

Dr. Lawrence Feldman, Chair

SUBJECT: EMERGENCY MANAGEMENT POLICY

**COMMITTEE: INNOVATION, GOVERNMENTAL RELATIONS, AND
COMMUNITY ENGAGEMENT**

**LINK TO STRATEGIC
BLUEPRINT: EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES**

The Miami-Dade County Public Schools (M-DCPS) Emergency Communications Plan, The 2017/18 Disaster Recovery Plan, and the Superintendent's Reflections on Hurricane Irma Memorandum serve to memorialize the proactive and thorough measures undertaken by the District to ensure the safety, well-being and comfort of all those we served before, during and after Hurricane Irma. These existing documents and manuals outlined best practices and step-by-step directions for all involved personnel to be implemented throughout the District and at our school sites. In both the traditional emergency management and communications capacities and in those responsibilities and undertakings newly assumed by the District for this event, the response from M-DCPS was nothing short of exemplary.

Prior to 2007, School Board Rule 6Gx13-6A-1.06 addressed emergency management procedures and served to outline the existing manuals addressing a myriad of emergency-related topics. In 2007, the policy was amended to repeal the document, *Emergency Management Procedures*. The item noted that the amendment to the Rule would allow the Emergency Procedures Manual to be updated and revised in response to national and world events related to homeland security or to other emergency situations, without School Board action. Understandably, the need to make urgent and time-sensitive changes to manuals necessitated the amendment to streamline the process. However, the requirement that the manual be updated annually was not set forth in Board Rule.

At the present time, as confirmed by the School Board Attorney, no current School Board policy addresses emergency management procedures outlined in the manuals, nor identifies or lists specific manuals available that detail the vital and substantial District activities that must be undertaken in the event of an emergency e.g. before, during and after hurricanes. Identifying the specific manuals and emergency procedures in Board Policy would serve to ensure that all stakeholders can access important information relevant to emergencies while ensuring that best practices are updated and implemented consistently in upcoming events. This item seeks to authorize the Superintendent to initiate rulemaking proceedings to require that all manuals and procedures concerning the administration of District resources and services related to emergencies and severe weather events such as hurricanes are identified in Board Policy, updated on an annual basis and transmitted to the School Board, appropriate District personnel and relevant outside agencies prior to June 1. In addition, this item requires that an updated copy of the manual(s) be available upon request at the Citizen Information Center.

This item has been reviewed and approved by the School Board Attorney's office as to form and legal sufficiency.

**ACTION PROPOSED
BY LAWRENCE S. FELDMAN:**

That The School Board of Miami-Dade County authorize the Superintendent:

1. To initiate rulemaking proceedings to require that all manuals and procedures concerning preparation and administration of District resources and services related to emergencies and severe weather events are:
 - a. specifically identified in Board Policy,
 - b. updated on an annual basis, and
 - c. transmitted to the School Board, appropriate District personnel and relevant agencies and partners prior to June 1 of each year.
2. To provide that an updated copy of the manual(s) be available upon request at the Citizen Information Center.