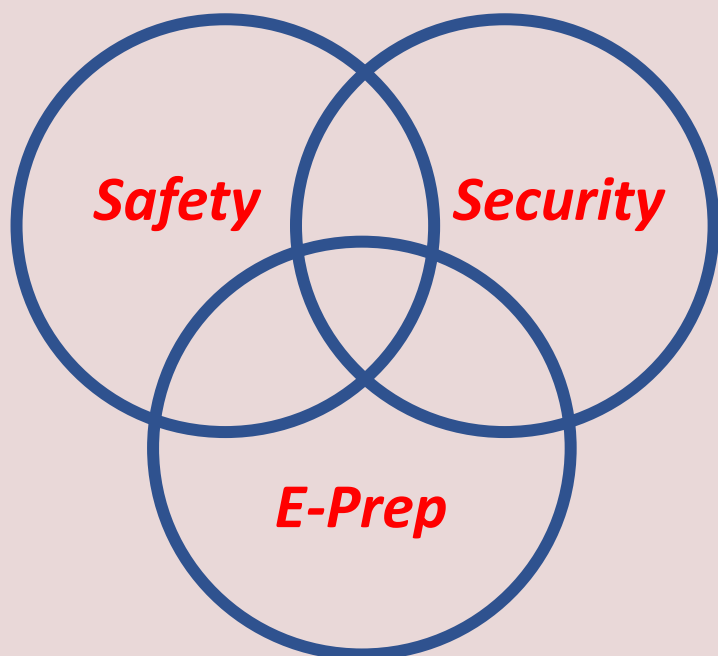


## A Culture of Preparedness



# Emergency Preparedness Chair Training

October 19th, 2021

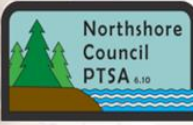
## Agenda

- *Recap Mission, Goals, Values*
- *What an E-Prep Chair MUST do?*
- *Overview E-Prep Chair Role and School E-Coordinator*
- *Why Be Prepared?*
- *Creating a culture of preparedness*
- *What is preparedness advocacy?*
- *Council E-Prep website resource introduction*
- *Connecting with other chairs in the feeder pattern*
- *Tips for E-Prep chairs*

**THIS IS BEING RECORDED**

# Ground Rules

**Emergency  
Preparedness**



*Preparedness is Everyone's Job.*

**Your behaviors can help the team perform:**

- ***ENTER NAME AND GROUP IN CHAT - MUTE UNLESS TALKING***
- ***Listen*** actively, "Seek first to understand, then be understood"
- ***Polite & Respectful*** of each others point of view
- ***It's ok to ask questions*** and challenge
- ***Learn*** from each other
- ***Stay on-track*** - keep focused
- ***Do what you say you will***
- ***Regular attendance*** - need whole team to learn together

**NOTE: There are live links in this presentation  
that will take you to more information**



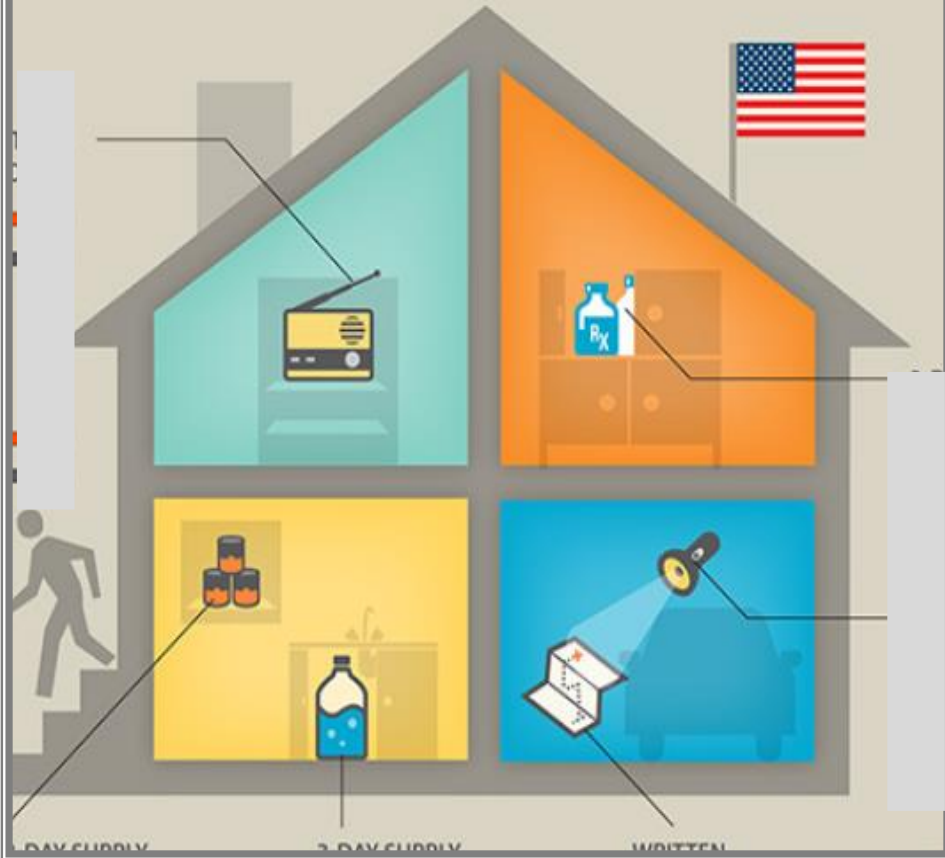
*To provide the PTSA E-Prep chair team training, networking, and support to encourage collaboration between School and PTSA*

*To assist and participate in the management of emergency plans, supplies, preparedness education, community engagement, and facilitation of drills through building a relationship with the school principal, vice principal and emergency coordinator.*

***Preparation through education is less costly  
than learning through tragedy***

# ARE YOU READY?

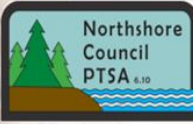
HOUSEHOLD EMERGENCY PREPAREDNESS:



## Objectives

- **Culture of Preparedness** – Home Disaster Plan, disaster preparedness, CERT, Teen Cert, Stop The Bleed, First Aid, & ACT save a life
- **Increase participation** - Out-reach to ENGAGE parents, Students
- **Bring in Speakers** - educate and create awareness
- **PTA Feeder Pattern Links** – Chairs supporting Chairs
- **Support Combined Group purchases**
- **Support E-prep Container Improvements & Supplies** – Replace, Organize and store supplies
- **Monthly Zoom Meetings** - **FIRST TUESDAY 11AM(?)** except holidays, Speakers/events at separate meetings

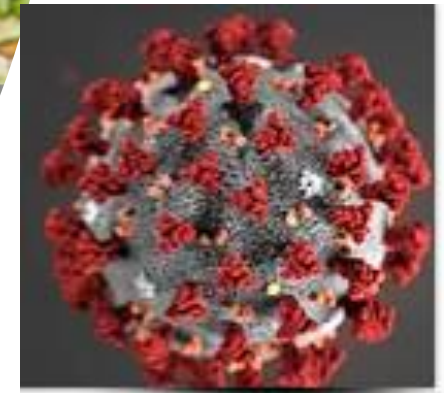
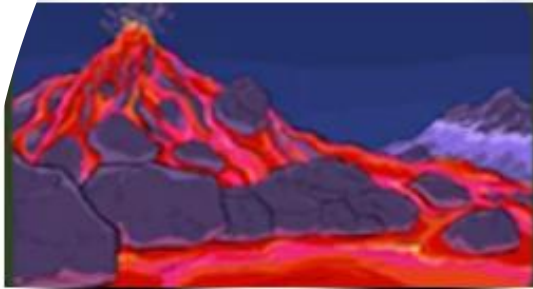
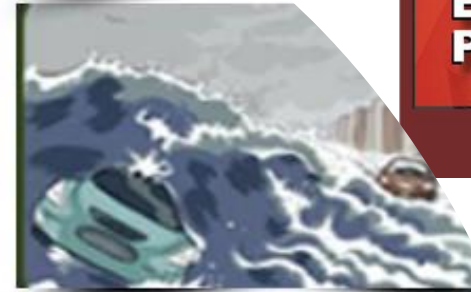
**Emergency Preparedness**



*Preparedness is Everyone's Job.*



*Click on pictures  
Live Links*



***Why Be Prepared?***

# An E-Prep Volunteer

- **MUST** COMPLETE THE ON-LINE NSD BACKGROUND CHECK
- Ensure you are a member of your School's PTSA

## ⚠ 2021-22 Volunteers



Are you interested in supporting our students, families and staff this school year? Some classrooms and schools may have limited opportunities for volunteers. Please note, most opportunities will not begin until after October 1, 2021. Volunteers will be required to submit a proof of vaccination or medical/religious exemption.

All volunteers will be asked to update their application yearly. One month before your application expires you will receive an email from [info@safevisitorsolutions.com](mailto:info@safevisitorsolutions.com).

<https://www.nsd.org/get-involved/volunteer/become-a-volunteer>



## PTSA E-Prep Chair Information

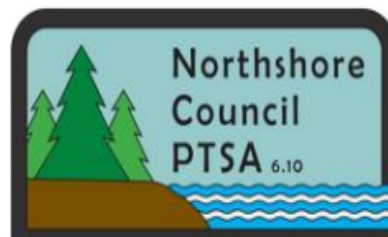


**Build a  
Supportive  
Relationship**

**Emergency  
Preparedness**



*Preparedness is Everyone's Job.*



*every child. one voice.*

*PO Box 1001, Bothell, WA 98041-1001*

## ***Job Description for Emergency Preparedness***

*Preparedness for emergencies and disasters, as well as the prevention of accidents is a serious concern of those who care for children in the home, at school, and in the community. Activities to promote safety and injury prevention can be incorporated in all PTSA/PTA interests.*

*When it comes to school safety and emergency preparedness; all aspects of planning, execution, corrective actions, documentation, supplies, and training are the school's and school district's responsibility. The PTSA/PTA can play a supporting role; we can help the district, administrators, staff, emergency coordinators, nurses and principals with their permission. Opportunities may include fund raising, creating a culture of preparedness by parent education, observing school drills, purchasing supplies, inventory audits, restocking, disposal, overall organizing, documenting, and newsletters.*

**[CLICK HERE](#)  
for the E-Prep Chair Job Description**





## PTSA E-Prep Chair Information



**Emergency  
Preparedness**



*every child. one voice.*

# Create a Culture of Emergency Preparedness

PO Box 1001, Bothell, WA 98041-1001



## Do What You Can Do:

- Determine how often you can volunteer.
- You **do not** need to be an expert in e-prep
- Do as little or as much as you can manage
- In this role you can learn new things and manage better in an emergency

## Help Families Prepare for Emergencies:

- Have Preparedness presentations at your PTSA/PTA video meetings
- Emergency Preparedness information table at your Back to School event
- Open House or other school/community events
- Provide simple preparedness info in every PTSA/PTA newsletter.
- Encourage families to create a family emergency communication plan, assemble an emergency supply kit, and to put together a list of out-of-area contacts
  - Visit [www.ready.gov/plan](http://www.ready.gov/plan) for more information
- Provide parents with First Aid, CPR, AED & Community Emergency Response Team (CERT) class schedules.
  - Contact local Fire Dept, Citizen Corps or American Red Cross
- Provide Emergency Student Reunification Information (work with your principal)
  - Provide parents with clear information about your school's emergency student release procedures.
  - What will the signs say? How does the process work?
  - Encourage parents to provide the school with up-to-date contact information in [Northshore School District ParentVUE](#)
  - Give instruction on how parents should select emergency contacts and pick up persons

[CLICK HERE  
FOR MORE INFORMATION](#)



# 2019-2022 Collective Bargaining School Safety & Emergency Prep Coordinator

## Memorandum of Understanding

between

The Northshore School District No. 417

and

The Northshore Education Association

## Safety & Emergency Prep Coordinator

For the duration of this Collective Bargaining Agreement, the Northshore Education Association and Northshore School District No. 417 agree to establish and maintain a building level Emergency Coordinator position. One of the primary roles of this position will be to develop, maintain, and revise as needed an Emergency Operations Plan (EOP) for each building.

The building Emergency Preparedness Coordinator will be selected by the staff of each building. If more than one person expresses interest in the position, a vote by secret ballot will be conducted by the NSEA building representative and building principal. The duties of this position will include but are not limited to:

- Ensure that existing staff are assigned to key emergency roles as defined by FEMA
- Develop and revise the EOP which will be due in May for the upcoming school year
- Review and train staff and students on emergency procedures in coordination with district guidance
- Stock and maintain supplies in the emergency containers
- Conduct safety and emergency meetings on a regular basis, at least quarterly
- Work with building administration to schedule required emergency drills
- Review Incident/Accident reports to identify hazards, causes and trends
- Maintain safety bulletin board(s) and distribute safety materials
- Receive and evaluate employee safety suggestions and notifications
- Check for hazards and make recommendations to rectify or improve hazardous conditions
- Provide written feedback to employees who have identified problems
- Keep notes of all meetings and post them on safety bulletin boards

The stipend for this position will be \$2,000 in buildings with fewer than 800 students, and \$2,400 in buildings with more than 800 students. Additionally, the coordinator will be paid at the C-7 rate (or their hourly rate, if ESP) for any work performed either before or after school to stock the emergency containers and maintain classroom emergency supplies.

Safety and Emergency Prep Coordinators shall be provided with required training as appropriate. If the required training is scheduled outside of the regular work day the employee will be paid the C-7 rate of pay (or their hourly rate, if ESP) if a bargaining unit member is elected to this position.

Safety and Emergency Prep Coordinators will be responsible for the safety program at each site. The coordinator will investigate all building safety complaints and report findings to the building administrator. If the administrator is unable to solve the problem, the administrator will report the item to the District Safety Coordinator for action.

## ***Build a supportive relationship***

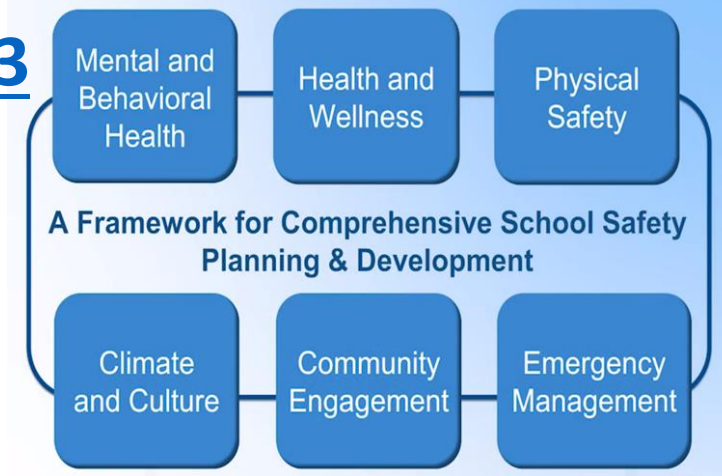
READ Memorandum of Understanding between The Northshore School District  
No. 417 and The Northshore Education Association Safety & Emergency Prep Coordinator

# Revised Code of Washington (RCW) K-12 School Requirements

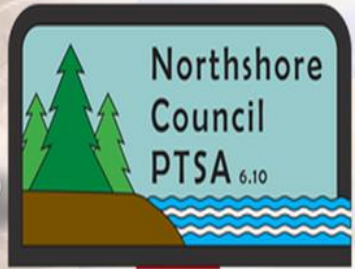


## Highlights: RCW [28A.320.125](#), [28A.320.127](#), [28A.320.123](#)

- Increased school district accountability
- Comprehensive Safe School Plans updated annually
  - collaborate with response agencies
- Requires School Safety Policies, Procedures, Plans, addressing:
  - Preparedness(prevention/protection), mitigation, response and recovery
- Family-student reunification plan and communication (students, parents, staff, admin)
- All staff have information about emergency supplies, notification and alerts
- Transportation agreements/procedures for evacuations
- Timely/methodical school-based threat assessment and management
- Prohibit suspension or expulsion based merely on threat assessment
- Plan and training for recognition, initial screening, and response to emotional or behavioral distress in students,
  - including but not limited to indicators of possible substance abuse, violence, youth suicide, and sexual abuse.



# Advocacy Emergency Preparedness



## Emergency Preparedness



*Preparedness is Everyone's Job.*

## ADVOCACY

Northshore Council Advocates for all Children

### Northshore Council PTSA Legislative Action

- **BEING RELEVANT** focused on bringing the policy expertise that exists in our PTA's to physically write and implement new education and child safety policies in our school district.
- Council is **represented**, and gives a report, **at school board meetings**
- Council's input is sought by the school board for new policies
- A **trusted partner** and seen as the **voice of our community**,

**Want to join us on this journey!**  
**Your voice counts too!**

**FOR MORE INFORMATION**  
**CLICK HERE**

### WSPTA's 2020-2022 Top 5 Issues:

- **Increase Access to Nursing, Mental Health, and Social Emotional Learning Staff**
- **Support Students and Preserve Education Funding**
- **Increasing Educational Equity by Closing the Digital Divide**
- **Supports and Funding for Students with Disabilities and Their Families**
- **Prevent and Reduce Gun Violence and Suicide**

### Also Supported Issues (listed alphabetically):

- **Equitable Identification and Services for Highly Capable Students**
- **Mitigating the Adverse Impacts of Climate Change**
- **Safe School Plans and Emergency Preparedness**



# Council PTSA Website Resources

**Emergency Preparedness**



*Preparedness is Everyone's Job.*

**Emergency Preparedness**



*Preparedness is Everyone's Job.*

**Calendar Recordings**

**Chair Information**

**Training**

**NSD Safety**

**E-Prep Family**

**E-Prep Advocacy**

**Contact Us**

- Obtain e-prep meeting information
- Tools and resources to be an e-prep chair
- Tools and resources for parents, and students

[www.northshorecouncilptsa.org/emergency-preparedness.html](http://www.northshorecouncilptsa.org/emergency-preparedness.html)

## Events

Hello,  
You are invited to join our first Council Emergency Preparedness (E-Prep) Chair meeting. Anyone in the PTA/PTSA is welcome to attend our meetings, we encourage local PTA/PTSA E-Prep chairs to attend and or Presidents and/or Vice Presidents or delegates. In this meeting we share and obtain updates from the NSD Safety team and discuss opportunities where the PTA can provide support to our schools in the areas of emergency preparedness, safety, and security.

Date: Tuesday, October 6th  
Time: 11:00 AM to Noon, Pacific Time (US and Canada)

### Agenda

- Introductions
- Council PTSA Emergency Preparedness Mission, Goals – Robin, Tracy
- Training Plan for new chairs – Robin, Tracy
- NSD Safety Goals and Updates – Henry Simon, Clark Combs
- Wrap-up – agreement on meeting schedule going forward.

We look forward to seeing you at our meeting. Feel free to contact Tracy or Robin if you have any questions or would like to attend the meeting at [eprep@northshorecouncilptsa.org](mailto:eprep@northshorecouncilptsa.org).



## COUNCIL PTSA E-PREP

Provides a team approach to Emergency Preparedness (E-Prep) leadership, support, training, and ensuring links with NSD resources for all PTSA/PTA's E-Prep chairs, parents and students.

Vision

2021 Goals

Values

## PTA/PTSA Preparedness

School PTSA's can support:

- Preparedness Advocacy
- E-Prep Chair Job Description
- Creating a Culture of Preparedness

## Northshore School District (NSD)

Northshore School District has Safe School Emergency Operations Plans for each of our schools based on OSPI's Comprehensive Safety Planning Toolkit. In case of a serious event or disaster each school is prepared to provide parent reunification, safe shelter, food and care for up to 3 days.

## Join The Team



ODG Emergency Preparedness and Response

CLICK ON PICTURES FOR MORE INFO



Emergency Preparedness Chair

Join our facebook page:

- Get answers to questions.
- Safety & E-Prep events, training
- Get connected

To Join our E-Prep Team

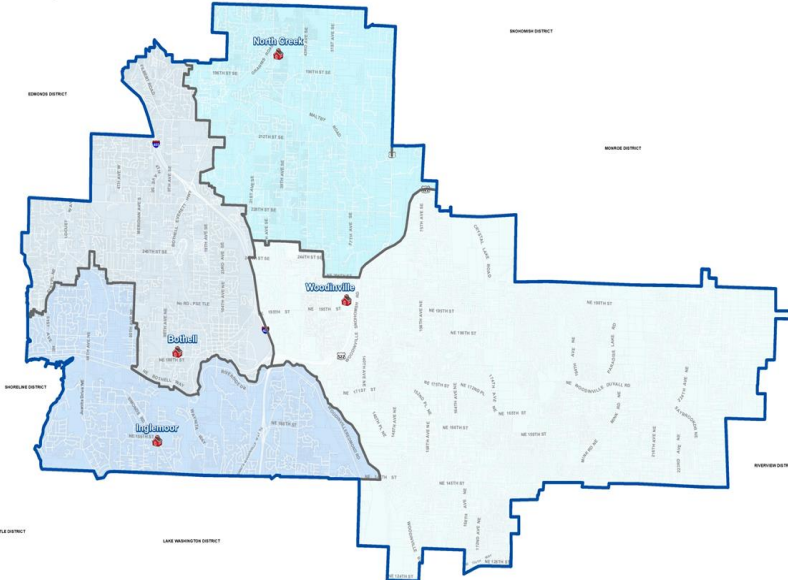
Contact Council E-Prep Co-chairs

Click Here

## NEWS



April Update: Districtwide Lock Upgrades Continue



- Reach out to those PTSA's in your feeder pattern – use the contact list
- Identify common needs and goals
- Help each other with meetings, activities and tasks
- Stay connected through the life cycle of elementary school

## ***Chairs Supporting Chairs***



# Emergency Preparedness



*Preparedness is Everyone's Job.*

## Up-Coming Event

### Next E-Prep Meeting:

Date: Friday Oct 30th

Time: 10:00AM to 11:30AM

Location: Zoom

We meet the last Friday of the month at 10AM on zoom. [Recordings HERE \(NOW AVAILABLE\)](#)

### WSPTA Legislative Assembly

Date: Oct 24 to 25th

[Register Here](#)

School safety-related issues under consideration:

- Safe school plans and emergency preparedness
- Increase access to nursing, mental health, and Social Emotional Learning staff
- Prevent and reduce gun violence and suicide

Complete the [WSPTA Legislative Survey](#) and let your local leaders know that you prioritize school safety (so that hopefully they will too when they cast their votes)!

[TAKE SURVEY CLICK HERE](#)

(Be sure to fill it out for every PTA you are a member!)

## Updates

- E-Prep Wrap Up, 2019-2020
- Emergency Preparedness



## COUNCIL PTSA E-PREP

Provides a team approach to Emergency Preparedness (E-Prep) leadership, support, training, and ensuring links with NSD resources for all PTSA/PTA's E-Prep chairs, parents and students.

Vision 2020 Goals Values

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- [E-Prep Chair Job Description](#)

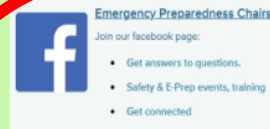
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## Join The Team



[CLICK ON PICTURES FOR MORE INFO](#)



To Join our E-Prep Team  
[Contact Council E-Prepared Co-chairs](#)  
[Click Here](#)

## NEWS



**April Update: Districtwide Lock Upgrades Continue**

Apr 9 2020

# Emergency Preparedness



*Preparedness is Everyone's Job.*

[Calendar Recordings](#)

[Chair Information](#)

[Training](#)

[NSD Safety](#)

[E-Prep Family](#)

[E-Prep Advocacy](#)

[Contact Us](#)

- Obtain e-prep meeting information
- Tools and resources to be an e-prep chair
- Tools and resources for parents, and students
- Join the Facebook page

[www.northshorecouncilptsa.org/emergency-preparedness.html](http://www.northshorecouncilptsa.org/emergency-preparedness.html)

*Click on pictures – Live Links*



# NEXT STEPS



1. Start a conversation with your School E-Coordinator, Vice Principal, Nurse
  - What are the needs?
  - Need a grant?
  - Status of the container?
  - Reunification box and equipment – do they need floor signs?
  - Stop the bleed kits in every classroom and staff training?
  
2. Contact your PTSA Board/Treasurer and determine your budget:
  - Do you have funds? Start a conversation ....
  - Education and Seminar topics, they want or are interested in?
  
3. Put together a PTSA news article for up-coming events (see chair tips)

# E-Prep Chair Tips

- Contact Tracy and Robin for parent training, PTA e-prep help, support, next steps, questions: [eprep@northshorecouncilpta.org](mailto:eprep@northshorecouncilpta.org)
- Contribute to the team
  - show and tell, make suggestions, a conversation for possibility
- Start contacting your feeder pattern support group
  - identify needs, goals and were to help
- Create visibility in newsletters every month
  - Check out [Emergency Preparedness Corner](#)
- [Join our Facebook Page and ask questions, stay in-touch](#)
- [Lead by Example](#)
  - Do you know the hazards in your area?
  - Have a Plan? A kit?
  - Are you involved?



Click on the picture (PDF)



Watch the slide presentation

More information about the four-step approach to preparedness can be found by clicking on the buttons below:






The Community Emergency Response Team (CERT), is a FEMA program that teaches community members like you how to prepare and respond when a major event strikes. In a disaster when resources are overwhelmed such as a major earthquake or storm, it may take responders several hours to several days to assist community members.

CERT gives you and your neighbors the skills to help one another until additional help arrives. Learn how to assess the danger of a situation, put out small fires, do basic search and rescue, triage patients, provide first aid, prepare your home and much more!

<http://www.ci.bothell.wa.us/1714/Community-Emergency-Response-Team>  
<https://www.northshoreemc.com/>

On-line Free Training: <https://medicine.utah.edu/rmcoeh/about-us/outreach/cert/>



## Upcoming Events

- **NEXT MEETINGS – First TUESDAY of the Month**
  - NOVEMBER 2<sup>nd</sup> at 11:00 AM
  - DECEMBER 7<sup>th</sup> at 11:00 AM
- Contact Tracy and Robin for parent training, PTA e-prep help, support, next steps, questions: [eprep@northshorecouncilptsa.org](mailto:eprep@northshorecouncilptsa.org)
- Engage your School e-coordinator, Vice Principal and Nurse in a conversation
- Create visibility in newsletters every month
  - Check out [Emergency Preparedness Corner](#)



QUESTIONS?

# Reference Material



## Opportunities

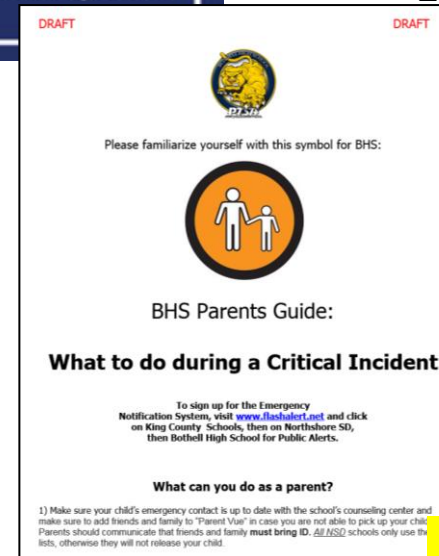
- ☐ Parent Awareness e.g. newsletters
- ☐ Parent Presentations and Training
  - Avoid Defend Deny for parents
  - Gun Safety (New LAW) & Firearm storage
  - See Something Say Something (POSTERS)
  - School background checks
  - Security Requirements at School
  - Re-unification Process
  - Drills practice & observe
  - Family Preparedness – 2 week ready
  - MYN, CERT, Stop the Bleed, First Aid, Amateur Radio, A.C.T.
  - Train The Trainer to assist in training
  - Supplies, Storage Containers – A PROCESS for Ordering, Inspections
- ☐ Promote Teen CERT (E-Prep Chair), First Aid, A.C.T. save a life, and Amateur Radio
- ☐ Collaboration with District on Council PTSA webpage content
- ☐ Improved partnership, communication, & collaboration between PTA & NSD
- ☐ Monthly meetings with Council and PTA E-Prep Chairs & School Admin

### Posters



### PTSA Council & PTA's

- ☐ Benchmark other District Best Practices and share
  - ☐ Teacher Safety Training
  - ☐ On-line training for teachers, staff, students, parents
  - ☐ **Student/Youth Mental Health**
  - ☐ Use of extreme risk protection orders, which allow removal of weapons from the homes
- ☐ Advocacy
  - ☐ Funding the regional school safety centers for the safety coordinator (EOP) role
  - ☐ Providing resources for emergency equipment and supplies
  - ☐ Verifying compliance of emergency planning coordination



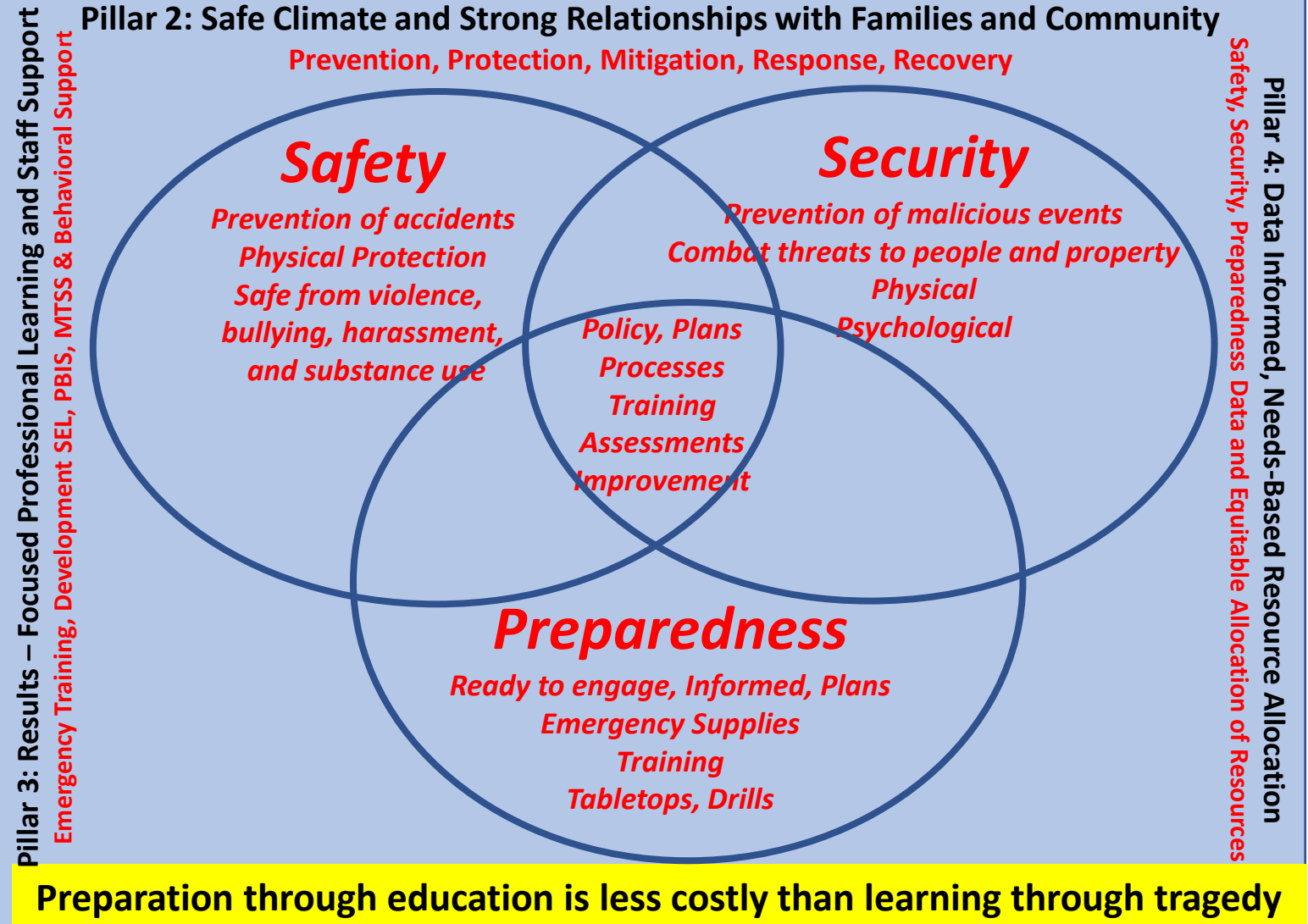
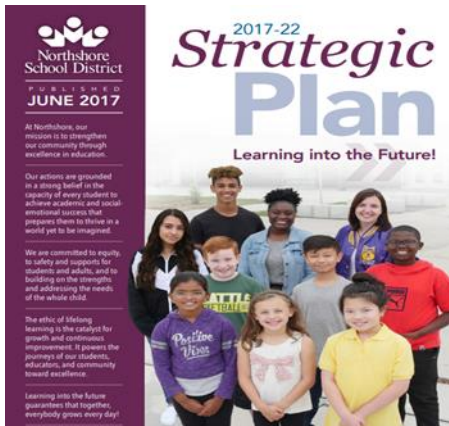
### Reunification Process

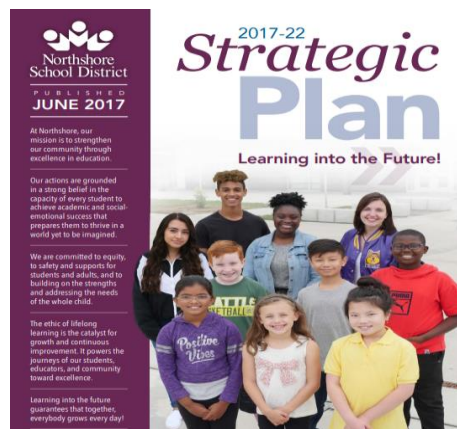
## Northshore School District Strategic Plan Goals

**Pillar 2: Safe Climate and Strong Relationships with Families and Community**  
*Prevention, Protection, Mitigation, Response, Recovery*

**Pillar 3: Results – Focused Professional Learning and Staff Support**  
*Emergency Training, Development SEL, PBIS, MTSS & Behavioral Support*

**Pillar 4: Data Informed, Needs-Based Resource Allocation**  
*Safety, Security, Preparedness Data and Equitable allocation of Resources*





## Strategic Plan

- ✓ Pillar 2: Safe Climate and Strong Relationships with Families and Community
- ✓ Pillar 3: Results – Focused Professional Learning and Staff Support
- ✓ Pillar 4: Data Informed, Needs-Based Resource Allocation

### FEMA Process defined in:

- ☐ IS-00360 Preparing for Mass Casualty Incidents: guide for Schools
- ☐ IS-00362.a Multihazard Emergency Planning for Schools
- ☐ MGT-439 Pediatric Disaster Response and Emergency Preparedness
- ☐ Pre-100 Active Shooter tabletop process

## Comprehensive Emergency Planning Process Flow

### Threat Hazard Identification Risk Assessment (THIRA)/SPR Natural, Technological, Human across 5 Mission Areas and 31 Capabilities

