

FINAL REPORT  
2001-2002 DISTRICT REPORT-INDIAN RIVER COUNTY  
SAFETY AND SECURITY BEST PRACTICES  
SELF-ASSESSMENT FINDINGS

Person  
Responsible

**GOAL A:**

**The School District ensures that its safety and security program has clear direction and is effective at meeting its intended purpose in a cost-efficient manner.**

**Best Practices:**

1. The District has established and implemented accountability mechanisms to ensure the performance, efficiency, and effectiveness of the safety and security program
2. The District regularly reviews the organizational structure and staffing levels of the safety and security program and minimizes administrative layers and processes.

**Findings:**

Best Practices 1 and 2 have been met with two additional activities to clarify the District's commitment to Goal A.

**Strategies and Activities:**

1. School Board Rule has been proposed to address the safety and security program on an annual basis.
2. Continue to utilize in-house accountability mechanisms (5 year capital outlay process, assessment teams, budget oversight) and external contracting (state bidding process, independent review with safety consultant).

Dr. Dearing  
Budget Oversight  
Committee,  
Cabinet

**GOAL B:**

**The School District has comprehensive plans and procedures to ensure the safety and security of students and employees.**

**Best Practices:**

1. The District has implemented a school safety plan that includes District-wide emergency and safety procedures and identifies those responsible for them.
2. The District has developed a checklist for each educational facility that provides step-by-step emergency procedures.
3. The District develops and maintains its school safety plan and emergency response procedures with stakeholder input.
4. The District provides emergency response agencies with floor plans and blueprints as appropriate.
5. The District and each school regularly practice emergency responses based on potential hazards at each site.
6. The District's Master Plan for In-Service Training identifies District and school personnel who need safety training and provides an appropriate level of safety training for all personnel

**Findings:**

Best Practices 1 through 6 have been met. Ongoing reviews and revisions are necessary to be prepared and ensure the safety and security of our schools.

**Strategies and Activities:**

1. Provide Goal 5 template for next year's school improvement plan.
2. Continue to provide safety awareness training to new personnel.
3. In depth training will be provided to District emergency response team.
4. Add additional safety component to Master In-service Plan.

Cynthia Rountree  
Claudia McNulty  
Melinda Gielow  
Claudia McNulty

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**GOAL C:**

**The School District has developed a clearly written code of student conduct and communicated with students and parents.**

**Best Practices:**

1. The District and each school have established disciplinary policies and a code of student conduct that are well-defined.
2. The district revises its code of student conduct and informs all stakeholders as to the final product.

**Findings:**

Best Practices: 1 and 2 have been met and are reviewed annually to address changes occurring throughout the year.

Melinda Gielow

**GOAL D:**

**The School District identifies, minimizes, and protects others from disruptive and/or violent student behavior.**

**Best Practices:**

1. Each school has a system in place to identify the early warning signs of student violence.
2. The District identifies and implements parent and community outreach strategies to promote safety in the home and community.
3. The District conducts a hazards analysis to determine the potential safety and security issues facing each school.
4. Based on the needs identified in the school hazards analysis, the district implements appropriate violence and drug prevention programs for each school.
5. The District has crime watch and school safety hotlines available in all schools.
6. The School Board adopts curricula and programs aimed at protecting students, teachers, bus operators, administrators, and school personnel.

**Findings:**

Best Practices 1-6 have been met with additional activities listed below.

**Strategies and Activities:**

1. The Student Services Department is currently reviewing threat and assessment research and literature to develop a training module for administrators, student support services, and law enforcement.
2. Schools are addressing ways to subdivide the student population through academies, teams, and vertical team, which will continue throughout the 2002-2003 year.
3. Violence prevention programs will continue to be implemented (Peer Mediation, Silence Hurts)

Dr. Jamie Robison

Principals  
Charlene Tardi

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**GOAL E:**

**Educational facilities and equipment are safe and in good working condition.**

**Best Practices:**

1. The District conducts an annual review of all relevant health and safety issues for each educational facility.
2. The District designs educational facilities and sites to enhance security and reduce vandalism through the use of "safe school design" principles.
3. The District has procedures that govern access to each educational facility and its students and access is limited to authorized students and visitors.
4. The District ensures that playgrounds are properly constructed maintained, and supervised so as to reduce the risk of injury.
5. Each educational facility has appropriate equipment to protect the safety and security of property and records.
6. The District provides appropriate safety equipment and information to prevent injuries to students and others.
7. The District follows environmental and food safety health practices and regulations.

**Findings:**

Best Practices 1, 2, 3, 4, 6, & 7 have been met.

1. Staff and student records, rosters, floor plans, safety plans, communication equipment, first aid kits are kept in one location. However, TERMS houses back-up records.

**Strategies and Activities:**

1. Investigate the possibility of having a second location with duplicate safety/security information.

John Fontana/  
Principals

**GOAL F:**

**The District takes steps to ensure the safety and security of students and staff during transportation.**

**Best Practices:**

1. The District has procedures to create safe and orderly process for students arriving at or leaving each school campus.
2. The District has implemented policies, procedures, and practices that ensure the safety of transported students.
3. School buses, including buses operated by schools, charter schools, and contractors, are inspected and maintained in accordance with state laws and state Department of Education rules.

**Findings:**

Best Practices 1-3 have been met.

**Strategies and Activities:**

1. Continue to review policies and procedures annually.

Cookie Geyer