

Harper Creek Community Schools Emergency Operations Plan

Harper Creek Community Schools continues to place the safety of students and staff as a top priority. The school district has maintained a Crisis Response Plan for many years and implemented a Safety Committee that meets monthly to review protocols and keep safety of the forefront of our minds. The safety committee continuously reviews the newly formed Emergency Operations Plan to be compliant with Revised School Code Section 1308b. The members of the Safety Committee include; a Building Principal, the Crisis Team lead, School Liaison Police Officers, the Facility Director, the Technology Director, the Superintendent, two Board of Education members, and local public safety leaders. The committee has a rotating meeting and collaborates with individual building personnel to better understand individual challenges of buildings and to continue to improve practices and procedures.

District Crisis Response Plan includes guidelines and procedures for:

- **School violence and attacks**
- **Bomb threats**
- **Fire**
- **Weather Related emergencies**
- **Intruders**
- **An active violence protocol**
- **Threats to a school-sponsored activity or event whether the or not it is held on school premises**

Much of the required information for Revised School Code Section 1308b is housed in the District's Crisis Response Plan (Red Binder). The plan includes process and procedures for potential crisis situations. The Crisis Response Plan further outlines the District's response to support staff and students after a tragedy occurs when dealing with grief and trauma. The District Crisis Response Plan is reviewed by the District Safety Committee and the District Crisis Response Team, who are trained in trauma and grief debrief best practices.

Plan to improve school building security including a vulnerability assessment

The District Safety Committee is primarily responsible for improving school building security. As part of the plan, the Safety Committee will review annually potential threats to school safety based on facility/building design. As suggested changes are made by federal, state and local officials; the committee will review suggested changes and begin to implement these changes or make suggestions for building improvement. Financials are secured through grants, bonded issues, or through the District's general fund. Projects are vetted for both improved safety and security as well as financial feasibility. The District is committed to have outside organizations audit building facilities for safety improvements in both physical structure and entry procedures. A vulnerability assessment was completed by Secure Environment Consultants with expertise in school safety and will continue at least bi-annually.

Plan to train teachers on pupil and teacher safety

The District trains all staff on school safety and prepares for a variety of potential situations. The District police liaison officers are trained Strategos International instructors [School Training - Strategos International \(strategosintl.com\)](#). The police liaison officers fully train the entire staff every three years with annual refreshers at the beginning of each school year. All buildings have drills scheduled for fire, tornado, and lockdowns which are practiced as per state law. Each building drill schedule is posted on the district website [Drills & Incidents - Our District - Harper Creek Community Schools](#).

Plan to train staff for First Aid, CPR, and AED Training

The district contacts Oaklawn Hospital for a certified trained school nurse. In addition, the dentist employs health aides at each building. This team trains our building Medical Emergency Response Teams on first aid and AED training. The district also contracts with an individual for CPR training. The goal of the district is to have all employees trained in basic first aid, CPR, and AEDs.

Plan to train teachers on mental health

Harper Creek Community Schools is committed to the mental health of our students. The staff has completed training and education on being a trauma-informed school. This training included working with Dr. Mark Sloan from the Western Michigan University Children's Trauma Assessment Center. All staff was provided STAR Commonwealth Resilience Training, and some staff also attended a two-day training by STARR Commonwealth to become certified trainers on trauma and resilience through STARR Commonwealth. Each building has behavioral specialists and has created a multi-tiered system of support for students' mental and behavioral health. The school district currently collaborates with local mental health providers, Summit Pointe and Grace Health, to provide both on-site and off-site counseling of students. The District Crisis Response Team is trained in grief debriefing using Critical Incident Stress Management (CISM) in the event of a tragedy involving death or traumatic situations. Suicide prevention and suicide hotlines are made available to students both as needed as well as proactively by counselors and behavioral specialists.

District Mental Health Resources

[Mental Health Resources - Harper Creek Community Schools](#)

STARR Commonwealth Trauma-Informed Resilient Schools [Trauma-Informed Resilient Schools - Starr Commonwealth](#)

Summit Pointe Services [Summit Pointe](#) (269) 966-1460

Grace Health <https://www.gracehealthmi.org/> (269) 965-8866

Critical Incident Stress Management (CISM International)

https://www.criticalincidentstress.com/what_is_cism

Parent and pupil reunification plan

Harper Creek Community Schools has a complete parent and pupil reunification plan. The reunification plan is not shared with the public due to safety concerns. The plan accounts for a building-by-building reunification as well as an entire district reunification plan. Continuous improvement and adjustments are made to the plan by the District Safety Committee. The committee considers any special needs of students and staff needed for transportation and will provide specialized transportation for those staff (e.g. wheelchair accessible buses and bus aides with specialized training)

Continuity of operations after an incident

In the event of a large-scale tragedy, the District will have a Continuity of Operations plan. If an individual building is affected, the District will engage with a local church to continue operations while the affected building is repaired. If more than one building is affected, then several local churches will be used to continue operations. Harper Creek Community Schools has collaborative relationships with our local churches and will be able to carry on day-to-day operations.

Emergency Operation Plan Support

The district has partnered with Emmett Township and Calhoun County to have regular, continuous conversations about school safety. This occurs during monthly safety meetings where local officials outside of the school district are invited to share their expertise. Tabletop drills are being planned to improve the district's response to a variety of safety emergencies.

Emergency Operation Plan Review

The entire Emergency Operation Plan is reviewed continuously by the District Safety Committee and biennially by the Calhoun County Emergency Manager.