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POLICY 806 DISTRICT CRISIS MANAGEMENT POLICY

I. PURPOSE

To establish a comprehensive district-wide Emergency Operations and Recovery Plan (EORP) and building-level safety plans. The District will, to the extent possible, engage in ongoing emergency planning with school and building leaders and with life safety partners and other relevant community organizations.

II. GENERAL STATEMENT OF POLICY

The superintendent and/or designee will develop and maintain an Emergency Operations and Recovery Plan (EORP) and building-level safety plans regarding crisis prevention, intervention, mitigation, response and recovery for any incident that threatens the safety and security of students and staff. Development of the plans shall involve local emergency agencies, school safety personnel, staff, parents, students, and interested persons.

Plans shall include reasonable steps to ensure student and staff safety, and minimize property damage, such as:

- Written procedures for taking action in the event of an incident or emergency, including a warning system designed to inform students, staff, and visitors of a crisis or emergency. The procedures – collectively known as School Safe Conditions - include evacuation, lockdown, shelter-in-place, severe weather, and hold-in-place.
- Written procedures for communicating with local law enforcement agencies, community emergency services, parents, students, staff, and media in the event of a crisis.
- Development of Building Emergency Response Teams (BERT) and a District Emergency Response Team (DERT) with specific response protocols under the National Incident Management System's (NIMS) Incident Command System (ICS) structure.
- A plan for emergency management training of all new staff, contracted staff and Tier Two volunteers within 30 days of employment, and implementation of state required drills and practice sessions throughout the school year.
- Designation of specific management and reporting responsibilities of each staff person during a crisis.

The superintendent shall appoint a district-wide emergency management leader to work with the superintendent to develop the EORP, building-level safety plans, recruit and supervise district and building level emergency response teams, coordinate inservice programs for teams and all staff, and serve as a liaison between the district and local emergency agencies. The leader shall be responsible for providing copies of current plans developed under this policy to local emergency agencies on a regular basis.

III. CRISIS MANAGEMENT FRAMEWORKS

The District's crisis management plan shall include, but is not limited to, the following emergency preparedness, prevention, response, and recovery components:

- Standard Response Protocol (SRP): The District adopts the Standard Response Protocol as its common emergency response framework. SRP provides clear, action-based language - Hold, Secure, Lockdown, Evacuate, and Shelter - to support consistent response across District schools, programs, and facilities. SRP shall be incorporated into District emergency procedures, staff training, student instruction, drills, and coordination with public safety partners.

- Behavioural Threat Assessment and Management: The District shall maintain a behavioural threat assessment and management process to identify, assess, and respond to concerning student behaviour or communications that may indicate a risk of harm to self or others. This process shall include use of the District's risk and threat screener, appropriate documentation, multidisciplinary review, intervention planning, and follow-up consistent with District procedures, student support practices, and applicable law.

- Cardiac Emergency Response Plan: The District shall maintain a cardiac emergency response plan for cardiac emergencies occurring on school property and at school-sponsored activities, consistent with Minnesota law. The plan shall address activation of school-based cardiac emergency response teams, AED placement and maintenance, coordination with emergency medical services, distribution of the plan, annual drills, and annual review by the School Board. Minnesota Statutes § 121A.241 requires school districts and charter schools to develop a cardiac emergency response plan beginning in the 2026–2027 school year.

- Emergency Operations and Crisis Response Procedures: The District shall maintain building- and District-level procedures for prevention, intervention, preparedness, mitigation, response, and recovery from emergencies, including natural hazards, health/medical, security incidents, threats of violence, reunification, communication, and continuity of operations.

- Training, Drills, and Review: The District shall provide training, conduct required drills, and review crisis management procedures on an ongoing basis to ensure staff and students understand emergency actions, roles, and expectations.

Drills and exercises shall be age-appropriate, trauma-informed, and designed to strengthen practical response, coordination, and decision-making.

- Coordination with Public Safety and Emergency Response Partners: The District shall coordinate, as appropriate, with law enforcement, fire, emergency medical services (EMS), and other community partners to support aligned response practices, shared understanding of District procedures, and effective incident coordination.