



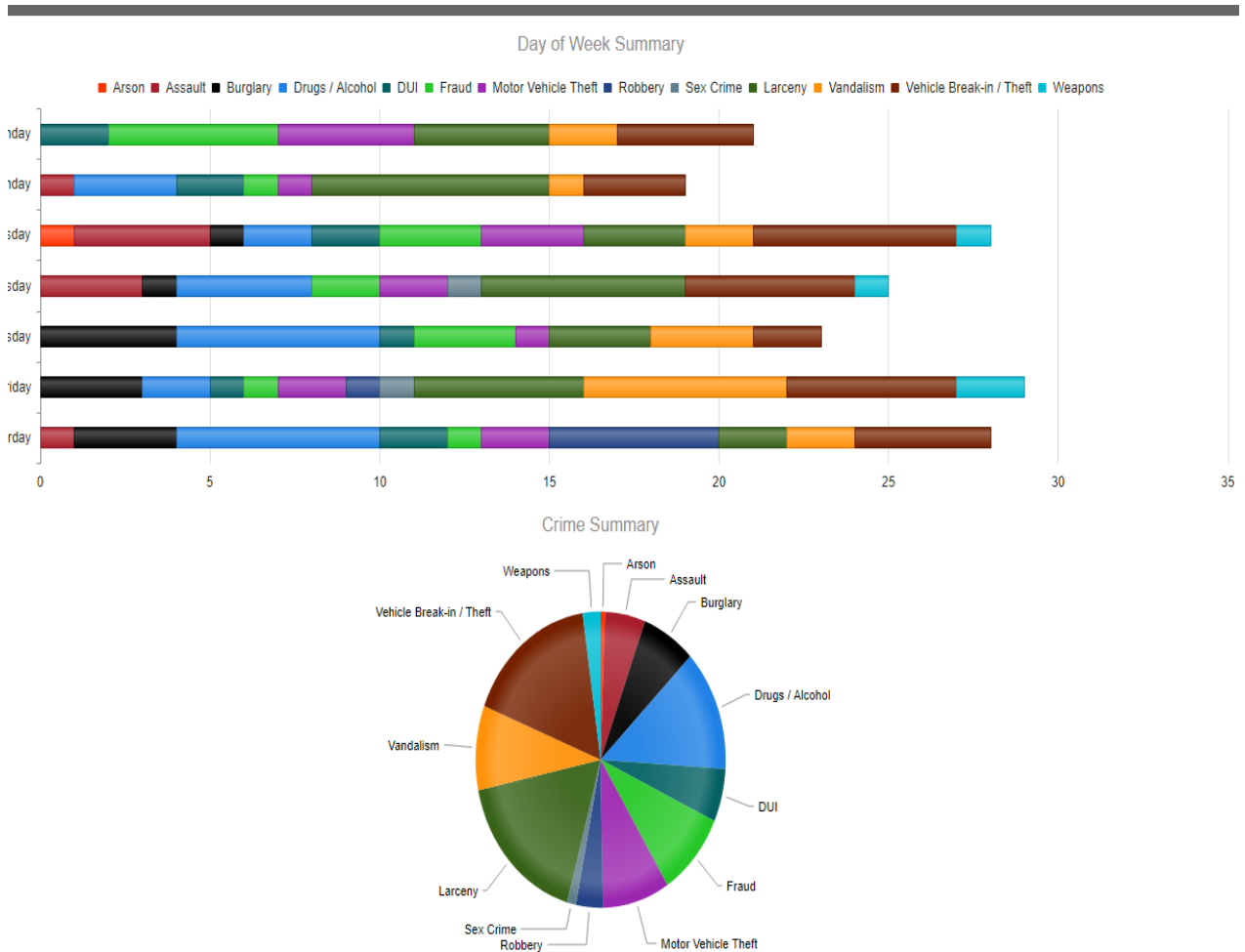
Comprehensive School Safety Plan – 2019-20

CRITERION 1: Assessment of current status of school crime and site response to crime data

To obtain crime data for the vicinity surrounding your school site go to <http://www.crimemapping.com> and customize the dates for a period of six (6) months and adjust the Search Radius to a radius that gives sufficient information to answer the criteria. Click Trend Report icon. Please document the following

Date range was used: March 31st, 2018 to September 26, 2018.

Search Radius was used: .5 mile



Based on the criminal data, develop a response below as to how your school community will improve on the current year's trend. Identify appropriate strategies and programs to provide or maintain a high level of school safety, to include on site as well as to and from school.

Between March 31st 2018 and September 26, 2018 there were 173 crimes committed within a .5mile radius of Point Loma High School.

Point Loma High School has a full-time police officer on campus as well as 2 campus supervision assistants (CSAs). The police officer regularly patrols the neighborhood around the school in his marked police car. He also responds when neighbors call the school with information regarding our students in the neighborhood.

Point Loma High School has access to a K-9 unit which pays random visits to the school with a "drug sniffing dog."

There is *Crimestopper* literature posted around campus letting students know that they can give anonymous tips to the police by calling the phone number.

CRITERION 2: Child abuse reporting procedures

This procedure is outlined in Administrative Procedure 6370. You can meet this criterion by reviewing the procedure and incorporating the information into your School Safety Plan. Please describe below how you provide in-service training for your staff and students:

An all-staff mandated child abuse reporting in-service is provided annually as part of the Annual Employee Notifications Training. Staff is also provided access to a printed packet of materials. Once staff have completed the Annual Employee Notifications Training, site administration is required to obtain signatures and enter the data into PeopleSoft on an annual basis.

Embedded in the Annual Employee Notifications is a link to a required training resource: <http://abuse.keenan.safeschools.com/training/home>. Each staff member is required to complete a post-test following the training to verify that he/she has successfully understood the material. Documentation of successful completion is maintained on site.

All teachers, instructional aides, teacher's assistants, classified employees, administrative officers, supervisors of child welfare and attendance, personnel employees, and licensed nurses are required to report suspected child abuse.

A known or suspected instance of child abuse must be reported by telephone, immediately or as soon as practically possible, to one of the San Diego County Child Protective Agencies. Following the telephoned report a written report shall be sent within 36 hours of receiving the information concerning the incident.

CRITERION 3: Disaster procedures, routine, and emergency

The Site Emergency Response Plan is reviewed annually with SDUSD Police Department. While a Public version is available for inspection, a confidential version is kept in the site's Emergency Response Box and reviewed annually with site staff.

Describe below when the plans are reviewed with staff and the type of drill held by with staff and students:

The Site Disaster Plan has been developed to provide for the safety of students, staff, visitors, buildings, equipment, and supplies. It includes the organization of staff to meet and emergency, a system of warnings, instruction and preparation of students, and appropriate drills.

Point Loma staff is given emergency procedures and evacuation routes at the beginning of each school year as a part of the opening day teacher packet.

A disaster drill is held once a year and includes an all-school evacuation to the stadium and the establishment of a command post. Prior to the drill, members of the Incident Command Team are given descriptions of their roles on the team as well as their responsibilities during an extended disaster. In addition, members of the command team inspect the on-site "conex" container is located in the southwest corner of the stadium.

Point Loma High School also stages one fire drill a year to ensure that staff and students can quickly and safely evacuate all buildings to the staging areas where they await further instructions.

The school also participates in the *Great California Shake Out* earthquake drill each October.

CRITERION 4: Policies and acts related to suspension, expulsion, or mandatory expulsion

This mandate is outlined in Administrative Procedures 6290 and 6295, and “Report on Suspension” form, Stock item 22-R-2220 (English), and item 22-R-2222 (Spanish).

Describe below details on how staff is in-serviced on these procedures and how the community is informed of the process (parent conferences, student handbooks, etc.):

At Point Loma High School staff and students work together to establish a positive school environment whereby our code of conduct requires that everyone be “Respectful, Responsible and Safe.” We like to be proactive in terms of what we expect from our students and essential to our positive school environment are the Student Expectations that are presented to teachers each year and posted in classrooms.

Additionally, the Point Loma High School Home/School Compact has been updated under the guidance of the PLHS School Site Council to specifically call out the responsibilities of all stakeholders in the PLHS community. This is reviewed with staff, students, and parents, and is available on our website under Parent Resources / Title1 Information. It is also included in student planners that were handed out to all students at the beginning of the school year.

Teachers also receive and review each year the “PLHS Behavior Management Flow Chart” which specifically outlines how to respond to student behavior.

Expulsion/ Zero Tolerance information is also included in student planners that handed out to all students at the beginning of the school year.

CRITERION 5: Notification to teachers of dangerous students

To meet this mandate, refer to Administrative Procedure 4613 and incorporate information. Site administrators are obligated to tell staff about students considered dangerous or troublesome, but it is important that the students' rights be respected as well.

Describe below how staff is notified of students considered dangerous or troublesome:

The principal, upon receipt of information from Placement and Appeals Office or Probation Department, will notify the appropriate vice principal. That vice principal will notify the counselor and all appropriate teachers by either email or hard copy notification. Specifics related to the stated behavior will be given to all school personnel who need to know.

Prior to enrolling the student, the administration, counselors, and parents of the student will meet to formulate a support plan for the identified student. The plan will consist of expectations in behavior and support by the parents. The school will list appropriate supports and interventions to assist the student in being successful and to protect the safety and rights of staff and other students.

If the identified student is being served under a current Individual Educational Plan (IEP) all proper procedures will be followed to adhere to the intent of the law and the rights of the individual student. Staff and student safety will be of paramount concern while insuring the rights of the student.

CRITERION 6: Harassment, Intimidation and Discrimination policy

A districtwide sexual harassment policy is outlined in Administrative Procedure 0112 and 6290.

Describe below how staff is in-serviced on these policies:

- Sexual Harassment
- Bullying
- Hazing
- Discrimination
- Intimidation

Within the first six week of the school year, all employees at the site are required to participate in the Annual Employee Notifications Training. Staff is also provided access to a printed packet of materials. Once staff have completed the Annual Employee Notifications Training, site administration is required to obtain signatures and enter the data into PeopleSoft on an annual basis.

Administrative staff is required to complete additional training both in person and on line.

CRITERION 7: The provisions of any school-wide dress code

Referring to Administrative Procedure 6270 and Board Education Policy H-6050 can address this mandate. Be sure to incorporate into your plan the language that addresses the wearing of gang attire, including the fact that the wearing of gang attire is NOT protected under the first amendment.

Describe below your site's dress code along with how students, parents and staff are informed and any reference to your student handbook and/or website:

The PLHS dress code is included in the student planner and is also discussed with all students at an assembly in the gym each school year. Below is the PLHS dress code policy.

DRESS CODE POLICY

PLHS's intent is to create a safe, positive environment that is conducive to the learning and safety of our young people. We are pleased that an overwhelming majority of our young adults are responsible and need no direction or guidance in selecting appropriate apparel suitable to the learning atmosphere at PLHS. While it is not possible to list every item that violates our dress code, the administration will use the following guidelines for those students who need direction about apparel not allowed on campus or at school activities. PLHS staff reserves the right to set consequences for dress code violations including a call to parent for a change of clothing to be brought to school immediately.

PLHS promotes dress regulations that indicate that school work is important and that school is a place-of-work. The following categories of clothing items are examples of items that are not conducive to a school-workplace environment.

- Clothing or apparel that promotes sex, violence, weapons, tobacco, drugs, and/or alcohol.
- Clothing or apparel that is sexually suggestive (too tight, too short, too low, see-through materials, etc.). All tops must be long enough to be tucked into slacks, skirts, shorts or trousers. Tops shall remain closed and not allow frontal exposure of students, including midriffs and chests. No strapless tops, tops with "spaghetti" straps for girls or undershirts or "A-Shirts" for boys.
- Offensive apparel that may cause a disruption in the classroom.
- No sagging pants. Undergarments must be fully concealed.
- Clothing or apparel items that are deemed to be gang or tagger-related or incite confrontation including do-rags, and bandanas.
- Pajamas, bathrobes or related sleep attire may not be worn to school.
- Shoes must be worn at all times—no bare feet and no slippers.
- Head coverings (hats, caps) may not be worn at any time while inside any school classroom or office, except at the attendance of a sporting event or if item is required by an established religious faith.

CRITERION 8: Procedures to ensure safety of students, staff, and parents/guardians while going to and from school

In order to meet this criterion, refer to district's emergency procedures. You should refer to current site maps and Crimemapping.com data. Verify the safe and proper avenues of travel for students, staff, and parents.

Describe below your plan in case of an accident, fire, earthquake, or other emergency affects these routes:

Site emergency preparedness plans include site maps, which designate planned evacuation routes, assembly areas, utilities shutoff valves, first aid / supply stations, and designated areas for prolonged student / staff care.

As required by state law the school conducts safety drills (including fire, earthquake / disaster preparedness, bus safety, and campus emergencies) and maintains an accurate record of each drill.

All students and staff shall review site evacuation procedures including primary / alternate routes and assembly areas, assigned responsibilities, and action to take.

CRITERION 9: Safe and orderly school environment

This deals with not only creating a safe school environment, but also an effective discipline policy that maintains that environment. Refer to Administrative Procedure 6270 and incorporate these policies.

Describe how you share these procedures with your school community—not just with your students, staff, and parent/guardian, but also how you work with local fire and law enforcement authorities. Include details on what you are doing to improve communication, both with the partners in your school community and between on-campus organizations or groups of students.

Teachers shall be responsible for classroom discipline, which will ensure a proper learning environment for all students. Every teacher in the public schools shall hold pupils to a strict account of their conduct on the way to and from school, on the playground, during breaks, and in the classroom.

All pupils shall comply with regulations, pursue the required course of study, and submit to the authority of the teachers of the school. (Education Code Section 48908).

Students are to be under direct supervision of a staff member at all times while in school, or while attending a school directed activity.

All students enrolled at Point Loma High School are expected to be *Respectful, Responsible and Safe*.

Parents are expected to cooperate with school authorities in maintaining and encouraging proper standards of behavior for their children.

The school's expectations are communicated via the school website, www.pointlomahigh.com, as well as through the PLHS Home/School Compact.

CRITERION 10: Assisted Rescue Protocols

During natural disasters, fires, or blackouts, equipment used to assist individuals between elevated floors, stairs, or multi-level walkways may become inoperable. *Blind, mental disability, etc.*

Please describe the site's plans to assist individuals with limited mobility. Include the equipment used, the training conducted with staff on the use of such equipment and where the equipment is stored in preparation of an emergency.

Assisted Rescue Protocol Summary

PLHS has installed three med sleds. They are kept in rooms 350, 455 and 851. Assigned staff have been trained in the use of the med sleds. All students with limited mobility, blindness, and/or cognitive issues have been assigned to various staff members for each class period in case of necessary assisted rescue. These staff members have been notified by email and are written in the attached assisted rescue procedure paperwork. The nurse, health tech, and counselor secretary are assigned the responsibility of making sure that the first aid kit and emergency medications are transported to the emergency evacuation medical site. The first aid kit and emergency medications are stored in the nurse's office for the school health center. General first aid training is to be completed at a staff in-service annually. Three deep training of nurse, health tech, and VP completed annually. Evacuation exit plan per existing emergency evacuation plan.

CRITERION 11: School Safety Committee formation

The law outlines who has to be on your committee, generally your site governance team, or a specially designated school safety committee. Their work in developing your plan must involve the consultation of a law enforcement representative. This can be done with our district’s own police department.

Describe below when and where the presentation to your School Site Council was conducted. If it was not held during a School Site Council meeting, describe how it was presented. The meeting must provide an opportunity for members of the public to share an opinion of the plan. Include how you announced the meeting to your school community. Your plan must include a list of people on your school safety committee, their role, and how their participation was coordinated in developing your plan.

The Comprehensive Safety Plan for Point Loma High School was presented to the School Site Council on October 8, 2018. The meeting was publicized on the school website as well as by posted agenda outside the school office. The PLHS safety committee is comprised of the admin team as well as the campus police officer.



Meeting Minutes
San Diego Unified School District
Point Loma High School
SSC Meeting
October 8, 2018

SSC Meeting Minutes

MEMBERS PRESENT:

- | | | | |
|---|------------------------------------|--|--|
| <input checked="" type="checkbox"/> Hans Becker | Principal (ex officio) | <input checked="" type="checkbox"/> Leasa Fisher | <input checked="" type="checkbox"/> Quorum was met |
| <input type="checkbox"/> Grace Baugh | Classroom Teacher (2017-19) | <input checked="" type="checkbox"/> Rebecca Rhea | Parent (2017-19) |
| <input checked="" type="checkbox"/> Ed Hedges | Classroom Teacher (2017-19) | <input checked="" type="checkbox"/> Jeff Wulf | Parent (2017-19) |
| <input checked="" type="checkbox"/> Danielle Love-Hayes | Classroom Teacher (2017-19) | <input checked="" type="checkbox"/> Hailey | Community Member (2016-18) |
| <input checked="" type="checkbox"/> Talitha Buschor | Classroom Teacher (2016-18) | <input checked="" type="checkbox"/> Olivia | Student (2017-19) |
| <input checked="" type="checkbox"/> Rhiannon Soria | Other – school personnel (2017-19) | <input checked="" type="checkbox"/> Brandon | Student (2018 - 20) |

Guest Names: Heather Seaton, Suzy Reid (DAC Chair), and Lisa Cooper

Item	Description/Actions	Meeting Summary
1. Call to Order	Action: Co-Chair (17/18), Olivia Tafolla	Meeting called to order at 3:07 PM
2. Public Comment	Open	There was no public comment
3. SSC Business		
a. Introductions	Informational	New members introduced themselves. Suzy Reid explained her role as a DAC Chair. Guests Lisa Cooper and Heather Seaton introduced themselves.
b. Election of Officers	Action Item: Elect officers for 2018/19 SSC; SSC 2017-18 Vice-Chairperson, Olivia Tafolla	Chairperson – Leasa Fisher nominated herself for chairperson. Rebecca Rhea motioned to elect Leasa Fisher as chairperson. Hailey seconded. Motion approved. Co-Chairperson – Olivia nominated herself for co-chairperson. Leasa Fisher motioned to elect Olivia as co-chairperson. Talitha Buschor seconded. Motion approved. Secretary – No nominations or volunteers. DAC Representative – Jeff Wulf nominated himself to serve as DAC Representative. Hailey motioned to elect Jeff Wulf as DAC representative. Danielle Love-Hayes seconded. Motion approved. SSC discussed sharing the responsibility of DAC meetings and rotating attendance at DAC meetings amongst SSC members.

Item	Description/Actions	Meeting Summary
c. SSC Training – SSC Responsibilities	Informational: Heather Seaton, Vice Principal	Heather Seaton reviewed PowerPoint regarding SSC responsibilities. SSC members had opportunity to ask question.
d. Review SSC Bylaws	Informational: Heather Seaton, Vice Principal	Copies of the Point Loma High School School Site Council Bylaws were distributed. Heather Seaton asked SSC members to review the Bylaws and to notify the Chairperson if there are any revisions requested so as to add it as a voting/action item for future meeting.
e. Review of 9/10/18 minutes	Action Item: Chairperson, Leasa Fisher	Heather Seaton shared that all public documents for SSC must have last names redacted for students. In review of the minutes, Heather Seaton noticed that a last name was still present in the meeting summary and would need to be redacted. Hailey motioned to approve SSC 9/10/2018 minutes with revision to redact last name in meeting summary section. Rebecca Rhea seconded. Motion approved.
f. Parent & Family Engagement Policy	Action Item: Chairperson, Leasa Fisher	SSC reviewed Parent & Family Engagement Policy. Heather Seaton also shared that a copy of the previously approved Home/School Compact was provided in their SSC binder today. Content of the policy was discussed. Rebecca Rhea shared that parents need to understand that parent engagement is another metric used to measure schools' and districts' performance/success. Discussed purpose of the policy and the Home/School compact. In review of the policy, Rebecca Rhea shared with Rhiannon Soria (counselor) that advanced notice of "Coffee with the Counselors" would be helpful. Rhiannon noted she would discuss with the counseling department. Rebecca Rhea motioned to amend the Parent & Family Engagement Policy to include today's date, October 8, 2018 for date of approval. Talitha Buschor seconded. Motion approved. Hailey motioned to approve the amended Parent & Family Engagement Policy. Danielle Love-Hayes seconded. Motion approved.
4. Data Review a. Assessment Data Results (CAASSP)	Informational: Heather Seaton, Vice Principal	Heather Seaton provided the following: SBAC/CAASSP data in ELA and mathematics for 2015-2018, SPSA goals for 17-18 and 2018-19 approved School Plan for Student Achievement inclusive of goals.

Item	Description/Actions	Meeting Summary
b. SPSA Target Progress		SSC discussed growth in percentage of students demonstrating proficiency. Jeff Wulf asked about the increase in number of students testing in 2017-18. Teachers on the SSC shared that in previous years' students and families were "opting out" of the assessment. The committee discussed the benefits to the school when all students test as the school has a more complete picture of student performance in order to identify areas of growth and determine goals. Reviewed 17-18 goals and 18-19 goals. It was pointed out that the metrics were different in that 17-18 referred to students' grades and 18-19 was based on CAASSP data. The committee discussed. As CAASSP is a relatively new assessment, some sites were still utilizing course grades to determine progress and establish goals. Moving forward the site's goals will be aligned with district goals and metrics. Data for next meeting EL reclassification Subgroup scores for ELA and math
5. 2019-20 School Safety Plan	Action Item: Heather Seaton, Vice Principal Review and revise/approve 2019-20 School Safety Plan	2019-20 School Safety Plan reviewed. Ed Hedges had question regarding dress code (criterion 7) and how teachers are notified of dangerous students (criterion 5). Heather Seaton referred questions to dress code to governance team. Heather Seaton will investigate the process for notifying staff. Heather Seaton also shared that the school would be participating in the California Great Shake Out this month and that PLHS will also include an evacuation drill as part of exercise. Heather Seaton shared that she has CERT (Community Emergency Response Training) and will be attending an Options Based Response Training held by San Diego County Office of Education in November. She assured SSC that more drills will take place throughout the school year. Leasa Fisher motioned to approve the 2019-20 School Safety Plan. Danielle Love-Hayes seconded. Motion approved.
6. DAC and ELAC a. DAC Report b. ELAC Report	Informational Informational	Guest and DAC Chair, Suzy Reid shared more information regarding DAC, the importance of having PLHS represented at DAC meetings, and upcoming DAC meeting dates. She also shared that previous

Item	Description/Actions	Meeting Summary
		PLSH Title I funds were not spent and thus the district used the money for art funding across other school sites. Heather Seaton will get more information on this item for next meeting.

Meeting Adjourned at 4:45 p.m.
Minutes recorded by Heather Seaton, Vice Principal