

Office of the General Counsel
Walter J. Harvey, General Counsel

SUBJECT: **INITIAL READING: PROPOSED AMENDMENTS TO SCHOOL BOARD POLICIES 8405, SCHOOL SAFETY, 8410, EMERGENCY MANAGEMENT, PREPAREDNESS & RESPONSE, AND 2410, SCHOOL HEALTH SERVICES, AND ADOPTION OF NEW POLICY 2410.01, MENTAL HEALTH SERVICES**

COMMITTEE: **PERSONNEL, STUDENT, SCHOOL AND COMMUNITY SUPPORT**

LINK TO STRATEGIC PLAN: **SAFE, HEALTHY, & SUPPORTIVE LEARNING ENVIRONMENTS**

Consistent with the Board's statutory responsibility to periodically review and update policies to conform to legislative changes, State Board of Education rulemaking, and Board action, authorization is requested for the Superintendent to initiate rulemaking to amend Board Policies 8405, *School Safety*, 8410, *Emergency Management, Preparedness & Response*, and 2410, *School Health Services*, and to adopt a new Policy 2410.01, *Mental Health Services*.

Board Policies 8405, *School Safety*, and 8410, *Emergency Management, Preparedness & Response*, are proposed for amendment to incorporate the new requirements of State Board of Education Rules 6A-1.0018 and 6A-1.0019 (Sept. 26, 2023). Policy 8405 is proposed for amendment as a result of Rule 6A-1.0019, a new rule on threat management which requires that the District move from the current Comprehensive School Threat Assessment Guidelines ("CSTAG") to the "Florida Harm Prevention and Threat Management Model" by January 1, 2024, in accordance with section 1001.212(12), Florida Statutes. Policy 8410 is proposed for amendment as a result of Rule 6A-1.0018, which now requires that the District provide after-action reports after emergency or fire drills summarizing what took place during the event, analyzing the actions taken by participants, and providing areas needing improvement. Additionally, as a follow-up to Agenda Item H-13, sponsored by Board Member Dr. Steve Gallon III and unanimously approved at the Board's meeting of October 11, 2023, Policy 8410 is proposed for amendment to require that the District's Emergency Operations Plan (EOP) include procedures for responding to alerts or reports of incoming lightning/electrical storms.

Board Policy 2410, *School Health Services*, is additionally proposed for amendment to have mental health services addressed in a new Policy 2410.01, "Mental Health Services," which additionally incorporates the planning, notification, reporting and training requirements of section 1006.041, Florida Statutes. Pursuant to section 1006.041, the District must, among other things, develop and submit to the Board for approval a detailed plan outlining the components and planned expenditures of the District's mental health assistance program.

These policy amendments were drafted in collaboration with, and reviewed by, the Superintendent, Cabinet, and District staff.

The Notice of Intended Action and proposed policies with strikethroughs and underlines are attached.

RECOMMENDED:

That The School Board of Miami-Dade County, Florida, authorize the Superintendent to initiate rulemaking proceedings in accordance with the Administrative Procedure Act to amend Policies 8405, *School Safety*, 8410, *Emergency Management, Preparedness & Response*, and 2410, *School Health Services*, and to adopt a new Policy 2410.01, *Mental Health Services*.

NOTICE OF INTENDED ACTION

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, announced on November 15, 2023, its intention to amend Board Policies 8405, *School Safety*, 8410, *Emergency Management, Preparedness & Response*, and 2410, *School Health Services*, and to adopt a new Policy 2410.01, *Mental Health Services*, at its meeting of December 20, 2023.

PURPOSE AND EFFECT: Board Policies 8405, *School Safety*, and 8410, *Emergency Management, Preparedness & Response*, are proposed for amendment as a result of State Board of Education Rules 6A-1.0018 and 6A-1.0019 (Sept. 26, 2023). Policy 2410, *School Health Services*, is proposed for amendment to move language regarding mental health services into a new Policy 2410.01, which also adds the requirements of F.S. 1006.041.

SUMMARY: Board Policies 8405, *School Safety*, and 8410, *Emergency Management, Preparedness & Response*, are proposed for amendment to incorporate the new requirements of State Board of Education Rules 6A-1.0018 and 6A-1.0019 (Sept. 26, 2023). Policy 8405 is proposed for amendment as a result of Rule 6A-1.0019, which requires that the District move from the current Comprehensive School Threat Assessment Guidelines (“CSTAG”) model to the “Florida Harm Prevention and Threat Management Model” by January 1, 2024. Policy 8410 is proposed for amendment as a result of Rule 6A-1.0018, which requires that the District provide after-action reports after emergency or fire drills. Policy 8410 is also proposed for amendment in response to Board action to require that the District’s Emergency Operations Plan include procedures for responding to alerts or reports of lightning. Board Policy 2410, moreover, is proposed for amendment to have mental health services addressed in a new Policy 2410.01, which also incorporates the requirements of F.S. 1006.041.

SPECIFIC LEGAL AUTHORITY UNDER WHICH RULEMAKING IS AUTHORIZED: Fla. Stat. ss. 1001.41(1), (2).

LAWS IMPLEMENTED INTERPRETED OR MADE SPECIFIC: Fla. Stat. ss. 1001.43(1), (7); 1001.212, 1006.041; Fla. Admin. Code r. 6A-1.0018 and 6A-1.0019.

IF REQUESTED, A HEARING WILL BE HELD DURING SCHOOL BOARD MEETING OF December 20, 2023, which begins at 1:00 p.m., in the School Board Auditorium, 1450 N.E. Second Avenue, Miami, Florida 33132. Persons requesting such a hearing or who wish to provide information regarding the statement of estimated regulatory costs, or to provide a proposal for a lower cost regulatory alternative as provided in Section 120.54(1), F.S., must do so in writing by December 13, 2023, to the Superintendent, Room 912, at the same address.

ANY PERSON WHO DECIDES TO APPEAL THE DECISION made by the School Board of Miami-Dade County, Florida, with respect to this action will need to ensure the preparation of a verbatim record of the proceedings, including the testimony and evidence upon which the appeal is to be based. (Section 286.0105, Florida Statutes)

COPIES OF THE PROPOSED AMENDED POLICY are available at cost to the public for inspection and copying in the Citizen Information Center, Room 158, 1450 N.E. Second Avenue, Miami, Florida 33132.



Book	Policy Manual
Section	November 15, 2023- <u>Initial</u> Reading
Title	SCHOOL SAFETY
Code	8405
Status	<u>Initial</u> Reading

8405 - **SCHOOL SAFETY**

The School Board is committed to maintaining a safe and drug-free environment in all the District's schools. School crime and violence are multifaceted problems that need to be addressed in a manner that utilizes all available resources in the community through a coordinated effort of School District personnel, law enforcement agencies, and families. School administrators and local law enforcement officials must work together to provide for the safety and welfare of students while they are at school or a school-related event or are on their way to and from school.

I. **Safe-School Officers**

The Board shall establish or assign a safe-school officer at each school facility in the District, including charter schools, in accordance with F.S. 1006.12 and F.A.C. 6A-1.0018. A safe-school officer shall be present, at a minimum, during the school day when the school facility is open for instruction as defined by the approved school calendar. In order to fulfill this requirement, the Superintendent (1) may recommend, and the Board may appoint, school safety officers and/or (2) may enter into cooperative agreements with county and municipal law enforcement agencies for the provision of school resource officers as necessary, or (3) contract with a security agency as defined in F.S. 493.6101(18) to employ school security guards provided certain training and contractual conditions are met as required by F.S. 1006.12. The Superintendent, in consultation with the School Safety Specialist, is responsible for developing procedures relating to the assignment of safe-school officers outside the regular school day, including during before and after school, summer school, during extracurricular activities, and for school-sponsored events. School administration is responsible for determining if safe-school officers are needed for extra-curricular activities and after school

events. In making such determinations, administrators should consider pertinent safety factors, including but not limited to, the number of persons present, the ratio of staff members to students and other persons, the nature of the event, the characteristics of the venue, and any other safety and security measures available. Requests for added security measures should be sent in writing to the District Police Department through the Region. Charter schools are responsible to establish their own policies relating to the assignment of safe-school officers outside the regular school day, including during before and after school, summer school, during extracurricular activities, and for school-sponsored events in accordance with F.A.C. 6A-1.0018.

Each Safe-School Officer shall complete mental health crisis intervention training in accordance with F.S. 1006.12(6).

A. Required Notifications Regarding Safe-School Officers

1. The school superintendent must notify the Office of Safe Schools when a safe-school officer assigned to any school facility in the district discharges a firearm in the exercise of safe-school officer duties, other than for training purposes, as provided in F.S. 1006.12(5). Notification must be made no later than seventy-two (72) hours of the incident by submitting Form SSON-2021 to SafeSchools@fldoe.org.
2. The Superintendent must notify the Office of Safe Schools when a safe-school officer assigned to a school facility in the District has been disciplined for misconduct or has been dismissed from their duties as a safe-school officer by their employer, including in cases where the officer is reassigned or moved to another school location, whether by a school district, charter school, law enforcement agency, or private security company, as provided in F.S. 1006.12 (5). Notification must be made no later than seventy-two (72) hours of the dismissal or disciplinary action by submitting Form SSON-2021 to SafeSchools@fldoe.org.
3. The Superintendent must notify the Office of Safe Schools when there is an allegation of misconduct that results in a safe-school officer being placed on administrative leave or reassigned pending completion of an investigation using the procedure set forth in F.A.C. 6A-1.0018. Within fifteen (15) days of completion of the investigation, updated information regarding the result of the investigation must be provided to the Office of Safe Schools.

B. Guardian Programs

The Board by a majority vote may implement a guardian program in accordance with law. Regardless of whether the Board implements a guardian program, however, a charter school governing board in the District may implement a guardian program in accordance with law.

II. Emergency Operations Plan

In accordance with Policy 8410, *Emergency Management*, the Superintendent, in conjunction with the School Safety Specialist, shall develop the District's Emergency Operations Plan (EOP), which includes an active assailant response plan and a mobile panic alert system, also known as "Alyssa's Alert." The EOP shall be annually reviewed and updated as necessary and provided to the Board and other relevant parties in accordance with this and other Board policies (See Policy 8410 and Policy 8420.01). The District's Alyssa's Alert system shall be developed in consultation with the county 911 authority and local emergency management office to ensure that the system integrates with local public safety answering point (PSAP) infrastructure to transmit calls and mobile activations. The District's mobile panic alert system must include mobile devices placed throughout each school campus. In determining the number and placement of devices needed to afford all staff members the ability to silently and easily activate a panic alert in the event of an on-campus emergency, districts must consider using a combination of fixed panic alert buttons, mobile and desktop applications, landline phone capabilities, and wearable panic alerts (such as on a lanyard). The District is required to maintain current listing of mobile panic alert systems implemented by all public schools, including charter schools, within the District. Such list shall include the school name, address, and MSID number, and vendor or application implemented. The District is required to provide such list to the Office at Safe Schools@fldoe.org in accordance with F.A.C. 6A-1.0018. Thereafter, the District must update this information within five (5) school days of a school opening or closing, or when any other change occurs that impacts the accuracy of District-provided information.

~~All drills will be conducted~~ in accordance with Policy 8410, *Emergency Management, Preparedness, and Response* and F.A.C. 6A-1.0018, ~~drills for active assailant and hostage situations shall be conducted at least as often as emergency drills and fire drills required by the Florida Fire Prevention Code, as adopted by the State Fire Marshall.~~ Completion of emergency drills shall be documented at all school facilities in the District. Law enforcement officers responsible for responding to the school in the event of an active assailant emergency, as determined necessary by the sheriff/local law enforcement authority in coordination with the District's School Safety Specialist, must be physically present on campus and directly involved in the execution of active assailant emergency drills. The District must notify law enforcement officers at least twenty-four (24) hours before conducting an active assailant emergency drill at which such law enforcement officers are expected to attend.

III. **School Safety Specialist**

The Superintendent shall designate a District School Safety Specialist in accordance with State law and rules. The School Safety Specialist is responsible for the supervision and oversight of all school safety and security personnel, policies, and procedures in the District, including at charter schools. The School Safety Specialist's responsibilities include, but are not limited to, the following:

- A. reviewing District and charter school policies and procedures for compliance with Florida law and applicable rules at least annually, including the District's timely and accurate submission of school environmental safety incident report to the Florida Department of Education (FLDOE) (SESIR) in accordance with F.S. 1001.212 and F.A.C. 6A-1.0018;
- B. providing necessary training and resources to students and staff in matters relating to youth mental health awareness and assistance; emergency procedures, including active assailant training; and school safety and security;
- C. serving as the District liaison with local public safety agencies and national, State, and community agencies and organizations in matters of school safety and security;
- D. in collaboration with the appropriate public safety agencies, as defined in F.S. 365.171, conducting a school security risk assessment in accordance with law by October 1 of each year at each District school using the Florida Safe School Assessment Tool (FSSAT) developed by the Office of Safe Schools; the District will report to FLDOE by October 15 of each year that all public schools within the district have completed the assessment using the FSSAT and providing recommendations to the Board, as set forth in Section V. below. The District shall develop procedures to allow charter school personnel input access to the FSSAT, or where input access is restricted to District personnel, to submit information so that FSSAT reporting requirements, including those for Fortify FL, threat management teams, and active assailant response plans, include data from the charter schools. For charter schools that lack input access to the FSSAT, the charter school's governing board must ensure that any information needed for required reporting of safety information within FSSAT is timely provided to the District in accordance with District procedures;

- E. coordinating with appropriate public safety agencies, as defined in F.S. 365.171, that are designated as first responders to a school's campus to conduct a tour of such campus once every three (3) years and to provide recommendations related to school safety. Completion of such tours and any recommendations must be documented in each school's security risk assessment within FSSAT;

Any changes related to school safety, emergency issues, and recommendations provided by the public safety agencies will be considered as part of the recommendations by the School Safety Specialist to the Board.

- F. providing, or arranging for the provision of, youth mental health awareness and assistance training to all school personnel as set forth in F.S. 1012.584;

The training program shall include, but is not limited to the following:

1. an overview of mental illnesses and substance abuse disorders and the need to reduce the stigma of mental illness;
2. information on the potential risk factors and warning signs of emotional disturbance, mental illness, or substance use disorders, including, but not limited to, depression, anxiety, psychosis, eating disorders, and self-injury, as well as common treatments for those conditions and how to assess those risks; and
3. information on how to engage at-risk students with skills, resources, and knowledge required to assess the situation, and how to identify and encourage the student to use appropriate professional help and other support strategies, including, but not limited to, peer, social, or self-help care.

- G. earning, or designating one (1) or more individuals to earn, certification as a youth mental health awareness and assistance trainer in accordance with F.S. 1012.584.

- H. completing all required trainings, as set forth in ~~F.A.C. 6A-1.0018~~State Board rules.

- I. identifying and correcting instances of noncompliance at a school with the requirements of F.A.C. 6A-1.0018, [F.A.C. 6A-1.0019](#), or other State law or rules related to safety, including:
 1. that deficiencies relating to safe-school officer coverage must be resolved by the next school day;
 2. notification to the Office within twenty-four (24) hours at SafeSchools@fldoe.org of any deficiencies relating to safe-school officer coverage and any instance of noncompliance that is determined to be an imminent threat to the health, safety, or welfare of students or staff. Notifications made under this subparagraph must contain particularized facts beyond noncompliance with rule or statute that explain the imminent threat; and
 3. notification to the Office within three (3) days at SafeSchools@fldoe.org of any instance of noncompliance not corrected within sixty (60) days.
- J. providing any notice of suspected deficiency received by the Office of Safe Schools to the Superintendent immediately;
- K. ensuring that all threat management teams in the District make reports by October 1, as set forth in Section X below and in accordance with F.A.C. 6A-1.001~~9~~[98](#).

IV. **Recommendations of the School Safety Specialist**

Based on the findings of the school security risk assessment, the School Safety Specialist shall provide recommendations to the Superintendent and Board which identify strategies and activities that the Board should implement in order to address the findings and improve school safety and security. The school safety recommendations made by public safety agencies shall be included in the report to the Superintendent and Board. The Board must receive the school security assessment findings and the recommendations of the School Safety Specialist at a publicly noticed Board meeting to provide the public an opportunity to hear the Board members discuss and take action on the findings and recommendations. The *EOP* and *Threat Assessment and Mental Health Services Guide*, however, are confidential and not subject to review or release as public records to the extent provided by law.

Within thirty (30) days after the Board meeting, but not later than November 1, the School Safety Specialist shall report the school security risk assessment findings and the Board's action(s) to the Florida Office of Safe Schools in a district best-practices assessment in the FSSAT, which includes the school security risk assessment findings and recommendations as provided in F.S. 1006.07(6)(a)4.

V. Active Assailant Response Plan

The Board and each charter school governing board shall adopt an active assailant response plan (AARP) that includes security assessments, roles and responsibilities of all personnel, information sharing, training, identification of safe spaces and command posts, response to the threat of an active assailant, response to the threat of an active assailant on school grounds, communication with law enforcement, communication with parents and the public, and post-incident recovery. The District may include its District AARP in its EOP in accordance with Policy 8410. The District's "Alyssa's Alert" mobile panic alert system includes a mobile application with a panic alert feature that may enhance employee responses to active assailant emergencies. Employees shall follow established District active assailant and associated lockdown procedures in the EOP (see Policy 8410, *Emergency Management, Preparedness, and Response*). If the need arises to silently notify 911 or first responders, employees may use the District-selected mobile panic alert application as an alternative to dialing 911. All administrators are required to download and sign up for the District-selected mobile panic alert application.

By October 1, 2019, and annually thereafter, the Superintendent shall certify for each District operated school that all school personnel have received annual training on the procedures in the AARP and each charter school principal shall certify that all personnel in the charter school have received annual training on the procedures in its active assailant response plan.

VI. Safety and Security Best Practices

The Superintendent shall develop administrative procedures for the prevention of violence on school grounds, including the assessment and intervention with individuals whose behavior poses a threat to the safety of the school community.

VII. **Drug-Free Schools**

As part of the EOP, the Superintendent shall verify that procedures are in place for keeping schools safe and drug-free that include:

- A. appropriate and effective school discipline policies that prohibit disorderly conduct, the illegal possession of weapons, and the illegal use, possession, distribution, and sale of tobacco, alcohol, and other drugs by students;
- B. security procedures at school and while students are on the way to and from school;
- C. prevention activities that are designed to maintain safe, disciplined, and drug-free environments;
- D. a code of conduct or policy for all students that clearly states the responsibilities of students, teachers, and administrators in maintaining a classroom environment;
- E. safety and security best practices.

VIII. **Persistently Dangerous Schools**

Federal and State law requires that the District report annually incidents that meet the statutory definition of violent criminal offenses that occur in a school, on school grounds, on a school conveyance, or at a school-sponsored activity, as well as those incidents that would be a Gun-Free Schools Act violation. School administrators shall respond appropriately to any and all violations of the Code of Student Conduct, especially those of a serious, violent nature.

IX. **Victims of Violent Crime**

The parents and/or student victim of a violent crime in a school, on school grounds, in a school conveyance, or at a school-sponsored activity shall be offered the opportunity to transfer to another school within the District that serves the same grades. If there is another school serving the same grades, the transfer shall be completed in a timely manner.

X. Threat Management Coordinator

The Superintendent will designate a Threat Management Coordinator to oversee threat management at all public K-12 District schools, including charter schools sponsored by or under contract with the District, in accordance with the requirements set forth in Florida law and State Board of Education rules.

The Superintendent will report the name and contact information of the Threat Management Coordinator to the Office of Safe Schools. Any changes in the name and contact information of the Threat Management Coordinator will be updated with the Office of Safe Schools within one (1) school day of change.

XI. Threat Management Teams

~~A threat management team~~A School Based Threat Management Team (SBTMT) shall be established at each school in accordance with F.S. 1006.07, and other relevant law and State Board of Education rules. A District Threat Management Team (DTMT) will also be designated to receive referrals from the SBTMTs, review and consult with SBTMTs, assess serious situations, and provide support as needed in accordance with F.A.C. Rule 6A-1.0019. The responsibilities and duties of the threat management teams include the coordination of resources, assessment, and intervention with individuals whose behavior may pose a threat to the safety of school staff, other students, or themselves, consistent with the guidelines established in F.A.C. Rule 6A-1.001~~98~~ and, beginning January 1, 2024, the Florida Harm Prevention and Threat Management Model ("Florida Model")~~Comprehensive School Threat Assessment Guidelines (CSTAG) model~~, as well as any other policies and procedures developed by the Office of Safe Schools and as otherwise required under applicable law. All threat assessments initiated under the Comprehensive School Assessment Guidelines (CSTAG) that are not completed by January 1, 2024, or where a student is still being actively monitored by the threat management team on January 1, 2024, must be reassessed under the Florida Model.

The Superintendent shall develop and implement, in coordination with the District School Safety Specialist, a *Threat Assessment and Mental Health Services Guide* (Guide), that shall include the provisions of F.S. 1006.07(7), as well as guidelines established by F.A.C. 6A-1.001~~9~~⁸ and model policies developed by the Florida Department of Education Office of Safe Schools and other best practices that govern the activities of ~~the~~ threat management teams in addition to this policy. The *Guide* must also include procedures for referrals to mental health services identified by the District in accordance with F.S. 1012.584(4), when appropriate; circumstances under which sharing of information among agencies and providers is permissible under confidentiality laws~~;~~ consultation with law enforcement~~;~~ and conditions under which access to a student's criminal history may be obtained. ~~The responsibilities and duties of the threat management team include coordination of resources, assessment, and intervention with individuals whose behavior may pose a threat to the safety of school staff, other students, or themselves, consistent with the guidelines established in F.A.C. 6A-1.0018 and the Comprehensive School Threat Assessment Guidelines (CSTAG) model, as well as any other policies and procedures developed by the Office of Safe Schools and otherwise required under applicable law.~~

If an immediate mental health or substance abuse crisis is suspected, school personnel shall follow policies established by the ~~threat management team~~SBTMT to engage behavioral health crisis resources, including but not limited to, crisis teams and school safety or resource officers trained in crisis intervention and assessment, who shall provide emergency intervention and assessment, make recommendations, and refer the student for appropriate services. Onsite school personnel shall report all such situations and actions taken to the ~~threat management team~~SBTMT, which shall contact the other agencies involved with the student and any known service providers to share information and coordinate any necessary follow-up actions. Upon the student's transfer to a different school, the ~~threat management team~~SBTMT shall verify that any intervention services provided to the student remain in place until the SBTMT ~~threat management team~~ of the receiving school independently determines the need for intervention services.

Each ~~SBTMT threat management team~~ member shall be fully staffed and composed, as set forth in F.A.C. 6A-1.001~~98~~, and complete all trainings required by the Rule. Each ~~SBTMT threat management team~~ shall report quantitative data on its activities during the previous school year to the Office of Safe Schools ~~by October 1 and otherwise~~ in accordance with the requirements of F.A.C. 6A-1.001~~98~~, and shall use the threat assessment database developed in accordance with F.S. 1001.212. Each ~~SBTMT school-based threat management team~~ must meet as often as needed to fulfill its duties of assessing and intervening with persons whose behavior may pose a threat to school staff or students, but no less than monthly. At least one (1) member of the ~~SBTMT threat management team~~ must have personal familiarity with the student who is the subject of the threat assessment. If no member of the ~~SBTMT threat assessment team~~ has such familiarity, an instructional personnel or administrative personnel who is personally familiar with the student must consult with the ~~SBTMT threat management team~~ for the purpose of assessing the threat. The instructional or administrative personnel who provides such consultation shall not participate in the decision-making progress.

The Superintendent shall establish procedures for threat management teams to maintain documentation of their meetings, including meeting dates and times, team members in attendance, cases discussed, and actions taken. All reported threats, even those determined not to be a threat, must be documented by the ~~SBTMT threat management team~~. Documentation must include the evaluation process and any resultant action. All members of the ~~SBTMT threat management team~~ must be involved in the threat assessment process and final decision-making.

XII. **Referral to Mental Health Services**

All school personnel will receive training pursuant to F.S. 1012.584 and F.S. 1006.041, and shall be notified of the mental health services that are available in the District, and the individual to contact if a student needs services. The term "mental health services" includes, but is not limited to, community mental health services, health care providers, and services provided under F.S. 1006.04 and 1011.62(17). (See Policy 2410.01, ~~School Health Services Program~~ Mental Health Services) Student identification cards issued by the District to students in grades 6 through 12 must include the telephone numbers for national or statewide crisis and suicide hotlines and text lines.

XIII. **School Environmental Safety Incident Reporting (SESIR)**

The Superintendent shall develop and implement procedures for timely and accurate reporting of incidents related to school safety and discipline and shall provide training to appropriate personnel in accordance with law and State Board of Education rules. This includes designating persons responsible for SESIR reporting for the District and ensuring that those persons receive live or online training, as provided in F.A.C. 6A-1.0017. In order to comply with SESIR incident reporting procedures set forth in F.A.C. 6A-1.0017, charter school governing boards must establish policies identifying which incidents require consultation with or referral to law enforcement. In lieu of establishing their own policies, a charter school is authorized to adopt the sponsor's policy. The SESIR duties must be performed by the charter school's principal or equivalent personnel, as provided in F.A.C. 6A-1.0017(11).

Parents of public school students have a right to access school safety and discipline incidents as reported pursuant to F.S. 1006.07(9) [and State Board rules](#).

XIV. **Student Crime Reporting Program**

A student crime watch program shall be implemented in accordance with F.S. 1006.07, to promote responsibility among students and improve school safety. The student crime watch program shall allow students and the community to anonymously relay information concerning unsafe and potentially harmful, dangerous, violent, or criminal activities, or the threat of these activities, to appropriate public safety agencies and school officials.

XV. **Promotion of School Safety Awareness**

The Board shall promote the use of the FLDOE's mobile suspicious reporting tool (FortifyFL) on the District's website, in newsletters, on school campuses, and in school publications. FortifyFL shall also be installed on all mobile devices issued to students and bookmarked on all computer devices issued to students.

XVI. **Zero-Tolerance Policies and Agreements with Law Enforcement**

Board Policy 5500, *Student Conduct and Discipline* and the *Code of Student Conduct*, establish criteria for reporting to Miami-Dade County Schools Police any act that poses a threat to school safety that occurs whenever or wherever students are within the jurisdiction of the Board, in accordance with F.S. 1006.13. Additionally, Policy 1380, Policy 3380 and Policy 4380 make it clear that any threat toward a staff member by any student, parent, visitor, staff member, volunteer, or agent of the Board will result in a report to law enforcement. Policy 8480, *School Police*, authorizes Miami-Dade County Schools Police to establish standard operating procedures and to enter into mutual aid agreements with local law enforcement agencies for services.

XVII. **Parental Notification Regarding School Safety**

The Superintendent shall develop and implement procedures for timely and accurate reporting of incidents related to school safety and discipline and shall provide training to appropriate personnel in accordance with law and State Board of Education rules. In determining the content of notifications to parents, districts must consider including specific information about the threat or incident necessary to inform parents and safeguard the community as determined by the ~~threat management team~~SBTMT, or other person or entity responsible for parent notification. Such information may include the date and time of the incident, the location and nature of the threat or incident, how and whether the threat or incident was resolved, a description of the suspect (where applicable), crime prevention and safety tips, and crime and threat reporting information. Parental notification should be made in consultation with local law enforcement and first responders in order to avoid compromising the safety of students and the efficacy of the emergency response and investigation.

- A. Pursuant to F.S. 1006.07(7), parents of public school students have a right to timely notification of threats, as determined in coordination with the District's threat management team process. In the case of an imminent threat of harm to students, including but not limited to an active assailant incident or hostage situation, notification to parents shall be made as soon as practicable upon the determination that a threat occurred but not later than forty-eight (48) hours after the threat. The District must take into consideration the nature of the reported threat or incident, whether the threat or incident is ongoing or resolved, whether the threat is transient or substantive, and whether there is an imminent threat of harm to students and the campus community. The principal is responsible for the parental notification, which shall be accomplished through an automated messaging system. Parental notification by the principal should be made in consultation with local law enforcement and first responders in order to avoid compromising the safety of students and the efficacy of the emergency response and investigation.

- B. Pursuant to F.S. 1006.07(4) and State Board of Education rules, parents of public school students have a right to timely notification of unlawful acts and significant emergencies pursuant to F.S. 1006.07(4), which include weapons possession or use when there is intended harm toward another person, hostage, and active assailant situations; murder, homicide, or manslaughter; sex offenses, including rape, sexual assault or sexual misconduct with a student by school personnel; natural emergencies, including hurricanes, tornadoes, and severe storms; and exposure as a result of a manmade emergency. In the case of an imminent threat of harm to students, including but not limited to an active assailant incident or hostage situation, notification to parents shall be made as soon as practicable upon the determination that a threat occurred but not later than forty-eight (48) hours after the threat. The principal is responsible for the parental notification, which shall be accomplished through an automated messaging system. Parental notification by the principal should be made in consultation with local law enforcement and first responders in order to avoid compromising the safety of students and the efficacy of the emergency response and investigation.
- C. Pursuant to F.S. 1012.797 and notwithstanding F.S. 1012.31(3)(a)1. and 1012.796(4), within twenty-four (24) hours after notification to the Superintendent or governing board chair of a charter school by a law enforcement agency that an employee has been arrested for a felony or misdemeanor involving the abuse of a minor child or the sale or possession of a controlled substance, the school principal or designee shall notify parents of enrolled students who had direct contact with the employee and include, at a minimum, the name and specific charges against the employee.

XVIII. **Charter School Responsibilities to Comply with School Safety Requirements**

Charter schools and their governing boards are responsible for meeting the safety requirements set forth in all State statutes and rules. To ensure that the District School Safety Specialist is able to monitor and report on school safety and security at a charter school, each charter school must cooperate with the District School Safety Specialist's requests for information and access and:

- A. Provide contact information in the manner and frequency required by the District School Safety Specialist;

- B. Timely respond to requests for information and access made by the District School Safety Specialist and the Office of Safe Schools; and
- C. Coordinate with the District School Safety Specialist on curing suspected deficiencies identified by the School Safety Specialist and the Office of Safe Schools.

Prior to contracting for a mobile panic alert system that differs from that used by the charter's sponsor, a charter school must consult with the sponsor on any potential safety impact of using a different system. Charter schools are required to maintain current listings of panic mobile alert systems implemented in their schools. Such list shall include the school name, address, and MSID number, and vendor or application implemented. Charter schools are required to provide such list to the District, in accordance with District directives. Thereafter, charter schools must provide any updated information to the District within two (2) days of a school opening or closing, or when any other change occurs that impacts the accuracy of the information that is submitted by the District to the Office at SafeSchools@fldoe.org. Where a charter school lacks input access to FortifyFL, the charter's governing board must ensure that the information for school listings and school contact are timely provided to the District. A charter school governing board must ensure that FortifyFL contains contact information (telephone number and email address) for a school administrator designated by the governing board or principal to receive tips and notifications from FortifyFL for the charter school. For charter schools that lack input access to the FSSAT, the charter school's governing board must ensure that any information needed for required reporting of safety information within FSSAT is timely provided to the District. Emergency drills conducted at charter schools must be coordinated with the District's School Safety Specialist and documentation must be provided by the charter school to the District's School Safety Specialist, by the method and time, as established by the District's School Safety Specialist. Each charter school must adopt an active assailant response plan and train all school personnel by the beginning of the 2021-22 school year. Charter schools that open after the 2021-22 school year must adopt an active assailant response plan and train all school personnel on the plan before the school opens. Charter school governing boards must comply with District procedures for reporting information on safe-school officer discipline and dismissal, and discharge of a firearm in the exercise of safe-school officer duties occurring while assigned to a charter school.

XVIII. **Confidentiality**

The Emergency Operations Plan and Threat Assessment and Mental Health Services Guide shall be confidential and exempt to the extent provided by law.

Effective 07.01.2011

Revised 09.04.2019

Revised 02.09.2022

Revised 08.15.2022

Revised 10.10.2023

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Legal References:

F.S. 30.15

F.S. 119.071(3)

F.S. 365.171

F.S. 493.6101(18)

F.S. 1001.212

F.S. 1002.20(25)

F.S. 1006.04

F.S. 1006.07

F.S. 1006.12

F.S. 1006.13

F.S. 1006.1493

F.S. 1008.386(3)

F.S. 1011.62(17)

F.S. 1012.584

F.A.C. 6A-1.0018

[F.A.C. 6A-1.0019](#)

Office of Safe Schools School Security Risk Assessment Tool

Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates (U.S. Secret Service and U.S. Department of Education)

Adoption Date: 05.11.2011



Book	Policy Manual
Section	November 15, 2023- <u>Initial</u> Reading
Title	EMERGENCY MANAGEMENT, PREPAREDNESS, AND RESPONSE
Code	8410
Status	<u>Initial</u> Reading

8410 - **EMERGENCY MANAGEMENT, PREPAREDNESS, AND RESPONSE**

The School Board recognizes that its responsibility for the safety of students and staff requires that it formulate and prescribe emergency management and emergency preparedness procedures for District schools, in consultations with appropriate public safety agencies, including emergency notification procedures for life-threatening emergencies, including, but not limited to, fires; natural disasters; bomb threats, weapon-use, hostage, and active assailant situations; hazardous materials or toxic chemical spills; weather emergencies, including hurricanes, tornadoes, and severe- or lightning/electrical storms (see Policy 8420.01); and exposure as a result of a manmade emergency; and that such emergencies are best met by preparedness and planning.

The active assailant situation training for each school must engage the participation of the District's School Safety Specialist, threat management team members, faculty, staff, and students and must be conducted by the law enforcement agency or agencies that are designated as first responders to each school's campus.

I. **Primary Emergency Response Agencies**

The Superintendent shall establish a District Critical Incident Response Team (DCIRT) that includes District personnel from cross disciplines and command staff from the Miami-Dade Schools Police Department. The DCIRT is responsible for assisting schools with any emergencies/critical incidents as defined in the District's Emergency Operations Plan (EOP) or any other incident where schools and District offices are impacted. The DCIRT's primary responsibility is to assist in the coordination of response actions and to provide immediate District Resources as needed. Members of the DCIRT will be a part any unified command structure and will assist in briefing the

Superintendent. Members of the DCIRT should be trained annually. The Superintendent shall also establish a notification system to notify the DCIRT of any critical incident. The specific contacts for the agency are listed in the EOP, which is incorporated into this policy by reference.

The primary emergency response agencies that are responsible for notifying the District for each type of emergency are as follows:

A. Fires:

1. Miami-Dade County Fire Department
2. Municipal Fire Departments

- B. Natural Disasters:
Miami-Dade County Emergency Management
- C. Bomb Threats:
 - 1. Miami-Dade County Police Department
 - 2. Municipal Police Departments
- D. Weapon-Use, Hostage, and Active Assailant Situations:
 - 1. Miami-Dade County Police Department
 - 2. Municipal Police Departments
- E. Hazardous Materials or Toxic Chemical Spills:
 - 1. Miami-Dade County Emergency Management
 - 2. Miami-Dade County Police Department
 - 3. Municipal Police Departments
- F. Weather Emergencies, Including Hurricanes, Tornadoes, and Severe Storms:
Miami-Dade County Emergency Management
- G. Exposure as a Result of a Manmade Emergency:
Miami-Dade County Emergency Management

The individuals responsible for contacting the primary emergency response agencies listed above are:

- A. Principal
- B. assistant principal
- C. District Safety Specialist
- D. Chief of Miami-Dade County Schools Police Department
- E. School Safety Officer/School Resource Officer and/or other legally designated Security Officials and Personnel

II. Emergency Operations Plan

The Superintendent shall also, in conjunction with the School Safety Specialist, the Miami Dade Schools Police Department, and other District stakeholders, develop and annually review the EOP and update as necessary. The EOP shall include a system of emergency preparedness and accompanying procedures that provide for the following:

- A. a listing of the commonly used alarm system response for specific types of emergencies and verification by each school that drills have been provided as required by law and fire protection codes (such drills shall include accommodations conducted at exceptional student education centers). Completion of emergency drills shall be documented at all school facilities in the District;
- B. an active assailant response plan, as provided in F.S. 1006.07(6)(c). Active assailant response plans must include, at a minimum, plans and expectations for responding to an active assailant situation using the following three (3) strategies: evading or evacuating, taking cover or hiding, and responding to or fighting back. All school personnel must be trained annually on the procedures in the district's active assailant response plan. Completion of this annual training for all school personnel must be documented in the FSSAT by October 1 of each year. Drills for active assailant and hostage situations must be conducted in accordance with F.A.C. 6A-1.0018 and as frequently as that rule requires~~Drills for active assailant and hostage situations shall be conducted at least as often as emergency drills and fire drills required by the Florida Fire Prevention Code, as adopted by the State Fire Marshall.~~ Law enforcement officers responsible for responding to the school in the event of an active assailant emergency, as determined necessary by the sheriff/local law enforcement authority in coordination with the District's School Safety Specialist, must be physically present on campus and directly involved in the execution of active assailant emergency drills. The District must notify law enforcement officers at least twenty-four (24) hours before conducting an active assailant emergency drill at which such law enforcement officers are expected to attend;
- C. protocols that include standardized and updated training for an active assailant or hostage scenario for all personnel, including, but not limited to newly hired personnel, substitute teachers and staff;
- D. developmentally appropriate and adapted active assailant and hostage scenario training for students with varying exceptionalities, medical needs, and young students;

E. a schedule to test the functionality and coverage capacity of all emergency communication systems and determine if adequate signal strength is available in all areas of school campuses;

E.F. protocols for immediately responding to an alert or report of incoming severe weather, including lightning/electrical storms;

F.G. a mobile panic alert system, also known as "Alyssa's Alert." The District's Alyssa's Alert system shall be developed in consultation with the county 911 authority and local emergency management office to ensure that the system integrates with local public safety answering point (PSAP) infrastructure to transmit calls and mobile activations. The District's mobile panic alert system must include mobile devices placed throughout each school campus. In determining the number and placement of devices needed to afford all staff members the ability to silently and easily activate a panic alert in the event of an on-campus emergency, districts must consider using a combination of fixed panic alert buttons, mobile and desktop applications, landline phone capabilities, and wearable panic alerts (such as on a lanyard). The District's "Alyssa's Alert" mobile panic alert system includes a mobile application with a panic alert feature that may enhance employee responses to active assailant emergencies. Employees shall follow established District active assailant and associated lockdown procedures in the EOP. If the need arises to silently notify 911 or first responders, employees may use the District-selected mobile panic alert application as an alternative to dialing 911. All administrators are required to download and sign up for the District-selected mobile panic alert application;

G.H. a family reunification plan to reunite students and employees with their families in the event that a school is closed or unexpectedly evacuated due to a natural or manmade disaster, which must be reviewed annually and updated, as applicable.

The EOP shall also include language that instructs all employees, and strongly encourages students and members of the community, to promptly make reports concerning unsafe, potentially harmful, dangerous, violent, or criminal activities, or the threat of these activities, to local public safety agencies and/or school officials. This includes contacting local law enforcement agencies, using the Florida Department of Education's mobile suspicious reporting tool (FortifyFL) and/or any other reporting applications or methods used or required by the District, contacting the District's School Safety Specialist through established communication procedures, or calling 911. In addition, employees must also report unsafe, potentially harmful, dangerous, violent, or criminal activities, or the threat of these activities, to the Superintendent through established procedures. (See also Policy 8405, Policy 8420.01)

The DCIRT will be responsible for providing updates to all plans and training for school site administrators. The EOP shall be provided to the Board and other appropriate parties in accordance with this and all relevant Board policies and is confidential and exempt from public record in accordance with Florida law.

III. After-action Report

An after-action report must be completed following each emergency drill and fire drill submitted to the District's School Safety Specialist for review fifteen (15) calendar days following drill completion. The report must identify the type of drill, location and date of the drill, participants, and involvement of law enforcement or other public safety agencies. In addition, the after-action report must describe actions taken by participants, must analyze areas of success and areas where improvement is needed, and include input from public safety agencies and a plan for corrective action.

III.IV. Parental Notification

Pursuant to F.S. 1006.07(4) and (7), parents of public school students have a right to timely notification of the aforementioned threats, unlawful acts, and significant emergencies, as well as additional threats and unlawful acts as set forth in Policy 8405, *School Safety*, and severe weather emergencies referenced in Policy 8420.01, *Severe Weather Emergency Management and Preparedness*. The Superintendent shall develop and implement procedures for timely and accurate reporting of such incidents in accordance with law and State Board of Education rules.

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Revised 06.19.2019
Revised 02.09.2022
Revised 08.15.2022
Technical Correction 09.11.2023

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Legal References:
F.S. 1006.12
F.S. 1001.43
F.S. 1002.20(25)
F.S. 1006.07
F.S. 1013.13
F.A.C. 6A-1.0018

Adoption Date: 05.11.2011



Book	Policy Manual
Section	November 15, 2023- <u>Initial</u> Reading
Title	SCHOOL HEALTH SERVICES PROGRAM
Code	2410
Status	<u>Initial</u> Reading

2410 - **SCHOOL HEALTH SERVICES PROGRAM**

The health services provided by the District shall supplement, not replace, parental responsibility, and shall appraise, protect, and promote student health. These services shall be designed to encourage parents to devote attention to child health, to discover health problems, and to encourage the use of the services of physicians, dentists, and community health agencies as needed.

The School Board shall cooperate with the Miami-Dade County Health Department in providing professional medical supervision in all school health matters as required by the School Health Services Act F.S. 381.0056.

I. **School Health Services Plan**

The District, the local school health advisory council, and the Miami-Dade County Health Department shall jointly develop a school health services plan. The plan shall be completed biennially. Upon recommendation of the Superintendent, the plan shall be submitted to the Board for approval. Following Board approval, the plan shall be signed by the Superintendent and Board Chairperson, County Health Department medical director or administrator and the District administrator of the County Health Department.

The plan shall be reviewed each year for the purpose of updating the plan. Amendments to the plan shall be submitted to the Board for approval and signed by the Superintendent and the County Health Department medical director or administrator. The services provided shall be dependent on the statutory requirements, local priorities and availability of resources.

The plan shall include the provisions required by Florida statutes and

Department of Health rules.

The District shall directly notify the parents of students, at the beginning of the school year, of each healthcare service offered at their student's school, as provided for in the District health services plan, as well as of the specific or approximate dates during the school year when the services are scheduled or expected to be scheduled, and the option to withhold consent or decline any specific service. Parental consent to a health care service does not waive the parent's right to access his/her student's educational or health records or to be notified about a change in his/her student's services or monitoring as provided in F.S. 1001.42(8).

If there is a need for an invasive physical examination or screening, the consent of the student's parent shall be obtained in writing prior to the procedure. The term "invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, scoliosis, or body mass index (BMI) screening. Before administering a student well-being questionnaire or health screening form to a student in kindergarten through grade 3, the District will provide the questionnaire or form to the parent and obtain the permission of the parent.

A student will be exempt from any of the provided health services if his or her parent requests such an exemption in writing unless the physical examination or screening is permitted or required by an applicable State law.

~~II. Mental Health Services~~

~~The Board shall identify a mental health coordinator for the District. The mental health coordinator shall serve as the District's primary point of contact regarding the District's coordination, communication, and implementation of student mental health policies, procedures, responsibilities, and reporting. The mental health coordinator is responsible for:~~

- ~~A. Coordinating with the Office of Safe Schools, established pursuant to F.S. 1001.212.~~
- ~~B. Maintaining records and reports regarding student mental health as it relates to school safety and the mental health assistance allocation under F.S. 1011.62(14).~~
- ~~C. Facilitating the implementation of District policies relating to the respective duties and responsibilities of the District, the Superintendent, and District Principals.~~
- ~~D. Coordinating with the School Safety Specialist on the staffing and training of threat management teams and facilitating referrals to mental health services, as appropriate, for students and their families.~~
- ~~E. Coordinating with the School Safety Specialist on the training and resources for students and District staff relating to youth mental health awareness and assistance.~~

~~F.—Reviewing annually the District's policies and procedures related to student mental health for compliance with Florida law and alignment with current best practices and make recommendations, as needed, for amending such policies and procedures to the Superintendent and the Board.~~

~~Mental health counseling services, case management services, and human and social services may be provided to students at a school site under mutual agreements with community-based public or private agencies. Each service provided shall be on a case-by-case basis with prior written approval of the student's parent. Students who may be at risk for mental health disorders and are referred under such agreements shall be assessed within fifteen (15) days of referral. Mental health services must be initiated within fifteen (15) days after identification and assessment, and support must be initiated within thirty (30) days after the school or District makes a referral.~~

~~Parents of a student receiving services under such agreements shall be provided information about other behavioral health services available through the student's school or local community-based behavioral health services providers by providing information about and Internet addresses for web-based directories or guides for local behavioral health services.~~

~~Individuals living in a household with a student receiving services under such agreements shall be provided information about behavioral health services available through other delivery systems or payors for which such individuals may qualify if such services appear to be needed or enhancements in those individuals' behavioral health would contribute to the improved well-being of the student.~~

~~The Superintendent shall assist schools in providing information to children and families by providing community referral sources for professional mental health services for children and families in need of such services. All schools should maintain information on available community resources, such as the Florida Department of Children and Families and Thriving Mind South Florida, *Consumer and Family Resource Manual for Miami-Dade and Monroe Counties*, and provide information to families as needed.~~

~~School safety officers must complete mental health crisis intervention training using a curriculum developed by a national organization with expertise in mental health crisis intervention. The training shall improve officers' knowledge and skills as first responders to incidents involving students with emotional disturbance or mental illness, including de-escalation skills to ensure student and officer safety.~~

~~III. Involuntary Examinations of Students~~

~~The Superintendent shall annually report to the Florida Department of Education the number of involuntary examinations, as defined in F.S. 394.455, which are initiated at a school, on school transportation, or at a school-sponsored activity.~~

~~Principals shall make a reasonable attempt to notify a parent of a student before the student is removed from school, school transportation, or a school-sponsored activity to be taken to a receiving facility for an involuntary examination pursuant to F.S. 394.463. "Reasonable attempt to notify" means the exercise of reasonable diligence and care by the principal to make contact with the student's parent, guardian, or other known emergency contact whom the student's parent or guardian has authorized to receive notification of an involuntary examination. At a minimum, the principal must take the following actions:~~

~~A. Use available methods of communication to contact the student's parent, guardian, or other known emergency contact including, but not limited to, telephone calls, text messages, e-mails, and voicemail messages following the decision to initiate an involuntary examination of the student;~~

~~B. Document the method and number of attempts made to contact the student's parent, guardian, or other known emergency contact, and the outcome of each attempt.~~

~~The principal who successfully notifies any other known emergency contact may share only the information necessary to alert such contact that the parent or caregiver must be contacted. All such information must be in compliance with Federal and State law.~~

~~The principal may delay notification for no more than twenty-four (24) hours after the student is removed if the principal deems the delay to be in the student's best interest and if a report has been submitted to the central abuse hotline, pursuant to F.S. 39.201, based upon knowledge or suspicion of abuse, abandonment, or neglect, or the principal reasonably believes that such delay is necessary to avoid jeopardizing the health and safety of the student. Before contacting a law enforcement officer, principals must verify that de-escalation strategies have been utilized and outreach to an available mobile response team has been initiated unless the principal or the principal's designee reasonably believes that any delay in removing the student will increase the likelihood of harm to the student or others. This requirement does not supersede the authority of a law enforcement officer to act under F.S. 394.463.~~

~~In a student crisis situation, school or law enforcement personnel must make a reasonable attempt to contact a mental health professional who may initiate an involuntary examination pursuant to F.S. 394.463, unless the child poses an imminent danger to themselves or others, before initiating an involuntary examination pursuant to F.S. 394.463. Contact with the mental health professional may be in person or using telehealth as defined in F.S. 456.467. The mental health professional may be available to the District either by contracts or interagency agreements with the managing entity, one or more local community behavioral health providers, or the local mobile response team or be a direct or contracted District employee.~~

~~This requirement does not supersede the authority of a law enforcement officer to act under F.S. 394.463.~~

IV.III. Care of Students with Chronic Health Conditions

A. Chronic Health Conditions

Students with chronic health conditions will be provided with a free appropriate public education. Some students with chronic health conditions also require specially designed instruction and the student's health needs may be documented in an Individualized Education Plan (IEP). Those who do not require an IEP may be eligible for a Section 504 accommodation plan if the chronic health condition substantially limits one or more major life activities in the school or classroom setting, curriculum, or other school-related activities. Students with chronic health conditions shall also receive an Individualized Health Care Plan (IHP) for school or school-related activities, as needed.

"Chronic health conditions," for the purposes of this policy, shall include, but are not limited to:

1. Allergies (including but not limited to peanut and other food allergies)
2. Asthma
3. Diabetes
4. Epilepsy and seizure disorders

B. School Health Practices & Management

1. School health practices shall provide students with chronic health conditions the opportunity for:
 - a. full participation in physical activities when students are well;
 - b. modified activities as indicated by the student's individual health care plans (IHP), Section 504 plan, or IEP;
 - c. access to preventative medications before activity (as prescribed by their medical providers) and immediate access to emergency medications during activity; and
 - d. communication regarding the student's health status between parents, physicians/medical providers, teachers, and all individuals whose duties include regular contact with the student during school or school-sponsored events and activities.
2. The District will coordinate school health practices for the management of a chronic health condition and shall provide for:
 - a. identification of individuals with chronic health conditions;
 - b. development of IHPs;
 - c. coordination of health care management activities by school staff;
 - d. communication among school staff who interact with children with chronic health conditions;
 - e. development of protocols to prevent exposure/episodic reactions; and
 - f. awareness and training of school staff regarding acute and routine management of chronic health conditions, information on signs and treatment of chronic health conditions, medication and administration, and emergency protocols for dealing with reactions during atypical situations such as field trips.
3. Healthcare management activities shall include:
 - a. records review to identify students with chronic health conditions;

- b. procedures to obtain, maintain, and utilize written ICHPs specific to the student's condition, signed by the student's parents and physician/medical provider, for each student with a chronic health condition;
- c. a standard emergency protocol in place for students experiencing a distress reaction if they do not have a written ICHP on site;
- d. student-specific training for all individuals whose job duties include regular contact with a student with a chronic health condition, to address the individual needs of the student, including for example:
 - 1. communication strategies
 - 2. immediate access to medications in accordance with Policy 5330, *Student Use of Medications*, that allows students to self-care and self-administer medications, inhalers, and Epi-pens, as prescribed by a physician/medical provider and approved by parent/guardian
 - 3. prevention strategies to avoid causal elements
- e. procedures for students with frequent school absences, school health office visits, emergency department visits, or hospitalizations due to chronic health conditions; and,
- f. management and care of the student's chronic health condition in the classroom, in any area of the school or school grounds, or at any school-related activity or event.

C. Training of Staff

- 1. Training for school staff about chronic health conditions will be conducted at least every two (2) years at the school site.
- 2. Student-specific training for all individuals whose job duties include regular contact with a student with a chronic health condition will be conducted at least annually at the school site.
- 3. Designated staff who have responsibility for specialized services shall be provided training by a licensed health professional specific to the procedures, at least annually.

4. The principal shall maintain a copy of the training program and the records of training completed by school employees.

D. Administrative procedures shall provide guidance for the implementation of this policy.

VI.VI. **Emergency Allergy Treatment Educational Training Programs**

Educational training programs in the District pertaining to emergency allergy treatment required by state law must be conducted by a nationally recognized organization experienced in training laypersons in emergency health treatment or an entity or individual approved by the Department of Health. The curriculum must include at a minimum:

- A. recognition of the symptoms of systemic reactions to food, insect stings, and other allergens; and,
- B. the proper administration of an epinephrine auto-injector.

VI.VI. **Individualized Seizure Action Plans (ISAPs)**

A. Creation and Implementation of an ISAP.

To initiate the implementation of an ISAP, a student's parent must submit to the principal an ISAP that meets the following requirements:

1. An ISAP must be developed and signed by a medical professional, in consultation with the student's parent;
2. Written orders from the student's medical professional outlining the student's epilepsy or seizure disorder recommended care;
3. The parent's signature;
4. The student's epilepsy or seizure disorder symptoms;
5. Any accommodations the student requires for school trips, after-school programs and activities, class parties, and any other school-related activities;
6. When and whom to call for medical assistance;
7. The student's ability to manage, and the student's level of understanding of, his/her epilepsy or seizure disorder;

8. How to maintain communication with the student, the student's parent, and the student's health care team, school nurse, and educational staff;
9. Any rescue medication prescribed by the student's medical professional and how and when to administer the medication;
10. The ISAP should be submitted before or at the beginning of the school year, upon enrollment, or as soon as practicable following a diagnosis of a seizure disorder for a student; and
11. The provisions of a student's ISAP remain in effect until the student's parent submits a revised ISAP, signed by a medical professional, identifying any changes based on the student's condition. A school may implement training and student supports outlined in this policy regardless of whether a parent submits an ISAP.

B. School Response to Receipt of an ISAP

1. The school nurse or an appropriate school employee that receives an ISAP shall:
 - a. In accordance with F.S. 1006.062, coordinate the provision of epilepsy and seizure disorder care at the school for the student, including administering anti-seizure and rescue medications as outlined in the ISAP; and
 - b. Verify that each school employee whose duties include regular contact with the student has completed training in the care of students with epilepsy and seizure disorders. The training must include how to recognize the symptoms of and provide care for epilepsy and seizure disorders.
2. The school shall provide each school employee whose duties include regular contact with the student with all of the following:
 - a. Notice of the student's condition;
 - b. Information from the ISAP on how to provide the recommended care for the student if he or she shows symptoms of the epilepsy or seizure disorder; and
 - c. The contact information for the student's parent and emergency contacts.

~~VII.VI.~~ VI. Confidentiality

All information regarding student identification, health care management, and emergency care shall be safeguarded as personally identifiable information in accordance with Policy 8330, *Student Records*, and Policy 8350, *Confidentiality*.

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Technical Correction 09.11.2023

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Legal References:

F.S. 39.201
F.S. 381.0056
F.S. 394.463
F.S. 1001.42(8)
F.S. 1002.20(3)(l)
F.S. 1002.33(9)(q)
F.S. 1003.22
F.S. 1006.07(10)
F.S. 1006.12
F.S. 1011.62(16)
F.A.C. 6A-1.094125
F.A.C. 64F-6.002
20 U.S.C. 1232h
F.A.C. 6A-6.0253

Adoption Date: 05.11.2011



Book	Policy Manual
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Title	MENTAL HEALTH SERVICES
Code	2410.01
Status	<u>Initial</u> Reading

2410.01 - **MENTAL HEALTH SERVICES**

In accordance with F.S. 1006.041, the School Board will implement a school-based mental health assistance program that includes training classroom teachers and other school staff in detecting and responding to mental health issues and connecting children, youth, and families who may experience behavioral issues with appropriate services.

I. **District Mental Health Coordinator**

The Board shall identify a mental health coordinator for the District. The mental health coordinator shall serve as the District's primary point of contact regarding the District's coordination, communication, and implementation of student mental health policies, procedures, responsibilities, and reporting. The mental health coordinator is responsible for:

- A. coordinating with the Office of Safe Schools, established pursuant to F.S. 1001.212;
- B. maintaining records and reports regarding student mental health as it relates to school safety and the mental health assistance allocation under F.S. 1011.62(14);
- C. facilitating the implementation of School Board policies relating to the respective duties and responsibilities of the District, the Superintendent, and District principals;

- D. coordinating with the School Safety Specialist on the staffing and training of threat assessment teams and facilitating referrals to mental health services, as appropriate, for students and their families;
- E. coordinating with the School Safety Specialist on the training and resources for students and District staff relating to youth mental health awareness and assistance;
- F. reviewing annually the Board's policies and District procedures related to student mental health for compliance with Florida law and alignment with current best practices and making recommendations, as needed, for amending such policies and procedures to the Superintendent and the Board.

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II. Contracts with Mental Health Service Providers

Mental health counseling services, case management services, and human and social services may be provided to students at a school site under mutual agreements with community-based public or private agencies. Each service provided shall be on a case-by-case basis with prior written approval of the student's parent. Any such agreement shall provide that students who may be at risk for mental health disorders and are referred to such a provider shall be assessed within fifteen (15) days of referral. Mental health services must be initiated within fifteen (15) days after identification and assessment, and support by community-based mental health service providers for students who are referred for community-based mental health services must be initiated within thirty (30) days after the school or District makes a referral.

Parents of a student receiving services under such a contract shall be provided information about other behavioral health services available through the student's school or local community-based behavioral health services providers. A school may meet this requirement by providing information about and Internet addresses for web-based directories or guides for local behavioral health services.

Individuals living in a household with a student receiving services under such agreements shall be provided information about behavioral health services available through other delivery systems or payors for which such individuals may qualify if such services appear to be needed or enhancements in those individuals' behavioral health would contribute to the improved well-being of the student.

III. Contact with Mental Health Professionals During a Student Crisis

School safety officers must complete mental health crisis intervention training using a curriculum developed by a national organization with expertise in mental health crisis intervention. The training shall improve officers' knowledge and skills as first responders to incidents involving students with emotional disturbance or mental illness, including de-escalation skills to ensure student and officer safety.

During a student crisis situation, before initiating an involuntary examination pursuant to F.S. 394.463, school or law enforcement personnel must make a reasonable attempt to contact a mental health professional, unless the child poses an imminent danger to themselves or others. Such contact may be in person or using telehealth as defined in F.S. 456.47. The mental health professional may be available to the District either by contract or interagency agreements with the managing entity, one or more local community behavioral health providers, or the local mobile response team, or be a direct or contracted District employee.

This requirement does not supersede the authority of a law enforcement officer to act under F.S. 394.463.

IV. Involuntary Examinations of Students

The Superintendent is required to annually report to the Florida Department of Education the number of involuntary examinations, as defined in F.S. 394.455, which are initiated at a school, on school transportation, or at a school-sponsored activity.

Before a principal contacts a law enforcement officer for possible removal of a student from school for involuntary examination, the principal must verify that the school has used de-escalation strategies and initiated outreach to a mobile response team, unless the principal reasonably believes that any delay in removing the student will increase the likelihood of harm to the student or others. This requirement does not supersede the authority of a law enforcement officer to act under F.S. 394.463.

Principals shall make a reasonable attempt to notify a parent of a student before the student is removed from school, school transportation, or a school-sponsored activity to be taken to a receiving facility for an involuntary examination pursuant to F.S. 394.463. "Reasonable attempt to notify" means the exercise of reasonable diligence and care by the Principal to make contact with the student's parent, guardian, or other known emergency contact whom the student's parent or guardian has authorized to receive notification of an involuntary examination. At a minimum, the principal must take the following actions:

- A. Use available methods of communication to contact the student's parent, guardian, or other known emergency contact including, but not limited to, telephone calls, text messages, e-mails, and voicemail messages following the decision to initiate an involuntary examination of the student.
- B. Document the method and number of attempts made to contact the student's parent, guardian, or other known emergency contact, and the outcome of each attempt.

A principal who successfully notifies any other known emergency contact may share only the information necessary to alert such contact that the parent or caregiver must be contacted. All such information must be in compliance with Federal and State law.

The principal may delay notification for no more than twenty-four (24) hours after a student is removed if the principal deems the delay to be in the student's best interest and if (1) a report has been submitted to the central abuse hotline, pursuant to F.S. 39.201, based upon knowledge or suspicion of abuse, abandonment, or neglect; or (2) the principal reasonably believes

that such delay is necessary to avoid jeopardizing the health and safety of the student.

V. **Plan for Mental Health Assistance**

The Superintendent will develop and submit to the Board for approval a detailed plan outlining the components and planned expenditures of the district's mental health assistance program. The plan will be focused on a multi-tiered system of supports to deliver mental health care assessment, diagnosis, intervention, treatment and recovery services to students with one or more mental health or co-occurring substance abuse diagnoses and to students at high risk of such diagnoses. Provision of these services will be coordinated with a student's primary mental health care provider and with other mental health providers, as applicable. The plan will include the components set forth in F.S. 1006.041(2).

Additionally, the Superintendent shall assist schools in providing information to children and families by providing community referral sources for professional mental health services for children and families in need of such services. All schools should maintain information on available community resources, such as the Florida Department of Children and Families and Thriving Mind South Florida, *Consumer and Family Resource Manual for Miami-Dade and Monroe Counties*, and provide information to families as needed.

VI. **Reporting Requirements**

By August 1 of each fiscal year, the Superintendent shall submit to the FLDOE the plan developed and approved pursuant to Section V, above, as well as the plans approved by charter schools in the District.

By September 30 of each year, the Superintendent shall submit to the FLDOE a report a report on its program outcomes and expenditures for the previous fiscal year, specifying the total number of: (a) students who receive screenings or assessments; (b) students who are referred to school-based or community-based providers for services or assistance; (c) students who receive school-based or community-based interventions, services, or assistance; (d) school-based and community-based mental health providers, including licensure type; and (e) contract-based or interagency agreement-based collaborative efforts or partnerships with community-based mental health programs, agencies, or providers.

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Effective:

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Legal References: _____

F.S. 39.201

F.S. 349.495(7)

F.S. 394.463

F.S. 456.47

F.S. 1001.42

F.S. 1002.20

F.S. 1002.22

F.S. 1006.041

F.S. 1006.07

F.S. 1011.62

Adoption Date: