

Safety Update October 2014

Safety and security enhancements since April 2008

Safety and Security Technology enhancements

- Creation of online safety training for staff utilizing the PHM website
- P-H-M Website with “School Safety” information and tips for parents and public
- Utilization of electronic forms for safety, security and emergency drill reporting
- Merged existing analog camera system with new digital video mega pixel cameras creating a district wide digital video system and storage solution.
- Created an emergency operational command center at the Educational Services Center
- Installed a digital repeater and established an emergency radio frequency for Penn-Harris-Madison School Corporation.
- Creation of new security office and camera room at Penn High School.
- Planned and implemented an emergency exit monitoring system for Penn High School and fitness center.
- Created, trained and implemented procedures for video surveillance.
- Installed the Digital Video System client on Dean of Student workstations at PHS.
- Integrated the Enterprise Building Integrator security system with the Digital Video Management system for optimal utilization of existing equipment.
- Planned and created a Digital Video Management Emergency System for real time responses in crisis situations and alarm calls.
- Utilization of VPN security capabilities to remotely access the security system for school closing, delays days or alarm issues.
- *Utilization of Android tablets for remote security system access and video management.
- Investigated, evaluated and implemented a district wide Parent Notification System. School Messenger was approved in August 2012 and implemented in November 2012.
- Upgrade the Digital Video Management system with enhanced capabilities from an analytical and integration to EBI systems in November 2012.
- Upgrade the EBI equipment and software to latest version in November 2012.
- Planned role out of Elementary School Digital Video Management systems to replace the stand alone analog systems in each building. Summer 2013
- Phase III upgrade of Digital Video Management system at Schmucker and Grissom Middle Schools. Summer 2013
- Replacement of 10 old analog cameras at Penn High School. Summer 2013
- Implementation of 911 location call programming. Identification of location of 911 call and text notification.
- Utilization of Honeywell’s DVM R500 version software for enhanced video review and overall operations.

- Updated P.A. systems in all schools will integrate with the VOIP systems being put in place by technology. Enhanced digital communications for emergency announcement protocols.
- eTileline (Secured Public Safety Network) to enable secured communication for District Crisis Team in a large scale emergency. Permits secured connections to local police, fire, Emergency Management and other response agencies.
- Purchase of Digital Video Management ready workstations and software for key personnel within district as part of the Indiana Secured Grant
- Purchase of a laptop for security to enable remote digital video capabilities and emergency management communications
- Replaced 17 Security workstations (EBI stations) in all school locations across district with an all-in-one unit that includes a touch screen monitor system.

Safety and Security procedures

- Installed numeric keypad card readers at all locations hosting Kids Club programs. Parents can access the building by numeric code while maintaining a locked facility.
- Implemented school lockdown procedures during school hours for all P-H-M Schools. All visitors must be viewed and accepted into the office by school office personnel.
- Installed panic or holdup buttons for all school offices.
- Established a Crisis Team at all school locations based on the Crisis Prevention Institute's Non-Violent Physical Crisis Intervention Training.
- Established a Sporting Events Crisis Manual, Food Service Crisis Manual and Transportation Crisis Manual.
- Conducted a Transportation tabletop exercise developing procedures and involved local fire departments and online training in classrooms.
- Implemented Kids Club cash audit guidelines and procedures.
- Established a security committee at Penn High School.
- Organized and established procedures for K9 searches at Penn High School.
- Established a physical division of Penn High School utilizing gates to reduce or eliminate traffic in the south section after 4:30pm nightly.
- Registration of small electronics via an electronic form at Penn High School.
- Coordination of Adult Education classes on north side of Penn High School when possible to maintain security and safety.
- Implemented an elementary school traffic program utilizing program assistants and other traffic control components for student drop-off and pick-up.
- Penn High School campus traffic improvements at main entrance, Jefferson Road and Schmucker Middle School.
- Implementation of new drug testing program involving urine testing for students.
- Activation of New Avenues Agreement to provide counseling services in the event of an emergency crisis in which our P-H-M staff, students and patrons need intervention.

- Installation of the Raptor Visitor Management System in the front offices of each school location for school year 2013-14.
- Addition of three panic or holdup remote buttons for each school office.
- Incorporation of a three layer approach to security that involves a master panic button that will close all doors and corridors in a lockdown.
- Emergency Plan flip charts created for all classrooms across the district.
- Safe School Helpline created for a third party anonymous reporting of bullying, suicide or threat reporting.

Safety and Security equipment or physical/structural improvements

- School bus parking construction project at Penn High School
- Planned and installed digital video camera systems at Discovery, Schmucker and Grissom Middle Schools, Transportation Center, Pennway Alternative School, ESC building and Phase III project at Penn High School.
- Purchase of a security cart for daily patrol of Penn Campus and traffic control.
- P-H-M security patrol vehicle for daily patrol of Penn Campus and traffic control.
- Upgrade to digital security camera equipment on school buses.
- Installed keypads, contacts and motion in Penn High School main office and book store to secure area while the rest of the school is unarmed.
- Replacement of school base and handheld radio equipment based on narrow band compliance standards.
- Updated FCC licensing for district radio equipment and upgraded to narrow band compliance.
- Mobile traffic safety signing for Penn campus to increase visibility for events.
- Purchase of traffic posts to increase productivity in traffic control.
- Replacement of Enterprise Building Integrator server for district (EBI system).
- Addition of a Polaris security cart to assist with setup of traffic control and parking lot patrol
- Addition of elementary school doors, locksets and walls to 10 elementary schools during summer 2013.
- Addition of corridor security to section off learning areas in a lockdown emergency.
- 3M Prestige S400 security film at the front entrances of each P-H-M School.
- Addition of a door strike at the vestibule entrances of all schools to permit a double buzzed entry.
- Upgrade of the DVM camera system for each elementary school to the district DVM network of cameras.
- Create a one to one radio ratio for all teachers at the elementary and middle school level.
- Install a redundant repeater for the PHM bus repeater and emergency repeater within our corporation.

- Replace 10 analog cameras with 17 digital cameras in summer 2013 for Penn High School.
- Addition of 10 digital cameras to Schmucker Middle School spring 2013
- Addition of 10 digital cameras to Grissom Middle School spring 2013.
- 3 layer approach to security at elementary schools.
 - Layer 1 – Offices
 - Layer 2 – Corridors
 - Layer 3 - Classrooms
- Phase II of the security corridors for Middle and High School beginning summer 2014.
- Controlled gate access for the Support Services Center to include gate access and card readers, video cameras, digital intercom system for deliveries.
- Upgrade of the Penn High School intercom system to include 4 additional entry points along with digital handsets and software to manage door access.
- Completed the middle and high school corridors along with remote panic hold up devices at each location. All schools now have layer two (2) installed.

Safety and Security personnel

- Addition of 5 Penn High School Hall Monitors.
- Addition of off duty police officers to work during school days and evenings, utilizing a variety of law enforcement departments to build partnerships.
- Addition of an evening security representative from 4:00pm to 10:00pm.
- Addition of a P-H-M security person to monitor cameras and dispatch as needed during the school day.
- Associate Principal at Penn High School with safety and security responsibilities.
- Tim Corbett of Corbett Threat Assessment Consultants, LLC hired as security consultant.
- Increase in number of certified School Safety Specialists by the Indiana Department of Education.
- Partnership with University of Notre Dame and the St. Joseph County Police in area of Cyber Safety to provide online safety training to students.
- Coordination with Indiana State Police for drug searches of Penn High School a minimum of three times each year.
- Addition of off duty police officers in March 2013 to work elementary and middle schools.
- Traffic assistance at elementary school locations provided by PHM and VSS Security.

Safety Training

- Staff online safety training through Public School Works and P-H-M Staff launch pad: (3 year program of implementation and training opportunities)
 - Universal Precautions (mandatory)

- Heimlich Maneuver
- AED Training
- Slip/Trip/Fall
- Flu Prevention Training
- Fire Safety
- Hazard Communication
- Back Injury Prevention and Ergonomics
- Violence Prevention using Threat Assessments
- Chemical Safety
- Concussion in High School Sports (mandated for coaches)
- Ergonomics and back protection for operations
- Hand and power tool safety
- Heat and Cold Stress
- Active Shooter: What can you do
- Preventing the spread of germs in schools
- Safe work practices: classrooms and offices
- Steroids and supplements: use and abuse

In-service Training

- Fork lift safety training and certification
- Ladder, lift and scaffold safety training
- Playground Safety Training
- Building Trades student safety training
- Personal safety training for staff
- Drug recognition training for staff and administration
- Search and seizure training for administration
- Active shooter training for staff at Penn High School
- Cyber safety training for students and patrons
- Non-Violent Physical Crisis Intervention Training
- Threat Assessment Training and Active Shooter training provide by U.S. Department of Education and IDOE.
- Cissor lift safety training for operations personnel
- P.E.D.A (perceive, evaluate, decide, Act) Training for office personnel
- Psychological First Aid Training for all counselors, psychologists and Deans.
- Threat Assessment Training for K-12 educators and law Enforcement provided by SIGMA Threat Assessment Consultants and IDOE
- Active Shooter Full Scale Exercise for Penn High School involving staff and students.
- AED/CPR Training annually for staff
- “Impact of Social Networking on our Students and Staff” Regional Training by Indiana School Safety Specialist Academy 2014
- Active Shooter Tabletop Exercise for District Crisis Team 2014
- QPR Suicide Prevention Instructor Training (Train-the-Trainer)
- QPR Suicide Prevention Staff Training, April 2014
- Fork lift training scheduled for August 8, 2014
- Global Harmonized System (GHS) training for August 8, 2014