



2022-2023 San Joaquin County Grand Jury

School Safety in San Joaquin County: Developing a Culture of Safety (Case #0322)

Response provided by: Lammersville Unified School District

Findings

F2.2 Many districts have not involved teachers, support staff, students, and parents/guardians when updating each school site's CSSP, missing an opportunity to create a culture of school safety.

- LUSD formed a Crisis Response Planning Committee in 2009; in 2015, the committee transitioned to the current Safety Committee. Committee participants include site and district administrators, classified and certificated staff, a San Joaquin County Sheriff's deputy, Mountain House Fire Department, Board Members, community members, students and parents/guardians. The committee reviews and revises the CSSP annually.

F2.3 Many districts have not collaborated with local law enforcement and other first responders during the annual process to update the CSSP, which could result in a prolonged and inefficient emergency response.

- First responders attend the Safety Committee meetings; site safety plans as well as the District's Safe Schools Plan are reviewed and feedback provided. First responders also attend site safety drills and provide input on procedures/locations. Finalized site and District safety plans are shared with first responders.

F2.4 Many district CSSPs show a lack of meaningful collaboration between districts and local law enforcement agencies, causing confusion and chaos during an emergency.

- First responders attend the Safety Committee meetings; site safety plans as well as the District's Safe Schools Plan are reviewed and feedback provided. First responders also attend site safety drills and provide input on procedures/locations. Finalized site and District safety plans are shared with first responders.

F2.5 Many districts do not offer an opportunity for public input during the drafting or approval stages of the annual CSSP, which renders the districts out of compliance with State law.

- The District's Safety Committee meetings are open to the public; meeting details are posted on the District's website, communicated through site newsletters, and publicized during Board Meetings as well as other committee meetings. Safety plans go through a first and second reading to the Board annually.

F2.6 Most districts do not include an assessment of the status of crime at the school and school-related functions in their CSSPs, which renders the districts out of compliance with State law and causes potential harm and liability.

- LUSD's CSSP includes an assessment of school safety and will continue to do so.

F2.7 Many districts do not adequately address the unique needs of students with disabilities during emergencies. The lack of planning for the most vulnerable students can cause harm during a time of confusion and crisis.

- LUSD will facilitate an explicit partnership with the programs operated through the San Joaquin Office of Education regarding the needs of students with severe disabilities or impairments.

F2.8 A few districts do not make any part of the CSSPs available to the public, withholding important information about steps taken by the district to reduce the probability and impact of safety risks. Other districts post the CSSPs in their entirety, failing to keep confidential information about tactical responses, potentially revealing sensitive information to the public.

- A public version of the CSSP is posted online; maps and site specific details are omitted.

F2.9 Many districts have CSSPs that fail to identify incident command roles and the individuals who are to perform those roles in case of an emergency, exposing students and staff to the potential for confusion and increased risks during an emergency.

- LUSD's CSSP identifies key roles and responsibilities. LUSD utilizes the ICS emergency command structure including commensurate training.

F2.10 Many districts have CSSPs that fail to describe the system to reunite parents/guardians with their children in the event of a campus-wide evacuation, creating confusion and additional anxiety in the event of a safety emergency.

- Reunification procedures are outlined in the site specific safety plans.

F2.11 Many school site CSSPs do not account for specific dangers unique to the school site (e.g., train tracks, flooding, freeways).

- School sites are not located near freeways, flood zones or train tracks.

Recommendations

R2.1 By March 1, 2024, the annual updates for each school site's CSSP address safety issues unique to the site.

- District and site safety plans are updated annually. The Safety Committee will discuss site specific concerns to be addressed in each plan.

R2.2 By December 15, 2023, while updating the school's CSSP, each school site collaborate and receive input from representatives of teachers, support staff, students, and parents/guardians.

- Site safety plans are reviewed during staff and parent/guardian meetings; feedback is solicited and integrated into the plan(s).

R2.3 By December 15, 2023, while updating the school's CSSP, each school site collaborate and receive input from the appropriate emergency response agencies.

- First responders attend the Safety Committee meetings; site safety plans as well as the District's Safe Schools Plan are reviewed and feedback provided. First responders also attend site safety drills and provide input on procedures/locations. Finalized site and District safety plans are shared with first responders.

R2.4 By December 15, 2023, each law enforcement agency in San Joaquin County meaningfully collaborate and approve the updated CSSP for school sites within that agency's jurisdiction.

- First responders attend the Safety Committee meetings; site safety plans as well as the District's Safe Schools Plan are reviewed and feedback provided. First responders also attend site safety drills and provide input on procedures/locations. Finalized site and District safety plans are shared with first responders.

R2.5 By February 1, 2024, each school site council or safety planning committee hold an advertised public meeting at the school site to allow members of the community an opportunity to express an opinion about the school's proposed CSSP as required by California Education Code Sections 32288(b)(1) and (2).

- The District's Safety Committee meetings are open to the public; meeting details are posted on the District's website, communicated through site newsletters, and publicized during Board Meetings as well as other committee meetings.

R2.6 By March 1, 2024, each school site's CSSP include the State mandated assessment of the status of crime at the school and school-related functions.

- School sites will include the State mandated assessment of the status of crime at the school and school-related functions.

R2.7 By March 1, 2024, each school site consult with the appropriate professionals to address the unique needs of students with disabilities when updating the CSSP.

- School sites will continue to partner with special education staff, both county and site providers, regarding student needs/accommodations.

R2.8 By March 1, 2024, each school site's CSSP be available to the public with the exception of confidential information about tactical responses.

- Site plans will continue to be posted on site specific websites.

R2.9 By March 1, 2024, each school site's CSSP identify the incident command roles and the individuals who are to perform those roles and their alternate in cases of an emergency.

- As part of the existing annual processes, which follow the ICS command structure, school sites will assign individuals to each incident command role; alternates will also be identified.

R2.10 By March 1, 2024, each school site's CSSP describe the system to reunify parents/guardians with their student in the event of a campus-wide evacuation, including how parents/guardians are informed of reunification details.

- Site plans have and will continue to describe the system to reunify students and families.

R2.11 By March 1, 2024, each school site's CSSPs account for dangers unique to the specific school site (e.g., train tracks, flooding, freeways).

- School sites will continue to evaluate site specific dangers to be addressed in their site safety plans.

Findings

F3.2 Some of the districts failed to send representatives to the 2022 School Safety Summit, thereby missing an opportunity to work together to make schools safer.

- LUSD sent four staff members to the 2022 School Safety Summit.

F3.3 The Grand Jury learned through interviews, surveys, and site tours that many districts fail to include safety topics during regular meetings with teachers and support staff throughout the school year, minimizing the importance of safety.

- LUSD will review the expectation for safety topics to be placed on meeting agendas throughout the school year.

F3.4 The Grand Jury learned through interviews, surveys, and site tours that many school sites fail to assure substitute staff receive the information they will need in the case of a school safety emergency, leaving the substitute staff ill-prepared for an emergency.

- Substitute teachers are provided with site specific safety plans and safety backpacks.

F3.5 Many districts fail to include the utilization of communication and incident command protocols (ICS-100) during safety drills throughout the school year, causing miscommunication in an emergency.

- Site and district safety plans outline the ICS roles and responsibilities; more explicit role identification and training will be provided during site based drills.

F3.6 Many district cabinet-level positions (e.g., Superintendent, Chief Business Officer) are not trained in ICS protocols (ICS-402), causing a lack of unified response to districtwide emergencies.

- LUSD cabinet members are trained in the ICS structure; as new members are added, training will be required. ICS-402 will be added to the requirements.

F3.7 Many school sites do not vary the time of day when routine safety drills are conducted or when students are not in classrooms, making drills predictable and leaving students unprepared for emergencies that may occur at any time.

- School sites vary the time, scope and nature of safety drills throughout the school year.

F3.8 Many school sites fail to include support staff (classified personnel) in probable real-life roles during safety drills, leaving them unprepared to assist students in emergencies.

- Classified personnel participate in site safety drills; classified staff are also assigned roles outlined in the ICS for both site and district plans.

F3.9 Most school sites fail to conduct a post-incident report after drills analyzing what went well, what went wrong, and what needs to be changed in the future to improve plans

and drills, undermining the effectiveness of drills.

- Site administrators solicit and provide feedback after safety drills. This information is also shared during the Safety Committee meetings.

Recommendations

R3.2 By December 1, 2023, each school district send one or more representatives to the annual School Safety Summit hosted by the San Joaquin County Office of Education.

- A team from LUSD will attend the annual School Safety Summit.

R3.3 By September 1, 2023, safety topics be an agenda item at all school site staff meetings with teachers and support staff throughout the school year.

- LUSD will review the expectation for safety topics to be placed on meeting agendas throughout the school year.

R3.4 By September 1, 2023, districts develop, adopt, and implement written procedures for school sites to provide substitute staff with the information they will need in case of a school emergency.

- Substitute teachers are provided with site specific safety plans and safety backpacks. This expectation will be reiterated during district Administrative Forum meetings to ensure consistency across sites.

R3.5 By October 1, 2023, personnel identified in the school CSSP for incident command roles be trained and certified in ICS-100 protocols.

- LUSD will continue to require ICS-100 training/certification.

R3.6 By October 1, 2023, ICS-402 training be completed for all district-level executive leadership.

- LUSD will expand training requirements to ICS-402.

R3.7 By October 1, 2023, scheduled safety drills be conducted on different days throughout the school year and at various times throughout the school day, including when students are not normally in their classrooms.

- LUSD schools will continue to vary the time and nature of the site based safety drills.

R3.8 By October 1, 2023, scheduled safety drills include support staff (classified) in probable emergency roles during the year and document their participation.

- Classified staff will continue to participate in safety drills; those assigned to specific ICS roles will practice in their assigned role.

R3.9 By October 1, 2023, administrators create a post-incident report after all safety drills.

- LUSD will create a systematized written structure for post-incident reports.

Findings

F4.1 Not all school sites have check-in procedures in place that were followed

consistently, posing serious security threats.

- All LUSD sites utilize the Raptor system for visitor check in.

F4.2 Perimeter fencing or an "open" campus each pose security challenges and require careful consideration to mitigate security shortcomings.

- A site safety audit was conducted during the 22-23 school year; the team included the Associate Superintendent, the Executive Director of Student Services, the School Resource Deputy, and the Director of Maintenance and Operations. A recommendation for construction at four elementary sites was presented to and approved by the Board. The construction projects began Spring 2023 and were completed Summer 2023; front entrances were modified to be outside the gates which requires all visitors to enter via the front office. All campus gates remain closed and locked throughout the school day. The remaining campuses were already constructed to be closed campuses. In addition, the entire perimeter fencing was replaced at the oldest elementary school campus. All other sites have perimeter fencing.

F4.3 Evacuation maps that are posted inconsistently or do not adequately illustrate evacuation routes cause confusion and prolonged evacuation times, making staff and students vulnerable to harm in both classrooms and common areas.

- Evacuation maps are posted in classrooms and common areas.

F4.4 Inconsistent door-locking policies and failure to follow policies create opportunities for perpetrators to enter classrooms and common areas.

- Classroom doors remain locked during the school day.

F4.5 Most school sites utilized flip charts that identify steps to be taken in case of emergencies, however, none of the sites posted them in all rooms used by students, staff, parents/guardians, and the general public.

- Flip charts are posted in all classrooms and common areas. Evacuation maps are also included in the site safety binders.

F4.6 Insufficient window coverings give perpetrators a clear line of sight, creating risk for students and staff.

- During the 22-23 safety audit, classrooms or common areas in need of window coverings were noted and addressed.

F4.7 Most school sites, regardless of age, were well maintained and showed school pride. One school site demonstrated multiple maintenance shortcomings, which can negatively impact safety.

- LUSD maintains all school sites.

F4.8 Good relationships among administrators, certificated and classified staff, parents, and students are vital to promptly identify and address areas of concern, particularly regarding student behavior. Relationships varied greatly from campus to campus.

- LUSD promotes and fosters positive partnerships amongst staff and the community.

F4.9 The culture of safety is best developed by public transparency and involvement by all parties. Few of the school sites visited by the Grand Jury demonstrated meaningful public engagement in safety planning.

- LUSD promotes and fosters positive partnerships amongst staff and the community.

Recommendations

R4.1 By October 1, 2023, each school site implement an access control program that consistently includes verifying visitors' identity and collection of any issued badge before the visitor leaves the school site.

- LUSD has utilized the Raptor check-in system since 2017-2018 school year. Visitors are required to provide photo identification; all visitors are screened and tracked via the Raptor software.

R4.2 By March 1, 2024, districts develop, adopt, and implement a plan for effective perimeter control of access at all school sites.

- A site safety audit was conducted during the 22-23 school year; the team included the Associate Superintendent, the Executive Director of Student Services, the School Resource Deputy, and the Director of Maintenance and Operations. A recommendation for construction at four elementary sites was presented to and approved by the Board. The construction projects began Spring 2023 and were completed Summer 2023; front entrances were modified to be outside the gates which requires all visitors to enter via the front office. All campus gates remain closed and locked throughout the school day. The remaining campuses were already constructed to be closed campuses. In addition, the entire perimeter fencing was replaced at the oldest elementary school campus. All other sites have perimeter fencing.

R4.3 By September 1, 2023, all school sites post evacuation maps clearly showing routes from the "You Are Here" perspective be prominently posted at each entry or exit door location in both classrooms and common areas.

- Site evacuation maps provide a detailed route for safe departure with an arrow at the point of origin and concluding at the designated evacuation location.

R4.4 By March 1, 2024, districts develop, adopt, and implement a plan for door-locking policies to secure classroom and common area doors.

- The Safety Committee will be responsible for reviewing current door-locking policies for classrooms and common areas; information will be shared with school sites during site based safety meetings.

R4.5 By March 1, 2024, all school sites post flip charts or similar summaries of emergency procedures be posted in all classrooms and common areas.

- All classrooms and common areas have flip charts.

R4.6 By March 1, 2024, all school sites ensure window coverings are provided for all windows, thereby not allowing a perpetrator a clear line of sight into a classroom or common area.

- Site safety walks will be utilized to ensure all window coverings are in good condition.

R4.7 By October 1, 2023, the Board of Trustees, during a public meeting, review and discuss the findings and recommendations of the 2022-2023 San Joaquin County Civil Grand Jury report, *Case #0322 - School Safety in San Joaquin County: Developing a Culture of Safety*.

- Information will be shared during the September 13, 2023 Safety Meeting and the September 20, 2023 Board Meeting.

Response prepared by:

Irene Busuttill 9/27/23

Irene Busuttill
Executive Director of Student Services

Presented to, reviewed and approved by the Governing Board on September 20, 2023;
Action Item I.



Governing Board Meeting
09/20/2023 07:00 PM
District Office Board Room
111 S De Anza Blvd., Tracy, CA 95391

Printed : 9/15/2023 2:12 PM PT

This meeting is viewable live at 7:00 p.m. on Wednesday, September 20, 2023 by [clicking here](#).

Attention: This meeting is being recorded.

I. Pledge of Allegiance

- Mountain House High School

II. Roll Call

- Lisa Boulais
- Colin Clements
- Vanitha Daniel
- Stephanie Olsen
- David Pombo
- Student Board Member, Devika Vithalani

III. Approval and/or Corrections to the Agenda:

IV. Committee Reports

- A. District Advisory Committee (DAC) - Boulais, Clements
- B. District English Language Advisory Committee (DELAC) - Clements, Boulais
- C. Education Committee - Pombo, Daniel
- D. Facilities Committee - Olsen, Pombo
- E. Policy Committee - Daniel, Boulais
- F. Safety Committee - Pombo, Olsen
- G. Wellness Committee - Olsen, Daniel

V. Governing Board Reports

VI. Receiving of Public Comments:

The entire Board appreciates hearing from members of the community and public at large. (The Board shall give members of the public an opportunity to address the Board either before or during the Board's consideration of each agenda item (Gov. Code Section 54954.3). At a time so designated on the agenda, members of the public also may bring before the Board, matters that are not listed on the agenda of a regular meeting. The Board may refer such a matter to the Superintendent or designee or take it under advisement, but shall not take action at that time. The Board may place the matter on the agenda of a subsequent meeting for discussion or action. Individual speakers shall be allowed three (3) minutes to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each item to twenty (20) minutes.)

VII. Consent Items for Consideration

Actions proposed for consent are consistent with the approved practices of the district and are deemed routine in nature. Trustees receive board agenda background information in advance of scheduled meetings and are prepared to vote with knowledge on the consent items.

A. Governing Board Meeting Minutes:

- Regular Meeting, September 6, 2023 7:00 P.M.

B. Ratification of Final Budget Revisions for June 2023, Budget Revisions, and Warrant List for August 2023

C. Ratification of Certificated and Classified Personnel Actions

D. Approval of Early High School Graduation or Reduction of Graduation Requirements Petitions:

1. Student #23-24-01MV

E. Updated 2023-2024 Fundraisers

F. Acceptance of Donation:

1. \$15,534.29 from Bethany School Foundation to purchase Digital Marquee for Bethany Elementary.

G. Acceptance of Grant Monies:

- \$14,062.67 Grant Awarded by the Antone E & Marie F Raymus Foundation to Purchase Supplies and Equipment for the Biomedical Innovation Students at Mountain House High School.

VIII. District Administrative Reports

- A. Superintendent's Report
- B. District Enrollment Report
- C. District Maintenance and Operations Report

IX. Action Items

- A. Consider/Approval of 2023-2024 Inter and Intra District Transfer Requests.
- B. Consider/Approval of Revised Contract with A Plus Inspection Services Inc. for the Construction of Evelyn Costa Elementary School as Required by the Division of State Architect (DSA) for \$65,000.
- C. Consider/Approval of Contract with Edgeworth Integration for Mountain House High School to Upgrade Access Control for (Phase 1) 20 doors - Total \$96,664.81.
- D. Consider/Approval of Unaudited Actuals Financial Reports for 2022-2023 as of June 30, 2023.
- E. Consider/Approval of Governing Board Resolution #23-24-05 Approving the Annual Appropriations Limits for 2022-23 and 2023-24 (GANN LIMITS).
- F. Consider/Approval of the 2023-24 Consolidated Application for Funding.
- G. Consider/Approval to Hire Certificated Employees on a Variable Term Waiver:
 1. Jeremy Blackburn- CTE Digital Arts Teacher, Mountain House High School.
 2. Cristin Caldwell- CTE Business Teacher, Mountain House High School.
 3. Fatma Hammam- CTE Computer Science Teacher, Mountain House High School.
 4. Padmavathy Jawahar- CTE Computer Science Teacher, Mountain House High School.

5. Jodi Larson – CTE Culinary Arts Teacher, Mountain House High School.
6. Arunthathi Murugesan – CTE Computer Science Teacher, Mountain House High School.
7. Betsabe Paiz – CTE Culinary Arts Teacher, Mountain House High School.
8. Sampurna Sarkar – CTE Computer Science Teacher, Mountain House High School.

H. Consider/Approval of New Classified School Employee Association Chapter #873 Job Description and Salary Effective October 1, 2023: Registered Behavior Technician.

I. Consider/Approval of LUSD Response to the 2022-2023 San Joaquin County Grand Jury Report on School Safety in San Joaquin County: Developing a Culture of Safety (Case #0322).

J. Consider/Approval of Contract with Specialized Education of California Inc., for Specialized Academic Instruction for a Student for the 2023-2024 School Year. Total Cost \$67,532.

K. Consider/Approval of Revised Contract with Summa Academy, LLC., for Specialized Academic Instruction for a Student for the 2023-2024 School Year. Total Cost \$83,080.

L. Consider/Approval of a Contract with VRC Companies, LLC., for Districtwide File Scanning and Digital Storage Services. Total Cost \$60,175.

M. Consider/Approval of 60-Month Lease Agreement for Copier/Printer Management Services from UBEO.

N. Consider/Approval of Multiple Contracts with Lexia, Grades 3-8, Total \$63,162.31

X. Information & Discussion Items:

A. 2023 Summer School Reports

- K-7 Grade
- Mountain House High School
- Expanded Learning Opportunities - Program (ELO-P)

XI. Calendar

A. Thursday, September 21, 2023 - Facilities Committee Meeting, 6:30 P.M. - District Office Board Room

B. Wednesday, October 11, 2023 - Wellness Committee Meeting - 3:45 P.M. - Professional Development Center

C. Tuesday, October 17, 2023 - Next Regular Governing Board Meeting - 7:00 P.M. - District Office Board Room

D. Tuesday, October 24, 2023 - Education Committee Meeting, 6:30 P.M. - Professional Development Center

**Changed due to the Board meeting rescheduled for October 17.*

XII. Adjourn to Closed Session

XIII. Closed Session

A. Public Employee Discipline/Dismissal/Release/Complaint (Government Code §54957)

B. Conference with Real Property Negotiators (Government Code §54956.8):

1. Property: Mountain House, CA 95391, APNs: 20908026, 20906065, 20906062, 20908025, 20906061, 25803007, 25803002, 25803003, 25802031, 25802035, 25804001, 20917003
2. Agency Negotiator: Superintendent Nicholas
3. Negotiating Parties: Mountain House Developers, Kamilos, Trimark, Shea Homes
4. Under Negotiations: Price, Terms of Payment, or Both

C. Conference with Legal Counsel - Anticipated Litigation (Government Code Section 54956.9)

- Significant Exposure to Litigation Pursuant to Paragraph (2) of Subdivision (d) of Section 54956.9
-1 case

XIV. Reconvene to Open Session

Report of Action from Closed Session, if any:

XV. Adjournment of the Regular Meeting of the Lammersville Unified School District Governing Board

AMERICAN WITH DISABILITIES COMPLIANCE NOTICE: In compliance with the Americans with Disabilities Act, those requiring special assistance to access the Board of Trustees meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact Mrs. Noel Balzarini at (209) 836-7400. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodation, auxiliary aids or services. DOCUMENT AVAILABILITY: Documents provided to a majority of the Governing Board regarding an open session item on this agenda, including documents distributed to the Board less than 72 hours in advance of a board meeting are available for public inspection at the front desk of the District offices located at 111 S. De Anza Blvd., Mountain House, CA 95391 during normal business hours.