa Cruz County Board of Education

ACTION REQUESTED:

Board Approval

PREVIOUS STAFF/BOARD ACTION:

None

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

Consent Agenda items are recommended for approval as actions routine in nature and acted upon as one motion. Specific Items may be removed for separate consideration.

FISCAL IMPLICATIONS:

None

CONTACT PERSON(S)

Michael C. Watkins, County Superintendent of Schools, Secretary to the Board
Cindy O’Conner, Administrative Aide to the Superintendent



BOARD OF EDUCATION
Ms. Jane Royer Barr
Mr. Jack Dilles
Ms. Sandra Nichols
Mr. Dana M. Sales
Mr. Abel Sanchez
Mr. Bruce Van Allen
Mr. George "Bud" Winslow

Santa Cruz County Board of Education
Santa Cruz County Office of Education
400 Encinal Street
Santa Cruz, CA 95060

Regular Board Meeting
June 16, 2016
Time: 4:00 p.m.
Board Room

UNAPPROVED MINUTES

1.0 ROLL CALL AND ESTABLISHMENT OF QUORUM

Board Present

Jack Dilles
Sandra Nichols
Dana Sales
Abel Sanchez
Bruce Van Allen
George Bud Winslow
Jane Royer Barr (President)
Michael Watkins, Secretary

Staff Present

John Armstrong
Denise Sanson
John Rice
Michael Paynter
Heather Hutchison
Rebecca Olker
Jim Guss
Mary Hart
Mary Anne James
Cindy Holmes

2.0 PLEDGE OF ALLEGIANCE

Mary Hart led the Pledge of Allegiance.

3.0 APPROVAL OF AGENDA

It was M.S.C. (Nichols/Dilles) to approve the agenda as submitted.

Ayes: Dilles, Nichols, Sales, Sanchez, Van Allen, Winslow, Barr

Nays: None

Abstain: None

Absent: None

4.0 PUBLIC COMMENT

There were no public comments.

5.0 CONSENT AGENDA

5.0.1 Minutes of Board Meeting of May 19, 2016

5.0.2 Routine Budget Revisions

5.0.3 Donations

Following President Barr's acknowledgment and appreciation for donations received, it was M.S.C. (Dilles/Sales) to approve the consent agenda.

Ayes: Dilles, Nichols, Sales, Sanchez, Van Allen, Winslow, Barr

Nays: None

Abstain: None

Absent: None

5.1 DEFERRED CONSENT ITEMS (if required)

There were no deferred consent items.

6.0 CORRESPONDENCE

There was no correspondence.

7.0 UNFINISHED BUSINESS

Mary Hart, Deputy Superintendent, Business Services, provided an update on the new school project located on Green Valley Rd., Watsonville. Ms. Hart reported that anticipated completion of the school to be mid July. There is currently a lot of moisture in the gymnasium floor. Carpets are down and cabinetry is 90% complete. The electricity has been turned on, but the gas has not. Regarding an inquiry from President Barr regarding the contingency, Ms. Hart responded that there are two “buckets” for the contingency. There is approximately \$75k left on the contractor’s side and approximately \$350k remaining on the COE side. There is still furniture and more to purchase.

8.0 RECOGNITION

8.1 Employee Retirement

Superintendent Watkins and the Board recognized retiring employee, Dorothy Raab, Sr. Director, Special Education, for her years of service.

Superintendent Watkins introduced Deven Wood as the new Director of Special Education.

9.0 INTRODUCTION

Superintendent Watkins introduced Faris Sabbah, Ed.D., as the Deputy Superintendent of the Santa Cruz County Office of Education. Dr. Sabbah began his career as an Instructional Aide, was a high school social studies teacher, worked as the Regional Director of the Migrant Education Program at the Pajaro Valley Unified School District for 14 years, and has been an Assistant Superintendent at the Monterey County Office of Education for the past two years. Dr. Sabbah stated he was excited and humbled to be able to contribute the SCCOE.

10.0 PUBLIC HEARINGS/NEW BUSINESS and ACTION ITEMS

10.1 Public Hearing: Local Control Accountability Plan (LCAP)

This public hearing was held to solicit recommendations and comments from members of the public regarding the specific actions and expenditures proposed by the Local Control Accountability Plan of the Santa Cruz County Court and Community Schools. (Education Code 52062(b)).

John Armstrong, Director of Alternative Education, and Denise Sanson, Assistant Director of Alternative Education presented the Santa Cruz Court and Community Schools LCAP.

President Barr opened the public hearing. There being no public comment, the public hearing was closed.

10.2 Public Hearing: Santa Cruz County Office of Education 2016-2017 Budget

Mary Hart, Deputy Superintendent of Business Services, presented the Santa Cruz County Office of Education’s 2016-2017 Budget for public comment. (E.C. 1620 et seq., 42103).

President Barr opened the public hearing. There being no public comment, the public hearing was closed.

10.3 Approve Consolidated Application 2016-17

Following a presentation by John Rice, Senior Director, Alternative Education, it was M.S.C. (Dilles/Winslow) to approve the 2016-2017 Consolidated Application.

Ayes: Dilles, Nichols, Sales, Sanchez, Van Allen, Winslow, Barr
Nays: None
Abstain: None
Absent: None

10.4 Approve State of California Department of Rehabilitation Resolution

Following a presentation by Michael Paynter, Manager, Student Support Services, it was M.S.C. (Van Allen/Nichols) to approve the resolution authorizing Superintendent Watkins to sign and execute any and all documents required by DOR to effectuate the execution of said Agreement and all amendments.

Ayes: Dilles, Nichols, Sales, Sanchez, Van Allen, Barr
Nays: None
Abstain: None
Absent: Winslow

11.0 REPORTS/DISCUSSION/INFORMATION ITEMS

11.1 Informational: Gold Ribbon Schools

Mary Anne James, Associate Superintendent, Educational Services, provided a presentation on Gold Ribbon Schools. 15 elementary schools in Santa Cruz County were presented with the Gold Ribbon Award by State Superintendent of Schools, Tom Torlakson. Schools who received the award were Bonny Doon School, Del Mar Elementary School, Green Acres Elementary School, Live Oak Elementary School, Mountain School, Rio Del Mar Elementary School, Boulder Creek Elementary School, San Lorenzo Valley Elementary School, Bay View Elementary School, DeLaveaga Elementary School, Gault Elementary School, Westlake Elementary School, Brook Knoll Elementary School, Vine Hill Elementary School, and Soquel Elementary School.

11.2 Informational: Bill and Melinda Gates Foundation Grant

Mary Anne James, Associate Superintendent, Educational Services, announced that the SCCOE was awarded a \$805,608 grant from the Bill and Melinda Gates Foundation to help support the mission and vision of the county's TK-16 educational collaborative, Santa Cruz County College Commitment.

11.3 Discussion: Grand Jury Report

In response to the Grand Jury Report, Superintendent Watkins stated that in 2008 Safe Schools was one of the programs collapsed in to flexible funding when the Governor collapsed Tier 3. The SCCOE has provided a number of trainings to districts in regard to Safe Schools. In addition, the SCCOE has outfitted every classroom in the county with emergency preparedness kits, at no expense to the districts, in case of a lockdown situation, though not legally required to do so. Superintendent Watkins stated the report alludes to the SCCOE having district oversight, but in reality it is not shall, but may. Superintendent Watkins stated the SCCOE will provide professional development to districts for those who wish to take advantage of it.

Trustee Sales indicated he was concerned the Grand Jury report indicates that the SCCOE is required to oversee districts Safe School plans, though we are not.

Trustee Dilles indicated his concern about setting a precedence to do something we are not required to do.

With a formal response due to the Grand Jury by August 22, 2016, Superintendent Watkins stated he would have a formal response for the board to review at the July Board meeting.

12.0 SUPERINTENDENT REPORT

County Superintendent of Schools, Michael C. Watkins, provided an update on activities and matters of interest since his report of May 19, 2016.

Trustee Nichols inquired about adult education. Following discussion, it was requested Adult Education present at a future meeting.

13.0 TRUSTEE REPORTS (3 minutes each)

Trustee Nichols reported she attended three graduations, two Alternative Education ceremonies and the Watsonville/Aptos Adult Education graduation.

Trustee Winslow reported that he enjoyed attending graduation ceremonies.

Trustee Sales reported that he attended Alternative Education graduation ceremonies. He also thanked Superintendent Watkins for speaking to his group of realtors.

Trustee Dilles attended the Santa Cruz Pride Parade. He also noted his wife, Lisa Dilles, who retired at the end of the school year as principal of Green Acres Elementary, was honored by the Live Oak School Board after 29 years of service. Trustee Dilles attended two Alternative Education graduation ceremonies, and was touched by the stories and statements from graduates.

Trustee Van Allen was unable to attend graduations because it was elections week, and was pleased to report the passage of the Live Oak School District parcel tax.

Trustee Sanchez reported that he enjoyed attending both the Watsonville/Aptos Adult Education and Pacific Collegiate School graduations. He also spoke at Cal State Monterey Bay to a group of 30 graduating seniors. And he volunteered at the polls on elections day, noting it was great to see the turnout.

Trustee Barr reported she attended the public hearing to name the new school. She also noted the tragedy in Florida, hoping we can teach tolerance, strive to get along and provide for one another.

14.0 AD HOC COMMITTEE REPORTS/ACTIONS (if any)

There were no ad hoc committee reports.

15.0 ADDITIONS, IF ANY, TO FUTURE BOARD AGENDA ITEMS

It was requested that the response to the Grand Jury be placed on the July agenda.

It was also requested that a presentation regarding Adult Education be placed on a future agenda.

16.0 SCHEDULE OF MEETINGS and COMING EVENTS

June 23, 2016 2:00 p.m.	Special Meeting of the County Board of Education Santa Cruz County Office of Education
July 21, 2016 4:00 p.m.	Regular Meeting of the County Board of Education Santa Cruz County Office of Education
August 18, 2016 4:00 p.m.	Regular Meeting of the County Board of Education Capitola City Council Chambers 420 Capitola Ave., Downstairs Capitola, CA 95010

17.0 ADJOURNMENT

President Barr adjourned the meeting.

Respectfully Submitted,

Michael C. Watkins
Secretary to the Board

SUPERINTENDENT’S RECOMMENDATION FOR BOARD ACTION

SUBJECT:

Gifts and Donations

DEPARTMENT/PROGRAM:

Santa Cruz County Board of Education

ACTION REQUESTED:

Accept gifts and donations as follows:

<u>Program</u>	<u>Donor</u>	<u>Value</u>
Kinsey Collection Exhibit	Wells Fargo Foundation	\$ 5,000.00

PREVIOUS STAFF/BOARD ACTION:

None. Acknowledgement letters will be sent to donors following Board action.

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

County Board of Education Policy P-3280 requires that all gifts and donations received by the programs conducted by the County Superintendent of Schools be accepted by the County Board of Education.

FISCAL IMPLICATIONS:

Gifts received will be utilized by the programs to which they were donated.

CONTACT PERSON(S)

Michael Watkins, County Superintendent of Schools
John Rice, Sr. Director, Alternative Education

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

SUBJECT:

Organizational Chart Review

DEPARTMENT/PROGRAM:

Administration

ACTION REQUESTED:

Review

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

Please see attached Organizational Chart.

FISCAL IMPLICATIONS:

None

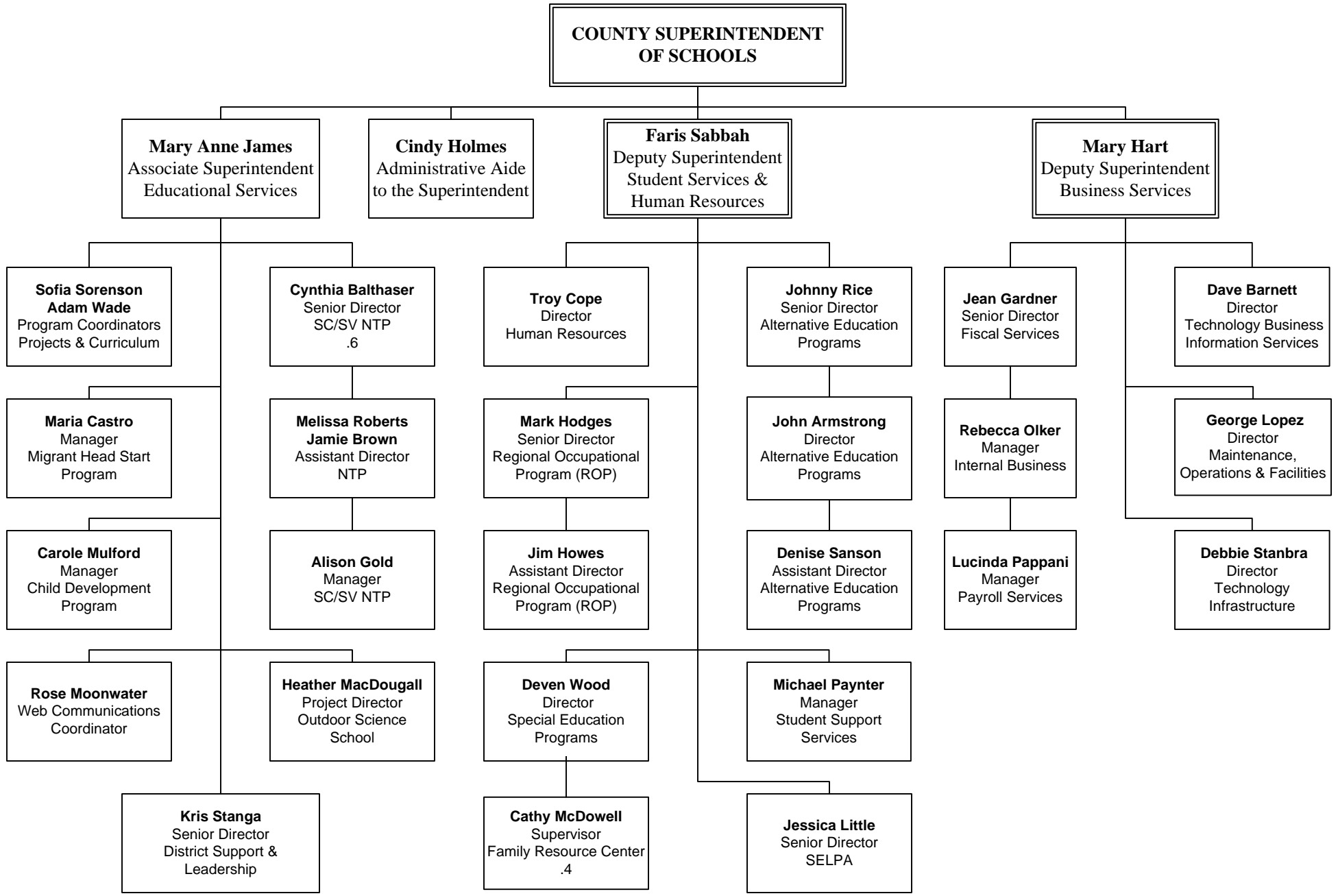
CONTACT PERSON(S)

Michael C. Watkins, County Superintendent of Schools, Secretary to the Board

July 21, 2016

Agenda Item #9.1

Santa Cruz County Office of Education – Management – 2016-2017



SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

SUBJECT:

Response to Grand Jury Report

DEPARTMENT/PROGRAM:

Santa Cruz County Board of Education
Administration

ACTION REQUESTED:

Discuss and approve response to Grand Jury Report

PREVIOUS STAFF/BOARD ACTION:

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

Discuss report and response, required no later than August 22, 2016. Report and response attached.

FISCAL IMPLICATIONS:

None

CONTACT PERSON(S)

Michael Watkins, County Superintendent of Schools

K-12 School Safety and Emergency Plan Audit

Are we ready?

Summary

Santa Cruz County schools must ensure the safety of 40,000 students in its seventy-two public K-12 schools. School safety plans, mandated by state law, are of paramount importance, must be in compliance with the law and updated annually. The Grand Jury queried each public school as to the existence of its safety plan and whether it was up-to-date.

The Grand Jury found that not all plans were up to date, accessible to the public and staff, or available at school district offices.

Background

Each year there is potential for natural or man-made emergencies to impact our schools. This demands that our schools exercise foresight and planning for school safety.

The purpose of this investigation is to determine if all K-12 Santa Cruz County public schools have comprehensive school safety plans. California Education Code §32280-89,^[1] requires all California K-12 public schools have school safety plans. The Santa Cruz County Office of Education has an *Emergency Response/Crisis Management Manual*^[2] that the schools can use as a template to develop their individual plans. The plans are to be updated yearly, be readily available to the public at each school, and be forwarded to each district office or the Santa Cruz County Office of Education. Annually by October 15 the school district or the Santa Cruz County Office of Education is to notify the State Department of Education of any school not in compliance with the requirements for an updated and available school safety plan.

Scope

The scope of this investigation was to survey the schools to:

- Determine that state-mandated school safety plans exist and are updated annually for every Santa Cruz County K-12 public school.^[1]
- Ascertain whether each plan is readily available to the public, either at the school or on the school's website.
- Confirm that a plan copy is filed with the district office or the Santa Cruz County Office of Education.
- Determine whether the schools felt that they had an appropriate amount of emergency supplies.^[3]

Our survey^[4] focused on the existence of a plan, whether the plan was up to date, and that the plan was readily accessible to the public. Plan content as defined by the County Office of Education^[2] and California Education Code §33280-89^[1] was beyond our scope.

Investigation

The Grand Jury surveyed all seventy-two public K-12 schools. We visited all ten school district offices and the County Office of Education to confirm school safety plans were on file.

All schools did have a safety plan although many were not up to date. The responses also drew our attention to several other compliance and implementation issues.

A few respondents indicated that they had their plan available on the school website. A Grand Jury search for these website plans turned up inconsistent results: some were available, some pointed to a district plan, some were hard to find, and some were never found. There was no hard copy safety plan for each school that will ensure that the safety plan will be available in the event of loss of power or other outages.

The survey results^[4] also indicated that most schools reported that they did not have sufficient emergency supplies.

Findings

- F1.** All schools had a plan. However, not all schools were current with the required yearly updates.
- F2.** Few schools had any reference to a Safety Preparedness Plan on their websites.
- F3.** Most schools had insufficient emergency supplies.
- F4.** At some district offices the existence of the safety plan was unknown, at other district offices the location of the plan was unknown.
- F5.** Some district offices had only online versions of their schools' plans and no printed copies.

Recommendations

- R1.** All schools should have a plan that is reviewed and updated yearly. (F1)
- R2.** Publicly available school safety plans should be on all school websites. The location of this information should be prominently and uniformly displayed on the homepage of each school's website. (F2)
- R3.** The County Office of Education should ensure that schools have sufficient and appropriate emergency supplies. (F3)
- R4.** All schools and district offices should have a printed copy of the school safety plan readily available. (F5)
- R5.** All district and school staff members should know about the existence of the safety plan and should know the exact location of their printed safety plan. (F4)

- R6.** County Office of Education should require a yearly report from each district superintendent certifying the existence and annual update of each school’s safety plan. (F1)

Responses Required

<i>Respondent</i>	<i>Findings</i>	<i>Recommendations</i>	<i>Respond Within/ Respond By</i>
Santa Cruz County Office of Education Board of Trustees	F1–F5	R1–R6	90 Days August 22, 2016

Definitions

- **K-12:** All School grades from Kindergarten through twelfth (12th) grade.
- **School Safety Plan:** A plan to develop strategies aimed at the prevention of, and education about, potential incidents and emergencies.^{[1][2]}

Sources

References

1. California Education Code § 32280-89. Accessed April 11, 2016.
http://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=1.&chapter=2.5.&part=19.&lawCode=EDC&title=1.&article=5.
2. County Office of Education. 2005. *Emergency Response/Crisis Management Manual*. Accessed April 11, 2016.
http://www.santacruz.k12.ca.us/school_safety/emergency_response_manual_pdfs/ERCM-Manual-Full.pdf
3. County Office of Education. 2005. “72-Hour Emergency Supplies Suggestions.” forms F30–F33 on pages 271–274 of *Emergency Response/Crisis Management Manual*. Accessed April 11, 2016.
http://www.santacruzcoe.org/school_safety/emergency_response_manual_pdfs/ERCM-Manual-Full.pdf
4. Santa Cruz County Civil Grand Jury. Fall, 2015. Confidential K-12 School Preparedness Survey and Results.

Websites

1. California Education Code § 32260-62. Accessed April 11, 2016.
http://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=1.&chapter=2.5.&part=19.&lawCode=EDC&title=1.&article=1.
2. California Education Code. Accessed April 11, 2016.
<http://leginfo.legislature.ca.gov/faces/codesTOCSelected.xhtml?tocCode=EDC>
3. California Government Code § 8607. Accessed April 11, 2016.
http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=8607.&lawCode=GOV

CONTAINED HEREIN IS THE SANTA CRUZ COUNTY OFFICE OF EDUCATION BOARD OF TRUSTEES RESPONSE TO THE 2015-16 GRAND JURY INQUIRY INTO “K-12 SCHOOLS SAFETY AND EMERGENCY PLANNING”.

PREFACE

SANTA CRUZ COUNTY OFFICE OF EDUCATION (SCCOE) ROLE IN SAFE SCHOOL PLANNING INCLUDING EMERGENCY RESPONSE:

Historically, the SCCOE has always taken an active leadership role in the coordination of Safe Schools Planning and the Development of School Emergency Response Procedures for all county schools. However, in 2009, the California Legislature enacted what was arguably the largest change to California’s school finance system in decades. It relaxed spending on 40 categorical programs including school safety. Prior to these changes and the subsequent changes brought about by Local Control Funding (LCF) in 2013, the SCCOE was the California Department of Education’s (CDE) Regional Lead for Safe Schools Planning. As such, the SCCOE offered annual workshops to school site teams on the development of Comprehensive Safe School Plans, including School Emergency Response..

The following workshops were provided with CDE fidelity aligned with ED Code 32280-32289:

- Comprehensive Safe School Planning
- Crisis Response and Emergency Management

Additional Workshops that were offered to school districts over the years included:

- Bully Prevention, Including Cyber-bullying
- Active School Shooter workshops provided by Law Enforcement
- Code Red Lock Down Procedure Workshops
- Emergency Communication Workshops
- Teen Dating Violence Workshops
- Safe Schools Planning with a Suicide Prevention focus
- Safes School Planning with a School Climate focus
- Symposium on Bullying

In 2005 and 2007, the SCCOE received two federally funded Readiness and Emergency Management (REMS) grants totaling \$500,000 to create uniform emergency response protocols and procedures for all schools throughout the county. The funding included the distribution of materials and supplies.

Through these grants, the SCCOE brought together all county first responders; Red Cross; and mental health, public health, and school district leaders. The result was the creation of a first-in-the-State, countywide manual for School Emergency Response and Crisis Management (ERCM) to be used by all school sites throughout the county. In addition, the grant purchased emergency buckets and backpacks for every classroom in

the county. These items were later purchased with unrestricted SCCOE funds for new classrooms after the initial distribution. The last distribution of such supplies took place in the fall of 2015 to Santa Cruz City Schools. Emergency vests and go-kit bags with material lists for every role in a School incident Command System were also distributed to every school site in the county through the REMS grant.

Once the grant funding ended, the SCCOE committed to continuing its leadership role in coordinating the multi-disciplinary school emergency planning team, renaming the group the County Safe School Consortia. The Consortia is the collective group responsible for the oversight of the countywide school emergency manual. The Consortia meets twice a year to (1) review and update, as needed, the County School Emergency Manual; (2) debrief on critical incidents; (3) identify training needs; (4) identify resource needs; and (5) provide networking for first responders to discuss site-specific school safety or emergency needs. The last meeting of the Safe School Consortia was on November 20, 2015. The purpose was to review the recent updates to the Federal guideline for school emergency response and discuss what, if any, revisions were needed to the County ERCM manual.

RESPONSE TO GRAND JURY QUESTIONS

R1. All schools should have a plan that is reviewed and updated yearly.

The Board of Trustees of the SCCOE agrees that all schools should have a plan that is reviewed and updated yearly. To further that, the SCCOE provides technical assistance to districts and school sites on the development of safe school plans, including emergency response through annual workshops and site-specific assistance. However, the SCCOE cannot compel districts to attend these workshops or ask us for assistance.

Districts have been asked to send all of their site emergency plans to the SCCOE and their local first responders. This has been a local request and is not part of an Ed Code mandate. Per Education Code 32288 (a): “In order to ensure compliance with this article (School Safety), each school shall forward its comprehensive school safety plan to the school district OR county office for approval”. School sites only have to send their comprehensive safe school plans to their District Offices. The SCCOE-administered programs send their plans to the SCCOE.

R2. Publicly available school safety plans should be on all school websites. The location of this information should be prominently and uniformly displayed on the homepage of each school’s website.

The Board of Trustees of the SCCOE concurs and complies with this recommendation for SCCOE-operated programs. However, the SCCOE has no jurisdiction in this matter as it relates to local school districts. Nevertheless, the SCCOE can and does provide technical assistance to school districts requesting such support. Please note, however, that certain aspects of the emergency plan are for school personnel eyes only, as per the

request of local law enforcement and as agreed to by the Safe School Consortia. Ed. Code 32281 (f) states: “a school’s district or county office of education may elect not to disclose those portions of the comprehensive school safety plan that include tactical responses to criminal incidents”.

R3. The County Office of Education should ensure that schools have sufficient and appropriate emergency supplies.

With the reallocation of safe schools planning funds to districts under LCF, the SCCOE no longer has a funding base to be able to provide emergency supplies to districts. However, while not required by the CDE, the SCCOE does maintain emergency supply lists for classrooms and go-kits on our website. The SCCOE is available to also provide technical assistance to districts on how to obtain these supplies through their own school community resources. Upon district request, the SCCOE will conduct an audit of a school’s emergency supplies readiness and offer free training as needed

R4. All schools and district offices should have a printed copy of the school safety plan readily available.

The Board of Trustees of the SCCOE concurs. This is a mandate under Education Code and is shared with school districts as part of the comprehensive Safe School Planning and Emergency Response workshops provided by the SCCOE. Safe School Planning templates are provided during workshops. Additionally, through the REMS grant funding, the SCCOE provided every school site with a copy of the Emergency Response Manual. Different from the emergency response plans, . Emergency Response plans are uniform in nature, but the site-based Safe School Plans are unique to the needs of individual schools. Comprehensive School Safety Plans, at a minimum, shall include: “the assessment of school crime committed on school campuses and at school-related functions and the identification of appropriate strategies and programs that will provide or maintain a high level of school safety, including child abuse reporting and disaster procedures”.

R5. All district and school staff members should know about the existence of the safety plan and should know the exact location of their printed safety plan.

The Board of Trustees of the SCCOE concurs. The SCCOE staff will update school districts on this requirement. Heretofore, this information was part of the Safe School Planning and Emergency Response workshops provided by the SCCOE as recommended by CDE. This was something that the SCCOE looked for when providing categorical program site reviews as requested by the State. As previously mentioned, California law no longer requires the SCCOE to provide such reviews as categorical programs including School Safety are now the responsibility of school districts per LCF.

SUMMARY

The Board of Trustees of the SCCOE believes that the SCCOE is in full compliance with State regulations. In addition, the SCCOE goes beyond State regulations as it assists K-12 schools to comply with safety and emergency planning as requested.