



# **Citizen's Advisory Committee on Safety and Security**

**September 7, 2016**



# Agenda

**Welcome, introductions and announcements**

**HCPS SRO Update**

**HCPS HCPS Update**

**HCPS CAC presentation to the BOE**

**New business / open discussion**

**Next meeting: Wednesday, September 28, 2016**



# HCPS Update

## HCPS Update

- 1. New school lists – Principal changes**
- 2. Critical Incident Plan distributed**
- 3. K-12 Swipe – vetted through leadership**
- 4. 2016-2017 School Calendar**
- 5. 9/12/16 meeting to discuss BOE presentations**



# CAC Presentation

**Date: Monday, October 24, 2016**

**HCPS Meeting starts at 6:30 PM no idea when we will go on. All reports will be given on that date.**

**HCPS Preparation – Fine tune to two areas of study**

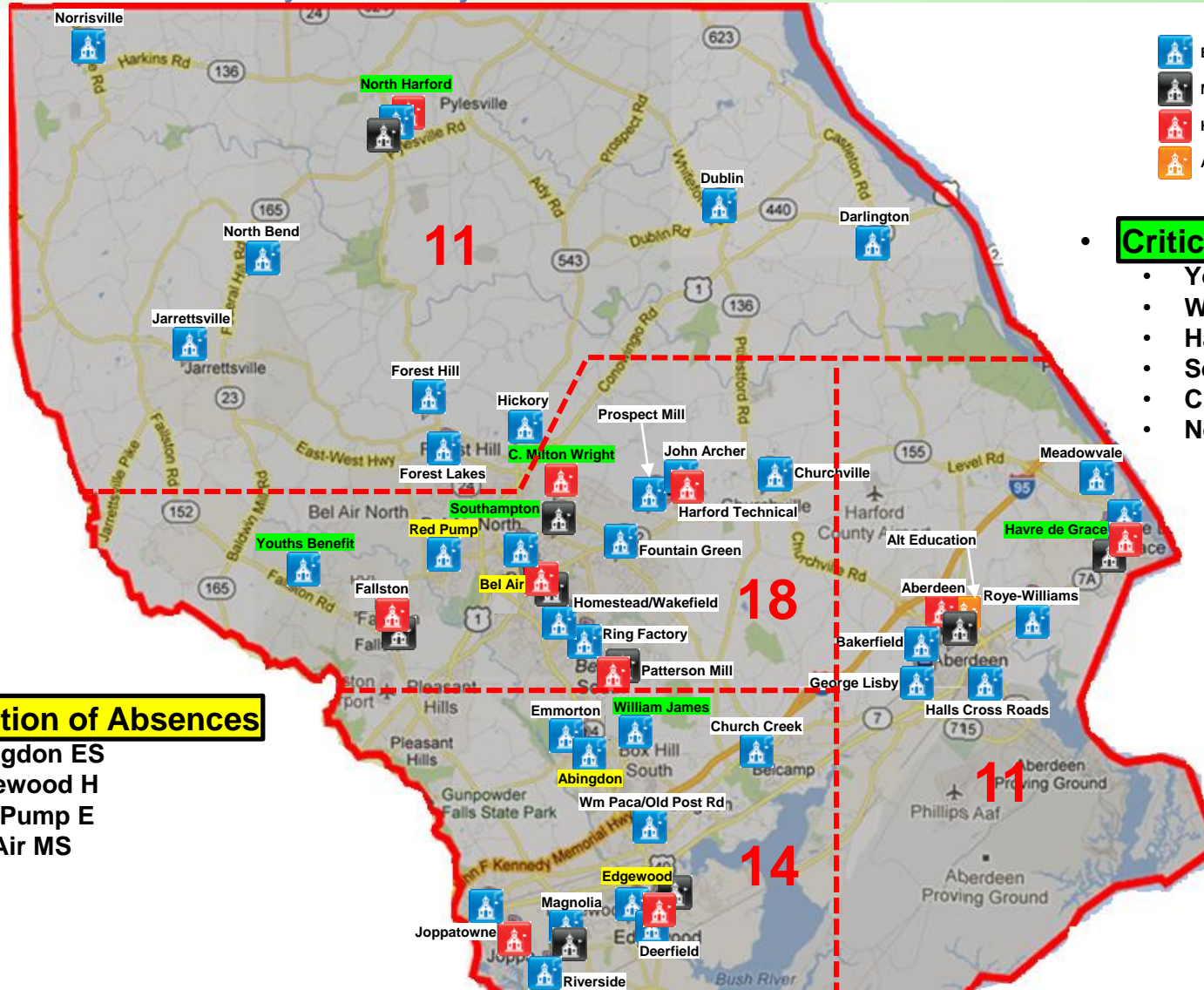






# Recommend Areas of Study

- 1. Conduct a comprehensive review of critical incident plans for six schools; two elementary, two middle, and two high.**
- 2. Study the feasibility of the implementation of early notification to parents/custodians of student absence.**

**Our next meeting: Wednesday, September 28, 2016, do we want to schedule another meeting before the presentation?**

# School Locations



-  Elementary School (34)
-  Middle School (9)
-  High School (10)
-  Alternative Education Center (1)

## Critical Incident Plans

- Youth's Benefit ES
- William S. James ES
- Havre de Grace MS
- Southampton MS
- C. Milton Wright HS
- North Harford HS

## Notification of Absences

- Abingdon ES
- Edgewood H
- Red Pump E
- Bel Air MS



# 2015-16 Area of Study Critical Incident Plans

- **Schools**

- ✓ Youth's Benefit ES - Completed – **Concerns, Next Steps**
- ✓ Southampton MS Completed – **Concerns, Next Steps**
- ✓ C. Milton Wright HS - Completed – **Concerns, Next Steps**
  - **William S. James ES**
  - **Havre de Grace MS**
  - **North Harford HS**

- **Coordinating Instructions**

- All visits coordinated thru Ms. Cuomo
- Members visiting the schools must be credentialed
  - HCPS Badge or VMS
- Members provided copies of CIP specific to assigned school

- **2-phase Process**

- ✓ Phase I: School plan review
- Phase II: Site visit / interviews



# New Business / Open Discussion

**Recommend two new areas to study**



# Backup



# HCPS Policy Title: Student Attendance

- **No requirement to notify parents/guardians of absence**

## 4. Procedures to Monitor Attendance and Verify Absences/Tardiness

– These procedures are the minimal expectations related to student accounting

### A. Student Accounting on a Daily Basis

1. At the beginning of the day, **the homeroom teacher will send a list of all absentees to the office**
2. The **office will issue, by the end of period one, a list of all absentees for the entire school**
4. The follow-up checking on absentees will be handled by the principal, assistant principle, or some other administrative assistant who has been assigned this duty

### C. Each school shall develop additional procedures to verify absences and tardiness. A copy of each school's current procedures **must be on file** with the Director of Student Services

2. Establish a maximum time limit that a student and parent/caretaker can have to verify an absence/tardiness after which the absence/tardiness is coded as unlawful or truancy
5. **Require that the parent/guardian call the school on the morning of the absence followed up with a written explanation**



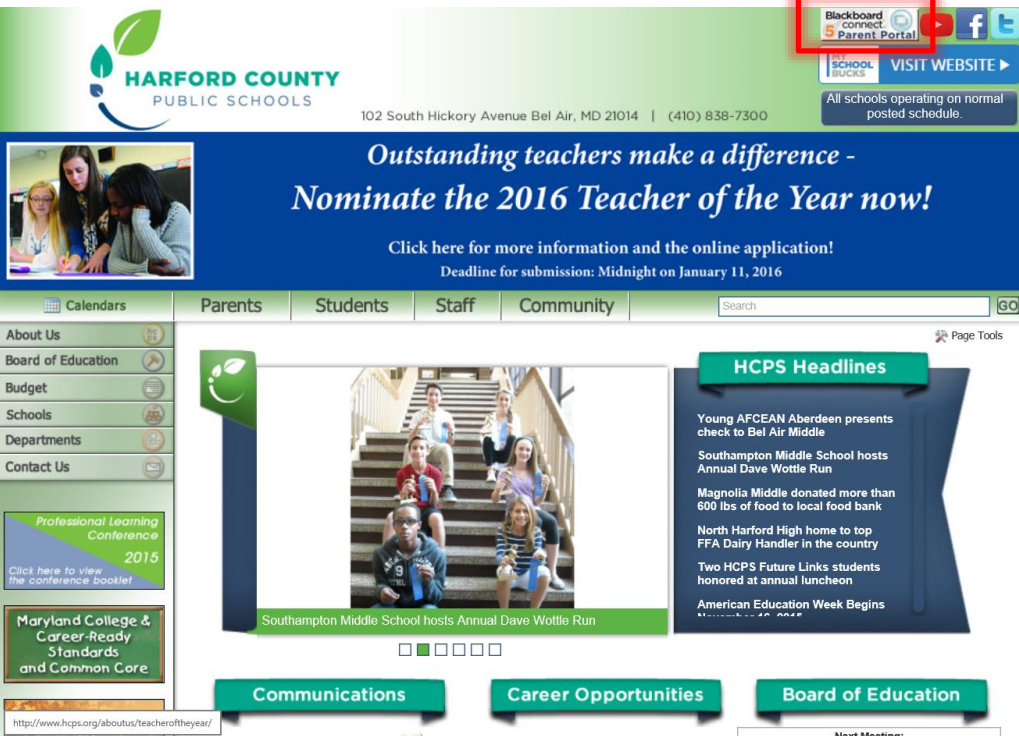
# Parent-Student Handbook

- **No mention of parent notification requirement**
- **Superintendent's Pen** - The school system and our schools will continue to employ **a rapid phone, text and email notification system** this year to convey emergency and other important information to parents
- **Rapid Notification System** - HCPS **utilizes Blackboard Connect 5** phone notification system to inform parents of emergency closures and important information
- **Inclement Weather Policy** - Any change from the normal school schedule as a result of inclement weather will be communicated through our **rapid telephone notification system, email, text message...**

# Blackboard Connect 5

- multi-modal notification system that school officials can use to send messages through voice, email, text, fax, pager, Facebook, and Twitter

- Parents are now able to manage contact information and notification preferences by utilizing the Parent Portal
- Parents can access the Parent Portal by visiting [www.hcps.org](http://www.hcps.org)

The screenshot shows the Harford County Public Schools website. At the top, there is a navigation bar with the school logo, address, phone number, and social media icons. A red box highlights the 'Blackboard Connect Parent Portal' icon, with a red arrow pointing to it from the text above. Below the navigation bar is a blue banner for the '2016 Teacher of the Year' nomination. The main content area features a 'Parents' tab, a search bar, and a 'HCPS Headlines' section with several news items. At the bottom, there are buttons for 'Communications', 'Career Opportunities', and 'Board of Education'.





# Research Areas

- Are a copy of each school's current procedures on file with the Director of Student Services?
- Are offices issuing a list of all absentees for the entire school by the end of the first period?
- What are the capabilities and procedures on the use of the Blackboard Connect 5 phone notification system?
- **This question should asked of the Communication Manager – Mrs. Jillian Lader.**
- What are the procedures to amend HCPS policies?
- Policies are presented to the Policy Review Board.
- Procedures are adopted and issued by the Superintendent.