# SB 187 Comprehensive School Safety Plan



# **Davis Intermediate School**

5035 Edenview Drive

San Jose, CA 95111

Phone: (408) 227-0616

Fax: (408) 224-8957

Board Adopted FEB 16, 2023

# TABLE OF CONTENTS

The following document is an addendum to the District Comprehensive Safety Plan. The District Comprehensive Safety Plan is the main body of the document. Each school has a site specific document that works in tandem with the District's plan. The Comprehensive Safety Plan is designed to be utilized as a resource for prevention/mitigation, preparedness, response and recovery planning and training as well as for meeting the guidelines of the Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS) and Title 1, Division 4, Chapter 8 Government Code.

It is a living document to meet site, district and community needs, forms or requirements. It is NOT to be a "grab and go" guide in an actual emergency.

### **Table of Contents**

Safety Plan Signature Page	4
Safety Plan Goals	5
Incident Command System Team	13
Emergency Response Teams	14
(Operations, Student Staging Area Teams, Planning, Logistics, Finance)	
Command Posts	19
Evacuation Map	21
Ingress and Egress Map	22
Before and After School Care	23
Emergency Communication Numbers	24
Legal Requirements	25

All sites will refer to the District Comprehensive Safety Plan for all emergency preparedness, safety and operation protocol. All procedures have been standardized throughout the District.

## School Safety Planning Committee

The school site council is responsible for developing the school site safety plan or for delegating the responsibility to a school safety planning committee. (Ed. Code 35294.1)

The school site safety committee shall be composed of the following members: the principal or designee, one teacher who is a representative of the recognized certificated employee organization; one parent/guardian whose child attends the school; one classified employee who is a representative of the recognized classified employee organization; other members if desired. (Ed Code 35294.1)

Local law enforcement has been consulted (Ed. Code 39294,1) Other local agencies, such as health care and emergency services, may be consulted if desired. (Ed Code 39294.2)

Other members of the school or community may provide valuable insights as members of the School Safety Planning Committee. Additional members may include:

- A representative from the local law enforcement agency
- School Resource Officers
- Guidance counselor
- Special Education Department Chairperson
- One or more key community service providers
- Student representative(s)
- Disciplinary team member
- Staff leaders
- Additional parent representatives

### DAVIS INTERMEDIATE SCHOOL SAFETY TEAM

The undersigned members of the Davis Intermediate School Safety Planning Committee certify that the requirements of the SB 187 Safety Plan have been met.

Ginelyn Doldolea-Kudsi		
Principal: Ginelyn Kudsi		
Kellee Humphrey		
Assistant Principal: Kellee	e Humphrey	
Jennifer Lapena	Angela White	
Teachers: Jennifer Lapen	a and Angela White	
Israel Luna		
Classified Staff member:	Israel Luna	
Trish Gomez	Cyndi Lubben	
Parent Representatives:	Trisha Gomez and Cyndi Lubbe	n

District Safety Committee Chair: Oscar Ortiz

THE DAVIS SAFE SCHOOL PLAN WAS APPROVED BY THE DAVIS SCHOOL SITE COUNCIL ON 1/26/23 .

# DAVIS INTERMEDIATE ELEMENTARY SCHOOL Safety Plan Goals

# **Annual Safety Goals**

The School Safety Planning Committee shall make an assessment of the current status of school crime committed on campus and at school-related functions and of appropriate strategies and programs that will provide or maintain a high level of school safety. (Ed. Code 35924.2)

While the School Safety Planning Committee reviews school, district and community crime data trends such as the California Safe School Assessment, other data can bring value to the discussions. Such data may include:

- Mental Health Data
- State, District or Site Surveys (such as the Youth Risk Behavior Survey)
- Disciplinary Data
- Community Police Data

Data may be more valuable if disaggregated by gender, age, zip code, ethnicity, etc. Current trends should be reviewed as well.

**Based on data analysis**, the School Safety Planning Committee identifies one or two **safety-related** goals for the next school year as well as the strategies and/or programs that will be used to meet those goals. The objective is to provide meaningful goals in order to improve the campus climate.

The goals are reported, with the Safety Plan, to the Board of Trustees and are shared with the school staff and community.

In order to keep the goals as a safety focus for the school year, it is recommended that at least three brief meetings be held to review data and progress. The progress can be reported to the School Site Council, staff, parent groups and the Board of Trustees.

The year-end assessment should be completed in May and reported.

### **DAVIS INTERMEDIATE SCHOOL**

# Safety Plan Goals 2021 - 2023

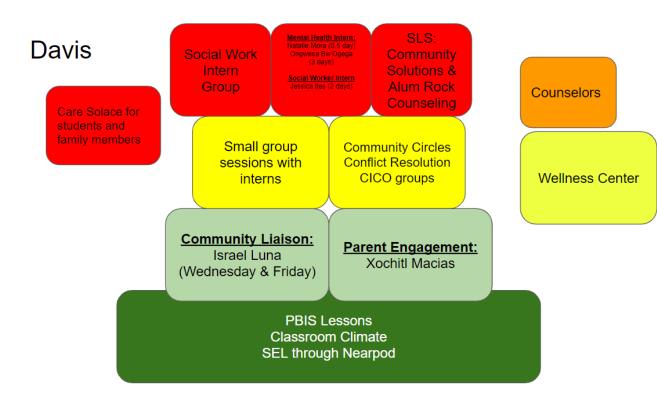
GOAL 1: School will update the ARCC to ensure adequate necessary supplies in the event of an emergency.

- **Strategy 1.1:** Each class will receive a bin, along with a gallon sized zip top bag for every student. Parent letters will accompany the bags home, asking for snacks to be stored inside the ARCC.
- Assessment 1.1: Confirm storage of classroom bings with zip top bags for every student by October.
- **Strategy 1.2:** Updated materials include facemasks and hand sanitizer
- Assessment 1.2: Verify items have been delivered and placed in the ARCC by January.

Baseline Data 1.1 /1.2: ARCC materials are replaced on a rotating basis.

#### GOAL 2: Provide mental health support for students.

Student Services Pyramid :



**Strategy 2.1:** Mental Health Intern support for 4 days

**Strategy 2.2:** Social Worker Intern support for 2 days

**Strategy 2.3**: Outside agency referrals for mental health support through School Linked Services for Alum Rock Counseling, Community Solutions, Rebekah's Children Services;

Strategy 2.4: Parents and students can be referred through Care Solace

Assessment 2.1 through 2.4: Number of students being served by mental health support systems.

**Strategy 2.5:** Professional Learning Community focus, Culture & Climate, Advisory check-ins 4 days a week

**Strategy 2.6**: Individual School Strategies, such as Wellness Center, Art of Yoga, Community Circles, SEL Lessons through Nearpod

Assessment 2.5 through 2.6: Safety, Connectedness and Belonging Survey Results

**Baseline Data 2.5 through 2.6:** In January 2022, 87% of students felt safe, 34% felt they had an adult on campus that they could go to for advice or share good news with

**GOAL 3:** Davis Intermediate School will create a positive school culture that is predictable and consistent with clear, school-wide behavioral expectations consistent with PBIS. By implementing systematic procedures and explicitly teaching behavior, we strive to decrease student suspensions by 10%. We strive to decrease suspensions of students with disabilities by 20%.

**Strategy 3.1**: All teachers will create and explicitly teach lesson plans to support expected student behavior in various settings on campus.

**Strategy 3.2:** All staff will praise students regularly for being Excellent, Respectful, and Safe using tangible rewards and incentives.

**Strategy 3.3:** All teachers will teach classroom specific rituals and routines related to the school wide expectations and communicate those regularly with students and families.

**Strategy 3.4:** We will use restorative, reflective and instructional strategies and alternatives to suspension from the "Don't Suspend Me" book.

**Assessment 3.1 through 3.4 :** Monitor and report behavior data to staff as applicable, to be completed by the end of the school year 2022-23.

**Baseline Data 3.1 through 3.4:** During the 2018-19 school year, there were 106 suspensions. During the 2019-20 school year, there were 9 suspensions. During the 2020-21 school year, there were 0 suspensions. During the 2021-22 school year, there were 54 suspensions.

**Comments:** At the beginning of the year, the students receive instructions on school-wide and classroom behavior expectations with their classroom teachers and in a school-wide assembly to ensure expectations and consistent enforcement. Students will be recognized for displaying these expectations through our Triple E award system or Davis currency and student store.

# The table displays the suspension and expulsion rates at the school, in the district, and throughout the state. Expulsions occur only when required by law or when all other alternatives are exhausted.

#### State Priority: School Climate

The SARC provides the following information relevant to the State priority: School Climate (Priority 6):

- Pupil suspension rates;
- Pupil expulsion rates; and
- · Other local measures on the sense of safety

#### Suspensions and Expulsions

(data collected between July through June, each full school year respectively)

Rate	School 2018-2019	School 2020–2021	District 2018-2019	District 2020–2021	State 2018-2019	State 2020–2021
Suspensions	11.48%	0.00%	2.81%	0.02%	3.47%	0.20%
Expulsions	0.00%	0.00%	0.00%	0.00%	0.08%	0.00%

Note: Data collected during the 2020–21 school year may not be comparable to earlier years of this collection due to differences in learning mode instruction in response to the COVID-19 pandemic.

#### Suspensions and Expulsions for School Year 2019-2020 Only

(data collected between July through February, partial school year due to the COVID-19 pandemic)

Rate	School 2019-2020	District 2019-2020	State 2019-2020
Suspensions	1.62%	0.84%	2.45%
Expulsions	0.00%	0.00%	0.05%

Note: The 2019–2020 suspensions and expulsions rate data are not comparable to other year data because the 2019–2020 school year is a partial school year due to the COVID-19 crisis. As such, it would be inappropriate to make any comparisons in rates of suspensions and expulsions in the 2019–2020 school year compared to other school years.

Last updated: 1/25/22

#### Suspensions and Expulsions by Student Group (School Year 2020-2021)

meonline.og/public/print/43696256048094/2020-2021[2/8/2022 9:40:59 AM]

Accountability Report Card

Student Group	Suspensions Rate	Expulsions Rate
All Students	D	0
Female	D	D
Male	D	D
Non-Binary	D	D
American Indian or Alaska Native	D	D
Asian	D	D
Black or African American	D	D
Filipino	D	D
Hispanic or Latino	D	D
Native Hawaiian or Pacific Islander	D	D
Two or More Races	D	D
White	D	D
English Learners	D	D
Foster Youth	D	D
Homeless	D	D
Socioeconomically Disadvantaged	D	0
Students Receiving Migrant Education Services	D	0
Students with Disabilities	D	D

#### Attendance Factor:

The attendance factor accounts for the difference between enrollment and attendance. It is the average percentage of enrolled students typically attending school on any given day. The factor is calculated annually using prior school year data.

- 2017-2018 Attendance Factor: 95.79%
- 2018-2019 Attendance Factor: 95.32%
- 2019-2020 Attendance Factor: COVID
- 2020-2021 Attendance Factor: 94.70%
- 2021-2022 Attendance Factor: 90.20%

#### Chronic absenteeism:

Students are considered chronically absent if they are absent at least 10 percent of the instructional days that they were enrolled to attend in a school. A distinguishing feature of this measure is that the goal is reversed.

- 2016-2017 Chronic Absenteeism Rate: 11.10%
- 2017-2018 Chronic Absenteeism Rate: 13.40%
- 2018-2019 Chronic Absenteeism Rate: 14.70%
- 2019-2020 COVID
- 2020-2021 Chronic Absenteeism Rate: 17.6%

Chronic Absenteeism by Student Group (School Year 2020—2021)

Student Group	Cumulative Enrollment	Chronic Absenteeism Eligible Enrollment	Chronic Absenteeism Count	Chronic Absenteeism Rate
All Students	629	619	109	17.6
Female	293	291	49	16.8
Male	336	328	60	18.3
American Indian or Alaska Native	122	122	4	18.3
Asian	4	3	2	66.7
Black or African American	20	19	2	10.5
Filipino	14	14	1	7.1
Hispanic or Latino	411	404	90	22.3
Native Hawaiian or Pacific Islander	4	4	0	0.0
Two or More Races	21	20	5	25.0
White	33	33	5	15.2
English Learners	218	217	40	18.4
Foster Youth	3	3	1	33.3
Homeless	11	10	5	50.0
Socioeconomically Disadvantaged	377	371	79	21.3
Students Receiving Migrant Education Services	3	3	2	66.7
Students with Disabilities	107	106	30	28.3

### School Facilities & Safety

Davis Intermediate strives to provide a safe and healthy environment for our students and staff.

Davis Intermediate School is one of 18 schools in the Oak Grove School District in South San Jose. Each year goals relating to school safety and for preventing the use of tobacco, drugs, alcohol, and

school violence are established by the Student Services Advisory Committee and submitted to the State of California. Providing a safe school is a high priority for Davis Intermediate School. To this end, there are continuous improvement processes and collaborative efforts that provide comprehensive health education and a strong academic foundation within a safe and secure learning environment that ensures success for all students.

The table shows the results of the most recent school facilities inspection. While reviewing this report, please note that even minor discrepancies are reported in the inspection process. The items noted in the table have been corrected or are in the process of remediation. The data in the table was collected in January 2018.

chool Facility Conditions and Pl	annad Im	nnunnante
chool Facility Conditions and Pi	anned im	provements
he maintenance staff completed the RT ins complorary. There were very minor work or		
alina naj judiku jukati tawa tao manatana antaj pikina a	1 - 12 - 17 - A24	
untability Report Card		
aat updatect: 1/07/02		
ichool Facility Good Repair State	15	
lsing the recet recently collected Facility ine allowing:		(FIT) data (or equivalent), provide the
Determination of repair status for system	res listed	
<ul> <li>Description of any needed maintenance</li> <li>The year and month in which the data y</li> </ul>		
<ul> <li>The year and month in which the data v</li> <li>The nate for each system inspected</li> </ul>	NAME LODGED	
<ul> <li>The overall rating</li> </ul>		
ear and month of the most recent RT repo	rt: January 2	122
		Repair Needed and Action Taken or
System Inspected	Rating	Planned
Systems: Gas Leaks, Mechanica\/HVAC, Sewer	Good	No action readed.
Interior: Interior Surfaces	Good	Work order generated to adjust cloor swing
		and repair marked flooring tiles.
Cleanliness: Overall Cleanliness,	Geod	No action readed.
Pest/Vermin Infectation		
Electrical: Electrical	Good	Work order generated to repaice bad balant.
Restrooms/Fountains: Restrooms, Sinks/Fountains	Geod	No action readed.
Safety: Fire Safety, Hazardous Materials	Geod	No action readed.
Structural: Structural Damage, Roofs	Geod	No action resided.
External: Playground/School Grounds, Windows/Doots/Gates/Ferrom	Good	No action readed.
nilina wy jeddia jeżeń ktowa zwa mawaćza za zajętki takż	1 (0.17) AND	
natability Report Card		
Overall Facility Rate fear and month of the most recent RT repo	rt: Lanuary 2	122
Overall Rating		Eorreplaty

Last updated: 1/07/02

#### **Cleaning Process**

Davis Intermediate provides a safe and clean environment for students, staff, and volunteers. The district has adopted cleaning standards for all schools. Basic cleaning operations are performed on a daily basis throughout the school year with emphasis on classrooms and restrooms. A joint effort between students and staff helps keep the campus clean and litter-free. The principal works daily with the custodial staff to develop sanitation schedules that ensure a clean, safe, and functional learning environment.

Maintenance & Repair A scheduled maintenance program is administered by Davis Intermediate's custodial staff on a regular basis, with heavy maintenance functions occurring during vacation periods. Additionally, a scheduled maintenance program is administered by Oak Grove School District to ensure that school grounds and facilities remain in excellent repair. A work order process is used when issues arise that require immediate attention. Emergency repairs are given the highest priority; repair requests are completed efficiently and in the order in which they are received.

#### Additionally, due to COVID-19 pandemic:

Hand sanitizing stations are located in common areas such as lunch areas, front offices, and priority locations identified by the principal.

Students are encouraged to bring their own water bottles to use the available water bottle filling stations. All water fountains are available for students.

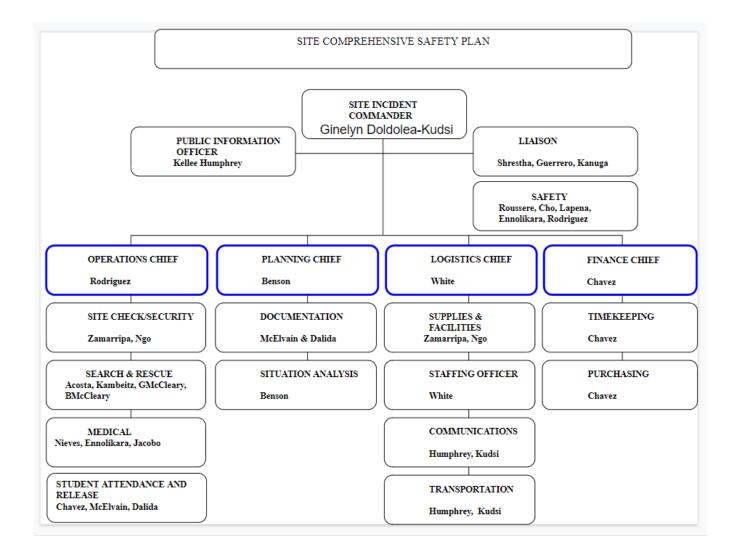
The District will provide face masks for staff. All staff are required to wear fabric face coverings unless prevented due to health conditions or instructional/communication needs. In those instances, staff will be provided with a clear face shield. Additional disposable masks and gloves are also available, as needed. HVAC schedules will be set to run at least two hours before and after occupied hours.

HVAC systems have been serviced and inspected across the District to ensure proper operation and circulation of outside air.

Strict cleaning and disinfecting protocols are in place throughout the school campuses. In classrooms, teachers and age-appropriate students will have access to non-toxic materials to maintain the cleanliness of their environment.

# DAVIS INTERMEDIATE SCHOOL EMERGENCY PROCEDURES

### DAVIS INTERMEDIATE ICS TEAM



# Operations

Team	Team Leader:	Staff Members:
Operations Chief	Rodriguez	
Security	Zamarripa	Ngo
Search & Rescue	B. McCleary	G. McCleary Acosta Kambeitz
Medical	Nieves	Ennolikara Jacobo
Student Attendance and Release	Chavez	Dalida McElvain

# Planning

Team	Team Leader:	Staff Members:
Planning Chief	Benson	
Documentation	Benson	McElvain Dalida
Situation Analysis	Benson	

# Logistics

Team	Team Leader:	Staff Members:
Logistics Chief	White	
Supplies/Facilities	Zamarripa	Ngo
Staffing Officer	Kudsi	Humphrey
Communication	Kudsi	Humphrey
Transportation	Kudsi	Humphrey

# Finance

Team	Team Leader:	Staff:
Finance Chief	Adriana Chavez	
Timekeeping	Adriana Chavez	
Purchasing	Adriana Chavez	

# **Staging Areas – Davis Intermediate**

### **Command Posts**

One indoor and one outdoor area for the Command Center to be stationed in the event of a district emergency.

Primary: PE Blacktop Area

Secondary: Edenvale Community Center Gym

### **Off Site School Evacuation Centers**

To be determined in conjunction with the Director of Facilities

Primary: Great Oaks Park, 5248 Snow Drive, San Jose, CA 95111

Secondary: Edenvale Library, 101 Branham Ln E, San Jose, CA 95111

Unification Site	Staffing	
Great Oaks Park	First to arrive on the	
	scene.	
Edonyala Library	First to arrive on the	
Edenvale Library	scene.	
	300HC.	

# **Emergency Response Teams**

Buddy Teacher System Roster

Site:	Davis Intermedia	<mark>ite School</mark>	Scho	ol Year:	2022-2023
Updated pre	pared by:	Ginelyn Kudsi	·	Date:	Oct. 15, 2022

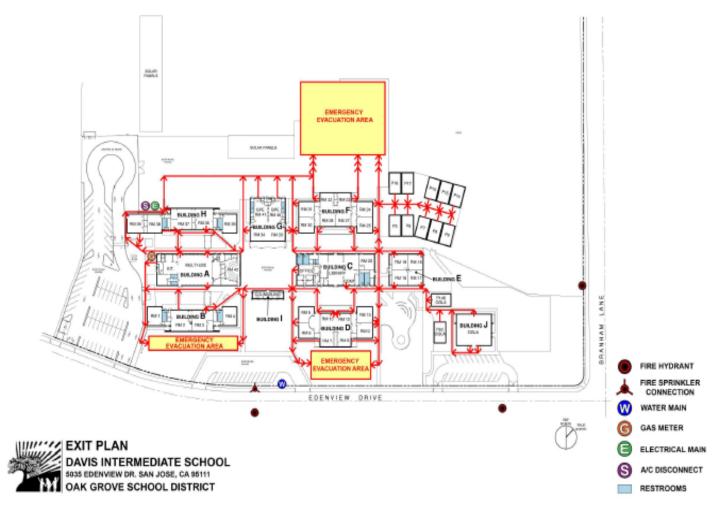
This list should be updated in September of each school year to accommodate any staff changes.

Note: Teachers assigned to lead or have staff assignments should be paired with teachers assigned to the student assembly area. In an emergency, when directed to evacuate to the assembly area, all teachers will take any emergency items and move their classes to the assembly area. Teachers assigned to lead or have staff assignments will then "hand off" responsibility for their class to their Buddy Teacher and report to their emergency assignment.

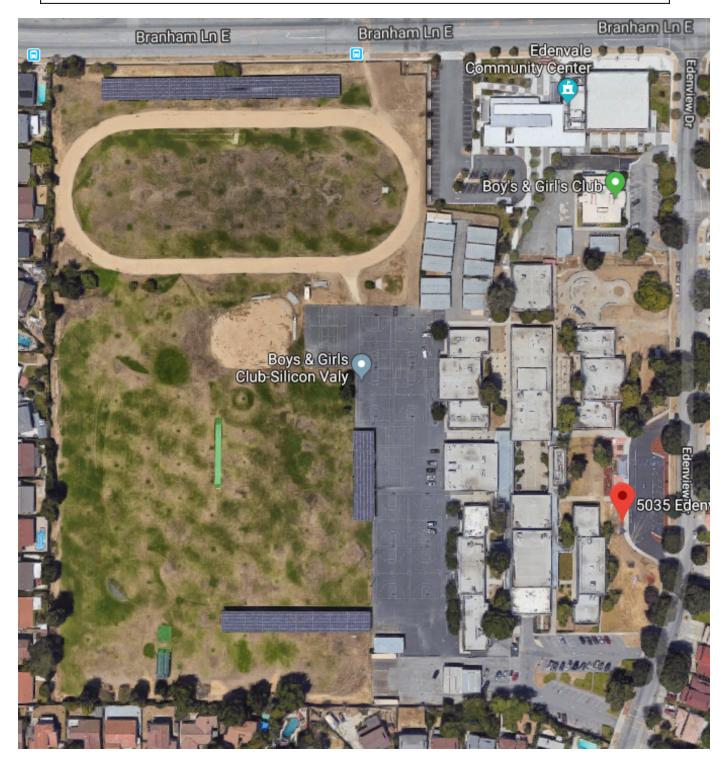
Responsibility for Remaining with Students		Responsibility for Assuming Emergency Task		Emergency Task
Room #	Teacher	Room #	Teacher	
4	Khazanchi	1	G. McCleary	Search & Rescue
		7	Jacobo	Medical
5	Vilchis	8	Ennolikara	Medical
		9	Lapena	Safety
12/16	Lemus/Rizzi, M.	24	Meier	Safety
	(Manzanilla)	25	Cho	Safety
17	Gutierrez	27	Sereno	Safety
		28	Morikawa	Operations
18	Bal	19	Shrestha	Liaison
20	Vaughn	40 (PE)	Acosta	Search and Rescue

			Roussere	Safety
		41 (PE)	Benson	Planning
			White	Logistics
31	Nunez	36/42	Kambeitz	Search and Rescue
30	Barocio	39	B. McCleary	Search and Rescue
		38	Kanuga	Liaison

# **Evacuation Map**



# **Ingress/Egress Routes for Evacuation**



#### **BEFORE AND AFTER SCHOOL DAY CARE**

Oak Grove School District will ensure after-school programs are educated on key parts of emergency management planning, including keeping emergency contact cards up to date and having the most accurate information from parents on who youths are permitted to leave with.

After-school programs are contained within a school's overall emergency management plan.

However, there are important emergency planning considerations specific to after-school programs that may not be addressed in the school's overall emergency management plan, such as:

- How the Incident Command Structure is to operate after school when most staff have left for the day;
- Training of after-school program staff;
- Emergency procedures, especially when some buildings may be closed; and
- Coordination with local emergency responders.

Similar to emergency management planning for schools, after-school programs should also develop plans based upon site-specific issues. Collaborative exercises, site assessments, needs assessments, inventories, meetings, and emergency exercises, including drills and tabletops, would also assist in validating and encouraging adoption of the plan by administrators while promoting sustainability over time.

The District recommends that after-school programs:

- Parallel the schools' plans and procedures, or incorporate their plans into the schools' plans;
- Consult others (rather than plan in a vacuum);
- Include important contact numbers in their plans;
- Include reunification plans;
- Identify personnel for key roles;
- Orient all staff to the plan; and
- Have the plan available at all times.

Preschools will follow the site's Incident Command System and report to the evacuation area as the plan describes.

The Principal will coordinate with all programs on the site, such as The Academy, Boys and Girls Club, Champion, BASE, YMCA, etc.

### **EMERGENCY COMMUNICATION NUMBERS**

Police, Fire & Rescue, Medical, Sheriff, Hazardous Incident	911
Emergency from mobile phone	408-227-8911

Police non-emergency	311	San Jose Mercury	408-920-5444	
Sheriff	408-299-3233	TRANSPORTATION EMERGEN	NCY NUMBERS	
Regional Medical Center of SJ	408-259-5000	CHP Goldengate	707-551-4151	
Office of Emergencies Services Santa Clara	408-808-7800	CHP Gilroy	408-848-2324	
Fire Department	408-277-4619	RADIO AND TV STATIONS		
	400-277-4019	KARA 105.7 FM	408-575-1057	
County of Santa Clara Emergency Medical Services	408-885-4250	KCBS 740 AM	415-765-4000	
Pacific Gas & Electric	800-743-5000	KFOG 104.5 FM	408-817-5364	
American Red Cross	408-577-2178	KLIV 1590 AM	408-575-1600	
San Jose Environmental Services	408-945-3000	KLOCK 1170 AM	408-440-0851	
City of San Jose Emergency Services	408-277-4595	KGO CH 7	415-954-7777	
Dead Animal Collection	408-578-7297	KNTV CH 11	408-452-4780	
		KPIX CH 5	415-362-5550	
HazMat	408-277-4659	KRON CH 4	415-441-4444	
Poison Control	800-876-4766			
SDS	800-451-8346	KTVU CH 2	510-834-1212	
CAL/EPA	916-323-2514	SAFETY DATA SHEETS		
San Jose Water Resource Board	510-622-2300	HOW TO REQUEST A SDS 1-800-451-8346		
OSHA	800-321-6742	3E Company		
CalOSHA-Fremont	510-794-2521	Provide as much of the following possible:	product information as	
San Jose Water	408-279-7900			
Highway Patrol	800-835-5247	<ul> <li>Produce Name</li> <li>Manufacturer Name</li> <li>Product Number (found</li> </ul>	l on side of container)	
CHP Non Emergency	707-551-4100	UPC Code (if available		

#### **GENERAL INFORMATION – SCHOOL SAFETY**

#### **District Commitment to School Safety**

It is the policy of the Oak Grove School District Board of Education that all students enrolled in this district, and all employees employed by this district, have the right to attend campuses, which are safe and secure. The Board believes that a beginning step toward safer schools is the development of a comprehensive plan for school safety by every school within the District. The Board intends that parents, students, teachers, administrators, counselors, classified personnel, and community agencies develop safe school plans, including local law enforcement, and approved by the Board. The school site committee will review these safe school plans on an annual basis and proposed changes will be submitted to the Board for approval.

### **LEGISLATIVE REQUIREMENTS**

The California Education Code (sections 35294.10-35294.15) outlines the requirements of all schools operating any kindergarten and any grades 1 to 12, inclusive, to write and develop a school safety plan relevant to the needs and resources of that particular school.

This requirement was presented in Senate Bill 187, which was approved by the Governor and chaptered in 1997. This legislation contained a sunset clause, which stated that this legislation would remain in effect only until January 1, 2000. See Appendix for Senate Bill 187 Text. Senate Bill 334 was approved and chaptered in 1999 and perpetuated this legislation under the requirement of the initial legislation.

Comprehensive School Safety Plans are required under SB 187/SB 334 to contain the following elements:

- Assessment of school crime committed on school campuses and at school-related functions
- Child abuse reporting procedures
- Disaster procedures
- Suspension and expulsion policies
- Procedures to notify teachers of dangerous pupils
- Anti-harassment policy
- Sexual harassment policies
- School wide dress code policies
- Procedures for safe ingress and egress
- Policies enacted to maintain a safe and orderly environment
- Rules and procedures on school discipline
- Uniform Complaint process
- Goals on providing a safe and healthy environment

The Comprehensive School Safety Plan will be reviewed and updated by Davis School Site Council every year. The school will report on the status of its school safety plan including a description of its key elements in the annual school accountability report card.