



**WAKE COUNTY
PUBLIC SCHOOL SYSTEM**

Staff Response to Recommendations from the Task Force for Creating Safer Schools in Wake County

Recommendation Manager: Brad McMillen

Task Force Recommendation #1: *Have a third party conduct an evaluation/needs assessment (school climate assessment) of prevention efforts, including, but not limited to, data and information pertaining to each of the recommendations in the report.*

I. Response to Recommendation

a. BOE Action Needed

Possible board policy related to the role of evaluation in the adoption and funding of new programs.

b. Staff Action Needed

Staff would need to adapt the budget development process to incorporate evaluation planning into the adoption of new programs, with training for all budget managers on how to implement new process requirements.

II. Staff Recommendation (Fully, Partially, Not) with rationale

Partially agree. We recommend that WCPSS conduct a comprehensive needs assessment to identify all existing prevention programs, evidence for their effectiveness, and any possible "gaps" where necessary programs are unavailable or insufficient. We also recommend that WCPSS establish a more rigorous process for future program adoption and evaluation linked to the budget development process, with possible supporting Board Policy and/or R&P.

III. Priority (7 of 15 recommendations)

IV. Resources Needed

a. Fiscal

Funds to support a comprehensive needs assessment during 2013-14

b. Human

N/A

c. Team will need to research grant opportunities to support this effort.

V. Implementation Timeline

Comprehensive needs assessment – Fall 2013 to Fall 2014

*Revised budget procedures related to evaluation requirements for new program adoption –
Fall 2013*



WAKE COUNTY PUBLIC SCHOOL SYSTEM

Staff Response to Recommendations from the Task Force for Creating Safer Schools in Wake County

Recommendation Manager: Marrius Pettiford

Task Force Recommendation #2: *Institute evidence-based drug education in all middle and high schools and make substance abuse treatment available (i.e., in house or through partnership) for all students who need it.*

- I. Response to Recommendation
 - a. BOE Action Needed-N/A
 - b. Staff Action Needed – Requires staff action

- II. Staff Recommendation (Fully, Partially, Not) with rationale
Recommendation 2 - Committee partially agrees with recommendation

Recommendations which are currently available:

- Currently, prevention taught in Healthy Living Curriculum according to state standards in all WCPSS middle schools and in ninth grade. Healthy Living Lead will investigate if state standards and curriculum are research based
- Southlight Program is currently in place for CASS staff to refer students and families

III. Priority (14 of 15 recommendations)

IV. Resources Needed

- a. Fiscal –
 - Purchase of new research based curriculum
 - Training of school level staff
 - Additional CASS positions

- b. Human – Potential for hiring of CASS Prevention Specialists/Coaches who focus on training and implementing prevention and intervention activities for schools

V. Implementation Timeline - There is a suggested 1-2 year timeline suggested

- 1 year for confirmation of Healthy Living Curriculum’s research based methodology and exhaustive review of research based programs if needed
- 2nd year to address gaps: Elementary School and 10th grade to 12th grade alcohol and substance abuse research based prevention and intervention programs



WAKE COUNTY
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Staff Response to Recommendations from the Task Force for Creating Safer Schools in Wake County

Recommendation Manager: Russ Smith

Task Force Recommendation #3: *All schools should have safety education training for students, staff, families and local communities.*

- I. Response to Recommendation
 - a. BOE Action Needed
 - Board action is required. Recommendations 3, 6, 7, 9, 10, 11, and 14 will require funding for additional Security Department personnel.
 - b. Staff Action Needed
 - Reorganization and alignment of services by the Security Department

- II. Staff Recommendation (Fully, Partially, Not) with rationale
 - Fully Agree: The Security Department currently provides various training opportunities to schools; however, there is not a standard training module, training requirements for each school, or measures in place for evaluating drills. We believe that minimum levels of required training should be mandatory for all schools. The use of technology to deliver the required training will be essential for delivery; however, some of the training will be required to be completed by Security personnel. WCPSS currently provides families safety education information during presentations provided during Parent Academies. We recommend looking at options to expand this initiative.

- III. Priority (13 of 15 recommendations)

- IV. Resources Needed
 - a. Fiscal
 - Will require onetime costs for funding equipment, training, etc., to support additional team member(s)
 - b. Human
 - The current structure of the Security Department includes a ratio of 1 Security Administrator per 34 schools. It is recommended that the ratio be reduced to 1 Security Administrator per 25 schools.

- V. Implementation Timeline
 - Implementation will begin immediately. Full implementation to be achieved for the 2014-2015 school year



Staff Response to Recommendations from the Task Force for Creating Safer Schools in Wake County

Recommendation Manager: Marrius Pettiford

Task Force Recommendation #4: *Drawing on evidence-based practices, each WCPSS school should have:*

- ***Bullying prevention and social and emotional learning programs;***
 - ***Access to peer mediation and alternative dispute resolution(e.g., restorative justice: programs or services)***
 - ***Parent engagement initiatives (e.g., parent mentors, training, liaisons, etc.) and***
 - ***A consistent, well-utilized system to connect students and families to effective community-based service providers.***
- I. Response to Recommendation
- a. BOE Action Needed-N/A
 - b. Staff Action Needed – Requires staff action
- II. Staff Recommendation (Fully, Partially, Not) with rationale
- Recommendation 4 – Committee fully agrees with the recommendation

Recommendations which are currently available:

- Bullying prevention and social emotional learning programs
 - WCPSS Bullying Resource Guide
(<http://www2.wcpss.net/departments/cass/counseling/bullying/index.htm>)
 - Second Step (<http://www.nrepp.samhsa.gov/ViewIntervention.aspx?id=66>)
 - Second Step is a classroom-based social-skills program for children 4 to 14 years of age that teaches socio emotional skills aimed at reducing impulsive and aggressive behavior while increasing social competence. Used in all WCPSS Elementary Schools.
 - Olweus system
(http://www.violencepreventionworks.org/public/olweus_bullying_prevention_program.page)
 - The Olweus Bullying Prevention Program is a long-term, system-wide program for change involving program components at four levels: School Level, Classroom Level, Individual Level, and Community Level. Used in all WCPSS Middle and High Schools.
 - Peer mediation currently available
 - Training provided to School Principals
 - Public presence on intranet and internet websites
- Parent engagement initiatives:
 - SRO summit & Parent Academies include: “Keeping Your Child Safe at School”, “GANG Awareness” and “Bullying Awareness”

A consistent well utilized system to connect students and families to effective community based service providers

- CASS staff can refer families to Alliance for appropriate community referrals

III. Priority (11 of 15 recommendations)

IV. Resources Needed

- a. Fiscal
 - Continuing with updated research based curriculums such as Second Step, Steps-to- Respect and the Olweus System that are currently used in our schools
 - Potential for hiring of CASS Prevention Specialists/Coaches who focus on training and implementing prevention and intervention activities for schools
 - Training for school level staff
- b. Human – Potential for hiring of CASS Prevention Specialists/Coaches who focus on training, implementing and evaluation of prevention and intervention activities for schools

V. Implementation Timeline - There is a suggested 1-2 year timeline suggested

- Evaluate current programs
 - Number currently in place in school
 - Are the program administered with fidelity
 - Assess impact of programs
- Evaluate current Campbell Law Mediation Program with pilot schools in our district
- Additional Restorative Justice Programs currently under investigation by CASS and SSS



WAKE COUNTY PUBLIC SCHOOL SYSTEM

Staff Response to Recommendations from the Task Force for Creating Safer Schools in Wake County

Recommendation Manager: Marrius Pettiford

Task Force Recommendation #5: *Each WCPSS school should have a full-time, highly-trained (including training in use of threat assessments) staff of therapeutic professionals, including counselors, social workers, psychologists and nurses.*

- ***These professionals should not be taken away from their core duties to assist with administrative duties, proctoring, tests, etc.***
- ***These professionals should form support teams for students who exhibit misbehavior or a propensity for violence.***
- ***The teams should include the professionals, the students, and the student's teachers, family and community support (e.g., coach, mentor, pastor, tutor, therapist, doctor, etc.)***
- ***Support decisions that bring the ration of student support services staff to students closer to 1:250 as recommended by the American School Counselor Association.***

I. Response to Recommendation

- a. BOE Action Needed-Yes
- b. Staff Action Needed – Requires staff action

II. Staff Recommendation (Fully, Partially, Not) with rationale

Recommendation 5 – Committee partially agrees with the recommendation based on national recommendations

Recommendations which are currently available:

- Student Services Professional Learning Teams (SS-PLT) currently in place in schools
- PBIS Teams currently in place at 140 schools with assistance of 4 PBIS coaches
- With the 10% loss of Instructional Support positions, Student Support Services Assistant Superintendent utilized resources for a one time funding of the school counselor, school social worker and school psychologist positions

III. Priority (2 of 15 recommendations)

IV. Resources Needed

a. Fiscal –

- Funding for sustaining the lost 10% in Instructional Support Positions
 - Funding to hire additional school counselors, school nurses and school psychologists
 - One additional PBIS coach needed
 - Recommended Ratios
School Counseling - 1/250
- | |
|------------------|
| Current Ratios |
| 1/625 Elementary |
| 1/378 Middle |

School Psychology – 1/500
School Social Work – 1/250

1/404 High
School Psychology- 1/1802
School Social Work-
1/578 Elementary
1/758 Middle
1/15, 578 High School
7 LEA Hired Nurses and 60
WCHS Nurses split over 166
schools

- School Nursing 1/750

(Director of Health Services recommends 1 full-time per school)

b. Human

- Hire highly trained and qualified school counselors, school social workers and school psychologists and PBIS Coach

V. Implementation Timeline - 1-4 year timeline suggested

- 1-4 year plan to increase numbers of school counselors, school nurses , school social workers and school psychologists to national averages and sustain the current 10% loss of Instructional Support positions from the 2013 state budget
 - School Counselors
 - $1/250=245 \times \$55,053 = \$13,487,985$
 - Phased plan would address Elementary Ratios, High School then Middle School
 - School Social Workers
 - 1 per school = $90 \times 55,882 = \$5,029,920$
 - School Psychologists
 - 1 per school = $75 \times 72,708 = \$5,453,100$
 - School Nurses
 - 1 per school = $102 \times 60,000 = \$6,120,000$
- There is a one year plan to develop new Board Policy with the testing office to comply with new state legislation and State Board of Education / NCDPI policies on protection of school counselor time (80/20) and no test coordination
- 1-2 years for RYI, PBIS, System of Care and Child & Family Team Training for WCPSS Staff
- 1-3 year time frame to develop and implement a CASS accountability system that will capture the prevention services data in addition to other need metrics



**WAKE COUNTY
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Staff Response to Recommendations from the Task Force for Creating Safer Schools in Wake County

Recommendation Manager: Russ Smith, Greg Clark

Task Force Recommendation #6: *Full scale risk assessment for the county by an independent resource. Security regions develop needs assessment using a tier system to provide a minimum standard of security coverage.*

- I. Response to Recommendation
 - a. BOE Action Needed
 - Board action may be required to implement recommendations of the audit.
 - b. Staff Action Needed
 - Staff action will be needed to implement recommendations from the audit report

- II. Staff Recommendation (Fully, Partially, Not) with rationale
 - Fully agree with and support this initiative. Staff recommends putting out a Request for Proposals seeking an audit/analysis of district security infrastructure and procedures to be completed by an independent contractor. Further, it is recommended that mandatory minimum levels of security infrastructure and procedures be established at all schools.

- III. Priority (3 of 15 recommendations)

- IV. Resources Needed
 - a. Fiscal
 - Fiscal resources will be required based upon proposals submitted.
 - b. Human
 - None

- V. Implementation Timeline
 - Immediately upon identification of funding source and selection of contractor.



Staff Response to Recommendations from the Task Force for Creating Safer Schools in Wake County

Recommendation Manager: Russ Smith

Task Force Recommendation #7: *Develop a system-wide, all hazard Emergency Operation and Security Master Plan of preparedness from the top down of common methodology to manage by objectives that is not site based but with some flexibility for uniqueness.*

- I. Response to Recommendation
 - a. BOE Action Needed
 - Board action is required. Recommendations 3, 6, 7, 9, 10, 11, and 14 will require funding for additional Security Department personnel.
 - b. Staff Action Needed
 - WCPSS Staff will need training on revisions and will need to comply and implement all revisions and procedures set forth in the plan.
 - Security team will review and revise existing Emergency Operation Plan

- II. Staff Recommendation (Fully, Partially, Not) with rationale
 - Fully agree that WCPSS needs to have a comprehensive, all inclusive, Emergency Operations Plan used at the system level as a foundation for individual school EOPs; WCPSS does have a very good foundation in place for the plan. The existing plan will be reassessed and revised to improve and reach the requirements as set forth in the recommendation. A program of accountability will be put into place that assists schools with maintaining a minimum level of preparedness and response planning.

- III. Priority (5 of 15 recommendations)

- IV. Resources Needed
 - a. Fiscal
 - Will require onetime costs for funding equipment, training, etc., to support additional team member(s)
 - b. Human
 - The current structure of the Security Department includes a ratio of 1 Security Administrator per 34 schools. To achieve all of these initiatives, it is recommended that the ratio be reduced to 1 Security Administrator per 25 schools.

- V. Implementation Timeline
 - Implementation will begin immediately. Full implementation to be achieved for the 2014-2015 school year



**WAKE COUNTY
PUBLIC SCHOOL SYSTEM**

Staff Response to Recommendations from the Task Force for Creating Safer Schools in Wake County

Recommendation Manager: Russ Smith, Greg Clark, Vass Johnson

Task Force Recommendation #8: *There should be high quality consistent equipment at all schools:...surveillance cameras...proximity cards...800 mega hertz communication system...BDA...remote access...*

- I. Response to Recommendation
 - a. BOE Action Needed
 - Potential request for approval of standardized equipment which may result from audit listed in recommendation 6.
 - b. Staff Action Needed
 - Management of supply and installation contracts

- II. Staff Recommendation (Fully, Partially, Not) with rationale
 - Fully agree with the rationale behind the initiative mentioned in this recommendation. The 800 MHz system is an excellent system. Further evaluation of implementation of the system is needed. This system may not be feasible financially; however, outside sources of funding (i.e., grants) may be an option. WCPSS has already begun efforts to provide remote access of cameras to first responders; however, these efforts are challenging due to antiquated systems, many different systems, and many schools that do not have a system at all. Many of these questions will be answered in the audit cited in recommendation 6. Additionally, many of these issues will be addressed with funds already set aside for security infrastructure.

- III. Priority (6 of 15 recommendations)

- IV. Resources Needed
 - a. Fiscal
 - To be determined based upon recommendations identified in the audit/assessment cited in recommendation 6.
 - b. Human
 - To be determined based upon recommendations identified in the audit/assessment cited in recommendation 6.

- V. Implementation Timeline
 - Initiatives could begin soon after funding is available.



**WAKE COUNTY
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Staff Response to Recommendations from the Task Force for Creating Safer Schools in Wake County

Recommendation Manager: Russ Smith

Task Force Recommendation #9: *There needs to be an independent audit to ensure procedures and reporting are followed.*

- I. Response to Recommendation
 - a. BOE Action Needed
 - Board action is required. Recommendations 3, 6, 7, 9, 10, 11, and 14 will require funding additional Security Department personnel.
 - b. Staff Action Needed
 - All WCPSS schools will need to be in compliance
 - WCPSS Security Department staff will perform the recommended audits.

- II. Staff Recommendation (Fully, Partially, Not) with rationale
 - We partially agree with Recommendation 9. Specifically, we agree that school preparedness and response procedures need to be audited and that there is a need for a consistent, system-wide reporting system. We recommend Security team members address these deficiencies on an on-going basis, as opposed to an independent source. This can be accomplished by realigning responsibilities within the department.

- III. Priority (12 of 15 recommendations)

- IV. Resources Needed
 - a. Fiscal
 - Will require onetime costs for funding equipment, training, etc., to support additional team member(s)
 - b. Human
 - The current structure of the Security Department includes a ratio of 1 Security Administrator per 34 schools. To achieve all of these initiatives, it is recommended that the ratio be reduced to 1 Security Administrator per 25 schools.

- V. Implementation Timeline
 - Implementation will begin immediately. Full implementation to be achieved for the 2014-2015 school year



**WAKE COUNTY
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Staff Response to Recommendations from the Task Force for Creating Safer Schools in Wake County

Recommendation Manager: Russ Smith

Task Force Recommendation #10: *Evaluate current lockdown procedures to include direct exiting evacuation. After the evaluation, perform direct exiting evacuation/lockdown drills no less than quarterly.*

- I. Response to Recommendation
 - a. BOE Action Needed
 - Board action is required.
 - b. Staff Action Needed
 - Reorganization and alignment of services by the Security Department
- II. Staff Recommendation (Fully, Partially, Not) with rationale
 - Partially Agree: An evaluation needs to be done to ensure that the proper response procedures are used; therefore, necessitating an evaluation of direct exiting evacuations. Drilling on proper procedures and evaluations of those drills to take place twice a year. (once in each semester of the school year)
- III. Priority (9 of 15 recommendations)
- IV. Resources Needed
 - a. Fiscal
 - Will require onetime costs for funding equipment, training, etc., to support additional team member(s)
 - b. Human
 - The current structure of the Security Department includes a ratio of 1 Security Administrator per 34 schools. To achieve all of these initiatives, it is recommended that the ratio be reduced to 1 Security Administrator per 25 schools.
- V. Implementation Timeline
 - Implementation will begin immediately. Full implementation to be achieved for the 2014-2015 school year



Staff Response to Recommendations from the Task Force for Creating Safer Schools in Wake County

Recommendation Manager: Russ Smith

Task Force Recommendation #11: *Provide National Incident Management System (NIMS) Incident Command system (ICS) training to all employees that would be called upon during an emergency. All Staff should receive ICS 100 and ICS 200. Principals, Assistant Principals, and any other employee assuming a leadership role during an emergency should also take ICS 300. Staff assuming command and control at the system level should also take ICS 400. Classroom training versus on-line training is recommended. Also, elected officials should receive ICS training for elected officials (ICS 402).*

- I. Response to Recommendation
 - a. BOE Action Needed
 - Board action is required. Recommendations 3, 6, 7, 9, 10, 11, and 14 will require funding additional Security Department personnel.
 - b. Staff Action Needed
 - Minimum requirements for training of staff required.

- II. Staff Recommendation (Fully, Partially, Not) with rationale
 - Partially Agree: Agree with the recommendations of ICS modules for training; however, it may not be feasible or logistically possible for all school administrators to complete some of these modules in a classroom setting. We recommend requiring all staff involved in emergency response receive ICS 100 and ICS 200 training online. We recommend requiring staff assuming command at a system level (Superintendent's Leadership Team) receive ICS 300 and ICS 400 training through state-administered classroom course.

- III. Priority (8 of 15 recommendations)

- IV. Resources Needed
 - a. Fiscal
 - None

 - b. Human
 - None

- V. Implementation Timeline
 - Implementation will begin immediately. Full implementation to be achieved for the 2014-2015 school year.



Staff Response to Recommendations from the Task Force for Creating Safer Schools in Wake County

Recommendation Manager: Brian Conklin (Facilities Design & Construction)

Task Force Recommendation #12: *Pursue changes in school facility requirements at the NC Building Code Council, State Legislature, or the NC Department of Public Instruction to modify building requirements for schools to offer additional egress pathways from classrooms.* (References Appendix B for list of specific potential changes to code/requirements.)

I. Response to Recommendation

- a. BOE Action Needed – none anticipated based upon staff recommendation
- b. Staff Action Needed – review suggested changes with appropriate parties, including the NC Department of Public Instruction - School Planning Division. Implement changes (if any) to Design Guidelines for new facilities and major renovations. Study feasibility to adapt those changes on existing facilities.

II. Staff Recommendation (Fully, Partially, Not) with rationale

Recommend partial agreement with cited changes to design practice. Consistent with the recommendations of the task force, WCPSS guidelines currently exceed code requirements to provide a direct egress door discharging directly to the exterior of the school building for Pre-K through 1st grade classrooms. Changes to code and/or legislative actions have not been required. Staff is concerned that providing direct access doors and/or other means of secondary egress to every classroom in the school would increase exposure to unauthorized entry, theft and other security threats. Other challenges include the cost of providing additional balconies, stairways, interconnecting doors (taking up valuable classroom wall space), and security equipment. Nuisance alarms may become problematic. However, while staff does not recommend *pursuing* changes in mandated facility requirements, it is appropriate for staff to review the task force recommendations with NC DPI School Planning staff for its consideration. There are specific potential changes suggested (e.g. specify hardware on exterior doors that is unable to be chained closed, manual teacher panic alarm) that will be studied.

III. Priority (15 of 15 recommendations)

IV. Resources Needed

- a. Fiscal – TBD (depending on measures adopted)
- b. Human – not anticipated

V. Implementation Timeline - Preliminary review complete within 6 months.



**WAKE COUNTY
PUBLIC SCHOOL SYSTEM**

Staff Response to Recommendations from the Task Force for Creating Safer Schools in Wake County

Recommendation Manager: Russ Smith

Task Force Recommendation #13: *We recommend no one other than a certified law enforcement officer within their jurisdiction possess a firearm at any WCPSS school.*

- I. Response to Recommendation
 - a. BOE Action Needed
 - Revision to Board Policy 2302/3002/4002
 - b. Staff Action Needed
 - Current employees should be updated to understand the scope of the new law and the revised policy. New employee orientation must be updated to clarify the same information for new staff.
 - Upon revisions to the Board Policy, update the intranet and Internet sites, Student/Parent Handbook, and Employee Handbook

- II. Staff Recommendation (Fully, Partially, Not) with rationale:
 - Fully Agree that only certified law enforcement officers should be permitted to possess a firearm. Since this recommendation came out, NC General Statute has been amended to afford the right to carry handguns onto school system properties in the narrow circumstance in which the handgun is in a closed container in a locked personal vehicle at all times. Board attorneys have reviewed the new conditions and have recommended proposed board policy revisions to address this situation. The Board of Education approved the proposed revisions to Board policy on October 1, 2013.

- III. Priority (1 of 15 recommendations):

- IV. Resources Needed
 - a. Fiscal
 - If deemed necessary, costs associated with new signage and installation at 173 school system properties to reflect and align with changes in the law and WCPSS Board Policy pertaining to weapons on school property.
 - b. Human
 - None

- V. Implementation Timeline:
 - October 1, 2013



**WAKE COUNTY
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Staff Response to Recommendations from the Task Force for Creating Safer Schools in Wake County

Recommendation Manager: Sarah Greene

Task Force Recommendation #14: *Standardized and strengthen implementation of crisis management response by school-based administrators to insure universal practice of the crisis responses plan including best practices for communication with parents about emergency recovery.*

- I. Response to Recommendation
 - a. BOE Action Needed
Funding
 - b. Staff Action Needed
Continue with following actions that currently take place and review fidelity of implementation.
Annual review and update to WCPSS Emergency Operations Plan
Annual review and update to WCPSS School Level Crisis Response Team Procedures
Annual training of school based administrators
Annual training of school level Crisis Response Team Members
- II. Staff Recommendation (Fully, Partially, Not) with rationale
Fully. WCPSS currently has an Emergency Operations Plan (EOP) that was developed under US Department Of Education's Emergency Response and Crisis Management Discretionary Grant Program and includes communication with parents and the community. The EOP plan is NIMS compliant. The EOP plan also includes the provision of emergency psychological care to victims to assist them in returning to an adaptive level of functioning and to prevent or mitigate the potential negative impact of psychological trauma. WCPSS utilizes the PREPaRE Training Curriculum, developed by the National Association of School Psychologists.
- III. Priority (10 of 15 recommendations)
- IV. Resources Needed
 - a. Fiscal
Will require funding to reduce the ratio of schools per Security Administrator to 1 per 25 schools
 - b. Human
Additional staff will assist us in implementing this recommendation with greater fidelity.
- V. Implementation Timeline
Ongoing



WAKE COUNTY PUBLIC SCHOOL SYSTEM

Staff Response to Recommendations from the Task Force for Creating Safer Schools in Wake County

Recommendation Manager: Dr. Marvin Connelly, Jr., along with committee members: (Dr. Todd Wirt, Vass Johnson, William Carr, Cristina Lighthall and Betty Parker)

Task Force Recommendation #15: *Create a Continuity of Operations Plan (COOP) for the school system*

I. Response to Recommendation

a. BOE Action Needed

- Memorandums of Agreement may need to be developed with other agencies and organizations for use of space during a crisis that renders one of our school or system spaces un-usable
- Funding may need to be identified for back up mass transportation to transport all system students or a region of students simultaneously

b. Staff Action Needed

- Staff will research other district and municipality COOPs
- Staff will work collaboratively with Wake County Emergency Management to develop the district COOP
- Staff will meet with each department to assess which parts of the Business Disaster Recovery Plan are in place and/or need revision
- Staff will meet with each department to assess functionality that needs to be part of the district COOP
- Staff will make an assessment of facility use needs to relocate one or more schools in the district to alternate space during or after a crisis event or other event (i.e significant hurricane damage to a building)
- Academics staff will explore ways to continue instruction remotely and digitally during a crisis event or when a school(s) may be render un-usable

II. Staff Recommendation (Fully, Partially, Not) with rationale

Staff fully supports development of a COOP. Staff recommends reviewing the Business Continuity Plan along with developing a COOP and ensuring business function/applications as well as facility recovery plans are addressed in a written plan

III. Priority (4 of 15 recommendations)

IV. Resources Needed

a. Fiscal

1. Funding will need to be identified for alternative transportation if needed, for use of temporary facilities if needed
2. Funding will be needed to contract for coordination of the overall district COOP

b. Human

1. Each department needs to identify a staff member to work with the team in the development of the COOP and assessment of department COOP needs (business and facility)
2. Due to limited staffing, the team recommends that we contract with a person or organization to assist the district in developing a comprehensive COOP

V. Implementation Timeline

- a. Six to Twelve months to assess current disaster recovery plans and COOP plans in collaboration with Wake County Emergency Management
- b. Three months to assess alignment with District and School based EOPs and Crisis Plans
- c. One year to develop a District COOP (depending on complexity of the plan and interface with Wake County Emergency Management Emergency Operations Plan (EOP))