

MSD Public Safety Commission

Topics 3 and 4: MSDHS and Broward
County Schools



1

MSDHS History

- 5901 Pine Island Road, Parkland, Florida.
- MSD opened in 1990 to meet the growing population of Parkland and Coral Springs.
- The school was named after Marjory Stoneman Douglas, she was an author, journalist, woman's rights advocate and was most know for her Everglades conservation efforts. Douglas passed away in 1998 at the age of 108.



2

MSDHS

- At the time of the shooting, there were 3,318 students enrolled. 3,090 were present the day of the offense.
- 1 Principal
- 5 Assistant Principals
- 6 Guidance Counselors
- 1 full-time Social Worker
- 210 Total Staff
- School hours
 - 7:40 a.m.-2:40 p.m.

3



Structure

- Campus sits on 45 acres of land



4



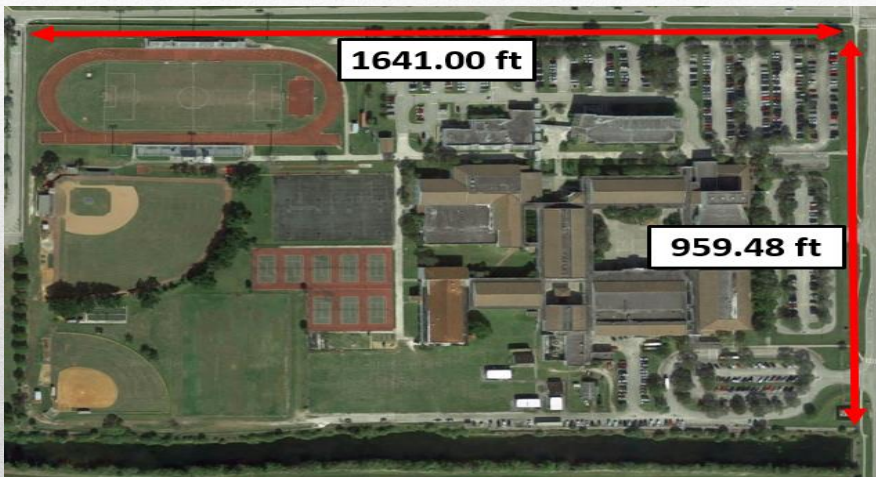


5



Structure

- Runs 959' north/south and 1641' east/west



6



Structure

- There are at least 14 buildings on the campus.



7



Structure

- The campus houses a football field, baseball/softball fields, tennis/basketball courts.

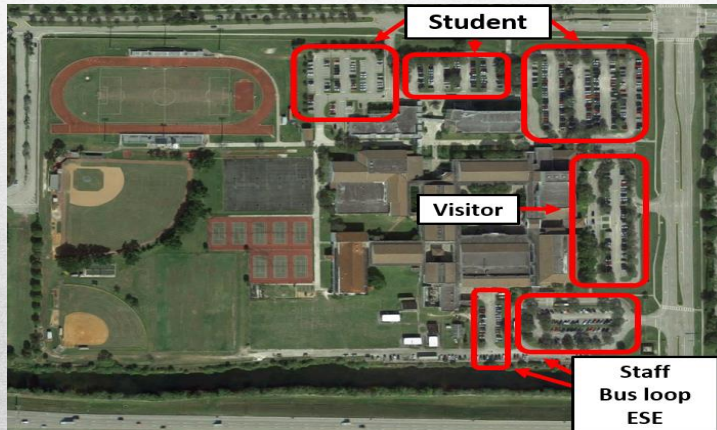


8



Structure

- There are a total of (6) parking lots on campus.
 - 3 student lots, 2 staff lots and 1 visitor



9



Structure

- Building 12 is the newest building on the MSDHS campus. It was designed differently than the other buildings.

10



Structure

- The older structure is a two story block constructed building in which the classroom doors lead out to an open air hallway. All exterior walls are block with metal doors. The window in the door measures 5” wide. Same style door locks as building 12.



11



Perimeter Fencing

- 6' chain link perimeter fence surrounding the campus, chain link gates.



12



Perimeter Fencing

- Fence is not anchored at the bottom.
- No barbwire or added security feature on the top of the fence (campus monitors would catch kids jumping the fence to go off and come back on campus). Easy to get over.

13



Perimeter Fencing

- Swinging gate access to the student parking lots. (3 entrances)
- Gates are secured by a chain and padlock



14



Pedestrian Gates

- 4 pedestrian gates at the front of the school.
- 2 gates along the west property line that separate MSDHS from Westglades Middle.
- 1 pedestrian gate on the southwest property line.

15



Pedestrian Gates

○ - Pedestrian Gate ○ - Parking Lot Gate



16



Main Gate



17



Visitor Entry



18



- The perimeter pedestrian gates and parking lot gates were opened at 5:30 a.m. by the maintenance staff.
- All gates were re-secured anywhere between 7:50 a.m. and 8:00 a.m. (school begins at 7:40 a.m.)
- At approximately 2:15 p.m., all gates were re-opened for dismissal.
- The gates were NOT staffed during their open times.
- The interviews with school administrators cited insufficient personnel as the explanation.

19



Building 12



20



Building 12

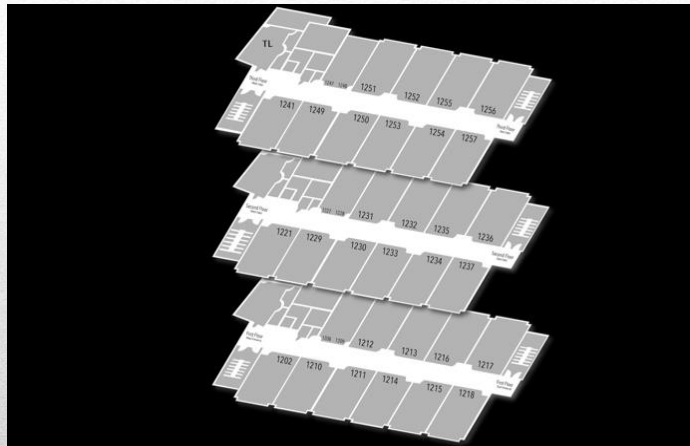
- First utilized for students in 2009.
- 3 story building.
- Ingress/egress to the building on the east and west side first floor.

21



Building 12

- 3 story building.



22



Building 12

- Double metal doors.
- Stairwells on east and west side.

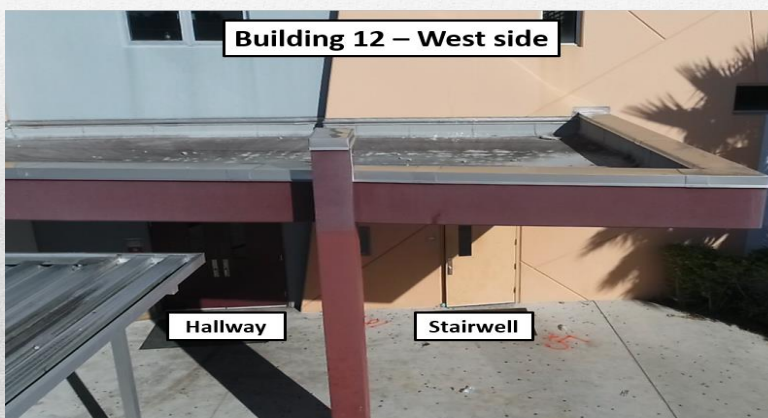


23



Building 12

- Single door on the west and east side of the building that allows access to the west and east stairwells.



24



Building 12

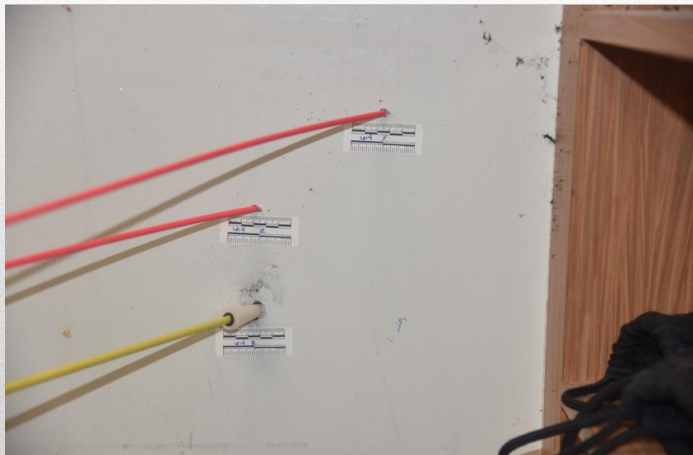
- 30 classrooms, plus teacher planning/break rooms on west end of each floor.
- Occupied by 30 teachers and approximately 900 students daily.
- Boys/girls bathrooms on each floor.
- 13 interior cameras which covered the hallways, but no video inside the classrooms.

25



Building 12

- Interior walls are constructed of standard drywall.



26



Building 12

- Classroom doors are made of metal with a glass pane that measured 8" wide. The doors on the older construction buildings are also metal with a 5" wide glass pane.

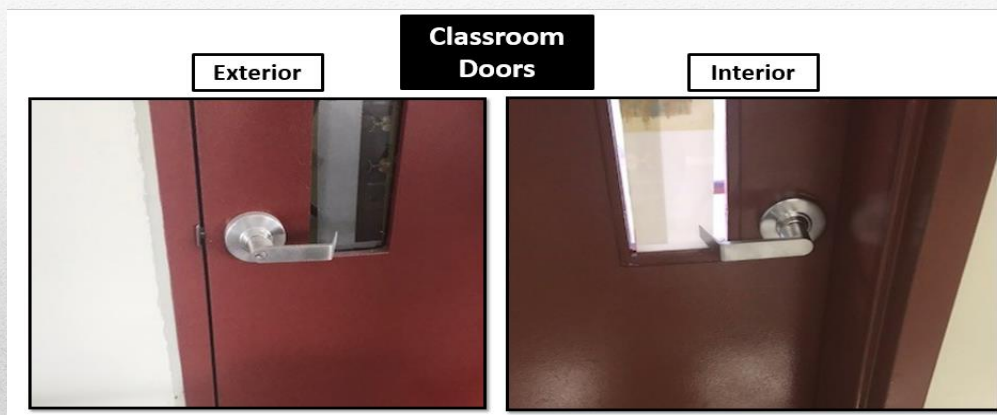


27



Building 12

- Door locks could only be locked from outside of the classroom.



28



Building 12

- Ingress/egress doors to building 12 were left unlocked due to the amount of foot traffic coming in and out throughout the day.
- David Taylor stated that not enough security members were available to have all the doors staffed.
- Taylor told investigators that he had previously brought that issue to administrators, but it was ignored.



Classroom Set Up

- Broward County Public Schools does not have a policy relating to classroom set up, other than the minimum standards established by the fire code. The District has no policy regarding the establishment of hard corners or safe areas in each room.



Classroom Set Up

- According to the response we received from the district:
 - “Teachers are permitted to set up their classrooms as they see fit to provide educational instruction and inspire learning. The only requirements would be that they do so in a safe manner and provide clear paths of egress for an emergency.”



Classroom Set Up

There is nothing in the fire code that would have prohibited the District from establishing and/or requiring hard corners in each classroom.



Classroom Set Up

- During a walk-through of the building 12 classrooms, the “safe” or “hard corner” of some rooms were obstructed by furniture, desks and in some instances, large cabinets that were mounted to the walls.
- During a training session on January 11th 2018, Detective Al Butler with the Broward County Public School’s Police Special Investigation Unit (SIU) did instruct staff about utilizing a hard corner of the room to hide in the event of an emergency.

33



Classroom Set Up

- Only 2 of the 30 classrooms in building 12 had a line of tape on the floor to denote the hard corner.
- The classrooms are equipped with a land line telephone and a PA system. The PA is activated by flipping a switch affixed to the wall.
- The PA system provides two way communication. There are no speakers in the common areas or hallways.

34



Fire Alarm/Suppression System

- Building 12's fire alarm system was installed by Bass United Fire and Security Systems.
- Although building 12 was constructed at a later date, this system was fully integrated with the rest of the buildings on campus.
- The detectors inside building 12 are placed 30 feet apart in the hallways on all floors.
- Refracted or reflected beams of light link the detectors.



- A representative from Bass United advised that the alarm went off either because a beam of light was disrupted by the muzzle flash, smoke from the gun, or dust which was created by the ceiling tiles movement from the percussion of the rifle.
- The main control panel is located inside of the SRO office which is housed inside the Administration Building. It confirmed that the second detector from the east door on the first floor was triggered. It was also confirmed that no pull stations were triggered or pulled anywhere on campus.



Fire Alarm Requirements in Educational Facilities

Fire alarm systems may have positive alarm features and if they do, the operation also must comply with the following:

- The signal from any device must be acknowledged at the fire alarm control unit by trained personnel within 15 seconds of annunciation.
- If the signal is not acknowledged within 15 seconds, the notification signals are automatically and immediately activated.

37



Fire Alarm Requirements in Educational Facilities

- If the sequence is initiated, trained personnel have up to 180 seconds to evaluate the fire condition and reset the system.
- If not reset before 180 seconds elapses, the notification signals are automatically and immediately activated.
- MSDHS did not have this system in place.

38



SRO and Security Staff

39



School Resource Officer

Deputy Scot Peterson

- 32 total years in Law Enforcement.
- 28 years as an SRO.
- 9 years as the SRO for MSDHS.
- Only 1 SRO assigned to MSDHS
(3300 students).

40



MSDHS Security Staff on 02-14-2018

- 1 Security Specialist (at time of offense)
 - Greenleaf
- 7 Campus Monitors (at time of offense)
 - Feis
 - Hixon
 - Medina
 - Taylor
 - Bonner
 - Ramos
 - Staubly

41



Campus Monitor Responsibilities

- We asked the District whether there was a written policy regarding campus monitor responsibilities and we received the following response:
 - “There is no specific policy regarding responsibilities of campus monitors.” The only written information provided was the “Job description” of the Campus Monitor outlining their job responsibilities.

42



Campus Monitor Responsibilities

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

JOB DESCRIPTION

POSITION TITLE:	Campus Monitor
CONTRACT YEAR:	186 Days
PAY GRADE:	Campus Monitor Salary Schedule
BARGAINING UNIT:	FOPE-Campus Monitor

43



ESSENTIAL PERFORMANCE RESPONSIBILITIES:

The Campus Monitor shall carry out the essential performance responsibilities listed below.

1. Visually observe student behavior during campus hours on school property.
2. Report serious disturbances to the campus administration.
3. Visually monitor, through security cameras, campus buildings and grounds for the presence of outsiders on campus.
4. Report to administration or security, students that are in the hallways during class time.
5. Maintain a daily log of suspicious activities when monitoring cameras.
6. Physically patrol and monitor all campus buildings and grounds.
7. Determine the reason for the presence of outsiders on campus.
8. Stop and question all students not in class during class time.
9. Monitor parking lots and student gathering areas before, during and after school.
10. Report any safety or security problems to the administration.
11. Participate, successfully, in the training programs offered to increase the individual's skills and proficiency related to the assignment to include cultural diversity, conflict resolution, and sensitivity training.
12. Review current developments, literature and technical sources of information related to job responsibility.
13. Complete the annual District required in-service training.
14. Ensures adherence to safety rules and procedures.
15. Perform other duties as assigned by the principal/designee.
16. Follow federal and state laws, as well as School Board policies.

44



“Observe and Report”

- During the interviews of the Campus Monitors, “Observe and Report” was the answer to the question, what are your job responsibilities as a Campus Monitor?
- Leads to the belief that all they do is report observed activity to others, when in fact they do much more hands on work on a daily basis.
- “Determine the reason for the presence of outsiders on campus.”



Campus Monitor Daily Activity:

- This information was from the interview of Greenleaf.
- Each monitor is assigned a general area of the school to monitor throughout the day. The assignments do adjust according to activity or need.
- The perimeter of the school was often patrolled by the monitors.
- Unlock gates for early dismissal students.



- The monitors were not trained in the use of the video camera system. Some had limited and generic knowledge on how to operate the system.
- Monitors will initiate contact with multiple students throughout the day to ensure they are out of class for a legitimate reason.
- Monitors will often participate in debriefings after fire and other code drills.
- Monitors perform other duties assigned by the Principal/AP's.



Andrew Medina, 2/14/2018

- At 2:19 p.m. Medina observed an Uber stop on Pine Island Road in front of MSDHS, Cruz exited.
- Medina was in the process of opening the perimeter gates for dismissal just prior to the arriving Uber.



- Cruz walked toward the school wearing a backpack and carried what was readily identifiable as a rifle bag.
- Cruz entered through one of the gates Medina had just opened.



49



50



- Medina radioed Campus Monitor David Taylor who was stationed inside of building 12. Medina stated that there was a “suspicious kid” that just walked on campus.
- Medina began to drive his cart towards Cruz.
- Medina later made a specific statement to law enforcement that he knew the bag Cruz was carrying was a rifle bag.
- Medina did not call a Code Red.



- Medina radioed Taylor again that the suspicious kid was headed toward the east entrance of building 12.
- Medina stated that Cruz did turn his head and look back at him. Medina recognized Cruz but did not recall his name initially.
- Cruz picked up his pace and moved toward building 12 with a purpose, according to Medina.



- Medina stopped his cart at the northeast corner of the administration building and watched Cruz enter building 12.
- After approximately 17 seconds Medina then drove toward building 12 and heard the first rounds fired within the building.
- Medina radioed that “suspicious noises” were coming from inside of building 12, but still did not call a code red.



- Medina turned back south and headed to find other help.
- Medina met with Deputy Peterson and Security Specialist Kelvin Greenleaf. Medina transported Peterson and Greenleaf back to building 12.



- Medina stated when he was within feet of the east door of building 12, he heard additional noises and realized at that point that the noises were gunshots.
- Medina stated that he believed he could not call a Code Red unless he physically saw a gun or heard gunshots.
- Despite hearing gunshots Medina still did not call a Code Red.
- Medina admitted he did not approach Cruz because he thought Cruz may have had a handgun that was easily accessible.



- Medina claimed that after hearing the gunshots he did not call a Code Red because he was focused on getting help.
- Medina advised that the first person he heard call a Code Red was Campus Monitor Elliot Bonner. (Over 3 minutes after Cruz began shooting and after Cruz had already shot and/or killed 24 people on the first floor)
- Medina stated he did not observe Deputy Peterson's actions.



Security Specialist

- Kelvin Greenleaf, 10 years at MSDHS
Essential Performance Responsibilities:

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

JOB DESCRIPTION

POSITION TITLE:	Security Specialist
CONTRACT YEAR:	10 Month Calendar
PAY GRADE:	Security Specialist Salary Schedule
BARGAINING UNIT:	FOPE-Security Specialist

57



QUALIFICATIONS:

EDUCATION: Standard high school diploma or satisfactory completion of an approved General Educational Development (GED) Testing Program. Post-secondary college courses preferred.

EXPERIENCE: Four (4) years of professional experience as a certified police officer, or corrections officer of any jurisdiction in the United States, civilian or military, or as an investigator/case worker for a Social Service Agency of the State of Florida or for a comparable social service agency in another state, or four (4) years as a school campus monitor with successful completion of district approved security alternative training certification program. Two (2) years of the above four (4) years working with juveniles preferred.

Bilingual skills are preferred. Computer skills as required for the position.

REPORTS TO: Principal of school to which assigned

SUPERVISION: Supervisory duties assigned by principal

POSITION GOAL: To make the individual school a safe and secure work environment for students and employees and to prevent/reduce loss of student/employee and school property by theft and vandalism.

58



ACCOUNTABILITY PROCEDURES:

The Principal will assess the effectiveness of the Security Specialist annually with respect to the performance of specific responsibilities.

ESSENTIAL PERFORMANCE RESPONSIBILITIES:

The Security Specialist shall carry out the essential performance responsibilities listed below.

1. Investigate all incidents of negative conduct occurring on school property and coordinate investigative and prevention efforts with the Special Investigative Unit, School Resource Officer, Law Enforcement Departments, City Police Departments and other agencies, as appropriate, to maximize prevention and cessation of illegal and destructive activities.
2. Gather information from various sources concerning possible illegal or undesirable activities. Inform the principal of all information gathered from various sources concerning possible illegal or undesirable activities occurring on school campus.
3. Advise the principal of all hazardous conditions, unsafe procedures and all serious security matters, and suggest methods of elimination.
4. Document and report all incidents through the principal to the Special Investigative Unit.
5. Record all legally required data pertaining to thefts, vandalism, assaults, trespassings, drug offenses, and so forth, and prepare statements from witnesses, evidence forms, security, property loss and other reports, as necessary.
6. Tour the school's perimeter and interior periodically to provide maximum visibility, to reduce potential physical conflicts among the students, and to provide an atmosphere conducive to the learning process.
7. Develop rapport with students by exercising prudent judgment upon contact, and using more potent warnings and reasonable force only when warranted.
8. Serve as a part of the staff of the individual school.
9. Discuss security-related information with students as requested, pertaining to school safety and security.
10. Take an active part in the School Improvement Team on matters of the school's safety and security.
11. Develop and supervise bus and automobile parking and traffic patterns on school property to utilize available space efficiently, and to promote maximum safety for individuals.



12. Request identification from adults and students who appear to be out-of-place for the circumstances and assist them, as necessary, when on legitimate school business.
13. Organize and administer school safety programs, as assigned, such as fire drills, evacuation procedures, inspection of fire equipment and other school property, and so forth.
14. Converse with school bus drivers regarding student behavior, and investigate discipline code violations occurring on school buses.
15. Maintain discipline and orderliness during breakfast and lunch periods and when buses are loading and unloading students.
16. Represent the school and provide testimony in courts of law, as required.
17. When possible, intercept, retain for SIU and School Resource Officers and other law enforcement agencies any substance resembling illegal drugs located on school property.
18. Maintain a constant liaison with residents and business establishments in the vicinity of the schools' campuses to enhance their feeling of security and their willingness to cooperate in security matters, when requested.
19. Comply with all nondiscrimination policies of The School Board of Broward County, Florida.
20. Operate School Board owned vehicle in a safe manner and ensure proper recording of time and materials.



21. Complete the annual District required in-service training.
22. Participate, successfully, in the training programs offered to increase the individual skills and proficiency related to the assignments, including conflict resolution and cultural diversity training.
23. Review current developments, literature and technical sources of information related to job responsibility.
24. Ensure adherence to safety rules and procedures.
25. Perform other duties as assigned by the Principal.
26. Follow federal and state laws, as well as School Board policies.

SIGNIFICANT CONTACTS –frequency, contact, purpose, and desired end result:
Majority of contact is with students, and school employees within different departments utilizing communication skills requiring tact and courtesy to give or receive information directly related to performing the job.

PHYSICAL REQUIREMENTS:
Light work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently as needed to move objects.

TERMS OF EMPLOYMENT:
Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the School Board.

FLSA OVERTIME CATEGORY:
The job is not exempt from the overtime provisions of the Fair Labor Standards Act.

EVALUATION:
Performance will be evaluated in accordance with Board Policy.



District Emergency Codes

Red: No Movement/Imminent Danger

- Threat/Incident to the facility when the best course of action is to keep everyone in place to include the Safe Team. i.e. drive by shooting, outside disruption, terrorist threat.



Yellow: Limited Movement

- Threat/Incident to the facility when the best course of action is to keep everyone in place, but requires the Safe Team or other depending on the nature of the situation to react. i.e. neighborhood incident or police directed.

63



Brown: Shelter in Place/Evacuate/Lockdown

- Threat/Incident to the facility when the best course of action is to implement a shelter in place, lockdown or evacuation. Procedure depends on nature of school emergency. i.e. chemical, toxin release or explosion

Blue: Medical Emergency

- When the best course of action is to notify the Safe Team of a medical emergency.

64



Black: Bomb Threat

- Evacuate facility.

Orange: Evacuate

- When a situation warrants beyond previous codes.
- No examples were provided.

Green: All clear.



SBBC DISTRICT EMERGENCY CODES



RED: NO MOVEMENT
IMMINENT DANGER

Threat/Incident to the facility when the best course of action is to keep everyone in place to include the School SAFE Team. The following are sample incidents that could occur but no limited to: Drive-By-Shooter, Outside Disruption, Terrorist threat



YELLOW: LIMITED MOVEMENT

Threat/Incident to the facility, when the best course of action is to keep everyone in place but requires the School SAFE Team or others depending on the nature of the situation to react. The following are sample incidents that could occur but no limited to- I.e. Neighborhood Incident/Police Directed.



BROWN: Shelter-in-place/Evacuate/Lockdown

Threat/Incident to the facility, when the best course of action is to implement a shelter-in-place, lockdown, or evacuation. Procedure depends on nature of school emergency- I.e. chemical, toxin release, explosion



BLUE: MEDICAL EMERGENCY

When the best course of action is to notify SAFE Team of a medical emergency.



BLACK: Bomb Threat
Evacuate Facility.



GREEN: ALL CLEAR.



ORANGE: EVACUATE

WHEN A SITUATION WARRANTS BEYOND PREVIOUS CODES.



Safe Team

- Each school is required to have a Safe Team. The Team is comprised of the Principal, Assistant Principals, Security Specialist, Campus Monitors, facility maintenance staff, SRO's, and teacher representatives.
- The Team usually met after a code drill to debrief and discuss school safety concerns.
- In previous years the Safe Team met limitedly. The Safe Team now meets at least once a month.



Fire drills 2017/2018 School Year (Prior to 2/14)

First day of school was August 21, 2017

- 08/24/2017 9:05 a.m.
- 09/01/2017 10:30 a.m.
- 09/22/2017 9:18 a.m.
- 10/18/2017 1:15 p.m.
- 11/07/2017 10:42 a.m.
- 12/04/2017 1:01 p.m.
- 01/17/2018 9:00 a.m.
- 02/14/2018 Early a.m.



Fire Drill Facility	Fire Drill Date Conducted	Fire Drill Time Conducted	Length of Time to Evacuate	Number of students taking part
Stoneman Douglas High	08/24/2017	9:05 a.m.	5:39	3166
Stoneman Douglas High	09/01/2017	10:30 a.m.	5:35	3068
Stoneman Douglas High	09/22/2017	9:18 a.m.	5:24 minutes	2998
Stoneman Douglas High	10/18/2017	1:15	5:20	3157
Stoneman Douglas High	11/07/2017	10:42	5:42 minutes	3133
Stoneman Douglas High	12/04/2017	1:01	6:40 minutes	3192
Stoneman Douglas High	01/17/2018	9:00 a.m.	5:02 minutes	3089



Tornado Drills 2017/2018 School Year (Prior to 2/14)

- First day of school was August 21, 2018
 - 08/29/2017 10:40 a.m.



Code Red Drills 2017/2018 School Year (Prior to 2/14)

- Zero.
- Interviews were conducted with multiple staff to include teachers, administrative staff, campus monitors and maintenance.
- It was the general consensus that the staff did not have a clear understanding as to who could call a Code Red prior to the January 11th training with Al Butler.

71



Other Drills 2017/2018 School Year (Prior to 2/14)

- None

72



- After the training with Butler, teachers were still unsure as to the correct procedure required to call a Code Red.
- Some teachers said that they could use the PA to contact the front office, but did not want to risk harm making their way to the PA button.



- Some teachers said that they would use their cell phone to call the office or 911. They also said they could use the landline phone to make a call.
- Although it was verbally communicated to the teachers that anyone could call a Code Red, the procedure was unclear.



- According to the District, it did not have, and still does not have any written Code Red or similar “lock down” policies. Specifically, there is no written policy regarding who may direct an immediate campus lock down.



Emergency Preparedness Manual

- 151 page document outlining various protocols for a wide range of emergencies.
- Not included in the manual:
 - Active Shooter
 - Active Killer
 - Code Red
- The majority of staff members interviewed did not know that the emergency preparedness manual existed or where it could be found.



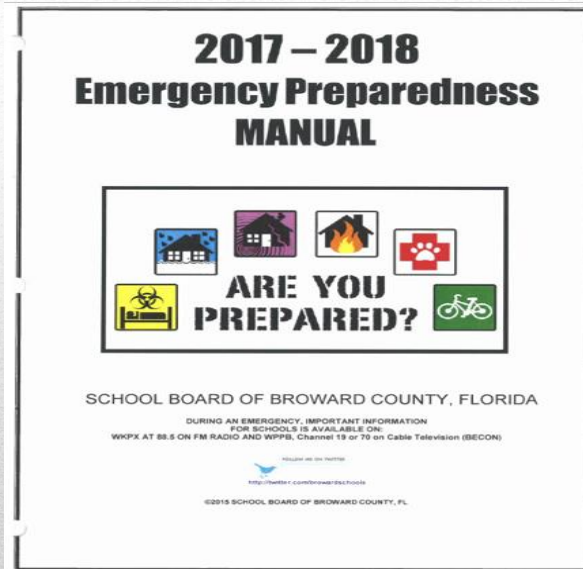


TABLE OF CONTENTS	
	i
Communications Plan	1
A. EMERGENCY PROCEDURES	PAGE
After Hours Emergency Notification Procedures	1
Air Quality Alerts	3
Air Quality Alerts for Local Events and Field Trips	4
Bees, Wasps, Hornets	5
Boil Water Order Advisory	7
Boil Water Order Lifted	8
Bomb Threat Emergency Evacuation Procedures	9
Bomb Threat Emergency Checklist	10
Chemical/Spill Emergency Procedures Chart	12
Chemical Disposal Procedures	13
Chemical/Hazardous Materials Disposal Form	14
Contingency Plan for Schools and Ancillary Sites	15
Hazardous Materials Emergency Procedure Chart	16
Elevator Emergency Procedure	17
Second Floor Emergency Evacuation Procedure	18
Fire Emergency Evacuation Procedures	19
Emergency Evacuation Drill Procedures	20
Fire Drill Form	21
Flooding Procedures Chart	22
Flooding Procedures Instructions	23
Gas Leak Emergency Evacuation Procedures and Chart	24
Mail Handling Guidelines	25
Incident Command System Procedure Chart	26
Lightning Alert Procedures	27
Medical Emergency Procedures For School Sites	28
Medical Emergency Procedures for Ancillary Sites	30
Tornado Emergency Procedures	31
Tornado Drill Form	32
Tornado (General) Information	33
Unknown Powder	36
Utility Failure Chart	37
Utility Failures (Major) Procedures	38
Utility Failure (General) Procedures	39
Wind Alert	40



B. HURRICANE PROCEDURES –PRE-STORM – ALL SCHOOLS/ANCILLARY	41
Hurricane Procedures Chart	43
PRE-Emergency Notification Process	44
Hurricane Shelters – Emergency Shelter Map	45
Broward County Hurricane Shelters Listing	46
Hurricanes-General Information	48
Preparation –Chain of Events	50
Declared Emergency Event Flow Chart	51
Declared Emergency Procedures	51
Level 3: Monitoring the Storm	51
Level 2: Partial Activation	51
Level 1: Full Activation	52
School to Shelter Transition	53
During A Storm	54
Storm Over “All Clear” Damage Assessment	54
Shelter to School Transition	55
Administration “Back Up” Plan	56
FEMA Reimbursement Consideration	56
Hurricane Procedures – School Computers Chart	57
Hurricane Procedures Chart – Information and Technology Dept.	58
Emergency Telephone Listing	59
Hurricane Procedures – Facilities and Construction Management	61
Department Staff Listing/Contact Numbers	63
Assignment Zone Facility/Location Order	64
Hurricane Procedures – Literacy Department - Library Media Centers	71
Hurricane Procedures – Physical Plant Operations (All Zones)	75
PPO District/Zones Emergency Contact Numbers	76
Hurricane Procedures - Transportation	
Pre-storm Evacuation Transportation Procedures	77
Transportation Contact Information	78



C. DURING AN EMERGENCY EVENT	
Emergency Event Procedures Chart	79
D. DAMAGE ASSESSMENT PROCEDURES- ALL SCHOOLS/ANCILLARY POST-STORM	
Post Emergency Notification Process	83
Post Storm Procedures Chart	84
Post Storm Damage Procedures for Schools	85
Post Storm Recovery Procedures	86
Post Storm Procedures – Information & Technology Department (IT)	
Personnel Contact Information	87
Form – Tech Equipment Damages	89
Post Storm Procedures – Facilities	91
Post Storm Procedures – Literacy Department -Library/Media Centers	92
Post Storm Procedures – Physical Plant Operations	94
Safety Survey Procedures Chart	95
Initial Safety Assessment Individuals by Zone	96
Checklist For Damage Assessment Team	99
Damage Assessment Teams by Zone	100
Post Storm Procedures Broward District Schools Police Department	103
E. MISCELLANEOUS INFORMATION AND FORMS	
School Performance & Accountability	107
School Listing By Cadre	109
School Listing – Principals Contact Information	117
School Listing By I-Zones	125
FEMA Reimbursement Information	133
Employee Emergency Timesheet Form (Pre and Post Storm)	139
Generator Usage Log Form	134
Hurricane Evacuation Map	45
Hurricane Shelter Listing	46
DISTRICT KEY PERSONNEL CONTACT NUMBERS	135
School Bus Stop Safety Tips	141
School Walk-Route Safety Tips	142
Exhibit A – Pay Policy for Administrators During Declared Emergencies	143
Exhibit B – Statewide Mutual Aid Agreement	144
Exhibit C – Florida State Statutes for Public Sheltering	145
Exhibit D – Preparing School and District Sites for the Storm	146



Exhibit E – Storm Preparation Recommendations for Employees	147
EXHIBIT F – SCHOOL PERFORMANCE AND ACCOUNTABILITY EMERGENCY PROCEDURES FOR SCHOOLS	148
Cell Phone Usage During Hurricane Season	149
ADDITIONAL INFORMATIONAL WEB LINKS	151

FOR ADDITIONAL EMERGENCY PREPAREDNESS INFORMATION, PLEASE VISIT:
www.floridadisaster.org www.fema.gov



MSDHS Safety Plan

General Information

School		Schedule					
Counts		Start Hr	Start Min	Am/Pm	End Hr	End Min	Am/Pm
ID	3011	07	40	AM	02	40	PM
Student Count	3330	10	50	AM	01	00	PM
Staff Count	223						

Campus School Resource		Resident Campus Security	
Officer Name	Agency	Officer Name	Agency
Scot Peterson	Broward Sheriff	John Kucynski	Margate PD

Fire		Police	
Capt. Robins	9545551212 npt.available	Sgt. Greg Molamphy	9547535050 not available

Automated External Defibrillator (AED) Machines			
Machines Current	Location-FISH#	Posters Current	Certified Personnel
Yes		Yes	Aaron Feis Lauren Rubenstein Elisa DeCarlo Elliot Bonner

Emergency Kit/Bag Location (FISH#)	
Personnel trained for STAR?	Yuma Rivera, Patrice Frohman, Terri Basilone, Jill Zimmerman
Threat Assessment Personnel	Ivette Figueroa, Max Rosario, Ty Thompson, Denise Reed, Winfred Porter, Jeff Morford
CPR/Heimlich Personnel	Aaron Feis, , Lauren Rubenstein, Elisa Williamson, Chris Hixon
Administer Epi-Pen?	Yes
Hall Monitors?	Yes
Emergency Drill Planned	Yes
Trained for Crime?	Yes
Site Assessment Date	10/31/2017
Review Date Hurricane	10/31/2017



MSDHS Safety Plan

Lockdown

School	3011		
When is "Staff Development" provided to faculty to review lockdown procedures?	Other		
List dates (1 required) of staff development	1/11/2018		
Substitute teachers informed of lockdown procedures?	Yes		
Describe plan for informing substitutes, para professionals and other non instructional personnel	Each substitute is given a copy of the emergency quick reference chart that includes lock down		
Students informed of lockdown procedures?	Yes		
Describe plan for informing students	Classroom teachers review the plan with the students the first week of school along with all the new school and class policies. In addition, once the staff is trained on Safety Procedures, they updates students on the procedures.		
Parents informed of lockdown procedures?	Yes		
Describe plan for informing parents	Newsletter, parent meetings, parent link and school website		
Collaboration with Fire Dept for lockdown?	Yes	Date	10/31/2017
Collaboration with Police Dept for lockdown?	Yes	Date	10/31/2017
Collaborated with SIU regarding lockdown procedures?	Yes		
School administration knows to file "After Action Report" (AAR) within 72 hours to Area Office and SIU Investigator?	Yes		



MSDHS Safety Plan

EVACUATION

School	3011		
When is "Staff Development" provided for off-site evacuation procedures?	Other		
List dates (1 required) of staff development	1/11/2018		
Substitute teachers informed of evacuation procedures?	Yes		
Describe plan for informing substitutes, para professionals and other non instructional personnel	Each substitute is given a copy of the emergency quick reference chart that includes evacuation. Substitutes are also given Red/Green Placard Cards. These are posted/hung in classrooms across the campus.		
Students informed of evacuation procedures?	Yes		
Describe plan for informing students	Classroom teachers review a copy of the emergency quick reference chart and emergency procedures that includes evacuation locations.		
How are parents informed of evacuation procedures?	Meetings		
Describe plan for informing parents	SAC, SAF, PTSA meetings		
Collaboration with Fire Dept for lockdown?	Yes	Date	11/30/2017
Collaboration with Police Dept for lockdown?	Yes	Date	11/30/2017
Collaborated with SIU regarding lockdown procedures?	Yes		
School administration knows to file "After Action Report" (AAR) within 72 hours to Area Office and SIU Investigator?	Yes		
1st Off-Site Location	[REDACTED]		
Contact	[REDACTED]		
Address	Deputy Scot Peterson		
Phone	[REDACTED]		
2nd Off-Site Location	[REDACTED]		
Contact	Deputy Scot Peterson		
Address	[REDACTED]		
Phone	[REDACTED]		



MSDHS Safety Plan

Emergency Communication

School	3011
Consulted SIU Website for Emergency Communication updates?	Yes
Reviewed Emergency Communication Code updates with staff?	Yes
Public announcement system fully operational?	Yes
Are hand held radios operational for emergency staff?	Yes
Are megaphones operational?	Yes
If electrical power, school telephones and primary communication is interrupted, what alternative communication procedures are available	Cell phones, whistles, megaphones, 2-way radios, Red/Green Placard Cards
Trained person 1 in parent link system	Ty Thompson
Trained person 2 in parent link system	Teresa Basilone
Trained person 3 in parent link system	Winfred Porter



MSDHS Safety Plan

Prevention Preparedness

School	3011
All campus monitors trained in Anger Management/De-Escalation non-physical?	No
Do you have an Active Youth Crime Watch?	No
Do you have Silence Hurts Posters?	Yes
Do you have a Tip/Suggestion Box?	Yes
Describe your School Substance Abuse Prevention Program?	Peer Counselors do presentations during Red Ribbon Week Training is ongoing throughout the year.
Describe your Classroom and/or Behavior Management Program?	Grade Level Assemblies given to all students by entire administration, Security specialist and SRO 8/22/2017
List any other Prevention Oriented Curriculum	Staff Development for Anti Bullying and Harassment Anti-Bullying student training through English Classes, Infectious Disease control training 8/14/2017 Dating Violence Prevention SPBP Videos



MSDHS Safety Plan

Critical Incidents

Behavioral Emergencies	1. Administration, Security and SRD respond 2. Stabilize situation 3. Remove participants from scene 4. clear the area 5. notify necessary agencies including Cadre Director, EMS & SIU
Bomb Threat	1. Get detailed information from caller by following BSO Bomb Threat Guidelines (copy next to each main phone) 2. call 911 and request bomb squad 3. notify principal/designee 4. [redacted] 5. notify Cadre Director & SIU 6. call 911 for update and command post location
Chemical Biological	1. Get detailed information from caller 2. call 911 and request fire rescue/chemical 3. notify principal/designee 4. [redacted] 5. notify Cadre Director & SIU 6. call 911 to update and disclose command post location 6. Contact Safety Dept. 754-321-4200
Civil Disturbance	1. Notify Principal/designee 2. [redacted] 3. Notify Cadre Director & SIU 4. Notify Police
Crisis Intervention	1. Notify Principal/designee 2. [redacted] 3. Notify Cadre Director & SIU 4. Notify Police 5. Activate SAFE Team



MSDHS Safety Plan

Fire	1. Sound alarm & evacuate building 2. Administration calls 911/Fire Rescue 3. Account for all students and staff [redacted] 4. AP stands by to communicate w/fire rescue 5. Contact Cadre Director & SIU 6. Contact Safety Dept. 754-321-4200
Hazardous Materials	1. Evacuate affected area 2. Shut down AC/HVAC system if necessary 3. Notify Principal/Designee 4. Call Fire rescue if necessary 5. Contact Cadre Director 6. Contact Safety Dept. 754-321-4200
Hostages	1. Notify Principal/designee 2. [redacted] 3. Notify Police 4. Notify Cadre Director & SIU 5. Activate SAFE Team if necessary
Illness Injury	1. Contact Administration/security 2. Minor incident: move student to clinic and administer first aid, contact parent 3. Serious injury: administer first aid, contact 911, wait with student, secure the area, notify parents 4. transport as per EMS recommendation, notify parent 5. Notify principal/designee
Medical Emergencies	1. Contact Administration/security 2. Administer first aid/CPR/AED 3. Contact 911/EMS, secure the area, notify parents, if necessary 4. transport as per EMS recommendation, notify parent 5. Notify principal/designee 6. Contact Cadre Director if necessary



MSDHS Safety Plan

Critical Incidents	
Perimeter Control	1. Depends on the nature of the event 2. Have security/support/administration/facility staff in radio contact and mobile 3. Law enforcement calls for more support if necessary 4. [redacted] 5. Administration will confer with officials/district and law enforcement for continuation of games. Activate SAFE Team if necessary
School Bus	1. Call 911 2. Notify Principal 3. Notify Student Transportation 4. Notify Cadre Director 5. Administration responds to site if necessary
Student Sign-In/Out	All students signing out must report to Student Services office including 9th grade. Parents must fax a copy of their license with a written request allowing the student to leave. Student Service personnel contact parent by telephone and confirm sign-out permission
Parent Emergency Notification Procedures	Multiple types of emergencies, situations vary; but in general, micro-tech should request assistance from the custodial staff and teachers to shut down, relocate and secure the school's computer equipment
Visitor Intruder/STAR Procedures	1. Alert Administration/ Security SRD 2. [redacted] 3. Notify principal/designee 4. contact 911 if necessary 5. Notify Cadre Director & SIU



MSDHS Safety Plan

Critical Incidents		
Weapons Found	1. SRD & Local Law enforcement will investigate 2. Administration will investigate circumstances (initiate Threat assessment if necessary) 3. Contact SIU 4. Notify Cadre Director	
Weather Emergencies	During School Hours 1. Hold class bells if necessary 2. If possible move portable classes to secure location in main building 3. Check for and follow district directives	
<input checked="" type="checkbox"/> Teachers	<input checked="" type="checkbox"/> Counselors	<input type="checkbox"/> Fire
<input checked="" type="checkbox"/> Custodians	<input checked="" type="checkbox"/> Food Service	<input checked="" type="checkbox"/> Police
<input checked="" type="checkbox"/> Clerical Staff	<input checked="" type="checkbox"/> SRO	



MSDHS Safety Plan

After School

Administrator Name	Iy Thompson, Principal
Administrator Phone	[REDACTED]
Emergency Contact Name	Stan Kuczynski, On site Officer
Emergency Contact Phone	[REDACTED]
Agencies that use your facility	none
Emergency procedures told to employees	[REDACTED]
Emergency procedures told to parents	[REDACTED]
First Aid supplies location	[REDACTED]
List of special needs students	Yes
Emergency plan	Yes
On Call Procedures	Yes
Location map for after school activities	Yes
Employees know of Emergency Preparedness Manual	Yes
Safety Plan shared with After School Provider	No



MSDHS Safety Plan

After School Program

Provider Name			
School Name			
School Address			
School Phone			
School Fax			
Describe nearest main crossroads to this school if an emergency occurs			
Principal	Main Number	Cell Number	Fax Number
Assistant Principal	Main Number	Cell Number	Fax Number
Provider Main Information	Main Number	Cell Number	Fax Number
First Emergency Contact	Main Number	Cell Number	
Second Emergency Contact	Main Number	Cell Number	
Local Police Contact	Main Number	Cell Number	
Child Abuse and Neglect	Main Number	Cell Number	
Child Abuse and Neglect (SBBC)	Main Number	Cell Number	
SIU SBBC	Main Number	Cell Number	
School Resource Officer	Main Number	Cell Number	
Before and After School Child Care	Main Number	Cell Number	



MSDHS Safety Plan

Post Emergency

Do protocols exist for mental health and counseling needs	Yes	
Support Staff have reviewed Crisis Recovery from Critical Resource Manual	Yes	
Contact for coordinating counseling efforts	Lauren Rubenstein, OPP Liaison	
Community Agencies' Mental health resources are accessible?	Yes	
List staff protocols for stress reduction strategies/post-trauma counseling	Use District Crisis Team	
List general protocols to address student post-trauma counseling	Use District Crisis Team	
List mental health/counseling follow-up protocols for post-traumatic events	Use School Social Worker and Student Support Services	
Critical Incident resources used to service students, staff, and parents	<input checked="" type="checkbox"/> Student Support Svcs	<input checked="" type="checkbox"/> Employess Assitance Program
	<input type="checkbox"/> Hospital	<input type="checkbox"/> Local Clergy
	<input checked="" type="checkbox"/> District Social Worker	<input checked="" type="checkbox"/> SIU
	<input checked="" type="checkbox"/> Psychology Services	<input checked="" type="checkbox"/> District Counselor



MSDHS Safety Plan

Safe Team

	Name	Backup 1	Backup 2
School Incident Commander	Ty Thompson	Denise Reed	Winfred Porter
Student Parent Reunion Coordinators	Winfred Porter	Max Rosario	
Student Supervision Coordinators	Ivette Figueroa	Kelvin Greenleaf	
SAFE Team Leaders	Winfred	Kelvin Greenleaf	Ivette Figueroa
Facilities Materials Coordinators	Eduardo Suarez	Raul	Roy Spooner
First Aid Coordinators	Max Rosario	Chris Hixon	Amelia Pena or School Nurse



MSDHS Safety Plan

Campus/Building Information

Total square footage of campus?	410,234
Number of floors for instructional or administrative building?	3 stories
Number of stairwells in administrative building	[Redacted]
Describe location (FISH#) of campus elevators	[Redacted]
Number of portables and/or modulators	23
Describe campus pool location	N/A
Describe pool safety procedures	N/A
Where is electrical control panel for administrative building (FISH#)?	[Redacted]
Where is the fire box in the administrative building (FISH#)?	[Redacted]
Where is the gas/oil shutoff in the building (FISH#)?	[Redacted]
Where is the water shutoff in the building (FISH#)?	[Redacted]
Where are the shut-off controls for the central air units? (FISH#)	[Redacted]
Where are the chemicals/controlled substances used for science lab? (FISH#)	[Redacted]
Where are hazardous materials used by custodians? (FISH#)	[Redacted]
Where are hazardous materials used by pool maintenance? (FISH#)	N/A



MSDHS Safety Plan

Security Monitoring

Do building(s) have CCTV/Video Surveillance System?	Yes
Where is the camera monitoring station located?	[Redacted]
How many cameras are on the school campus?	[Redacted]
What areas do the cameras monitor?	[Redacted]
What type of recording device is used?	Digital Recording which transfers to DVD



MSDHS Safety Plan

Critical Incidents

Behavioral Emergencies	1. Administration, Security and SRD respond 2. Stabilize situation 3. Remove participants from scene 4. clear the area 5. notify necessary agencies including Cadre Director, EMS & SIU
Bomb Threat	1. Get detailed information from caller by following BSO Bomb Threat Guidelines (copy next to each main phone)2. call 911 and request bomb squad 3. notify principal/designee 4. evacuate building to remote location 5. notify Cadre Director & SIU6. call 911 for update and command post location
Chemical Biological	1. Get detailed information from caller 2. call 911 and request fire rescue/chemical 3. notify principal/designee 4. evacuate building to remote location 5. notify Cadre Director & SIU 6. call 911 to update and disclose command post location6. Contact Safety Dept. 754-321-4200
Civil Disturbance	1. Notify Principal/designee 2. Initiate Lockdown, Code Red 3. Notify Cadre Director & SIU 4. Notify Police
Crisis Intervention	1. Notify Principal/designee 2. Initiate Lockdown, Code Yellow 3. Notify Cadre Director & SIU 4. Notify Police 5. Activate SAFE Team



MSDHS Safety Plan

School Emergency Kit

Please list items in bags: (Appendix 95)	
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MSDHS Safety Plan

Limited Mobility Students		
Does site have limited mobility students enrolled?	Yes	
Staff Designee	Jessica	DeCarlo
Staff Designee Alternate	Lynn Domino	Davis
List fire rescue areas (ADA standards) for LM Student evacuation	[REDACTED]	
List the names of the LMS students	Yes	
Where is this list located?	[REDACTED]	
Is there an established evacuation location(s) for LMS students?	South Parking Lot	



MSDHS Safety Plan

Administrator Acknowledgement		
Principal	Ty	Thompson
Staff who assist in school development planning	Terrence	Sullivan
	Eduardo	Suarez
	Scott	Peterson
Administrator Submitting Report	Winfred	Porter
Administrator's Title	Assistant Principal	
Report Date	11/20/2017	
Initials	WP	
Comment		



Emergency Code Training conducted by Detective Al Butler, Special Investigations Unit

- Training was conducted at MSDHS on January 11, 2018.
- Administration, teachers, maintenance and support staff attended.



- A PowerPoint of the codes was presented and a portion of the training was spent discussing the various color codes and what to do in each instance.
- According to Butler, he had an open discussion about the Code Red protocol. Butler discussed keeping doors locked at all times, shutting off all the lights, covering the door window, moving the students to a hard corner of the classroom and to stay quiet.



- Butler said that the discussion was very interactive and many teachers asked good questions.
- Butler suggested marking the hard corner of the room.
- After the training and on February 14, 2018, only 2 of the 30 classrooms in building 12 were marked denoting the hard corner. (The District has no policy on this and leaves it to the teachers' discretion.)



- Detectives attempted to interview teacher Marcia Cunningham. She declined an interview, but did voluntarily make the following statements:
 - Two years prior to Butler's training, she had been told to remove paper that covered her door window.
 - After the Butler training, she replaced the paper on the door window and also placed tape on the ground denoting the hard corner.







1229 – 2nd Floor

107



108





1215 - 1st Floor

109



1217 - 1st Floor

110



1234 – 2nd Floor



111

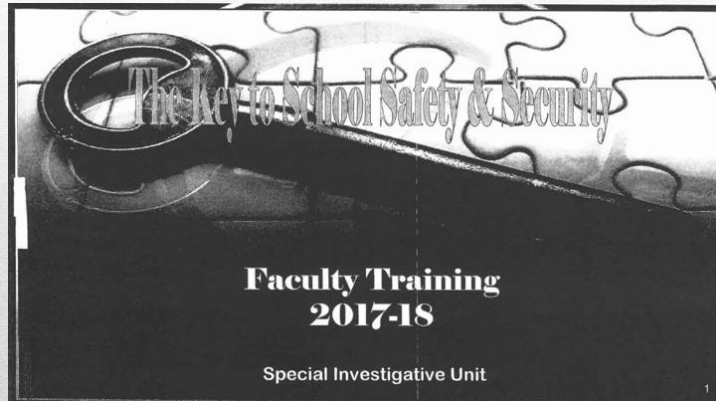


- Multiple teachers advised that Butler's training in January 2018 was useful because they did not have any prior Code Red training.
- Post training, administrators and campus monitors found most of the teachers locked their classroom doors. However, administrators and campus monitors did continue to find some doors around the campus unlocked and even propped open.
- These teachers were reminded to keep the doors shut and locked.

112




AI Butler PowerPoint



113



Two Minutes

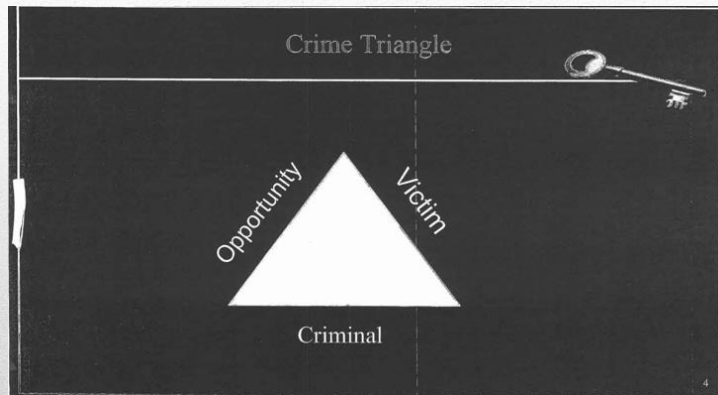


- Schools must be prepared to ensure the care and welfare of students and staff during the first critical minutes after an incident **WITHOUT** outside assistance.

3

114






-
- The slide is titled "MANDATORY" and is presented on a chalkboard background. It contains two bullet points: "HAVE YOUR DOORS LOCKED AT ALL TIMES!" and "STAR SYSTEM!". A key is drawn in the upper right corner of the chalkboard. A small number "5" is visible in the bottom right corner of the chalkboard.
- HAVE YOUR DOORS LOCKED AT ALL TIMES!
 - STAR SYSTEM!



Broward Schools




- NOVEMBER 2002
PIPER HIGH SCHOOL
 - Student Stabbing
- SEPTEMBER 2005
ELY HIGH SCHOOL
 - Accidental Gun Fire
- DECEMBER 2005
MIRAMAR CHARTER SCHOOL
 - Bus Shooting

6

117



Broward Schools



- Dillard High School shooting which one student was killed 2007.
- B. A High student shot and killed outside of campus after late night Talent Show, 2012
- Coral Springs HS. Student brought gun on campus. Planned to kill students, 2016.
- Taravella HS. Student had toy gun. Students alerted staff, 2017

7

118



SAFE Team Assignments Safety Plan

- School Incident Commander
- First Aid Coordinator
- Student Supervision Coordinator
- Facility and Materials Coordinator
- Student-Parent Reunion Coordinator
- School-Based Crisis Team Coordinator



COD(E)
S

Code Red	Lock doors-cover windows-move away-stay quiet
Code Yellow	Lock doors-place card in window-continue teaching
Code Black	Evacuation-doors unlocked-take book bags-eyes open
Code Green	All Clear-back to work
Code Blue	Medical
Code Orange	Evacuate-Change code
Code Purple	Chemical-toxin release Shelter in place

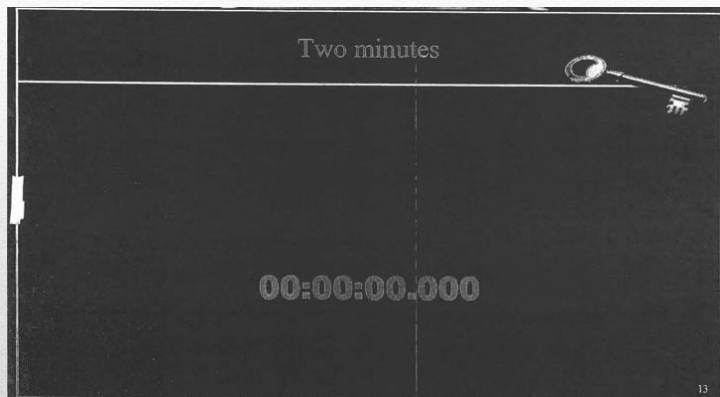


- The school is on a code Yellow. What are the teachers responsibilities?
- Code Black(evacuation is called. What are the teachers responsibilities?
- Code Red is called. What are the teachers responsibilities?

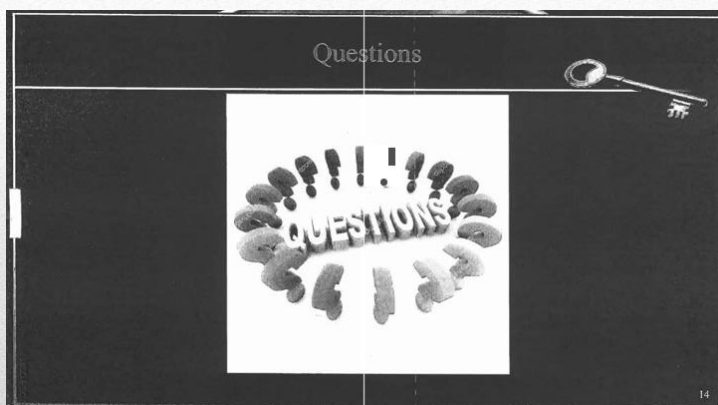


Are you prepared



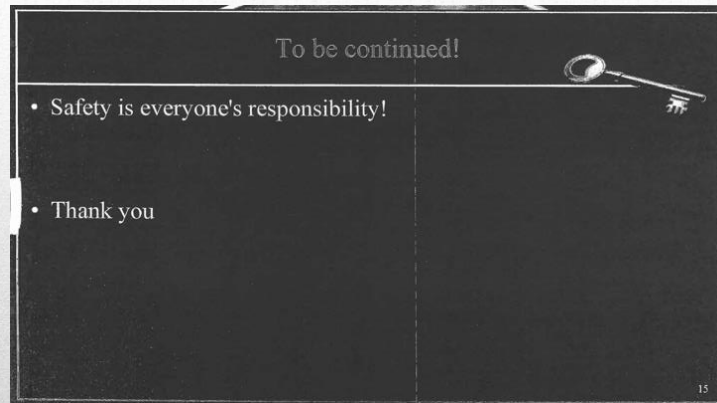


123



124



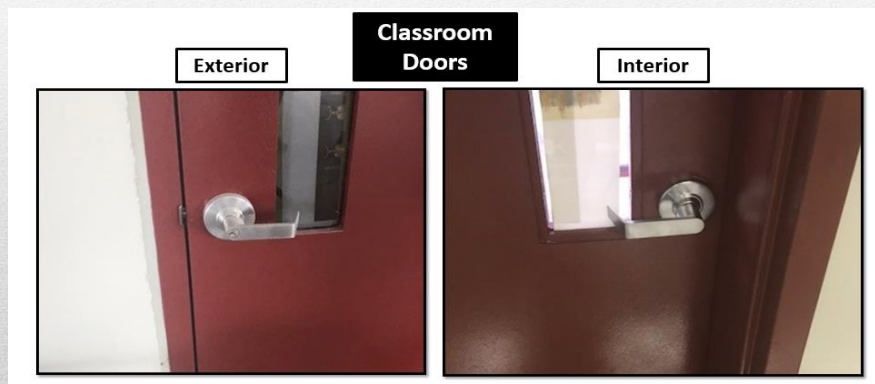


125



Classroom Door Locks

- Prior to 2/14, the doors could only be locked from the outside by using a key.



126



- A quarter turn of the key would allow the door to be opened, but still remain locked after closing the door.
- A full turn of the key would unlock the door and kept the door unlocked after closing.
- A full turn in the opposite direction would then relock the door and allow for the door to remain locked after closing.



Steven Wexler, USSS (Retired)

- Retired Secret Service Agent.
- Over the past 5 years, Wexler has served as a guest speaker to several of the social studies classes at MSDHS.
- According to Assistant Principal Winfred Porter, Wexler developed a positive rapport with students and staff over the years.



Wexler's Visit to MSDHS

- On 12/15/2017 AP Porter arranged a meeting with Wexler to discuss campus security and solicit feedback.



- On 12/15/2017, Porter met with Wexler in the east parking lot of the school.
- Porter entered Wexler's vehicle who subsequently drove into the south parking lot of MSDHS. The south lot is secured by a perimeter fence with two swinging gates allowing vehicle access into the lot.
- The gates were left open and unattended.



- Wexler pointed out that the gates should be locked at all times.
- Wexler also pointed out that someone could position themselves on the Sawgrass Expressway and open fire during an evacuation.
- Wexler proceeded to make his way through the campus on foot. Wexler placed sticky paper on doors denoting that each sticky represented a potential vulnerability.



Porter stated that Wexler made the following recommendations:

Training

1. Train early and often to ensure personnel and students are familiar with the processes.
2. Train substitutes when appropriate.
3. Custodians to attend Safe Team meetings.
4. Teacher training to identify “Safe Zones” in their classrooms.
5. Students are trained by teacher of proper protocol.



Wexler recommendations continued:

Fire Alarms

1. Determine if alarm is real/decoy/false.
2. Check out alarm prior to evacuating all buildings at once.
 - Porter stated it was determined that there would be no changes to the evacuation procedures due to the expectations of existing district practices.

133



Wexler made the following recommendations

Exterior Gates

- Place a monitor in front of the campus. (East lot)



East side of campus - 2

134



Medina had been moved from his previous post to the front of the school to monitor students from coming and going as well as to monitor visitor traffic.

- Keep exterior gates locked.



Recommendations that were implemented:

- Training on existing emergency codes and who could call a Code Red, reiterated during the January 11th training.
- Locking exterior gates that were not being staffed when open.
- Provide substitutes with identification badges while on campus.



- Medina was assigned in front of the school.
- Identify “hard corners” in classrooms. Only 2 of 30 classrooms in building 12 were marked with hard corners on February 14, 2018.
- According to Porter, Wexler did not complete a written report. These suggestions were articulated verbally during a conversation between Wexler and Porter. Wexler is not an active Secret Service Agent. He was acting as a civilian.



Teacher Interviews:

Multiple teachers from building 12 were interviewed along with a sampling of 10 teachers whose classrooms were in other buildings of the school. Below is a summary of their statements.

- Most teachers knew that Assistant Principal Porter was in charge of school safety.
- All teachers stated that the color coded emergency flip chart was placed in their room.



- All teachers advised they had not drilled for any of the color codes prior to 2/14/18 except for monthly fire drills – No Code Red drills.
- All teachers advised they did not know of a specific policy regarding Code Red/lockdown.
- All teachers stated they attended the training conducted by Al Butler on 1/11/18 and found the information helpful during the time of the incident.



- No follow up or additional school security training was ever conducted by the administrative staff, security specialist or the SRO prior to, or after Butler's training.
- Teachers were not advised on how to set up their classrooms. The administrative staff did not inspect rooms.
- All of the teachers interviewed stated that they knew to keep their doors locked.
- All teachers said their doors were locked on the day of the incident.



- During the January 11th training, the teachers were instructed to take all of their students to a hard corner of the room where they couldn't be seen from the door window.
- Only 2 of the teachers interviewed denoted the hard corner by placing a line of tape on the floor. Although marked as a hard corner, multiple large objects limited the student's access.
- The others verbally advised their students of the hard corner, but did not mark it nor did they clear the hard corner for student access.

141



- Classroom teachers are not assigned portable radios. They have to communicate with the front office via the PA or by phone. A landline phone is provided in each of the classrooms.
- According to teacher Ernest Rospierski, some teachers did not take code drills seriously because they were notified in advance that a drill would be conducted and didn't want to lose out on instruction time.
- "It's Parkland, we didn't think that anything like this could happen here" was the response that was commonly stated when interviewing the teachers.

142



- Rospierski advised that the first thing he heard was the fire alarm and subsequently began the evacuation of his classroom. Once out in the hallway, Rospierski said that he heard gunshots.
- Rospierski said that the hallways are not equipped with PA speakers and while in the hallway, he was unable to hear what was said over the PA.



- All teachers in building 12 that sheltered in place did so because the first thing they heard was gunfire.
- All teachers in building 12 that evacuated their classrooms did so because the first thing they heard was the fire alarm.
- Not one teacher advised that they heard the Code Red being called over the PA. The teachers reacted to the sound of gunfire or the fire alarm.



- All teachers were unclear if they were allowed to call a Code Red.
- The MSDHS administrative staff stated anyone can call a Code Red (post 2/14/18).
- However, the teachers that we recently interviewed were still not completely clear about how and if they could call a Code Red.
- Most teachers and students interviewed perceived the event as though it was just a “Drill”.



- Teacher recommendations:
 - Arm willing staff.
 - More real life scenario training.
 - Move electrical outlets that are placed in the “Hard Corner” because they force teachers to utilize the space for their desk and other equipment.
 - Equip all teachers with a panic button on a lanyard.
 - Make sure PA system can be heard in the hallways and outside the common areas.
 - “Problem” students should not be placed in regular classes.
 - Better video camera system.



MSDHS Administrative Staff Interviews:

- All advised that the ingress and egress gates were opened in the morning and afternoon to allow foot and vehicle traffic in and also out. The gates were not staffed while open.
- All advised that they did not know of a specific school board policy regarding campus monitors.

147



- When referring to the campus monitors responsibilities, all MSDHS administrators used the term “Observe and Report.”
- But, upon further questioning, the administrators acknowledged that the campus monitors actually did make contact with students throughout the day vs. simply reporting an incident to the administrative staff.
- The campus monitors were each assigned a specific post to monitor during the course of the day.

148



- All administrators advised that they did not instruct teachers to set up their classrooms in a way that would keep the “hard corner” open.
- All administrators advised that the teachers were instructed to keep their doors locked and did not have the option to keep the doors ajar (post 1/11/18 training).
- All AP’s said that occasionally they would walk the campus and check doors to make sure they were locked.



- Prior to the January training there was no definitive answer given by any of the AP’s about who could call a Code Red.
- All AP’s stated that a fire alarm drill was conducted monthly; however, a Code Red drill had not been conducted prior to 2/14/18.
- All AP’s were aware of a web based school safety plan as well as an emergency flip chart. All teachers were provided with the emergency flip chart. Teachers were not aware of the safety plan generally.



- All MHSDS administrative staff knew the proper protocol to be followed once a Code Red was initiated. (Door locked, go to the safe corner, lights out, keep quiet)
- Per Principal Thompson, it was stated during the January training that “anyone” can call a Code Red. Teachers without radios would have to call the front office via the PA or phone and relay the information to the office. Nevertheless, they were still unclear about when or how to call a Code Red.



- 4 of the 5 AP's stated they had no complaints about Deputy Scot Peterson, however AP Reed advised that Peterson should have been patrolling the campus more instead of being inside of his office all the time.
- On 2/14/18, AP's Reed, Porter and Morford all advised that they called a Code Red via the Portable Radio. AP Porter stated he also called the Code Red via the school intercom system.



- AP Reed advised that she received information (Porter) about a “gas leak” alarm coming from building 12.
- AP Reed said that she responded to the area of building 12 and encountered Peterson standing in the breezeway between building 7 and 8.
- She stated that she clearly heard “a lot” of gun shots coming from within building 12 and told Peterson, “That’s gunfire in there.”



- AP Reed said that Peterson had his gun out and was on his police radio.
- She told me that she left the area to help get kids back inside and thought Peterson was going to building 12 to address the shooter.
- It’s at this point the teachers and assistant principal’s outside of building 12 remained locked down until rescued by law enforcement.

