

Penn-Harris-Madison School Corporation

Emergency Preparedness, Risk, 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.
- 911Inet / 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.
- Phase II implementation to enhance the Digital Video Management system at Discovery Middle School – Summer 2015
- Systematic upgrade to the Digital Video Management system at Penn High School to replace analog cameras with digital. Summer 2015
- Expand the panic button range at Penn High School during summer 2015 by adding access points and remote panic buttons.
- Implementing an audio recording messaging component for emergency notifications at Penn High School. This will be an addition to the simplex fire system model 4100.
- Created a new Maintenance and Food Service radio frequency to break out this traffic from the daily bus communications. This frequency is on our Transportation Tower and emergency frequency.
- Layer 2 of our security corridors is being expanded in summer 2016 to include the café and gym doors in all elementary locations.
- Additional AED units have been purchased for PHS, DMS, SMS, GMS, NP and MF locations.
- Security Bollards for entrances at Penn High School.
- 15 digital cameras will replace old analog cameras at Penn High School 2016
- Additional cameras are being placed at Transportation Center, Northpoint, Elsie Rogers, Mary Frank, Moran, Elm Road, Discovery, Grissom, Schmucker, Madison, Walt Disney during summer 2106
- Security LED lights are planned for Elm Road and Moran Elementary
- Radio batteries will be replaced as needed in all locations
- Landscape shrubbery will be planted in various school locations considering CPTED in an effort to deter vandalism among our school locations

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.
- Addition of HIRON to assist with crisis communications within district
- Completed a traffic study of schools by coordinating with DLZ engineers
- Implemented a staggered student pickup procedure at Moran as a Pilot program.
- Implemented the staggered approach and fully executed the new traffic flow of Moran Elementary.

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 – Coridors
 - 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.
- DLZ has completed a traffic study and plans have been shared to implement a parallel road on Beech next to Moran Elementary during summer 2015.
- DLZ study suggested improvements to Walt Disney parent traffic. Signing and striping of pavement will take place in Spring 2015.
- Moved, installed and configured the Grissom Middle School Radio antenna to the Transportation Center. PHM now has redundant radio towers for district communication for bus, maintenance and emergency frequencies.

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.
- Constructed and completed a parent drive at Moran Elementary to assist with parent pickup and traffic flow concerns.
- Install lock and camera on the Transportation gas pump station and facility at Grissom Middle School summer 2016.

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.
 - Active Shooter online video created for Police, Fire and schools. Hosted by the DOE online services.
 - 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
- Bus Hostage Training for all bus operators October 2014
- Defuse and Manage Students and Confrontational Parents: School and Police tactics that work (DOE and PHM sponsored training)
- Active Shooter Training for staff at Grissom Middle School (full scale) April 2015
- September 2015 the REMS and U.S. Department of Education to present “Resilience Strategies for Educators: Techniques for Self-Care and Peer Support” at Penn High School
- February 2016 the Indiana Department of Education and Dr. John More, President and CEO of Response Law, Inc. will present “Rights of School and Police Personnel: Managing Your School Environment” at Penn High School.
- August 2015 Inservice Training for Custodial and Maintenance group by Gibson Insurance. Ladder Safety and Playground Safety Inspections
- Suicide Prevention Program revision
- QPR Train-the-Trainer in March 2016. Suicide Prevention training whereby 20 plus district employees were trained as part of the role-out to prevent suicide.
- Created electronic reporting for CPS and Suicide reporting among district.
- Received the Indiana Secured Grant Funding to pay for Off Duty Officers and certified 4 off duty officers with the NASRO as required to become an SRO.
- Civilian Response to Active Shooter Events - Instructor Fall 2015
- Certified Instructor with Crisis Prevention Institute, Nonviolent Crisis Intervention
- QPR Suicide Prevention Gatekeeper Instructor
- ALICE Training 2016