

**SB**

**125**

# FISCAL NOTE

STATE OF ALASKA  
1999 LEGISLATIVE SESSION

BILL NO. SB125

Revision Date: \_\_\_\_\_ Dept Affected: Military & Veterans Affairs  
 Title: An Act relating to school crisis response BRU: Disaster Planning & Control  
planning. Component: Disaster Planning & Control  
 Sponsor: Senator Hoffman  
 Requestor: (S) HES Component Serial No. #1808

Expenditures/Revenues (Inflation not included unless otherwise noted below) (Thousands of Dollars)

OPERATING EXPENDITURES	FY2000	FY2001	FY2002	FY2003	FY2004	FY2005
PERSONAL SERVICES						
TRAVEL						
CONTRACTUAL						
SUPPLIES						
EQUIPMENT						
LAND & STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
<b>TOTAL OPERATING</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

CAPITAL EXPENDITURES	0.0	0.0	0.0	0.0	0.0	0.0
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CHANGE IN REVENUES (fund code)	0.0	0.0	0.0	0.0	0.0	0.0
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FUND SOURCE (Thousands of Dollars)

1002 Federal Receipts						
1003 GF Match						
1004 GF						
1005 GF/Program Receipts						
1037 GF/Mental Health						
Other (Specify Type)						
<b>TOTAL</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Estimate of any current year (FY99) cost: \$ none

**POSITIONS**

FULL-TIME	0	0	0	0	0	0
PART-TIME	0	0	0	0	0	0
TEMPORARY	0	0	0	0	0	0

**ANALYSIS:** (Attach a separate page if necessary)

While not specifically tasked in the proposed bill, it is implied that the Department of Military and Veterans Affairs/Division of Emergency Services, as the State's primary agency dealing with natural disasters, would be tasked or requested to provide planning and training assistance to the Department of Education and school districts. This assistance would be provided as part of the regular duties of the Division of Emergency Services.

Prepared by: Jim Butchart, Plans and Preparedness Manager Phone: 907) 428-7000  
 Division: Emergency Services Date: 13-Apr-99  
 Approved by Commissioner: Wesley Taylor for General Oates Date: 4-14-99  
 Agency: Military & Veterans Affairs

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# Senator Lyman F. Hoffman

Alaska State Legislature  
State Capitol • Juneau, Alaska 99801-1182 • (907) 465-4453

## Senate Bill 125 School Crisis Response Planning Sponsor Statement

District T  
Adak  
Akiachak  
Akiak  
Akutan  
Aleknagik  
Amchitka  
Atka  
Atmautluak  
Attu  
Belkofski  
Bethel  
Cheformak  
Chignik  
Chignik Lagoon  
Chignik Lake  
Clark's Point  
Cold Bay  
Dillingham  
Dutch Harbor  
Eek  
Egegik  
Ekuk  
Ekwok  
False Pass  
Goodnews Bay  
Igluigig  
Iliamna  
Ivanof Bay  
Kasigluk  
King Cove  
King Salmon  
Kipnuk  
Kokhanok  
Kokhanok Bay  
Koliganek  
Kongiganak  
Kwethluk  
Kwigillingok  
Levelock  
Manokotak  
Naknek  
Napakiak  
Napaskiak  
Nelson Lagoon  
New Stuyahok  
Newhalen  
Nikolski  
Nondalton  
Nunapitcheuk  
Oscarville  
Pedro Bay  
Perryville  
Pilot Point  
Platinum  
Port Alsworth  
Port Helden  
Port Moller  
Portage Creek  
Quinhagak  
Saint George Island  
Saint Paul Island  
Sand Point  
Shemya  
South Naknek  
Squaw Harbor  
Togiak  
Tuntutuli  
Twin Hills  
Ugashik  
Unalaska  
Unga

In February of 1997, gunfire exploded in the hallways of the Bethel Regional High School ending the lives of principal Ron Edwards and student Josh Palacios.

The actions that took place immediately following this tragedy still haunt the residents of Bethel with questions such as, should we have..? And Why didn't we..? or Who should we turn to..? These are the questions we hope can be addressed.

I sincerely hope that no other school or community will experience this type of trauma and the pain that accompanies it. If, however, a crisis which affects the life, health, and emotional well being of students does happen, schools must be prepared to respond. Some schools in Alaska have planned for such crises, others have not. SB 125 would make sure that every school has a crisis response plan.

SB 125 adds a new section to the educational statutes requiring each school to develop a site specific crisis response plan.

- 1) The Dept. of Education would provide the standards.
- 2) Each School District would develop a template for use by their schools.
- 3) Each school would then put into place their site specific crisis response team.

SB 125 has had valuable input from numerous individuals and organizations involved in school safety issues. It became obvious early on that the scope of this bill was very broad and can involve a variety of school safety issues. SB 125 targets one critical component: It asks each school to engage in the forethought and planning to be prepared to meet the needs of students in times of tragedy and crisis.

It is our intent to keep this a crisis response bill, and to work on many of the other school safety issues in future legislation.



## Lower Kuskokwim School District

Safety Office  
P.O. Box 305  
Bethel, Alaska 99559  
907-543-4868  
FAX: 007-543-4811

April 7, 1999

Representative Mary-Sattler-Kapsner  
State Capitol  
Juneau, Alaska 99801-1182

Dear Representative Mary Sattler-Kapsner:

This letter is written in support of House Bill 165 and Senate Bill 125, requiring each school district to develop a model school crisis response plan for use by each school in the district.

A Safe School Plan simply stated, is to create a place where teachers can instruct and students can receive a high education without the threat of violence. As a school district we are in support of schools developing actions and strategies to implement safe school plans. These plans work best when they are generated not only by school staff, but also by parents, students, and representatives from community groups and agencies. Although every school plan for a "safe school" may look different, the key is developing a consensus about what everyone wants the school to be like, and the rules that everyone is willing to uphold to make this happen.

The eight principles of safe school planning: 1. School safety is a personal experience; 2. School safety threats and risks have multiple causes; 3. School safety threats and risks fall on a continuum; 4. School safety planning is comprehensive; 5. School safety planning involves everyone; 6. School safety planning is ongoing; 7. School safety planning is a problem solving process; 8. Strive for the ideal and do what is possible.

Thank you for addressing the eight principles of safe school planning in these two bills being proposed to the Twenty-First Alaska Legislature.

Sincerely,

William Ferguson, Superintendent

KEEP SCHOOLS SAFE

MISSION

SAFE SCHOOL PLAN

Lower Kuskokwim School District  
Kent Harding

Basic Points

- **Crisis Management Plan**  
An effective emergency plan should involve all school personnel, law enforcement, fire and medical rescue personnel, emergency management personnel, school district personnel, and any other persons essential to resolving any possible crisis.
- **Student Participation**  
Student involvement is essential in solving and preventing violent acts on school campuses.
- **Parent participation**  
Parents should be encouraged to participate as volunteers for all school functions.
- **Partnership between the school and local law enforcement**  
Law enforcement and school officials should work together to ensure the safety of the school environment.
- **Crime prevention through environmental design**  
Conduct an annual safety assessment of the school facility to provide an up-to-date detailed diagram of the school for all emergency personnel prior to the beginning of school each year.
- **Drug and alcohol prevention programs**  
Utilize the programs available for drug and alcohol prevention.
- **School crime reporting and tracking mechanism**  
Develop a method to report, track and monitor any crime committed on school campuses.
- **School Security**  
Supervision of the students and the campuses as a whole is an essential component to ensuring a safe school.
- **Training of school personnel**  
Annual in-service training is recommended prior to the beginning of school and throughout the course of the school year.
- **Concise discipline code for all students**  
Firm, fair, consistent, but flexible enforcement of all school rules, policies and attendance requirements.

# Mat-Su Borough School District Emergency Procedures

## FOR HELP:

Use intercom to contact office  
Call (Principal's Office)  
Call 911

<b>Bomb Threat</b>				<b>Exposure to BloodBorne Pathogens/Body Fluids</b>	<b>Evacuation</b>
<b>Visitors In Building</b>	<b>Gangs/Group Violence</b>		<b>Hostage/Weapons Situation (Violence)</b>	<b>Suspected Drugs/ Alcohol/Weapons</b>	
	<b>Campus Closure</b>	<b>Lock Down Procedures</b>	<b>Break-In Procedures</b>		

## HOSTAGE/WEAPONS SITUATION (VIOLENCE)

Immediately report situation to office or call 911.  
 Move students to a safe area away from crisis area.  
 Lock doors and windows.  
 Account for students.  
 Wait for instructions.

### If Taken Hostage:

Get word to office, if possible (via code word to passerby).  
 Remove students from area, if possible.  
 Do not try to disarm gunman.  
 Keep calm. Follow gunman's instructions.  
 Direct students to be quiet and to sit away from gunman, windows, and exits.  
 Be aware police may be able to hear what is taking place and may enter room at any time.  
 Follow police instructions.

HOSTAGE/WEAPON SITUATION Page 1				
	ADMINISTRATOR	TEACHERS-ED. ASSTS.	CUSTODIANS-I TEAM	CRISIS AREA
PREVENTION	CONDUCT PERIODIC DRILLS, OBTAIN PARENTAL RELEASE INSTRUCTIONS	TEACH STUDENTS: Go to nearest safe classroom FOLLOW DIRECTIONS		
	DEVELOP GUNMAN/HOSTAGE CODE, INFORM ADULTS RE STOCKHOLM SYNDROME	REPORT ALL UNIDENTIFIED VISITORS TO OFFICE	REPORT ALL UNIDENTIFIED VISITORS TO OFFICE	
INTERVENTION	ANNOUNCE SEEK SHELTER & OFF LIMITS AREA	IMMEDIATELY REPORT INCIDENT TO OFFICE		IF POSSIBLE, GET WORD TO OFFICE (CODE WORDS TO PASSERBY)
	CALL 911	MOVE STUDENTS AWAY FROM AREA	I TEAM: NOTIFY TEACHERS, CLEAR ASSIGNED AREAS OF STUDENTS	DO NOT TRY TO DISARM IF POSSIBLE REMOVE STUDENTS FROM AREA

	CALL?????????? TAKE NECESSARY ACTION TO INSURE SAFETY	STAY CALM FOLLOW SEEK SHELTER PROCEDURES	BOTH: REPORT TO OFFICE/COMMAND CENTER	KEEP CALM FOLLOW GUNMAN'S INSTRUCTION
	HAVE SECRETARIES LIMIT INCOMING CALLS	REMAIN IN CLASSROOMS LOCK DOORS & WINDOWS	CUSTODIANS: AVOID CRISIS AREA, BRING BUILDING MAPS TO OFFICE	DIRECT STUDENTS TO SIT DOWN AND BE QUIET
	FOLLOW POLICE INSTRUCTIONS	TAKE COVER IF NEEDED ACCOUNT FOR STUDENTS WAIT FOR INSTRUCTIONS	CUSTODIANS: FOLLOW POLICE DIRECTIONS (ex. help control traffic)	BE AWARE POLICE MAY BE ABLE TO HEAR WHAT IS HAPPENING
			I TEAM: COMMUNICATION DUTIES-STUDENTS, PARENTS, MEDICAL	MOVE STUDENTS AWAY FROM GUNMAN

## HOSTAGE/WEAPON SITUATION Page 2

ADMINISTRATOR	TEACHERS-ED. ASSTS.	STUDENTS	CRISIS AREA
CONSULT WITH POLICE AND ?????			IF APPROPRIATE, BUILD ON POSITIVE ASPECT OF STOCKHOLM SYNDROME
SUPERINTENDENT OR PRINCIPAL MAY REQUEST DISTRICT ??? HELP			FOLLOW POLICE INSTRUCTIONS
ANNOUNCE EVACUATION, CLOSURE OR CONTINUE CLASSES	REPORT TO OFFICE NAMES OF MISSING STUDENTS		REMAIN AFTER CRISIS RESOLVED TO ANSWER POLICE QUESTIONS
ADMINISTER ORDERLY RELEASE OF STUDENTS IF APPROPRIATE	PERFORM ASSIGNED STUDENT RELEASE DUTIES IF APPROPRIATE	FOLLOW TEACHER/POLICE INSTRUCTIONS	
FOLLOW UP POST-VENTION PLAN			

POSTVENTION	FOLLOW UP CONVENTION LINE						
	APPROPRIATE						
	GIVE WRITTEN REPORT TO SUPERINTENDENT						
	TAKE APPROPRIATE DISCIPLINARY MEASURES						
	REQUEST DISTRICT DEBRIEFING TEAM IF APPROPRIATE						

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# BOMB THREAT

1. Intercom the following message to teachers: Teachers, please sweep your rooms. The custodians need help. (Announced via intercom or other appropriate methods)
2. Teachers visually check their rooms/areas. If anything is out of place such as an unidentified package or a suspicious looking article, notify administrators.
3. If your class is in apparent or possible danger, go to the library or the commons. Take a "field trip" away from the problem.
4. Do not alarm students. Do not panic.
5. Evacuation of the building should be an administrative decision. Use common sense.

BOMB THREAT									
		ADMINISTRATORS		RECEIVER OF CALL		TEACHERS-ED. ASSTS.		CUSTODIANS-I TEAM	
PREVENTION		POST BOMB THREAT REPORT FORMS AT EACH LISTED TELEPHONE				POST EVACUATION MAP IN ROOM		MAINTAIN EVACUATION ALARMS	
		PREPARE BUILDING SWEEP PLAN							
INTERVENTION				KEEP CALLER ON LINE ASK CHECK SHEET QUESTIONS					
		CALL 911 SUPERINTENDENT ????????????		REPORT TO PRINCIPAL		DO NOT TOUCH LIGHT SWITCHES, DESKS, LOCKERS			

		NOTIFY FACULTY & DIRECT EVACUATION IF DEEMED NECESSARY	FOLLOW PRINCIPAL DIRECTIONS	LEAVE DOORS AND WINDOWS OPEN FOLLOW OFFICE DIRECTIONS	REPORT TO COMMAND POST FOR POSSIBLE SWEEP DIRECTIONS
		IMPLEMENT BUILDING SWEEP W/POLICE		STAY WITH STUDENTS	
		DIRECT STUDENTS TO RETURN TO BUILDING WHEN SAFE			
POSTVENTION		WRITTEN REPORT TO SUPT. TAKE DISCIPLINARY ACTION IF INDICATED			

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**EARTHQUAKE**  
Earthquake Preparedness Handbook

Remain calm.  
 Stay indoors or outdoors, wherever you are, until tremors stop.  
 Stop, drop, and cover.  
 Take cover under desks, tables, against inside wall or under doorways.  
 Stay alert for possible aftershocks.

**If gas is smelled, move everyone out immediately.**

Evacuation: Exit building through nearest safe exit.  
 Avoid downed power lines and open gas lines.  
 Move out of fire lanes.

Teachers: Follow students out and stay with students.  
 Take student rosters, paper and pencil.  
 Take roll to determine students missing.  
 Report missing students to I Team member wearing emergency vests

Unattached students report to I Team member wearing emergency vests  
 Wait for further instructions.

EARTHQUAKE									
		ADMINISTRATORS		TEACHERS		CUSTODIANS		I TEAMS	
PREVENTION		ADVISE EMPLOYEES OF EARTHQUAKE PROCEDURES		ADVISE STUDENTS RE: EARTHQUAKE PROCEDURES					
INTERVENTION		STAY CALM STAY WHERE YOU ARE		STAY CALM STAY WHERE YOU ARE UNTIL TREMORS STOP		STAY CALM STAY WHERE YOU ARE UNTIL TREMORS STOP		STAY CALM STAY WHERE YOU ARE UNTIL TREMORS STOP	
		TAKE COVER INSIDE WALLS UNDER DESKS, ARMS AROUND HEAD		TAKE COVER INSIDE WALLS, UNDER DESKS, ARMS AROUND HEAD		TAKE COVER		TAKE COVER	
				IF SMELL GAS, OPEN WINDOW, MOVE STUDENTS OUTSIDE		TURN OFF GAS LINES UNTIL		REPORT TO COMMAND POST	

		MOVE STUDENTS OUTSIDE, REPORT	SAFETY DETERMINED	FOLLOW INSTRUCTIONS
		SIGNAL EVACUATION IF NEEDED CALL 911	EVACUATE BUILDING, AVOID DOWNED POWER LINES OR OPEN GAS LINES	CHECK FOR DAMAGE (GAS, WATER, ELECTRICAL, SEWER, STRUCTURAL)
		SET UP COMMAND POST	REPORT INJURIES AND DAMAGE TO I TEAM OR COMMAND POST	REPORT DAMAGE TO COMMAND POST
POSTVENTION		FOLLOW POSTVENTION PLAN IF NEEDED		

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## LOCKDOWN PROCEDURE

Lock down will be a term used at this school to refer to a situation which calls for the isolation of faculty and students from a potentially violent environment.

The Principal's office will be identified as the central control center in all emergency situations. A second and third area will be designated by the building administrator.

1. Staff will be notified via an all call to "LOCK DOWN" repeat "LOCK DOWN IMMEDIATELY".
  - a. Staff, go to your doors and lock them--- Admit no one except an administrator. Remain in your secure area until further notice is given.
  - b. Keep students in a secure area until further notice, disregard any bells.
  - c. If the situation warrants a building evacuation, staff members will be notified as to the process and nearest safe exit.  
\_\_\_\_\_ is the alternate evacuation center.

(Fill in for your school)

At the Elementary level schools bring any students into your classroom seen at the time of the lock down.

**REMEMBER, YOUR PRIMARY RESPONSIBILITY IS THE SAFETY OF YOUR STUDENTS AND YOURSELF. DO NOT PUT EITHER IN JEOPARDY.**

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