SAFETY PLAN
SB 187 Compliance Document
School Year: 2021-2022

School	Paradise Valley Engineering Academy
CDS Code	43 69583 6098271
District	Morgan Hill Unified
Address	1400 La Crosse Dr., Morgan Hill, CA
Date of Adoption	10/5/21

Approved By

Name	Title	Date
Amber Andrade	Principal	9/14/21
Jason Yates	School Site Council	9/14/21
Kim Silva	Teacher	9/14/21
Pauline Stuart	Classified Rep	9/14/21

Senate Bill 187: Comprehensive School Safety Plan Purpose:

The California Education Code (sections 32280-32288) outlines the requirements of all schools operating any kindergarten and any grades 1 to 12, inclusive, to write and develop a school safety plan relevant to the needs and resources of that particular school.

In 2004, the Legislature and Governor recast and renumbered the Comprehensive School Safety Plan provisions in SB 719 and AB 115. It is the intent of the Legislature in enacting the provisions to support California public schools as they develop their mandated comprehensive safety plans that are the result of a systematic planning process, that include strategies aimed at the prevention of, and education about, potential incidents involving crime and violence on school campuses.

The historical requirement of the Comprehensive School Safety Plan was presented in Senate Bill 187, which was approved by the Governor and chaptered in 1997. This legislation contained a sunset clause that stated that this legislation would remain in effect only until January I, 2000. Senate Bill 334 was approved and chaptered in 1999 and perpetuated this legislation under the requirement of the initial legislation.

Comprehensive School Safety Plans are required under SB 719 & AB 115 and contains the following elements:

- Assessment of school crime committed on school campuses and at school-related functions
- Child abuse reporting procedures
- Disaster procedures
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Discrimination and harassment policies
- School-wide dress code policies
- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment
- Rules and procedures on school discipline
- Hate crime reporting procedures

The Comprehensive School Safety Plan will be reviewed and updated by March 1st every year. By July of each year, the school will report on the status of its school safety plan, including a description of its key elements, in the annual School Accountability Report Card (SARC).

A hard copy of the Comprehensive School Safety Plan is available for review in the Front Office. Links to school SARC and Safety Plans can be found in the district Local Control Accountability Plan (LCAP) as well as the School Plan for Student Achievement (SPSA).   Safety plans are also available on the school website.

MHUSD School Safety Plan Vision

The purpose of the safety plan is to intentionally develop a safe and positive learning environment where all students feel secure and ready to learn. The safety plan communicates norms of behavior to allow all learners and teachers to thrive. It also delineates processes and procedures to efficiently and safely respond to emergent situations that require special routines to be learned.

The MHUSD Student Code of Conduct Handbook

The district wants to ensure that all students are able to learn in a safe and conducive learning environment. The details of many of the policies listed in this plan can be found in the District Student and Parent Rights and Responsibilities Site Handbook linked here in English and Spanish.

The MHUSD Discrimination and Harassment policy

The Governing Board of the Morgan Hill Unified School District is committed to equal opportunity for all individuals in education. Morgan Hill Unified School District programs and activities do not discriminate on the basis of gender, gender identity, age, sex, race, color, religion, ancestry, national origin, ethnic group identification, marital or parental status, physical or mental disability, sexual orientation or the perception of one or more of such characteristics. The Board shall promote programs which ensure that discriminatory practices are eliminated in all district activities. The policy can be found here: Discrimination and Harassement Policy.

Assessment of School Safety

The School Administration reviews the Safety Plan with the School Site Council annually. Administration consults with the School Resource Officer, Fire, and other emergency agencies to ensure that current protocols are available and communicated. Schools sites review Office referrals, attendance and suspensions and expulsions. That information can be found here: Assessments data (Note: Assessment Data is from 2019-2020 due to COVID and the State assessments being waived.)

Emergency Evacuation Map: Map Link

Alternative Sites for Off-Site Evacuations: Link

Strategies and Programs to Provide and Maintain a High Level of Safety (EC 32281(a)1, items A-J)

It is a priority of the administration and staff in the Morgan Hill School District that every student who attends our schools will have an environment that is physically safe with a positive school climate. This includes all venues and hours, inside or outside the classroom, coming or going to school, as well as at school-related activities.

Our administration and staff work to provide an orderly, caring, and nondiscriminatory learning environment where all students can feel comfortable and take pride in their school and their achievements. This includes teaching students the values of equality, human dignity, mutual respect, and to employ cooperative learning strategies that foster positive interactions among students from diverse backgrounds.Students shall have opportunities to voice their concerns about school policies and practices and to share responsibility for solving problems that affect their school. Staff shall encourage and reward success, achievement, participation in community projects, and positive student conduct.

Our school district promotes nonviolent conflict resolution techniques to encourage attitudes and behaviors that foster harmonious relations. Staff shall receive training to implement and support conflict resolution (California Education Code Sections 32228 – 3228.6, 35160, 35160.1, 44806).

(A) Child Abuse Reporting Procedures (EC 35294.2 (a)(2); PC 11166)
All staff members are 'mandated reporters' and are required by law to report to County Child Protective Services when child abuse is suspected. Responsibilities include making an initial phone report followed by a written report within 36 hours. These duties may not be delegated to others. Our Board Policy and Administrative Regulations for Child Abuse Reporting can be found at BP 5141.1 and AR 5141.1

(B) Disaster Procedures (EC 35295-35297)
Morgan Hill Unified School District will take all necessary measures to keep students, staff, and visitors safe in the event of a disaster. Response incorporates strategies of the Incident Command System, the Standardized Emergency Management System and the National Incident Management System.
● Maps out specific evacuation procedures within the school building disaster plan.
● Provides guidance for emergency response to a variety of potential hazards and incidents, including duck and cover procedures following an earthquake.
● Identifies emergency response training and exercise opportunities for students and staff.

Public Agency Use of School Buildings for Emergency Shelters
Morgan Hill Unified School District coordinates with the Santa Clara County American Red Cross through the local interagency Incident Command Center located at the Morgan Hill Police station. School facilities may be used as mass care and welfare shelters during an emergency.

(C) School Suspension, Expulsion, and Mandatory Expulsion Guidelines
The Morgan Hill Unified School District's Suspension/Due Process Policy is consistent with the California Education Code. Schools have jurisdiction at school, at school activities, or coming or going to school activities and will provide students the opportunity to relate their "side of the story" and have it investigated prior to disciplinary action. Disciplinary policies and procedures can be referenced here: Board Policy 5144.1 and AR 5144.1 or EC 48900-48927

(D) Procedures to Prepare Employees for Emergency Response and to Notify Teachers of Dangerous Pupils (EC 49079)
The Morgan Hill Unified School District's policies for emergency training and the notification of teachers of dangerous students are consistent with education code and can be referenced here: BP 4158, BP 4258, and BP 4358)

(E) Sexual Harassment Policies (EC 212.6 (b))
The Morgan Hill Unified School District's prohibits sexual harassment, policies can be found here: BP 41119.11 and AR 41119.11.

(F) School-Wide Dress Code Relating to Gang-Related Apparel (EC 35183):
The Governing Board believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' clothing must not present or promote a health or safety hazard or a distraction which would interfere with the educational process. References: Board policy 5132, Link to site Student Handbook for specific dress codes for your site.

(G) Procedure for Safe Ingress and Egress of Pupils, Parents and Staff to and from School (EC 35294.2)
Morgan Hill Unified takes pride in our mission to provide a safe environment for all students, parents and school employees. Our school will ensure safe ingress and egress to and from the school for pupils, parents and school employees. Safe ingress and egress will be maintained by periodic reviews of the procedures for ingress and egress. The school will ensure that all passageways to and from school buildings, corridors within school buildings and emergency exits remain clear of all obstruction to allow the flow of pedestrian and vehicular traffic. The school will also ensure that potential obstructions and hazards are removed from such areas. To achieve this goal, the school works closely with local law enforcement, fire and city agencies to ensure safe access.

A large majority of students arrive and leave school in private vehicles. Students arriving or departing from school must use the designated loading and unloading zone(s). A crosswalk is provided for access to the parking areas.

COVID-19 Ingress and Egress procedures

We will ensure safe ingress and egress and adapt to social distancing due to current COVID pandemic to and from the school for pupils, parents and school employees. Safe ingress and egress will be maintained by periodic reviews of the procedures for ingress and egress. The school will ensure that all passageways to and from school buildings, corridors within school buildings and emergency exits remain clear of all obstruction to allow the flow of pedestrian and vehicular traffic and are able to maintain a social distance of 6-ft apart. In addition, mask requirements will follow current local guidelines. The school will also ensure that potential obstructions and hazards are removed from such areas and ensure that all exit gates are open. To achieve this goal, the school works closely with local law enforcement, fire and city agencies to ensure safe access.

Coronavirus (COVID-19) Safety Procedures:
- COVID Updates: LINK
- COVID District Website: LINK

(H) A Safe and Orderly School Environment Conducive to Learning (EC 35294.2). School goals are set to have continual improvement in school physical and social-emotional safety.

Goal 1					
Component	**Element**		**Opportunity for Improvement**		
Positive School Climate	A supportive school-wide culture will be developed.		Values were created last school year. We are moving forward with PBIS this school year.		
Objective	**Action Step**	**Resources**	**Lead Person**	**Evaluation**	
Create, model and reinforce school wide PBIS system.	Creation of PBIS system and team.	Staff meeting time to develop these items as a team. Committee created to meet more frequently to look at data.	Amber Andrade	PBIS documents and follow through. Student data showing decrease in behaviors.	
Create a supportive and inclusive campus	Train all staff on TCI, Suicide Awareness, and Socio-Emotional lessons	Keenan training; TCI training; Second Step curriculum	Amber Andrade	Certificates for training and lessons completed.	
Create a supportive and inclusive campus	Create a relaxation room for students (student advisory committee created goal)	Items to help calm and agencies to check in with students	Amber Andrade	Number of students using the room	

Goal 2				
Component	**Element**		**Opportunity for Improvement**	
Safe Physical Environment	Training and Implementation ICS		ICS training completed.However, drills and hands on training did not occur due to COVID	
Objective	**Action Step**	**Resources**	**Lead Person**	**Evaluation**
All staff will know how to respond in	Practice different emergency situations	Incident Command System	Amber Andrade	All staff can run any drill without any

various dangerous situations				errors and students knowing what to do.
All staff will be trained in health/safety	Train staff in: CPR, AED, First Aid, Stop The Bleed, and various health items like EpiPens.	Stop The Bleed, Medical Magnet, District Nurse	Amber Andrade and Noel Weeks	Training completion documents.

(I) School Discipline Rules and Consequence (EC 35291 and EC 35291.5)
School rules exist for the purpose of facilitating a safe learning environment. To review the school's code of conduct please visit: Code of Conduct

(J) Hate Crime Reporting Procedures and Policies
MHUSD is committed to providing a safe learning environment that protects students from discrimination, harassment, intimidation, bullying, and other behavior motivated by a person's hostility towards another person's real or perceived ethnicity, national origin, immigrant status, sex, gender, sexual orientation, religious belief, age, disability, or any other physical or cultural characteristics. The Morgan Hill Unified School District's Hate Crime policies can be found here: BP 5145.9

<p align="center">Safety Plan Review, Evaluation and Amendment Procedures</p>

Safety Plan Evaluation and Revision Record
To be effective, emergency plans need to be updated frequently and consistently. Site principals are required to assign personnel to update this Emergency Operations Plan on at least an annual basis.

Safety Plan Committee Members

Name	Title
Amber Andrade	Principal
Tricia Garcia-Ojeda	Administrative Assistant
Kim Silva	Teacher
Antonio (Tony) Maquinalez	Lead Custodian

Revisions or Updates on Plan

Section(s) of the plan that has been revised or updated	Date	Recorded by (who made the changes)	
		Name	Position
Goals	09/13/21	Amber Andrade	Principal
Update ICS pages to reflect current staff members	08/01/21	Amber Andrade	Principal

Safety Plan Review, Evaluation and Amendment Procedures

Activity Description (i.e. review steps, meetings conducted, approvals, etc)	Date and Time	Attached Document (description and location)
The safety plan was reviewed in its entirety by the School Site Council.	09/14/21	Presentation, Approval: LINK
The safety plan was reviewed for emergency procedures and the staff watched the Run, Hide, Defend video	08/25/21 and 09/01/21	Incident Command System, Evacuation Map, and documents to use in an emergency

Record of Emergency Response Training

It is the responsibility of the principal to ensure adequate training of staff, students and parents, using resources provided by the District, the community and/or the school itself.

Training Topic	Person(s) or group(s) trained	Date Implemented	The activity provided or supervised by:	
			Name	Position
Safety Plan Review	School Site Council	08/24/21	Amber Andrade	Principal
Run, Hide, Defend Training	All staff	09/01/21	Officer Dini	SRO
ICS Training	All staff	08/24/21	Amber Andrade	Principal
Great American Shakeout (earthquake drill)	All staff and students	10/21/21	Amber Andrade	Principal
Mandated Training, Bloodborne Pathogens and Sexual Harassment	All certificated staff and classified	08/24/21	Amber Andrade	Principal
TCI Training- De-escalation part	All teachers	08/09/21	District office- PD day	
Monthly drills	All students and staff	Monthly	Amber Andrade	Principal
Intruder on Campus Drill (Run, Hide, Defend)	All certificated staff and classified	12/01/21	Amber Andrade	Principal

Emergency Contact Information

Communication with schools and facilities:
In the event the threat is immediate or imminent, personnel should be directed to follow emergency procedures established in this plan and located here: [Communicating with parents and community](#), [Local Emergency Numbers](#)

School Staff Emergency Contacts

Position	Name	Contact
Principal	Amber Andrade	408-201-6460
Attendance Clerk	Jill Torrico	408-201-6460
School Nurse	Noel Weeks	408-594-0591
Principal's Secretary	Tricia Garcia-Ojeda	408-201-6461
Health Clerk	Michelle Lomanto	408-201-6460 Ext. 16131

District Emergency Contacts

Position	Name	Contact
Superintendent	Dr. Carmen Garia	408-201-6001 Ext. 51001
Secretary to the Superintendent	Kelly Schriefer	408-201-6001 Ext. 51001
Secretary to the Asst. Superintendent of HR	Jazmine Hernandez	408-201-6018 Ext. 51018
Secretary to the Deputy Superintendent and CFO	Allison Murray	408-201-6052 Ext. 51052
Secretary to the Asst. Superintendent of Educational Services	Tricia Campbell	408-201-6073 Ext. 51073
Director of Grounds Maintenance	Ricky Carillo	408-201- 6087 Ext. 51087

Incident Command System (ICS) for schools

[ICS pages with direction](#)s

Incident Command System (ICS) for Schools

	Name	Position	Location
Incident Commander (Description)	Amber Andrade	Principal	Command Center
Communication Team (Description)	Tricia Garcia Ojeda	Administrative Assistant	Command Center
	Jill Torrico	Attendance	
	Araceli Garcia	Community Liaison	
Student Release and Crowd Control Team (Description)	Tricia Garcia Ojeda	Administrative Assistant	Gate between MPR and Office
	Araceli Garcia	Community Liaison	
Facilities Team (Description)	Antonio (Tony) Maquinalez	Custodian	Command Center
First Aid and Basic Needs (Description)	Michelle Lomanto	Health Assistant	MPR
	Noel Weeks	School Nurse	
Student and Staff Safety Team (Description)	Chuck Garcia- Security	Teacher	Command Center
	Rachel Wheatley- Students	Teacher	

Types of Emergencies and Specific Procedures:
Morgan Hill Unified School District takes all safety concerns seriously and wants to ensure that every school site is prepared for a variety of emergencies and disasters.

HOW TO ASSIST THOSE WITH DISABILITIES DURING AN EVACUATION
The needs and preferences of non-ambulatory individuals will vary. Those at ground floor locations may be able to exit without help. Others may have minimal ability to move, and lifting may be dangerous. Some non-ambulatory people also have respiratory complications. Remove them from smoke and vapors immediately. For students with specific needs and have an IEP (Individual Education Plan), safety evacuations will be addressed in the IEP.

To alert visually-impaired individuals
- Announce the type of emergency.
- Offer your arm for guidance.
- Tell the person where you are going, obstacles you encounter.
- When you reach safety, ask if further help is needed.

To alert individuals with hearing limitations
- Turn lights on/off to gain person's attention
- Indicate directions with gestures –OR-
- Write a note with evacuation directions.

To evacuate individuals using crutches, canes or walkers
- Evacuate these individuals as injured persons.
- Assist and accompany to evacuation site, if possible -OR-
- Use a sturdy chair (or one with wheels) to move person -OR-
- Help carry individuals to safety.

To evacuate individuals using wheelchairs
- Give priority assistance to wheelchair users with electrical respirators.

- Most wheelchairs are too heavy to take downstairs; consult with the person to determine the best carry options.
- Reunite a person with a wheelchair as soon as it is safe to do so.

Medical incidents:
Emergency First Aid Guidelines for California Schools: LINK
MHUSD School Incident Documents: LINK (to be filled out by the nurse or health clerk)

Quick Reference Guides for Specific Emergencies are linked here:

Aircraft Disaster	Civil Disturbance, Riot, and Demonstrations	Fire	Hostage Emergencies
Biological and Chemical Emergencies	Crime in Progress	Flood	Hostile Intruder
Bomb Emergencies	Drive by Shooting	Gas, Power, Water System Failure	Missing Child/Kidnapping
Child Abuse	Earthquake	Hazardous Materials, Toxic Spills	Pandemic Flu
Active Shooter: Run, Hide, Defend Protocol Quick Reference (Link Available to MHUSD Employees Only) Run, Hide, Defend Informational Video (Santa Clara County Police Chiefs Association, Public Access)			