



DELAWARE EMERGENCY MANAGEMENT AGENCY COMPREHENSIVE SCHOOL SAFETY PROGRAM (CSSP) 2020 ANNUAL REPORT

*State of Delaware
Department of Safety and Homeland Security
Delaware Emergency Management Agency
165 Brick Store Landing Road
Smyrna, DE 19977*

*A.J. Schall, Agency Director
Christopher Murtha, Deputy Director
Paige Fitzgerald, Senior Administrator
Nicole Shuler-Geer, CSSP Planner III
Douglas Scheer, CSSP Planner III*

Herein you will find the annual report for The Comprehensive School Safety Program (CSSP) for the Academic School Year of July 1, 2019- June 30, 2020.

History:

In June 2012, the Delaware General Assembly passed the Omnibus School Safety Act tasking the Department of Safety and Homeland Security (DSHS) with administering a Comprehensive School Safety Program (CSSP). The program falls under the leadership of the Delaware Emergency Management Agency (DEMA). The purpose of this Act is to enhance public safety in all of Delaware's public and charter schools, through the development and maintenance of comprehensive, site-specific, National Incident Management System (NIMS) compliant safety and emergency preparedness plans. This Act is intended to promote a cohesive and coordinated approach between emergency responders, education professionals and other supporting agencies during a critical incident within a school setting.

Delaware continues to evolve in all areas of school safety, with the primary mission of providing oversight of the Omnibus School Safety Act. Therefore, a subsequent amendment to the Act was passed in 2014, requiring each public and charter school to hold one tabletop exercise and two lockdown/intruder drills per academic school year.

Each year, school representatives are required to provide data to the Comprehensive School Safety Program (CSSP) through the Emergency Response Information Portal System (ERIP) documenting individual school compliance with the Act. This system is administered by CSSP to monitor Omnibus Safety Act compliance and is hosted by NaviGate Prepared (formally ALICE/SafePlans). The system is utilized by all Public and Charter Schools in Delaware. The platform houses items such as the NIMS (National Incident Management System) compliant plan templates, school floor plans, campus aerial photos, e-learning for educators, as well as data pertaining to completion of drills and exercises.

In order to be considered fully compliant, each school must complete the required Lockdown/Intruder Drills, and Tabletop Exercise per academic school year. Since the inception of the program at DEMA, compliance has grown from 69% rate in 2015 for District and Charter schools to a steady and remaining 100% compliance. This is a proud accomplishment by the school leaders, and all involved in school safety throughout our state.

Compliance with The Omnibus Safety Act is recognized by each school receiving a decal from The Department of Safety and Homeland Security (DSHS) and The Delaware Emergency Management Agency (DEMA) CSSP program to proudly display at the entrance of their schools for all to view.



The CSSP team consists of two planners who monitor and provide support to over 220 public and Charter schools consisting of more than 140,800 students for Omnibus compliance and best practices for school safety.

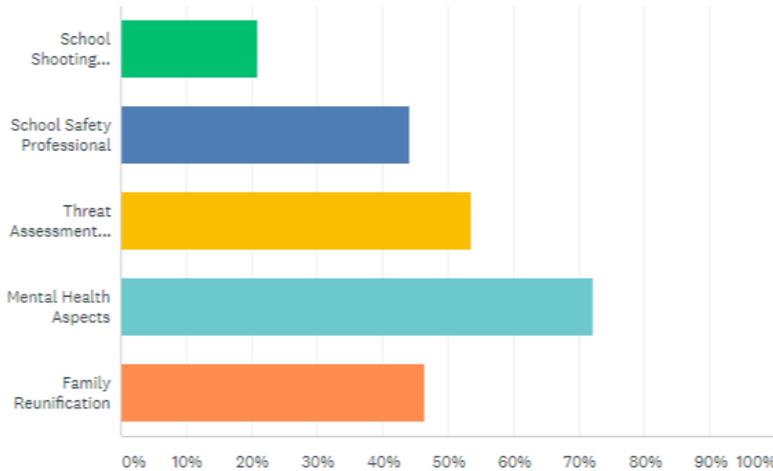
Accomplishments since inception of the new team in 2019:

In early 2019, CSSP underwent a change in staff. The new CSSP team has accomplished many goals and initiatives and has many more in its sights. Since the inception of the new staff the following are tasks and accomplishments that have taken place:

- Established and disseminated quarterly newsletter which consists of past incidents and lessons learned, trainings, current trends/best practices, helpful tips and resources.
- Established new guidelines, educational materials, and best practices regarding successful school safety methodologies sent out and incorporated into ERIP **(See Appendix A)**
- Implemented an annual facilities infrastructure assessment
- Defined parameters for various types of drills and exercises and specified who should be present for each
- Incorporated After Action Reports (AARs) into ERIP to assist schools and CSSP in establishing areas of strengths and potential areas of improvements for future drills/exercises.
- Built a cohesive relationship with the DEMA training section by advertising and hosting trainings and announcements through the Delaware Learning Center (DLC) for consistency throughout the State of Delaware training platforms, professionalism, as well as certificate, and credit requirements for educators.
- Updated ERIP from a comprehensive plan template to a more streamlined template
 - Training regarding updates was hosted by CSSP for over 214 individuals
- Certified CSSP team in active assailant training through ALICE (Alert, Lockdown, Inform, Counter, Evacuate)
 - To date over 1,160 school employees have been trained by CSSP in ALICE techniques
- Obtained certification in Trauma Informed Approaches
- Improved relationships and rapports steadily with all stakeholders.

- CSSP has increased its contact list and routine email distribution list from 120 to over 522 individuals within the schools since just March 2019. This is imperative for information sharing and school compliance.
- Worked with the Delaware State Police (DSP) to create and implement a streamlined DEMA/Law Enforcement infrastructure assessment as well as many other initiatives
- Relationships have been established with DHS, the Delaware Information and Analysis Center (DIAC), and the New Castle County Department of Public Safety (NCCDPS) for information sharing, collaboration, and the implementation of the RAVE panic button.
- Continued to establish a network among schools and determine ways for them to share information and collaborate among one another
- Established relationships with The Wilmington Police Department (WPD), the New Castle County Police (NCCPD), and County EMS individuals in hopes of training their Public Safety Answering Point's (PSAP) personnel as CSSP currently does for DSP on how to access school safety plans, safety team information, floor plans, and maps in the event of an emergency.
- A self-guided PowerPoint training program was also created by CSSP to train and re-train these individuals.
- Initiated website re-design to be more informative and transparent regarding the duties, responsibilities, goals and successes of the program and schools.
- Began first approvals of school infrastructure safety plans in February 2020 as CSSP was tasked with approving school plans in accordance with HB49 "AN ACT TO AMEND TITLES 14 AND 29 OF THE DELAWARE CODE RELATING TO SCHOOL SAFETY."

In July 2019, a survey was sent out to all the schools as a needs assessment tool to determine where there are prominent areas of interest and needs. The results were as follows with only 43 individuals responding: Therefore, trainings and initiatives were formed based upon results to include:



ANSWER CHOICES	RESPONSES
▼ School Shooting Survivor	20.93% 9
▼ School Safety Professional	44.19% 19
▼ Threat Assessment Training	53.49% 23
▼ Mental Health Aspects	72.09% 31
▼ Family Reunification	46.51% 20
Total Respondents: 43	

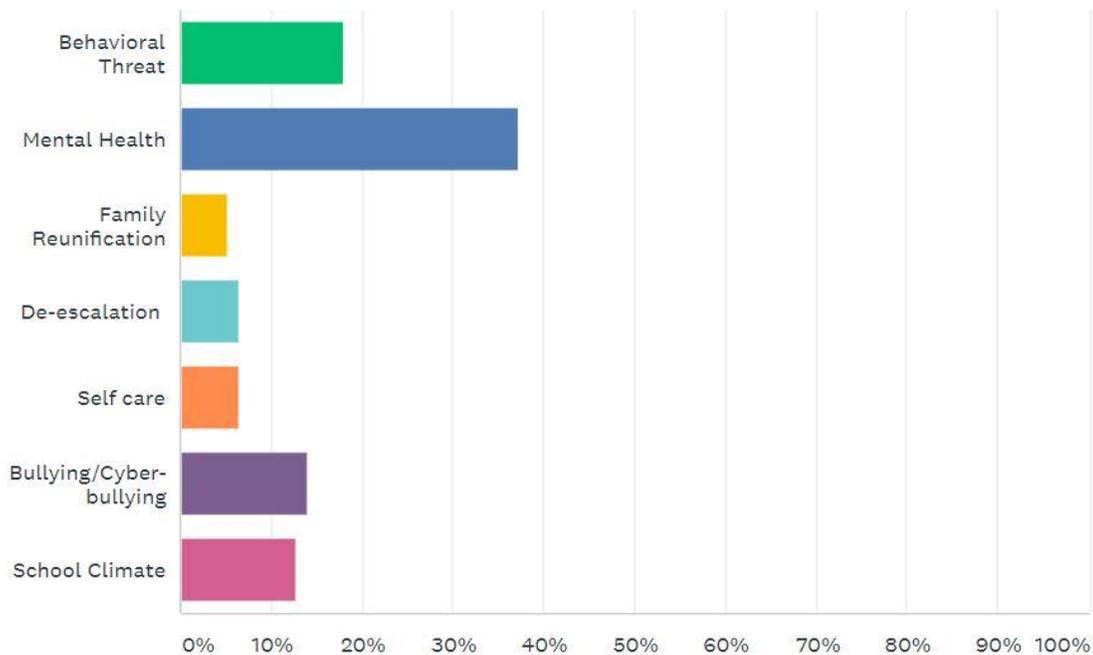
- 120 Individuals received Family Reunification training from The I Love you Guys Foundation
- Crime Prevention Through Environmental Design (CPTED) was provided to 17 individuals who became certified along with the CSSP team members.
- Behavioral Threat Assessment Training was scheduled and later cancelled due to COVID-19
- Youth Mental Health First Aid was scheduled and later canceled due to COVID-19

- Over 50 educational materials regarding the Omnibus Safety Act, CSSP guidelines, best practices relating to school safety, available trainings, resources, reference materials, trainings, and grant information disseminated through the incorporation into ERIP, sent out via email, and delivered through training sessions.
- Creation of table-top templates for use during exercises, and an infrastructure assessment from DHS available for assessment purposes.

In March 2020, CSSP sent out a follow up survey again re-assessing general needs and wants pertaining to school safety as well as specific questions related to best practices. The results were as follows, and the number of individuals that responded increased slightly from 43 in 2019, to 79 and 87 respectively in 2020.

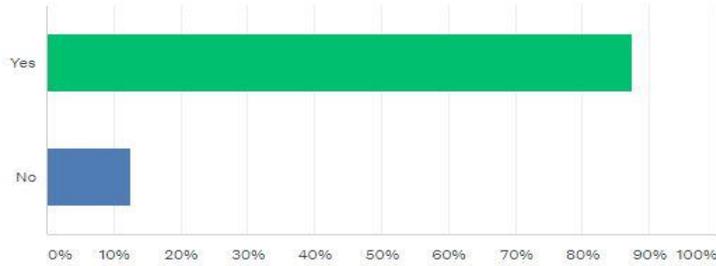
Would you like additional training provided on?

Answered: 78 Skipped: 10



Would you find plug and play tabletop templates beneficial to your training needs?

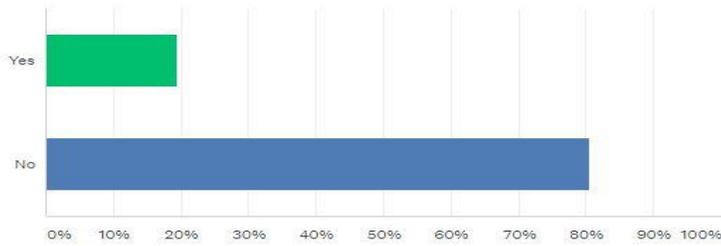
Answered: 87 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes	87.36%	76
No	12.64%	11
TOTAL		87

Are your students currently using an anonymous reporting app?

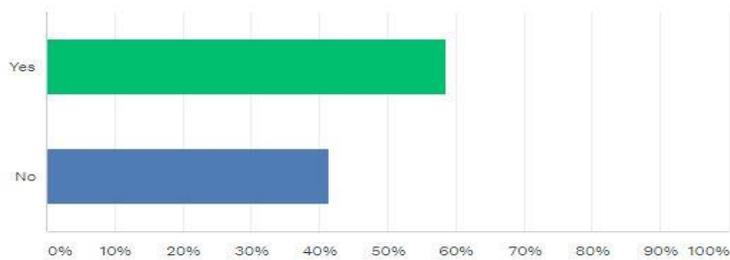
Answered: 87 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes	19.54%	17
No	80.46%	70
TOTAL		87

Do you think students having an anonymous reporting app is beneficial?

Answered: 87 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes	58.62%	51
No	41.38%	36
TOTAL		87

Forward:

The CSSP Team has numerous items on its agenda for the 2020-2021 school year, though many projects were halted due to the COVID-19 pandemic.

The initial focus for the year will be on assisting the Department of Education (DOE) and the School Re-opening Committee, if tasked. It will also be on monitoring the completion of infrastructure assessments, new plans, table-tops and lockdowns, and the completion of the newly implemented AARs.

The team will continue to focus on initiatives that promote proactive/preventative measures, educating schools on emergency management principles and practices, and building relationships with stakeholders with any new mission.

This effort led the team to apply for two grants as a result of survey conclusions. The first grant would fund an application for students to report concerning behavior anonymously, such as The STOPIT app. The second grant would fund a behavioral assessment platform to house all behavioral assessment documents within the current NaviGate Platform for a consistent, and cohesive approach to management statewide.

Also, rescheduling the previously scheduled Behavioral Threat Assessment Training, and Youth Mental Health Training as well as applicable mental health aspects training for students, families, and employees will be a top priority for fulfilling the team's goals as well as fulfilling survey results. We would ultimately like to include the community and families in this mission and see the entire state school system utilizing the same behavioral health assessments as well as mental health procedures and training for students, and employees for continuity and consistency.

The team will disseminate as well as oversee and manage applicable training for four professionally created plug and play table-top templates created by The CSSP Team and Tetra Tech on active threats, bus accident, severe weather, and bomb threats.

We will reschedule numerous ALICE trainings as well as CPTED and safety audits cancelled due to the pandemic.

We will continue to work with Safe Plans/ALICE/ERIP on the transition to The NaviGate Prepared system while educating and training all schools on the new platform. We will continue to update floor plans within the new platform for uniformity, and ease of use for first responders. We are examining completing drone certification to assist in such.

Furthermore, the team will continue to work with existing partners such as The Department of Education, The Delaware State Police, National Alliance on Mental Illness (NAMI), Dr. Dewey Cornell, National Association for School Resource Officers (NASRO), and federal, state, and local Homeland Security agencies for the furtherance of common goals, as well as to establish new relationships.

Lastly, the team will examine current legislation as it pertains to the school requirements for possible modifications to include additional requirements as well as address the allocation of monies to schools and CSSP for emergency preparedness.

“School Safety is a continuous, ever changing concept. It is everyone’s responsibility to become and remain educated to the concept, rehearse best practices, develop relationships and rapports with those that share the same mission, and never become complacent to the end goal; keeping our children and each other safe...”

(CSSP, personal communication, June, 2019)

APPENDIX A

School Safety is a continuous, ever changing concept. It is everyone's responsibility to become and remain educated to the concept, rehearse best practices, develop relationships and rapport with those that share the same mission, and never become complacent to the end goal; keeping our children and each other safe...

School Safety Guidelines



Comprehensive School Safety Program;
Department of Safety and Homeland Security
(DSHS)-Delaware Emergency Management
Agency (DEMA)

Table of Contents

Phases of Emergency Management	2
Omnibus School Safety Act overview	3
Omnibus School Safety Act requirements	4
School Safety Visual	5
Lockdown/Table Top/Drill definitions, best practices, etc.....	6
Guidelines Short-Cut (Due Dates/time frames, etc.)	7

Overall goal = Stay within the lowest levels/phases of emergency management



- Prevention:
 - Is the action taken to decrease the likelihood that an event or crisis will occur.
- Mitigation:
 - Is the action taken to eliminate or reduce the loss of life and property damage related to an event or crisis, particularly those that cannot be prevented.
- Preparedness:
 - Is designing strategies, processes, and protocols for potential emergencies.
- Response:
 - Is taking action to effectively contain and resolve an emergency.
- Recovery:
 - Is returning to normal or more resilient than pre-incident conditions

The Omnibus School Safety Act addresses the phases of emergency management:

- The purpose of the Omnibus School Safety Act is to enhance public safety in all of Delaware's public schools (including charter schools) and school districts through the development and maintenance of comprehensive, site-specific, National Incident Management System (NIMS)-compliant safety and emergency preparedness plans for each public school and district. This act is intended to promote a cohesive and coordinated approach between state and local emergency responders, education professionals, and other supporting agencies and disciplines during a critical incident within a school setting, in a manner that minimizes administrative and other burdens upon schools and districts.

Please read the full code:

- <https://delcode.delaware.gov/title29/c082/index.shtml>

Duties and responsibilities of the Department:

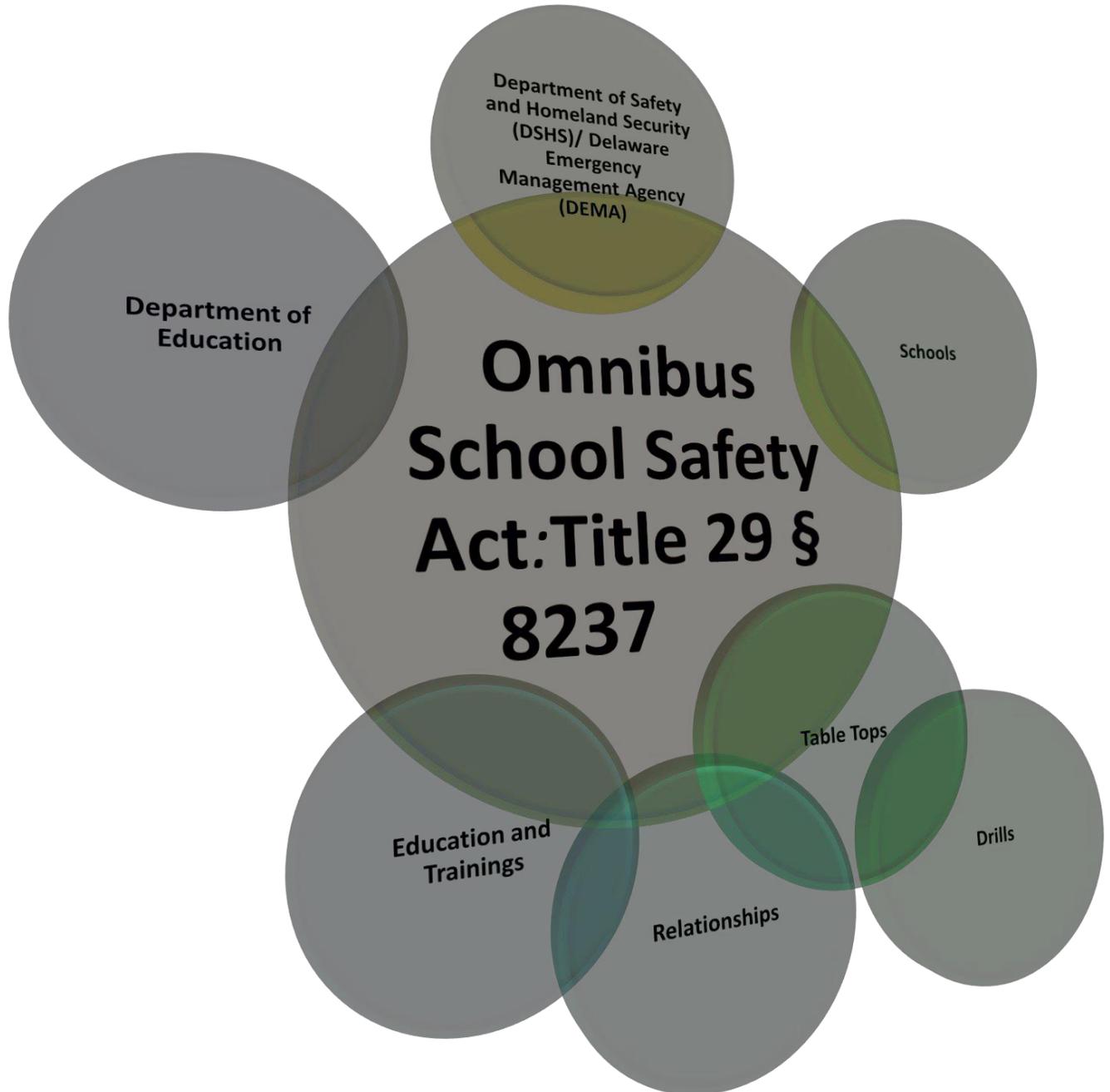
The Department, by and through the Secretary, shall have overall operational responsibility for the implementation of the act. In connection therewith, the Department's duties and responsibilities shall include but not be limited to:

- (1) Serving as the lead agency in the development of CSSPs (Comprehensive School Safety Plans) for each school and district;
- (2) Assisting schools and districts in conducting critical incident and tabletop exercises;
- (3) Adopting, publishing and updating Emergency Preparedness Guidelines;
- (4) Reviewing and certifying CSSPs submitted by schools and districts;
- (5) In consultation with the Department of Education, adopting such rules and regulations as shall be necessary or desirable to implement the provisions of the act;
- (6) Reviewing proposed revisions and updates to CSSPs

Duties and responsibilities of schools and districts:

- (1) Create a school safety team for each school and district;
- (2) Collaborate with the Department (Delaware Emergency Management, DEMA) and any relevant first responders to develop and submit to the Department a school - or district - specific CSSP;
- (3) Conduct critical incident and tabletop exercises in accordance with subsection (f) of the Omnibus School Safety Act (conduct at least 1 tabletop exercise every year, and at least 2 lockdown/intruder drills per school year) and;
- (4) Collaborate with the Department and any relevant first responders in submitting revisions and updates to CSSPs, at such times and upon such circumstances as shall be warranted

It's everyone's responsibility:



SCHOOL SAFETY GUIDELINES

Lockdown/Intruder Drill	Tabletop Exercise	Functional Exercise	Full-Scale Exercise
Have your objectives and goals determined before you begin. (S.M.A.R.T) Objectives; Specific, Measurable, Achievable, Relevant, Time based.	Have your objectives and goals determined before you begin. (S.M.A.R.T) Objectives; Specific, Measurable, Achievable, Relevant, Time based.	Have your objectives and goals determined before you begin. (S.M.A.R.T) Objectives; Specific, Measurable, Achievable, Relevant, Time based.	Have your objectives and goals determined before you begin. (S.M.A.R.T) Objectives; Specific, Measurable, Achievable, Relevant, Time based.
Should include at a minimum: *Safety Team *All Faculty and Staff	Invite all pertinent individuals to attend (To include Safety Team , Police, Fire, EMS)	Invite all pertinent individuals to attend (To include Safety Team , Police, Fire, EMS)	Invite all pertinent individuals to attend (To include all faculty and staff, Safety Team , Police, Fire, EMS)
<p style="text-align: center;"><u>MEASURING:</u></p> <ul style="list-style-type: none"> • Establish equipment capabilities (RAVE, devices, etc.) • Determine response times • Personnel training • Interagency cooperation • Determine resource and manpower capabilities 	<p style="text-align: center;"><u>MEASURING:</u></p> <ul style="list-style-type: none"> • Practice group problem solving • Executive familiarity • Specific case study • Specific threat area • Examine manpower • Contingencies • Test group responsibility interpretation • Observe information sharing • Assess interagency coordination • Train personnel in negotiation/interaction 	<p style="text-align: center;"><u>MEASURING:</u></p> <ul style="list-style-type: none"> • Evaluate any function • Observe physical facilities use • Reinforce established policies and procedures • School accreditation • Test seldom used resources • Measure resource adequacy • Confirm interagency relationships 	<p style="text-align: center;"><u>MEASURING:</u></p> <ul style="list-style-type: none"> • Information analysis • Interagency cooperation • Policy confirmation • Negotiation Resource and manpower allocation • Media attention • Equipment capabilities • Interagency operations and relations
Complete AAR (After Action Report)	Complete AAR (After Action Report)	Complete AAR (After Action Report)	Complete AAR (After Action Report)

SCHOOL SAFETY GUIDELINES

Plan approval:

- Plans to be utilized for lockdown/intruder drills and table tops for the year approved before use
- All other plans approved by June 1

Assessment

- Annual internal school assessment of choice.
- Completed and uploaded into ERIP by September 1 annually.
- To be completed before drills and table-tops are conducted

Lockdown/ Intruder Drills

- 2 annually
- Drill time ≥ 30 minutes (To include scenario, and debrief).
- Logged into ERIP/completion of After Action questions (AAR) within 1 week of drill completion
- Varying in types of drills, but not limited to:
 - Active Shooter
 - Active Assailant
 - Bomb Threats
 - Desired topic based on assessment and AAR results.
- Both drills completed between the first week of school and June 1 annually while school is in session.
- Plans approved prior to conducting

Table Top

- 1 annually
- Exercise time ≥ 60 minutes (To include scenario and debrief)
- Logged into ERIP/completion of After Action questions (AAR) within 1 week of drill completion
- Varying in types of exercises, but not limited to:
 - Active Shooter
 - Active Assailant
 - Bomb Threats
 - Desired topic based on assessment and AAR results.
- Completed between July 1-June 1 annually.
- Plans approved prior to conducting