



# School Safety Newsletter

Volume 1, Issue 6

February 2014

## A Few Resources for Schools to Identify Safety Hazards, Threats, Vulnerabilities and Risks.

Below are a few resources that can help schools and campuses become proactive to identify safety hazards, threats, vulnerabilities, risks, strengths and weakness specific to your school or campus. Safety concerns can be identified by using these guides and future strategies modified to improve safety.

- ◆ Educational Facilities Vulnerability/Hazard Assessment Checklist – American Clearinghouse on Educational Facilities 2011

The following checklist is a collaborative effort with the Texas School Safety Center and the American Clearinghouse on Educational Facilities. It is a compilation of various resources and provides an overview of educational facility vulnerabilities and hazards that should be identified and addressed in the prevention/mitigation phase of a school's emergency management process.

<http://www.acefacilities.org/Resources/documents/ACEF%20-Vulnerability-Hazard%20Assessment%20Checklist.pdf>

- ◆ Safe School Facilities – National Clearinghouse for Educational Facilities (NCEF)

This resource provides videos to help identify potential safety and security hazards (vulnerabilities) in school facilities and to help implement costless or low-cost solutions. The videos are based upon NCEF's Safe School Facilities Checklist, a free checklist for assessing the safety and security of school buildings and grounds.

<http://www.ncef.org/safeschools/index.cfm>

The NCEF's Safe School Facilities Checklist can be found at: <http://www.ncef.org/checklist/index.cfm>

An alternative form of this checklist covering specific building spaces and subjects can be found at: [http://www.ncef.org/pubs/pubs\\_html.cfm?abstract=mitigating2](http://www.ncef.org/pubs/pubs_html.cfm?abstract=mitigating2)

- ◆ K-12 School Security Practices Guide – U.S. Department Homeland Security, Released April 2013

This guide provides security practices for consideration by communities to deter threats, address hazards and risks, and minimize damage from school incidents, including mass casualty events.

<https://www.illinois.gov/ready/SiteCollectionDocuments/K-12SchoolSecurityPracticesGuide.pdf>

The K-12 School Security Checklist is a companion to the guide to help schools assess their current security practices and enable improvement: <https://www.illinois.gov/ready/SiteCollectionDocuments/K-12SchoolSecurityPracticesChecklist.pdf>

*Protecting our  
future through  
information  
sharing*

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## **“Attention Students and Staff” Acting With Resolve and Precision**

*Submitted by Lori Casey, Associate Superintendent of Education for Woodland District #50, and Tom Agos, Crime Prevention and Crime Analyst for Gurnee, Illinois, Police Department. Of note, this video has currently been viewed by 1,435 police departments and school districts nationwide.*

When Woodland School District #50, a K-8 district with approximately 6,600 students located in Gurnee, Illinois, heard about the tragedy at Sandy Hook they responded like most other districts across the country. Amid feelings of horror, shock and sadness a strong desire to reassess existing safety protocols emerged.

The Monday immediately following the tragedy, December 17, 2013, the District Crisis Team assembled. This team consists of administrators and veteran staff from each school building and members of the Gurnee, Illinois Police Department. While the team believed they had excellent safety systems already in place, it was decided that an independent audit and other immediate program enhancements should be explored.

One lingering issue was how to ensure all staff received lock down protocol training. Practice had been that at the beginning of the year staff attend training conducted by Gurnee police and District administration. However, Woodland realized that important employees were not receiving the training until the beginning of the next school year. Just like all schools, Woodland had numerous guest teachers (substitutes) and staff hired throughout the year. How do you properly train staff that is being hired continuously?

Officer Tom Agos (retired) from the Gurnee Police Department and Lori Casey, Associate Superintendent of Education with Woodland, had an idea. Work with the School Resource Officer, and create a training video using an iPad for all new staff to view. Tom wrote the script and contacted his brother, Chris Agos, who is a professional actor. Chris thought the script was great and immediately volunteered his services to the effort.

Tom contacted Matt Till, an instructor for the Television Department at Columbia College in Chicago. Tom wanted to borrow a high quality camera since a professional actor was now involved. After learning the details of the project, Matt not only agreed to provide a camera, he worked with administration at Columbia College for them to supply a large crew and all needed equipment. Matt volunteered to direct the project, and provide the opportunity to his Columbia students to produce and edit the final product.

Lori worked with drama teachers and students from Woodland Middle School and administration from the district to be actors. Police officers from Gurnee Police Department and Lake County Sheriff's Office were cast based upon auditions held on January 20, 2013. As the project gained traction, a local restaurant agreed to donate enough food to feed 60 cast members and crew, and a local salon donated makeup services to the project.

On February 15, 2013, over 60 volunteers came together to create something that would keep students safer. WGN News and reporters from several print publications provided media coverage of the filming. Under Matt's direction the final product was ready within six weeks.

The script was written in a generic format in order to make the film viable for other school districts or police departments. The video would be made available to police departments or school districts if they requested it. It is not available to the general population because of some of the tactics exposed.

Then something happened that no one on the team envisioned. The requests for access to the video began pouring in by the hundreds. Requests came from every corner of the United States and Canada. Several professional organizations such as the International Chiefs of Police and the Department of Justice contacted Tom and Lori and wanted access. It was evident that there was a training gap for many agencies and districts that this short 13 minute video could fill. In November of 2013 a request came in from Newtown, Connecticut, Police Department for permission to have the video. The team was beyond honored and speechless.

Kevin Woodside, Chief of Police in Gurnee, said "A rock-solid partnership between police and their school personnel is critical. This video project was conceived and executed as a direct result of the relationship with Woodland. A relationship that's been years in the making."

"While the original purpose of this video was to share it with new Woodland employees, we are also honored that many other school districts and agencies found the video beneficial," said Superintendent of Schools Dr. Joy A. Swoboda. "We are most appreciative of the collaborative relationship we have with the Gurnee Police Department and thank them for their support to further enhance safety measures so that our district will remain a safe learning environment for our children and staff."

The partnership in Gurnee can happen anywhere across the country. A group of people from different organizations donated their time, resources and talent to create a tool that could help keep students and staff safer. What helped save lives in Newtown that awful day were the quick thinking heroes that knew how to react in the face of unthinkable evil. What Gurnee Police Department and Woodland District 50 hope to do with the video, "Attention Students and Staff," is equip thousands of staff to help them in protecting our most important asset – our children.

Education and law enforcement entities can receive this video free of charge. It is being supplied via a Dropbox link transmitted via email. If you would like a copy please send an email from your government or education email address to [safetyvideo@police.gurnee.il.us](mailto:safetyvideo@police.gurnee.il.us). Alternately you can call Tom Agos at 847-599-7080.

## Monthly Webinars!

First Wednesday of  
Every Month at 10  
am.

**Next Webinar -  
March 5, 2014**

Each webinar has a  
round table discussion at  
the end. Questions are  
always welcome!

To participate, you must be a  
vetted member. For more  
information please email  
[schoolsafety@isp.state.il.us](mailto:schoolsafety@isp.state.il.us)

## Illinois State Police Clear and Present Danger Reporting Instructions for Law Enforcement Officials and School Administrators

The **Person Determined to Pose a Clear and Present Danger** form shall be used by law enforcement officials and school administrators to report individuals determined to pose a clear and present danger pursuant to 20 Il. Admin. Code 1230.120. The form must be submitted within 24 hours of the determination to the Illinois State Police, Firearms Services Bureau in Springfield, Illinois. This reporting duty is separate from any requests for assistance made to a law enforcement agency. **For immediate police assistance, School Administrators must still contact their local law enforcement agency or call 911.**

### **Who must Report?**

Pursuant to 430 ILCS 65/8.1(d)(2) and 430 ILCS 66/105,

- Law enforcement Officials
- School Administrators – principals and chief administrative officers (or their designees) of public and private: elementary and secondary schools, community colleges, colleges, and universities.

### **What do I Report?**

- When a student or other person demonstrates threatening physical or verbal behavior, such as violent, suicidal, or assaultive threats, actions or other behaviors they may be determined to pose a clear and present danger.
- The reporting law enforcement official, school administrator, or their designee must complete **Person Determined to Pose a Clear and Present Danger** form in its entirety and sign it. Specific behaviors and statements leading to the determination must be included in the form's narrative section. Dates and times of occurrence, as well as the names and contact information of any witnesses, should also be included. Additional supporting documentation should be referenced in the narrative section and submitted along with the form.

### **How do I report?**

- The completed form and attachments must be faxed to the Illinois State Police, FOID Enforcement at **217-782-9139** within 24 hours of determining the student poses a clear and present danger.
- The Illinois State Police, Firearms Services Bureau may be contacted at **217-782-3700**, Monday – Friday, 8:30 a.m. to 5:00 p.m., to answer questions or confirm receipt of a submission.
- If you need emergency assistance from the Firearms Services Bureau beyond normal business hours, contact the Illinois State Police, Statewide Terrorism & Intelligence Center at **877-455-7842**.

### **What else should I know?**

- This reporting process is intended to prevent individuals determined to pose a clear and present danger from having access to firearms or firearm ammunition by revoking the individuals FOID Card.
- Clear and present danger reporting shall be made consistent with the Family Educational Rights and Privacy Act (34 CFR § 99.36) to assist the Department with protecting the health and safety of the public by denying persons, who present a clear and present danger, from having lawful access to weapons. School administrators should consider consulting with their legal counsel prior to adopting clear and present danger reporting policies.
- A principal or chief administrative officer, or designee of a principal or chief administrative officer, making the determination and reporting "Clear and Present Danger" shall not be held criminally, civilly, or professionally liable, except for willful or wanton misconduct. (430 ILCS 66/110)

The Reporting Form can be found at: <http://www.isp.state.il.us/docs/2-649.pdf>

## Bill Would Create School Safety Task Force

February 5, 2014 - News Channel 20

[http://www.wics.com/news/top-stories/stories/vid\\_15481.shtml](http://www.wics.com/news/top-stories/stories/vid_15481.shtml)

The country was horrified by the school massacre at Sandy Hook Elementary School, and, more recently, campus shootings like the one at Northern Illinois University. Now, Illinois lawmakers are working on creating a school safety task force.

This is a continuation of an effort from last spring. The bill would create the School Standards and Safety Task Force. It would be a bipartisan group including two senators and two representatives who are parents, a member of the board of education, the state police, an architect or engineer that specializes in security, and associations representing groups including schools, fire departments, and police departments.

The task force would study current school practices, as well as previous school shootings, to develop recommendations for Illinois schools to improve safety.

"For example, one of the things that was pointed out in the hearing today was that the doors of the classrooms that were in play there in Sandy Hook only locked from the outside," Sen. Heather Steans (D - Chicago) said. "So the teachers couldn't lock the doors from the inside, and prevent the gunman from coming in. That's an easy thing to fix."

The task force will put its recommendations together in a report for the general assembly, governor, and state board of education by January 1, 2015. The group would then be disbanded in July.

The bill passed the Senate executive committee today. It still needs to get through the full Senate before heading to the House.

## Questions from School Safety Information Sharing Members

School Safety Information Sharing members are welcome to ask questions. The following are a few that were brought to the program's attention you might be interested in.

Q: Is there any more information about the grant detailed in the September School Safety Information Newsletter?

A: Information has been released and can be found at: <https://www.illinois.gov/ready/plan/pages/schools.aspx>

Q: There have been many questions regarding the Illinois State Police Clear and Present Danger Form.

A: The School Safety Information Sharing program is currently acquiring more information about this new requirement. Some information can be found on page 3 in this newsletter.

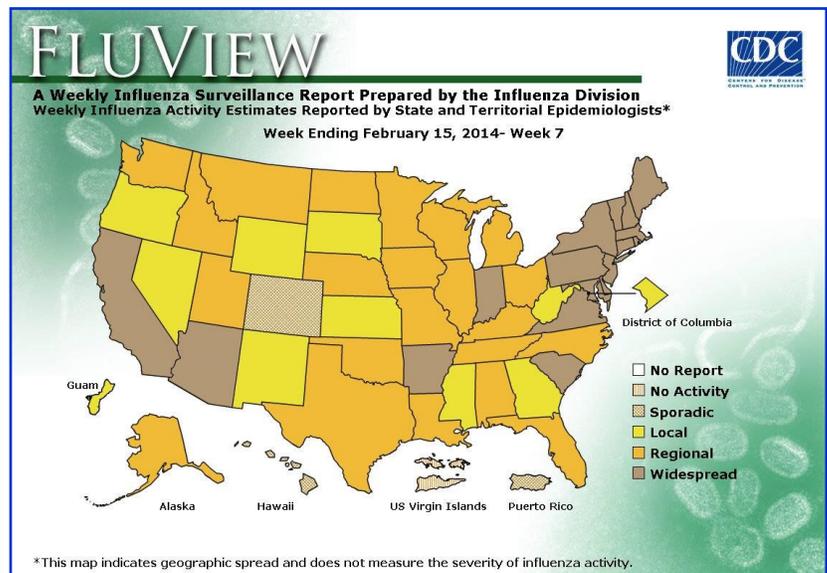
Please feel free to send your comments, questions, concerns, ideas or feedback to Mia at [schoolsafety@isp.state.il.us](mailto:schoolsafety@isp.state.il.us).

**Do you have something to share?** This is an invitation for anyone in the School Safety Information Sharing Program to submit lessons learned or success stories that could be helpful and shared with other schools and campuses in Illinois. Authors would be notified of acceptance if their story is selected for the monthly newsletter prior to publication. Questions or ideas, please contact Mia (information below).

## Center for Disease Control and Prevention (CDC) FluView

### Week Ending February 15, 2014

According to the CDC, Illinois is currently depicted as having regional flu activity. <http://www.cdc.gov/flu/weekly/WeeklyFluActivityMap.htm>, accessed on 2/25/2014.



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School Intelligence Officer

### School Safety Newsletter

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