

**Technology Middle School**  
**Comprehensive School Safety Plan**

**Effective Dates 2018-2019**

**Technology Middle School**  
**School/Site**

**Sara McKenna**  
**Principal/Administrator**

<b>Plan Developed By</b>	<b>Title</b>
Sara McKenna	Principal
Megan Lesser	Assistant Principal

**Cotati-Rohnert Park Unified School District**

**Comprehensive School Safety Plan**

**Technology Middle School  
School/Site**

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**Philosophy, Goals, Objectives and Comprehensive Plans: BP0450 / AR0450**

**Safety: BP5142 / AR5142**

<http://www.gamutonline.net/district/cotatirohrnertpark/DisplayPolicy/756926/5>

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**Comprehensive School Safety Plan  
2018-2019  
Committee Members**

**Technology Middle School  
School/Site**

<b>School Site Council or Delegated School Safety Planning Committee Members</b>		Principal or designee	Classified Employee	Teacher Rep. of Cert. Employees	Parent	Law Enforcement	Other School Staff	Community Representative	Student	Other (specify)
(A)		(B)	(C)	(D)	(E)	(F)	(G*)	(H*)	(I*)	(J*)
1.	Sara McKenna-McKee	X								
2.	Alicia Cartwright		X							
3.	Mary Niederberger			X						
4.	Norma Bermudez				X					
5.	Megan Lesser	X								
6.										
7.										
8.										
9.										
10.										
11.										
12.										
13.										
14.										
15.										

## **School Vision Statement**

### **VISION**

Preparing students to become active and meaningful participants in their education and community.

### **MISSION**

Pursuing relevant and engaging academics through Project Based Learning and Technology while pursuing social literacy through a supportive school community that includes staff and parents.

**Comprehensive School Safety Plan  
2018-2019  
Data Analysis**

**Technology Middle School  
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**Conclusions from Data:**

The data from the California Healthy Kids Survey represents the general assumptions about the students at Technology Middle School. The data is from last school year, 2017-2018. Fifty-one percent of 7th graders felt connected to their school, 25% of students felt academically motivated and 20% of students felt they had caring adult relationships. Thirty percent of students feel school was either safe or very safe, 42% of 7th grade students experienced bullying or harassment, and 12% had been in a physical fight. Lastly, 13% of 7th grade students reported using alcohol in the last 12 months, 5% reported using inhalants. Forty-four percent of students felt chronic sadness/hopelessness. This data has led us to implement a social emotional curriculum (Second Step), mental health presentations for 6th and 7th graders, and sexual education for 7th graders.

**Conclusions from Parent, Teacher and Student Input:**

The following data is from the parent survey that was conducted in May of 2018:

65% of parents are easily able to communicate with teachers

54% of parents feel TMS is preparing their child for academic success

50% of parents understand the school wide expectations of Be Safe, Be Respectful, Be Responsible

77% of parents report their child feels safe at TMS

57% of parents report their child is treated with respect and care

77% of parents report students are frequently rewarded and praised by staff

55% of parents report students treat each other respectfully at TMS

As a result of this data the site has focused upon Positive Behavior Intervention and Supports (PBIS), monthly communication to parents with updates and upcoming events, and trimester award assemblies/field days.

**Other**

**Comprehensive School Safety Plan  
2018-2019  
Data Analysis (Continued)**

Technology Middle School  
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**List Data Sources Reviewed and How the Data Determined the Goals: surveys, focus groups, discipline, and attendance.**  
Student discipline and attendance records (PowerSchool), Healthy Kids Survey, CDE Data Reporting Office, State Testing Data.

**Areas of Pride and Strength (include school programs and practices that promote a positive learning environment).**

We have a strong leadership council, which meets weekly to discuss the vision of the school and implementation of programs vital to the vision.

Teachers continue their development of Project Based Learning (PBL) and student engagement. Teachers have been working in collaborative, interdisciplinary groups weekly, throughout the year. Each teacher has created at least one PBL unit this year. Teachers are also learning about Restorative Practices and using Second Step social emotional curriculum to help with school culture and discipline.

Technology Middle School continues to add and change electives that provide our students with 21st Century technology skills. With our newly remodeled Design Lab (Maker's Space), students have the tools and space to create and collaborate with other students on projects.

We have Be Safe, Be Respectful, Be Responsible as a basis for our student expectations. The students are taught at the beginning of the year what the 3 B's look like across campus, and are retaught throughout the year with review lessons.

**Areas we wish to Change:**

- I. We wish to decrease the number of suspensions and expulsions by 5% from 15% to 12%.
- II. We wish to decrease the number of detentions by 5% from an average of 5 students per detention session to 3 students per detention session.
- III. We wish to decrease the number of chronic absenteeism from 7.5% to 5%.
- IV. We wish to increase positive school culture and student engagement.
- V. We wish to increase student enrollment.

**Comprehensive School Safety Plan  
2018-2019  
Goals, Strategies and Activities**

**For**

**Ensuring A Safe And Orderly Environment –  
Component I  
People and Programs - Supports and Engagement  
Violence, Victimization & Substance Use**

Technology Middle School  
**School/Site**

<b>Component I: The Social Climate: People and Programs</b>	
<b>Goal #1</b> To ensure that Technology Middle School provides all students and staff a physically safe and academically and emotionally supportive environment.	
<b>Measurable Objective:</b> <b>By June 2018, (% or #) will</b> We will see a decrease in the number of student reported incidents from 322 to 275.	
<b>Action Steps</b>	
<b>1.0</b>	<p>The site strives to provide a safe school environment for all students. Any unlawful discrimination, harassment, intimidation, and bullying of any student is prohibited (BP 5131.2 BP 1312.3, AR 1312.3)</p> <p>a. Incorporate positive behavior support systems</p> <p>b. School community will use Tiger Bucks as a reward system</p> <p>c. Increase restorative justice programs/interactions</p> <p>d. Working with the Restorative Resources program, students will have access to a restorative justice circle to resolve disciplinary problems</p> <p>e. The school community will focus on cyber bullying and the impact it has on students</p> <p>f. Staff and PTSA will educate students on social media and digital citizenship to reduce issues of cyber bullying</p> <p>g. Staff is informed and trained regarding anti-bullying measures</p>
<b>2.0</b>	<p>a. All staff and students will understand the district's non-discrimination policy and know how to report complaints and issues of bullying, harassment and other offenses (BP 0410, BP 5145.3, www.crpUSD.org)</p>
<b>3.0</b>	<p>a. All staff are mandated reporters trained annually regarding child abuse reporting procedures (BP 5141.4)</p>
<b>4.0</b>	<p>a. Student voice and leadership- increase opportunities for students to take ownership of their learning and create a positive school culture by offering a leadership and yearbook elective.</p>
<b>5.0</b>	<p>a. Streamline discipline protocols</p> <p>b. Administration, in conjunction with teachers, will develop a sequential and escalating discipline matrix. The matrix will be distributed to staff</p> <p>c. The school site follows district suspension/expulsion policies and procedures (BP 5144.1, AR 5144.1, AR 5144.2)</p>

<b>6.0</b>	<p>Teachers will implement differentiated and rigorous curriculum to engage students to reduce behavior issues</p> <ul style="list-style-type: none"> <li>a. Teachers will develop more BEST lessons/curriculum</li> <li>b. The staff will be trained how to implement the curriculum</li> <li>c. Increase student support systems for emotionally distressed students</li> </ul>
<b>7.0</b>	<ul style="list-style-type: none"> <li>a. The site maintains that appropriate attire and grooming is necessary for a productive learning environment. Students are prohibited from wearing gang related apparel (BP 5132)</li> </ul>
<b>8.0</b>	<ul style="list-style-type: none"> <li>a. Teachers will be informed of each pupil who has engaged in any of the acts described in Ed Code 48900, except subdivision (h) or in sections 48900.2 sexual harassment, 48900.3 hate violence, 48900.4 harassment, threats, or intimidation, or 48900.7 terroristic threats against school officials, school property or both (BP 4112.9, BP 4212.9, EC 49079)</li> </ul>



**Comprehensive School Safety Plan  
2018-2019  
Component I**

**People And Programs - Supports and Engagement  
Violence, Victimization & Substance Use, Continued**

Technology Middle School  
**School/Site**

<b>Who will take the lead</b>	TMS administration and staff
<b>Completion Date and Budget</b>	2018-2019 school year
<b>Resources Needed</b>	Staff training, restorative justice training, PBIS, Second Step
<b>How we will Monitor and evaluate</b>	Continue to monitor discipline and attendance records, review feedback from parents, and leadership council.

**Comprehensive School Safety Plan  
2018-2019**

**Ensuring A Safe And Orderly Environment  
Component II – Place**

**Technology Middle School  
School/Site**

<b>Component 2:</b> Place - A safe physical environment	
<b>Goal #1</b> All students and staff remain safe during emergency situations.	
<b>Measurable Objective:</b> <b>By 5/30/19, (% or #) will</b> TMS will implement safety protocols for all students and staff to ensure a safe environment and review these protocols two times within the year with students and staff .	
<b>Action Steps</b>	
<b>1.0</b>	<ul style="list-style-type: none"> <li>a. Disaster procedures, routine and emergency crisis and response plan including adaptations with people with disabilities are reviewed and practiced</li> <li>b. Complete emergency preparedness organization chart that outlines certificated and classified staff responsibilities</li> </ul>
<b>2.0</b>	<ul style="list-style-type: none"> <li>a. Teachers will receive an emergency supply kit that includes a first aid kit, an emergency blanket, toiletry supplies. It will be replenished yearly.</li> <li>b. Update emergency supplies</li> </ul>
<b>3.0</b>	<ul style="list-style-type: none"> <li>a. Procedures for safe ingress and egress of pupils, parents and employees to and from school site are enforced. Entry and exit points are monitored before and after school to ensure student safety from danger or harassment</li> </ul>
<b>4.0</b>	<ul style="list-style-type: none"> <li>a. The site maintains a safe and orderly environment conducive to learning at the school and follows district rules and procedures on school discipline (BP 5144, AR 5144)</li> </ul>
<b>5.0</b>	<ul style="list-style-type: none"> <li>a. A plan is in place to allow the American Red Cross to use the site for shelter in a disaster. This plan is coordinated through the district office</li> </ul>

**Comprehensive School Safety Plan  
2018-2019**

**Component II  
Place, Continued**

Technology Middle School  
**School/Site**

<b>Who will take the lead</b>	TMS Administrators and Staff
<b>Completion Date and Budget</b>	2018-2019 school year
<b>Resources Needed</b>	Staff time for completion of audit of emergency supplies and creation of organization chart; order additional supplies as needed.
<b>How we will Monitor and evaluate</b>	Calendar dates for drills- debrief drills with staff & law enforcement.

**Comprehensive School Safety Plan  
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**Communication of the Plan**

Technology Middle School  
School/Site

<b>Review of Progress for Last Year</b>	Name:	Sara McKenna	Date:	10-24-18
<b>Site Council Approval</b>	Name:	Alicia Cartwright	Date:	10-29-18
<b>District Approval</b>	Name:	Tony Roherick, Superintendent	Date:	02-28-19

**Comprehensive School Safety Plan  
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**Evaluation of Plan**

**Technology Middle School  
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**How was the previous plan monitored?**

By site principal with the entire school staff, as well as a the school site council.

**What progress was made on Component 1 (People and Programs)?**

Due to a change in our student information system, data cannot be pulled. However, with the app, StopIt, students have the ability to report bullying and other incidents in a completely anonymous way. The atmosphere on our campus is more respectful, kind and caring as demonstrated by parent and teacher survey.

**What progress was made on Component 2? (Place / Physical Environment)**

Emergency equipment, distributed to each teacher, was purchased, which includes: toilet paper, radio, gloves, first aid supplies, blanket, rations, crow bar, clip board with procedures, duct tape, water, batteries, goggles. Safety drills were held. The emergency plan was updated. Due to the new recommended procedures for evacuations drills, TMS has changed several protocols and has practiced these drills at least twice a year.