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REVISED POLICY - VOL. 35, NO. 1 - NOVEMBER 2022

8400 - SCHOOL SAFETY

The Board of Managers is committed to maintaining a safe environment in all of the Cooperative's schools. To that end, in accordance with State and Federal law,

[Choose one (1) of the following options: Option 1 is required by State law; Option 2 is not required but the Board may choose it instead. Please use the same option as selected in AG 3122.01 and AG 4122.01.]

[OPTION 1]

(x) the Cooperative shall establish a *Safe School Committee* for the entire Cooperative, the composition of which shall be in accordance with the Director's guidelines.

(x) the *Safe School Committee* shall be a subcommittee of the committee that develops the Cooperative's strategic and continuous school improvement and achievement plan.

[OPTION 2]

() each school within the Cooperative shall establish a *Safe School Committee*, the composition of which shall be in accordance with the Director's guidelines.

() the *Safe School Committee* at each school shall be a subcommittee of the committee that develops the school's strategic and continuous school improvement and achievement plan.

[END OPTION 2]

The *Safe School Committee* shall be responsible for developing a plan for the school that addresses the following issues:

A. Unsafe conditions, crime prevention, school violence, bullying, criminal organization activity, child abuse and child sexual abuse, and other issues that prevent the maintenance of a safe school.

[if Option 1 was chosen above] safe schools.

[if Option 2 was chosen above] a safe school.

B. Professional development needs for faculty and staff to implement methods that decrease problems identified above.

C. Methods to encourage involvement by the community and students, development of relationships between students and school faculty and staff, and use of problem solving teams.

D. Provide a copy of the floor plans for each building that clearly indicates each exit, the interior rooms and hallways, and the location of any hazardous materials located in the building to the local law enforcement agency and the fire departments that have jurisdiction over the school. The Cooperative shall not disclose any record or part of any record if the disclosure of which would have a reasonable likelihood of threatening public safety by compromising the Cooperative's security.

In developing the plan, the *Safe School Committee* shall seek input from representatives of the following:

A. the State Department of Education;

B. the Cooperative's school safety specialist;

C. () School Resource Officer (s);

D. () local law enforcement () agency () agencies;

E. () the local Fire Marshal(s) or his/her designee(s);

F. () local emergency medical services;

G. () a member of the Board;

H. () building administrators;

I. () the local emergency management service agency;

J. () (other, please specify) _____

K. () (other, please specify) _____

[x] [If Option 1 was chosen above] The Director shall recommend the approval and adoption of the Cooperative's plan.

[] [If Option 2 was chosen above] The Director shall recommend the approval and adoption of each school's plan.

Safe School Committee's Duty To Implement the Safe and Drug-Free Schools and Communities Act

The *Safe School Committee* is responsible for implementing the Safe and Drug-Free Schools and Communities Act. To ensure that the Cooperative remains compliant with federal law, the *Safe School Committee* shall:

A. develop a drug-free school plan that:

1. requires each school to collect and report drug-related activities in the school, including suspensions, expulsions, exclusions, police actions, or any other type of drug-related behavior; and
2. addresses ways to eliminate illegal drugs and drug-related behavior in schools;

B. oversee the implementation of the school plan;

C. oversee the implementation of the curriculum under I.C. 20-30-5-11 concerning the effects that alcoholic beverages, tobacco, prescription drugs, and controlled substances have on the human body and society at large.

[] To apply annually for matching grant funds from the Indiana secured school fund, the Cooperative shall certify to the Department of Homeland Security that it has:

A. conducted a threat assessment for each school building it uses; and

B. a memorandum of understanding (MOU) in place with a community mental health center established under State law or a provider certified or licensed by the State to provide mental or behavioral health services to students.

School Safety Specialist

The Cooperative shall designate an individual to serve as the school safety specialist for the Cooperative. The school safety specialist shall be chosen by the Director with the approval of the Board. The school safety specialist shall perform the following duties:

A. Serve on the county school safety commission, if a county school safety commission is established under I.C. 5-2-10.1-10.

B. Participate each year in a number of days of school safety training that the council determines.

C. With the assistance of the county school safety commission, if a county school safety commission is established under I.C. 5-2-10.1-10, develop a safety plan for each school in the Cooperative.

D. Coordinate the safety plans of each school in the Cooperative as required under rules adopted by the Indiana state board of education; and

E. Act as a resource for other individuals in the Cooperative on issues related to school discipline, safety, and security.

School Safety Plan

A school safety plan developed by the school safety specialist must:

A. include the requirements set forth in I.C. 20-26-18.2-2(b), namely:

1. protect against outside threats to the physical safety of students,
2. prevent unauthorized access to Cooperative property,
3. Secure Cooperative schools against violence and natural disasters, and

4. on or before July 1, 2020, identify Identify the location of bleeding control kits;

B. be provided to a member of the secured school safety board, as established by I.C. 20-21-1-3, if a member requests the plan; and

C. be filed with the county school safety commission under I.C. 5-2-10.1-10 if the county has established a county school safety commission.

Bleeding Control Kits

A "bleeding control kit" means a first aid response kit that contains at least the following:

A. One (1) tourniquet endorsed by the Committee on Tactical Combat Casualty Care.

B. A compression bandage.

C. A bleeding control bandage.

D. Protective gloves and a permanent marker.

E. Scissors.

F. Instructional documents developed by the Stop the Bleed national awareness campaign of the United States Department of Homeland Security or the American College of Surgeons Committee on Trauma, or both.

G. Other medical materials and equipment similar to those described in subdivisions (A) through (C), and any additional items that:

1. are approved by local law enforcement or first responders;

2. can adequately treat a traumatic injury; and

3. can be stored in a readily available kit.

Beginning in the 2020-2021 school year and each school year thereafter and Each school year subject to either:

A. an appropriation by the general assembly; or

B. the Cooperative receiving sufficient bleeding control kits for each school in the Cooperative from:

1. donations from individuals or entities; or

2. gifts necessary to purchase the bleeding control kits;

The Cooperative shall develop and implement a Stop the Bleed program that meets the requirements set forth in I.C. 20-34-3-24(c), namely one that:

A. requires bleeding control kits be assigned to designated rooms in easily accessible locations to be determined by local first responders or the school safety specialist;

B. includes bleeding control kits in the emergency plans of the Cooperative, including the presentation and use of the bleeding control kits in all drills and emergencies;

C. provides that all Cooperative schools have a minimum of five (5) individuals in each school building who obtain appropriate training in the use of the bleeding control kit, including:

1. the proper application of pressure to stop bleeding;
 2. the application of dressings or bandages;
 3. additional pressure techniques to control bleeding; and
 4. the correct application of tourniquets;
- D. requires bleeding control kits in school inventories to be inspected annually to ensure that the materials, supplies, and equipment contained in the bleeding control kits are not expired, and that any expired materials, supplies, and equipment are replaced as necessary; and
- E. requires a bleeding control kit to be restocked after each use and any materials, supplies, and equipment to be replaced as necessary to ensure that the bleeding control kit co to:
1. assist the school safety specialist with the development and implementation of the school safety plan; and
 2. carry out any additional responsibilities assigned to the school resource officer under the employment engagement, contract, or memorandum of understanding and to **provide enforcement services to:**
 - a. protect against outside threats to the physical safety of students;
 - b. prevent unauthorized access to Cooperative property; and
 - c. secure Cooperative schools against violence and natural disasters; and
- F. is:
1. employed by a law enforcement agency;
 2. appointed as a police reserve officer (as described in I.C. 36-8-3-20) or as a special deputy (as described in I.C. 36-8-10-10.6) if the police reserve officer or special deputy:
 - a. is subject to the direction of the sheriff or appointing law enforcement agency;
 - b. is required to obey the rules and orders of the sheriff's department or appointing law enforcement agency;
 - c. is required to complete all training required of regular full-time law enforcement officers employed by the sheriff's department or appointing law enforcement agency; and
 - d. may be removed by the sheriff or appointing law enforcement agency at any time, with or without cause; or
 3. a school corporation police officer appointed under I.C. 20-26-16-3.

The term does not include a law enforcement officer who is assigned to a Cooperative school to provide security outside a school building for protection from outside threats, traffic duty, or other duties not consistent with the duties of a school resource officer.

Before being appointed as a school resource officer, an individual must have: **successfully completed the minimum training requirements established for law enforcement officers under I.C. 5-2-1-9.**

- A. successfully completed the minimum training requirements established for law enforcement officers under I.C. 5-2-1-9; and
- B. received at least forty (40) hours of school resource officer training through:

The law enforcement officer appointed as a school resource officer must receive at least forty (40) hours of school resource officer training through:

- A. the Indiana law enforcement training board established by I.C. 5-2-1-3;
- B. the National Association of School Resource Officers; or
- C. another school resource officer training program approved by the Indiana law enforcement training board.

The school resource officer training must be completed within 180 days from the date the individual is initially assigned the duties of a school resource officer. However, if the current ADM of all of the member school corporations in the Cooperative is less than 1,000 students, the individual shall complete the school resource officer training within 365 days of the date the individual is initially assigned the duties of a school resource officer.

The training described above must include instruction regarding skills, tactics, and strategies necessary to address the special nature of:

- A. school campuses; and
- B. school building security needs and characteristics.

A school resource officer may be employed:

- A. by one (1) or more school corporations^[1] or charter schools through a contract between a local law enforcement agency and the school corporation or school corporations or the charter school or charter schools;
- B. by one (1) or more school corporations or charter schools;
- C. by a local law enforcement agency that assigns the school resource officer to one (1) or more school corporations or charter schools through a memorandum of understanding between the local law enforcement agency and the school corporation or school corporations or the charter school or charter schools; or
- D. through a contract between an Indiana business that employs persons who meet the qualifications of a school resource officer and the school corporation or school corporations or the charter school or charter schools.

The contract or memorandum of understanding described above for the employment of a school resource officer must state the nature and scope of a school resource officer's duties and responsibilities. A school resource officer's duties and responsibilities include the duty to assist the Cooperative's school safety specialist with the development and implementation of a school safety plan that does the following:

- A. Protects against outside threats to the physical safety of students.
- B. Prevents unauthorized access to Cooperative property.
- C. Secures Cooperative schools against violence and natural disasters.
- D. On or before July 1, 2020, identifies the location of bleeding control kits (as defined in I.C. 20-34-3-24(a)).

A school resource officer shall consult with local law enforcement officials and first responders when assisting the Cooperative's school safety specialist in the development of the school safety plan.

A school resource officer shall participate in the development of programs designed to identify, assess, and provide assistance to troubled youth.

A school resource officer shall not be reassigned to other duties by the Cooperative.

A school resource officer may:

- A. make an arrest;
- B. conduct a search or a seizure of a person or property using the reasonable suspicion standard;
- C. carry a firearm on or off school property; and
- D. exercise other police powers with respect to the enforcement of Indiana laws.

A school resource officer has jurisdiction in every county where the Cooperative operates a school or where the Cooperative's students reside. This does not restrict the jurisdiction that a school resource officer may possess due to the officer's employment by a law enforcement agency.

The Cooperative shall report all instances of:

- A. seclusion
- B. chemical restraint
- C. mechanical restraint
- D. physical restraint

involving a school resource officer in accordance with the restraint and seclusion plan adopted by the Cooperative under I.C. 20-20-40-14.

[1] The school corporations who are members of the Cooperative may act cooperatively to employ a school resource officer for the Cooperative.

Security Police Training

In the case of a regular or special police officer who is assigned as a security police officer for the Cooperative, the Board shall require that the police officer receives training and education, approved by the State Board of Education, that will enable the police officer to appropriately deal with individuals with autism Autism and Asperger's syndrome.

Mental or Behavioral Health Services

The Cooperative shall enter into a memorandum of understanding (MOU) with a community mental health center established under State law or a provider certified or licensed by the State to provide mental or behavioral health services to students. The Cooperative may comply with this requirement if each of its member school corporations have entered into a MOU with a community mental health center to provide mental or behavioral health services to students.

The Cooperative may not refer a student to a mental health care provider or community mental health center for services unless the Cooperative has received the written consent of the student's parent or guardian. If a referral is made, the Cooperative may note the referral in the student's cumulative record but shall not include any possible diagnosis or information concerning the student's mental health other than any medication that the student takes for his/her mental health. A student's record that contains

medical information shall be kept confidential. A school counselor or other Cooperative employee may not diagnose a student as having a mental health condition unless his/her scope of practice includes diagnosing a mental health condition.

Prior to providing any referrals under a MOU, the Cooperative must:

- A. Develop a process for a teacher or Cooperative employee to notify a school official to contact a student's parent if the student demonstrates a repeated pattern of aberrant or abnormal behavior. The parental notification process must include a conference with the school, student, and the student's parent;
- B. Require that the aforementioned conference address the student's potential need for and benefit from:
 1. mental or behavioral health services; or
 2. mental or behavioral health services provided by the community mental health center or appropriate provider that is contracted and paid for by the Cooperative or the member school corporation in which the student has legal settlement;
- C. Establish a procedure for a parent who chooses to seek services for the student to follow that includes granting written parental consent for the student to receive mental or behavioral health services by a community mental health center or appropriate provider; and
- D. Protect the confidentiality of any medical records that result from a student's participation in any treatment described in subpart B above and adopt a policy that prohibits the Cooperative from:
 1. sharing any reports or notes resulting from the provision of mental or behavioral health services described in subpart B.1 above with other school officials; and
 2. maintaining any reports, notes, diagnosis, or appointments that result from a student's participation in any treatment described in B.1 or B.2 above in the student's permanent educational file. (See Policy 8330 - Student Records.)

Persistently Dangerous Schools

The Board recognizes that State and Federal law requires that the Cooperative report annually incidents which meet the statutory definition of violent criminal offenses that occur in a Cooperative school, on school grounds, on a school conveyance, or at a school-sponsored activity. It is further understood that the State Department of Education will then use this data to determine whether or not a school is considered "persistently dangerous" as defined by State policy.

Pursuant to the Board's stated intent to provide a safe school environment, the school administrators are expected to respond appropriately to any and all violations of the Student Code of Conduct, especially those of a serious, violent nature. In any year where the number of reportable incidents of violent criminal offenses in any school exceeds the threshold number established in State policy, the Director shall refer this to the *Safe School Committee* ☒ **[If Option 1 was chosen above]** for the Cooperative ☐ **[If Option 2 was chosen above]** for the school which exceeded the threshold number of reportable incidents of violent criminal offenses **[END OF OPTION]** so that a plan of corrective action can be developed and implemented in an effort to reduce the number of these incidents in the subsequence year.

When developed, the Director shall make a report to the Board about this plan of corrective action and shall recommend approval and adoption of it.

In the unexpected event that the number of reportable incidents in three (3) consecutive school years exceeds the statutory threshold and the school is identified as persistently dangerous, students attending the school shall have the choice option as provided in Policy 5113.02 and AG 5113.02.

In addition, the Director shall meet with the *Safe School Committee* ☒ **[If Option 1 was chosen above]** for the Cooperative, ☐ **[If Option 2 was chosen above]** for the school which was identified as persistently dangerous, **[END OF OPTION]** to discuss the school's designation as a persistently dangerous school, and develop a plan of corrective action that can be implemented in an effort to reduce the number of these incidents in the subsequent year.

☐ If a school in a neighboring cooperative is identified as persistently dangerous and there is not another school in that cooperative, the Cooperative will admit students from that school in accordance with Board Policy 5113.02. **[end of option]**

Victims of Violent Crime

The Board further recognizes that, despite the diligent efforts of school administrators and staff to provide a safe school environment, an individual student may be a victim of a violent crime in a school, on school grounds, on a school conveyance, or at a school-sponsored activity. In accordance with Federal and State law the parents of the eligible student shall have the choice options provided by Policy 5113.02 and AG 5113.02.

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Legal	I.C. 5-2-10.1-9
	I.C. 5-2-10.1-10
	I.C. 5-2-10.1-12
	I.C. 20-26-5-31
	I.C. 20-26-18.2
	I.C. 20-30-5-11
	I.C. 20-34-3-20
	I.C. 20-34-3-24
	Title IX, Section 9532 of the No Child Left Behind Act of 2001
	20 U.S.C. 7101 et seq., The Safe and Drug-Free Schools and Communities Act (Title IV, Part A of the Elementary and Secondary Education Act)