Iowa Department of Education

School Emergency Response Planning Webinar

September 22, 2015

Gary Schwartz
Jane Colacecchi
Welcome and Opening Remarks

Jeff Berger
Chief Deputy Director
Iowa Department of Education
Presenters

Gary Schwartz
Iowa Department of Education

Jane Colacecchi
Emergency Preparedness Consulting, LLC
Webinar Agenda

- Identify the goal of the project
- Define the scope of work
- Provide the timeline
- Discuss the strategy
- Planning workshops
Goal

- All Iowa school districts and non-public schools are provided the opportunity for training and technical assistance for the development of high-quality emergency operations plans.
  - Development of new plans
  - Update existing plans
Five Preparedness Missions

Before | During | After
---|---|---
Prevention | Protection | Mitigation
Recovery | Response | an incident or emergency
Planning Principles

- Supported by Leadership
- Considers All Settings & All Times
- Provides for Whole School Community
- Collaborative Process
- Takes an All-Hazards Approach
- Uses Assessments to Customize
Guide for Developing High-Quality School Emergency Operations Plans

- Released in 2013
- First joint product of:
  - DHS
  - DOJ
  - ED
  - HHS
What are “high-quality” plans?

Based upon the Guide for Developing High Quality School Emergency Operations Plans

- Collaborative
- Comprehensive
- Accurately reflects community resources
- Provides for the whole school community
- Integrates with district, community, regional, and state plans
- Seamless integration of all responders
Guide for Developing High-Quality School Emergency Operations Plans

The Guide can be found on the Readiness and Emergency Management for School Technical Assistance Center (REMS TA) website:

www.rems.ed.gov
In addition to the Guide, the site also contains

- Access to EOP Assist – a web-based software application
- List of available online and in-person training
- Publications relevant to school emergency management
- State safety and security mandates
- Grantee Corner
- Community of Practice
- Listing of federal field offices
- News and Highlights
Scope of Work

- 12 month effort
- 18 Workshops (2 per AEA region, Fall 2015 and Spring 2016)
  - Provide training
  - Foster collaboration with community partners
  - Establish a network of participants
  - Develop high-quality school emergency operations plans
- Technical support
- Build a support network for sustainability of planning efforts
A total of 249 of the state’s 369 school districts completed the assessment. (67%)

- 50% indicated collaborating with community partners to at least a moderate degree.
- 79.5% indicated their plan aligns with county, local or regional plans.
- 49% indicate use of the incident command system.
# Project Timeline

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>September</td>
<td>October</td>
<td>November</td>
<td>December - February</td>
<td>March</td>
<td>April - May</td>
<td>June</td>
</tr>
<tr>
<td>Developing</td>
<td></td>
<td>Developing EOPs</td>
<td>Webinars, Training by Request, and Online Courses.</td>
<td>Facilitated Multi-agency training/ planning session Q&amp;A, plan assessment.</td>
<td>Facilitated planning including site visits</td>
<td></td>
</tr>
<tr>
<td>Emergency</td>
<td></td>
<td>Facilitated Multi-agency training/ planning</td>
<td>Technical support for districts</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operations</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plans K-12</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Train the Educator</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
# Strategy - Planning Workshop 1
## October - December 2015

<table>
<thead>
<tr>
<th>Location</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Keystone AEA</td>
<td>October 29</td>
</tr>
<tr>
<td>AEA 267</td>
<td>October 30</td>
</tr>
<tr>
<td>Northwest AEA</td>
<td>November 4</td>
</tr>
<tr>
<td>Prairie Lakes AEA</td>
<td>November 5</td>
</tr>
<tr>
<td>Great Prairie AEA</td>
<td>November 10</td>
</tr>
<tr>
<td>Mississippi AEA</td>
<td>November 12</td>
</tr>
<tr>
<td>Grant Wood AEA</td>
<td>November 17</td>
</tr>
<tr>
<td>Green Hills AEA</td>
<td>November 20</td>
</tr>
<tr>
<td>Heartland AEA</td>
<td>December 3</td>
</tr>
</tbody>
</table>
The 6 Step Planning Process
Plan Development
December 2015 – February 2016

- A sample “regional” plan will be provided
- School Districts are encouraged to work with community partners to complete high quality emergency operations plans.

- The Department of Education will provide:
  - Draft plan
  - Technical support
  - Training
  - On-site support when needed
Planning Workshop 2
February – March 2016

**STEP 1**
Form a Collaborative Planning Team
- Identify Core Planning Team
- Form a Common Framework
- Define and Assign Roles and Responsibilities
- Determine a Regular Schedule of Meetings

**STEP 2**
Understand the Situation
- Identify Threats and Hazards
- Assess Risk
- Prioritize Threats and Hazards

**STEP 3**
Determine Goals and Objectives
- Develop Goals
- Develop Objectives

**STEP 4**
Plan Development (Identifying Courses of Action)

**STEP 5**
Plan Preparation, Review, & Approval
- Format the Plan
- Write the Plan
- Review the Plan
- Approve and Share the Plan

**STEP 6**
Plan Implementation & Maintenance
- Train Stakeholders
- Exercise the Plan
- Review, Revise, and Maintain the Plan
The Iowa Department of Education will continue to provide:

🔹 Technical support
🔹 Plan review
🔹 Mentoring and coaching
🔹 Sample language for plan development
Sustainability

- Planning teams remain intact upon the completion of this project
- Districts and responders utilize the Community of Practice on REMS TA for the ongoing sharing of ideas and materials
- Schools continue to work with the response experts in their community and establish an ongoing process of improving response capabilities
- All participants continue collaboration efforts that improve communication and understanding
Workshop Registration
Iowa Department of Education
educateiowa.gov

A-Z Index

- Safe and Drug Free Schools
- Safety, Fire
- Safety, Playground
- Safety, School
- Sample of Works Consulted
- School Addresses

Also School Safety
Educateiowa.gov
School Safety

School Safety

- Emergency Operations Planning
- Fire Safety
- Playground Safety

Plus additional information on:
- Training
- Workshops
- Online Courses
- School Safety Resources
Anticipated Outcomes

- All Iowa school districts will have the opportunity to receive training and assistance and to the degree possible, work with their community of responders to develop high-quality emergency operations plans.

- All Iowa school districts will be provided with the opportunity to participate in a network of community responders, mentors, and coaches in an effort to sustain long-term planning practices.
Questions?

Gary D. Schwartz, Ed.D.
Education Program Consultant (Facilities)
Finance, Facilities, and Operations Services
Division of School Support and Information
Iowa Department of Education
Gary.schwartz@iowa.gov
Office: (515) 281-4743

Jane Colacecchi, MA
Emergency Preparedness Consulting, LLC
Norwalk, Iowa
jane@jhcassociates.com
515-491-6088