

Fort Bend Independent School District

**Safety and Security
Master Plan
2018 Update**

October 5, 2018

TABLE OF CONTENTS

INTRODUCTION AND BACKGROUND..... 3

INFRASTRUCTURE 4

 Security Camera System..... 4

 School Bus Security Camera System and GPS 4

 Security Fencing 4

 Video Intercom 5

 Access Control..... 5

 Security Vestibules 5

 Window Film..... 5

 Wireless Network Coverage 5

 Campus Emergency Generators..... 5

 Operations Center 6

 Door Locks 6

 Facial Recognition Software..... 6

CRISIS COMMUNICATION / NOTIFICATION 7

 Crisis Communication Devices for Staff 7

 Campus Emergency Notification System 7

 Two-way Radio 7

 Incident Reporting Platform for Students and Staff 8

STAFFING 8

 Emergency Management Liaison 8

 Police Patrol Operation..... 8

 Additional Police Officers 9

 Threat Assessment Teams 10

 Threat Management Program 10

 School Marshal Program 10

DISTRICT POLICIES AND PROCEDURES 11

 Emergency Operation Plans 11

 Standard Response Protocols..... 11

 Training for Students and Staff..... 11

 Safety and Security Audits 11

 Mandatory Staff and Student RFID Badges 11

COMMUNITY ENGAGEMENT 12

 Community Engagement Implementation 12

 Community Engagement Process 12

 Student Engagement Process 12

COMPLETION STATUS SUMMARY 13

PLAN DEVELOPMENT AND BOARD REVIEW SCHEDULE..... 14

INTRODUCTION AND BACKGROUND

This proposal provides background information and lists recommendations for the Safety and Security Master Plan based on the work of the Fort Bend ISD Police, Operations, and Technology Departments, and specifies next steps in the District's safety and security planning process. The safety and security plan includes physical security upgrades, technology additions and personnel additions to address an "all hazards" approach.

Best practices and industry standards will lay the foundation of the plan; however, community and staff engagement are critical to the development and implementation of this plan. Additionally, a third party engineering and consulting firm will evaluate the findings to help formulate the best safety and security options for Fort Bend ISD.

In 2002, the Homeland Security Act was written in the aftermath of the September 11 terrorist attacks to address future acts of terrorism in the United States. School districts were defined as local governments and, as such, are responsible for adhering to all federal guidelines and mandates contained in the Homeland Security Act. It is recognized that school districts face the same threats as any state, county, or city government. Subsequent state legislation has been enacted requiring mandatory drills and emergency operation planning following the National Incident Management System (NIMS) guidelines.

Industry best practices identify four interrelated elements within the overarching theme of how to build an environment that lends itself to emergency preparedness and response. Those components include Infrastructure, Crisis Communication / Notification, Staffing, and Procedures. These security factors provide a framework for emergency planning.

2018 Update

In the wake of school tragedies across the country in 2018, the District convened a Safety Advisory Committee in April 2018, comprised of over forty individuals representing students, staff, parents, security experts and community members. The charge of this Committee was to recommend and evaluate additional security measures that could potentially be added to this Safety and Security Master Plan. Fourteen (14) measures were presented to the Board of Trustees. Twelve of these have been added to the Safety and Security Master Plan.

INFRASTRUCTURE

The goal of infrastructure is to narrow risk by creating concentric circles of protection. Emergency preparedness and response must be woven into every aspect of the learning space.

Security Camera System

2014 Bond – 100% Complete at Campuses – 10% Completion at Support Facilities

Decentralized camera systems exist on each campus, largely utilizing analog technology. Analog technology offers a lower grade picture quality than IP cameras and camera systems. The District will explore the option of using IP cameras for all new installations and replacing analog cameras with network IP cameras. The District will also explore the pros and cons of continuing to use a decentralized camera system versus a centralized camera system, while maintaining full camera coverage of our schools. In order to provide full coverage, high school campuses are expected to require 200 cameras, middle school campuses are expected to require 125 cameras, and elementary campuses are expected to require 64 cameras. Specialized schools and support facilities are expected to have a varying number of cameras to provide full coverage.

School Bus Security Camera System and GPS

2014 Bond – 100% Complete

The district has 467 buses in the fleet of which approximately 140 (30%) have self-contained video recording systems and 327 buses are without video capability. All new buses added to the fleet have video recording capability. The video is kept on an on-board hard drive. It is the desire of the Transportation to equip the entire fleet with video recording and eventually with wireless capability, to down-load the hard-drive video without pulling the hard drive from the vehicle. In addition, the Transportation department is suggesting that bus ramps at all locations be included in the school camera security system to enhance student safety while loading and unloading.

A school bus Global Positioning System (GPS) allows the system administrator to determine current location, speed, and start/stop history of a vehicle. This data can be used to identify if buses are on the correct routes and at the correct bus stops, if they are obeying the speed limit, and if they are running early or late. When used in conjunction with bus video cameras, it is powerful tool for the FBISD Police to determine the last known location of a misplaced student. This saves time when seconds count. Currently, none of the FBISD fleet is equipped with GPS.

Security Fencing

2014 Bond – Implemented on an As Needed Basis

Many FBISD campuses lack security fencing around the perimeter of the site or around specific site features such as playgrounds and parking lots. Facilities Department team members have estimated the need for up to 36,000 linear feet of fencing at 41 elementary schools.

2018 Update – Included in 2018 Bond

Expansion of the security fencing will include installation of 6 foot chain link fence around portable classroom buildings with gates that lock from the outside while able to be easily opened with a “crash bar” from the inside.

Video Intercom

2014 Bond – 100% Complete

A video intercom system at each campus will allow the school to grant access through selected doors. Secondary schools require more student mobility which will require a video intercom at entrances such as: the student parking lot, athletic and band areas and portable buildings. Elementary campuses will require a video intercom system at the main entrance and the staff entrance from the staff parking lot.

Access Control

2014 Bond – 100% Complete

All schools should be brought up to current standards, which include access controls at the following doors: main entrance, security vestibules, custodial, kitchen, athletic, fine arts, bus loading, commons and all exterior corridor doors. The interior areas include the computer rooms, vault, records, testing materials, audio/visual rooms and administration areas. High schools will need 40 doors with access controls, middle schools will need 32 doors with access controls, and elementary schools 24 doors with access controls. Specialized campuses and support buildings were brought up to standard as well.

Security Vestibules

2014 Bond – 98% Complete - Expected Completion October 2018

A security vestibule is a building entrance feature, comprised of walls and doors, configured to route foot traffic through the campus office or reception area prior to entering the building. FBISD proposes to install security vestibules at 42 campuses and to improve the security vestibule and/or reception area at 32 additional campuses. Education specifications were updated to include a security vestibule on all new school construction projects.

Window Film

2014 Bond – 98% Complete - Expected Completion October 2018

Security films are essentially polyester or PET (Polyethylene Terephthalate) films that can be applied after manufacture or installation of windows as a retrofit product. Security strength window film is designed to be thin, flexible, and lightweight. This film significantly reduces the threat of injuries due to flying glass during severe weather events and aids in deterring and delaying intruders who may attempt to access our schools. We are exploring the option of adding security film to the campus security vestibule glass and perimeter doors to the shelter-in-place areas.

Wireless Network Coverage

2014 Bond – Campuses completed in June 2018, Completion for Support Buildings August 2019

Fort Bend ISD does not have 100% wireless network coverage at each campus and District facility. The desire of the Technology Department is to cover each facility with wireless network capabilities. Complete coverage complements other pieces of the overall safety and security plan and is addressed in detail in the Technology Plan.

Campus Emergency Generators

2014 Bond – 100% Complete

Emergency generators will be installed at all campuses to provide back-up power for phone systems, critical lighting, cold food storage areas, and other identified essential outlets.

2018 Update

The budget was insufficient to install new units at all campuses, however thirty-two (32) campuses that either did not have a generator or needed a replacement, received new generators. This work is complete.

Operations Center

2018 Update – Included in 2018 Bond

Create an operations center at the Fort Bend ISD Police Department where all existing and proposed technology measures would be constantly monitored and consistently analyzed, resulting in a more efficient response to threats.

Door Locks

2018 Update – Included in 2018 Bond-5% Complete

Floor anchored door locks will provide an additional lock for each classroom door. The device attaches to the door and uses the floor as an anchor, rendering the door secure even if the standard lock is not engaged. The device is easy to use, affordable and can be used by substitutes without keys and students who must secure themselves.

Facial Recognition Software

2018 Update – Needs Further Evaluation

Facial recognition software can be added to our existing security camera setup to alert law enforcement when a restricted individual walks through a camera view. Additional software licensing, data storage and cameras at each entrance would be required.

CRISIS COMMUNICATION / NOTIFICATION

The means to communicate during an emergency is paramount and the key to effective communication is one of access, simplicity, and scope. Without an effective campus communication and notification system, the ability to implement an effective response is greatly diminished. The use of multiple communications and notification devices in a school is desirable.

Crisis Communication Devices for Staff

2014 Plan

The plan is to strengthen crisis communication abilities at elementary campuses which can be addressed with the implementation of a two way communication system. The system uses a small mobile push to talk device with programmable talk groups and an emergency panic button. The device is worn on a lanyard and the system operates off the wireless network, both inside and outside the school. For the elementary school application, each staff member has the ability to communicate with their administrative team or to send an emergency alert signal directly to Fort Bend ISD Police Dispatch. Responding Fort Bend ISD officers would have the ability to communicate directly with the staff member who initiated the emergency notification and receive real time information, thereby significantly reducing the response time to the staff member's location.

At the secondary campus levels, the plan is to implement the system for administrative and key staff members such as nurses, coaches, and others who may need to communicate with Fort Bend ISD police in a crisis situation. Emergency communication means for classroom teachers and staff, from multiple locations, can prevent the escalation of events.

2018 Update – Included in 2018 Bond-15% Complete

In conjunction with the RFID badge systems, are evaluating emergency alert buttons incorporated in each staff members ID badge holder.

Campus Emergency Notification System

2014 Plan

A campus emergency notification system will alert all staff members at campuses and district facilities that an emergency is approaching and evasive action is required. The plan is to use a notification system that delivers an emergency message from a single point of contact, to each computer screen where an incident is occurring, as well as utilizing LED message boards in common areas to broadcast notifications and directions. This notification system requires an acknowledgement on the part of the recipient, ensuring the emergency message was delivered. Delivering an emergency message through this type of emergency notification system is much faster than the traditional phone tree method currently in place.

2018 Update – Included in 2018 Bond-5% Complete

Police emergency call boxes will be installed at athletic complexes and selected high school and middle school campuses. Call boxes provides students, staff and community a two-way communication capability in emergencies and immediate access to first responders.

Two-way Radio

2014 Plan – 100% Complete

Many of the District's radios and radio accessories used by the FBISD Transportation Department, Facilities Department, and campuses will require replacement in the near future due to changes in Federal law requiring the changeover to digital equipment. Post 9-11, there was a strong desire to migrate all

first responders to digital radio networks for interoperability purposes. The deadline for first responders to comply, including the FBISD Police Department, will be January 1, 2017. Additionally, the Federal Communications Commission (FCC) began a process of freeing up the airways called “narrow banding,” which is intended to allow greater access to bandwidth for information-age projects. These narrow band frequencies can only be accessed through digital radio equipment. The majority of FBISD radios still operate on “T” band frequency, which does not require the use of digital radios. In April 2013, the FCC placed a temporary stay on the requirement to transition to the narrow band frequencies, but staff believes the migration to digital equipment is imminent.

Incident Reporting Platform for Students and Staff

2018 Update – 5% Complete

Work has begun to provide an Incident Reporting Platform for Students and Staff to include a mobile reporting platform that will capture and track incidents from staff, students, and concerned citizens. The application will allow us to gather information from students, teachers, and community members (e.g., athletic game attendees), and provide a method to communicate with schools, administration, or other groups identified. Capture of data includes videos, photos, voice memos, or typed notes. The mobile application leverages the device’s geolocation during information capture.

STAFFING

Staffing should be placed to meet the most pressing emergency management needs of the District. A safe and secure learning environment begins with the individual. The District implemented an Emergency Management Coordinator (EMC) and a Life Safety Systems Manager in February 2014. The EMC is responsible for all emergency operations plans and related training, while the Life Safety Systems Manager is responsible for all life safety systems including intrusion alarms, fire alarms, access control, and security cameras.

Emergency Management Liaison

2014 Plan – 100% Complete

An Emergency Management Liaison is an identified individual at each campus who would assist the EMC in making sure emergency preparedness procedures and training is being carried out on each campus. This requires no additional staff as an existing staff member at each campus will be identified by the campus Principal.

Police Patrol Operation

2014 Plan & Recommended by Gibson Safety Audit

Based on the need to reduce police response times to elementary campuses in an emergency, the need to provide police protection for Extended Day services, the need to provide District police officers to answer District-related calls for service after normal hours, and the need to perform proactive asset protection, the Fort Bend ISD Police Department should establish a full-time patrol operation.

A full time police patrol operation would be divided into three separate patrol shifts, each with a specific task. Day shift patrol officers would be directed to patrol within established geographical boundaries in the District, ensuring that mobile police units are able to respond to the needs of those elementary schools

within those boundaries. The patrol officers would also be responsible for proactive prevention measures at elementary campuses, thus allowing secondary officers to remain on their respective assigned campus.

Evening shift patrol officers would focus on providing protection for Extended Day services. Extended Day is currently offered at every elementary school campus with more than 3,250 students enrolled. The majority of those students only attend Extended Day during the afternoon session from 3:10 pm to 6:30 pm.

Evening shift patrol would also be available to answer calls for police service that are received after the last school resource officer has gone off duty. In 2013, the Fort Bend ISD Police Department responded to 30,865 calls for police service, with 13,178 (38%) of those occurring when officers are not scheduled for regular duty hours which would be between the hours of 5:00 pm to 7:00 am and on weekends. In order to answer these calls for service, an officer must be scheduled to work overtime, the on-call officer must be called out on overtime, an officer working an extracurricular event must be called away, or another law enforcement agency is dispatched to handle the call.

Night shift and weekend patrol officers would focus on proactive asset protection patrols of District property, as well as responding to all intrusion and fire alarms. In 2013, the FBISD Police Dispatch received 2,013 alarms on District properties. Of those alarms, 1,366 (68%) were received between the hours of 5:00pm and 7:00am. With no FBISD officers on duty, other area law enforcement agencies are asked to respond, but they do not have access to our buildings. Also many area agencies are short staffed, creating delays in response times.

2018 Update

The 2018 Safety Advisory Committee recommended additional police officers in several areas as described below.

Additional Police Officers

2018 Update – 5% Complete

Additional police officers for elementary school patrol will provide a faster response to the needs of an elementary campus and allow police officers assigned to middle schools and high schools to remain on their campuses throughout the school day.

Establish and hire two additional Fort Bend ISD Police Officers to be trained in Crisis Intervention and assigned to the proposed Threat Assessment Teams. The additional police officers will provide immediate assistance to students and staff in social or emotional crisis without removing police officers already assigned to middle schools and high schools.

Establish and hire one additional Fort Bend ISD Police Investigator to provide consistent investigation and follow up on all abuse cases that will likely result in social or emotional issues for students. The additional investigator will relieve the police officers assigned to middle schools and high schools from this task, allowing them to focus on their campus.

On September 24, 2018, the Board of Trustees approved an additional eleven (11) police officers and two (2) sergeants to provide directed patrol coverage at elementary campuses by feeder pattern.

Threat Assessment Teams

2014 Plan

Threat Assessment Team programs are local initiatives designed to improve the way law enforcement and the schools respond to, and serve students who may be displaying disruptive or dangerous behaviors. They are built on strong partnerships between law enforcement, school administration, school counselors, school nurses, and mental health provider agencies. The Threat Assessment Team will focus on the behavior of an individual and develop a course of action to mitigate any acts of violence. All Fort Bend ISD Police Officers will be trained and certified as Mental Health Officers during the summer of 2014. This 40 hour training class will allow the officers to be a valuable part of a Threat Assessment Team on their campus while taking a proactive approach to helping students.

2018 Update – 10% Complete

The 2018 Safety Advisory Committee recommended a Threat Management Program, which includes this Threat Assessment Team. As part of the overall program, the District will develop campus based teams and two (2) district level teams. On September 24, 2018, the Board of Trustees approved two (2) Licensed Professional Counselors and one (1) Child Psychologist as part the new Threat Assessment Teams.

Threat Management Program

2018 Update – 5% Complete

A Threat Management Program will establish a formal, proactive process designed to identify, assess and mitigate concerning/threatening behavior by individuals with the goal of preventing a violent act at a FBISD facility. One component of the program will include the establishment of a Threat Assessment Team whose members will be “Certified Threat Managers”. The FBI recommends that a Threat Assessment Team receive “special training in risk evaluation, threat assessment, conflict resolution, and procedures to monitor, document, and develop a response to all cases brought to their attention.” This program will include the development of policies, procedures, and reporting pathways.

School Marshal Program

2018 Update – Needs Further Evaluation

Texas Education Code, Chapter 37.0811, grants school districts the ability to appoint school marshals under specific guidelines in an effort to help secure schools. Fort Bend ISD may develop additional selection and training standards in an effort to select the most qualified individuals. School Marshal could be a stipend for existing employee or a full time position.

DISTRICT POLICIES AND PROCEDURES

Established District policies and procedures will set standards by which all emergency plans and processes are carried out.

Emergency Operation Plans

2014 Plan – 100% Complete

The Emergency Operation Plan (EOP) is the cornerstone on which school emergency management is built. The EOP encompasses the four phases of emergency management to include prevention and mitigation, preparedness, response, and recovery. The EOP describes responsibilities of all parties involved, when they will execute those responsibilities, what resources are available, and by what authority. EOP's are already implemented and are required by state law. They are submitted to the EMC each year for review.

Standard Response Protocols

2014 Plan – 100% Complete

Best practice dictates uniform responses to an incident at school. The standard response protocol is based not on individual scenarios, but on the response to any given scenario. This standard response allows for specific actions that can be performed by staff and students during an incident. By standardizing the vocabulary, all stakeholders can understand the response and status of the event. For students, this provides continuity of expectations and actions throughout their educational career. For teachers, this becomes a simpler process to train and drill. Implementing the Standard Response Protocol will be accomplished through available training material and scheduled training sessions with staff.

Training for Students and Staff

2018 Update – Continual Process

Avoid, Deny, Defend training, and Security, Awareness and Vigilance training will be implemented for staff and students to enhance the Standard Response Protocol training already in place. FBISD police officers will be certified in Citizen Response to Active Shooter Training (CRASE). CRASE will also be offered to the community on a regular basis by certified instructors. Training has begun and will be a continual process throughout the District.

Safety and Security Audits

2014 Plan – 100% Complete

Mandated by the Texas Education Code, safety and security audits must be completed and reported every three years. These comprehensive audits include intruder assessment, interior security, exterior security, and safety and security leadership assessments. More than 200 audit questions are considered best practices, and the EMC reviews each audit to assess safety and security readiness, as well as training needs. This process is already an established practice.

Mandatory Staff and Student RFID Badges

2018 Update – 15% Complete

The badge solution is a passive Radio Frequency Identification (RFID) badge. Each badge will have an embedded chip encoded with a unique ID number assigned to one individual with detailed ID information, including picture. Campuses will have the ability to take student pictures on campus or upload student school pictures. Picture ID badges will be produced on site at each campus. Students and staff tap the badge to a badge reader to gain access. Readers can be easily deployed throughout a

campus on kiosks, desktops, or installed using Power over Ethernet (PoE) technology USB attachments can be added to computers for staff to check into Professional Development classes.

Initial use of student ID badges will include badging onto campus and onto/off of busses. ID badges can also allow students to gain access to school functions such as sporting events, guest speakers and dances. By including a barcode on the ID card, we will accommodate existing systems such as Child Nutrition, Library, Skyward and PBIS. The administration portal gives campus and district administration access and analysis to check-in/check-out data.

COMMUNITY ENGAGEMENT

Community engagement is a vital part of planning and developing effective procedures and policy. The engagement process will serve as the District model for reviewing best practices in safety and security to ensure maximum awareness and input from the public prior to changing and implementing a new policy, procedure, process or plan. The process may also be used where applicable to develop actions in support of the District Strategic Plan Goals and Objectives and the Safety and Security Master Plan.

Community Engagement Implementation

2014 Plan – Through Safety Advisory Committee

The Superintendent is responsible for implementing a procedure that codifies the process that engages local community members, school staff and parents through participation in working groups assigned to review issues and develop options for further consideration. The Superintendent shall report progress to the Board on a regular basis as part of the Board’s responsibility for management oversight that ensures effective and efficient public service.

Community Engagement Process

2014 Plan – Through Safety Advisory Committee

Community engagement is critical to the success of the planning process. To ensure the highest level of participation, information about the process and community meetings will be sent via School Messenger and through campus-based communication methods. Additionally, the District will provide information about meetings and explain how to participate virtually in the process to the news media, via the District’s website, and through multiple email distribution lists.

Student Engagement Process

2014 Plan – Through Safety Advisory Committee

Students represent the largest stakeholder group in Fort Bend ISD. Students must feel safe on their campus before they can focus on education and pursuing futures beyond what they can imagine. Engaging students at every level in meaningful dialogue, directed at understanding the culture and climate of their respective campus and working together to meet their safety and security needs, is fundamental to their academic success. The District will explore methods and systems for continuous student engagement to meet their safety and security needs.

2018 Update

The 2018 Safety Advisory Board met nine (9) times between April 12, 2018 and July 24, 2018. The work of this committee is described in the 2018 update in the Introduction and Background section of this document.

COMPLETION STATUS SUMMARY

Updated status as of 10/05/2018

INFRASTRUCTURE	
Security Camera System	2014 Bond – 100% Complete at Campuses 10% Completion at Support
School Bus Security Camera System and GPS	2014 Bond – 100% Complete
Security Fencing	2014 Bond – Installed on a As Needed Basis 2018 Update – Included in 2018 Bond
Video Intercom	2014 Bond – 100% Complete
Access Control	2014 Bond – 100% Complete
Security Vestibules	2014 Bond – 98% Complete Expected Completion October 2018
Window Film	2014 Bond – 98% Complete Expected Completion October 2018
Wireless Network Coverage	2014 Bond – Campuses completed in June 2018 Completion for Support Buildings August 2019
Campus Emergency Generators	2014 Bond – 100% Complete
Operations Center	2018 Update – Included in 2018 Bond
Door Locks	2018 Update – Included in 2018 Bond– 5% Complete
Facial Recognition Software	2018 Update – Needs Further Evaluation
CRISIS COMMUNICATION /	
Crisis Communication Devices for Staff	2014 Plan 2018 Update – Included in 2018 Bond– 15% Complete
Campus Emergency Notification System	2014 Plan 2018 Update – Included in 2018 Bond– 5% Complete
Two-way Radio	2014 Plan – 100% Complete
Incident Reporting Platform for Students and	2018 Update – 5% Complete
STAFFING	
Emergency Management Liaison	2014 Plan – 100% Complete
Police Patrol Operation	2014 Plan & Recommended by Gibson Safety Audit 2018 Update
Additional Police Officers	2018 Update – 5% Complete
Threat Assessment Teams	2014 Plan 2018 Update – 10% Complete
Threat Management Program	2018 Update – 5% Complete
School Marshal Program	2018 Update – Needs Further Evaluation
DISTRICT POLICIES AND	
Emergency Operation Plans	2014 Plan – 100% Complete
Standard Response Protocols	2014 Plan – 100% Complete
Training for Students and Staff	2018 Update – Continual Process
Safety and Security Audits	2014 Plan – 100% Complete
Mandatory Staff and Student RFID Badges	2018 Update – 15% Complete

PLAN DEVELOPMENT AND BOARD REVIEW SCHEDULE

Title	Date	Board Review
Safety and Security Master Plan Proposal 2014*	5/2/2014	7/22/2014
Safety Advisory Committee Recommendations Board Presentation	7/23/2018	
Safety and Security Master Plan Update Memo to Board	9/13/2018	
Safety and Security Master Plan 2018 Update	9/14/2018	
Safety and Security Master Plan 2018 Quarterly Update		

* The 2014 Safety and Security Proposal Team consisted of David Rider, Max Cleaver, Long Pham, Steven Bassett, Beth Martinez, Nancy Porter and Stacey Crews.

Revised May 2, 2014, 11:00am