



READ AND CONSIDERED

9/12/08

SEP 17 2008

**MARK WEST UNION SCHOOL DISTRICT**

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September 16, 2008

The Honorable Robert S. Boyd  
Presiding Judge  
Sonoma County Superior Court  
Hall of Justice  
600 Administration Drive  
Santa Rosa, CA 95403

Dear Judge Boyd:

On behalf of the Mark West Union School District and pursuant to the requirements of California Penal Code Section 933 and 933.5, I have enclosed our responses to the 2007-2008 Final Report of the Sonoma County Civil Grand Jury: "Disaster will Strike! Are the Schools Ready?"

We have carefully reviewed the Grand Jury's findings, conclusions, commendations, and recommendations, and are pleased to enclose our response to the following recommendations: R5, R6, R7, R8.

Respectfully Submitted,

Kay Schultz  
Superintendent  
Mark West Union School District

**Mark West Union School District**  
**Response to Grand Jury Report: "Disaster Will Strike! Are Schools Ready?"**

Prepared by: Kay Schultz, Superintendent.  
Presented to the Board of Trustees on September 16, 2008

**R5 Superintendents must require that each school develop a disaster emergency plan designed for their school, and assure that the principal has approved the plan.**

The Mark West Union School District agrees with this recommendation.

The recommendation has been implemented. The District has a disaster emergency plan that is NIMS/SEMS compliant, addresses all schools; the principals, School Site Council, and the School Board approve the plans. Our district is in the process of updating our disaster plan and will be working with a consultant from Redwood Empire Schools Insurance Group (RESIG). RESIG has created a model plan that we will use to update our plan to the latest State and Federal standards. In addition, RESIG's Loss Prevention Director, Jeannie Goobanoff and her staff review our plan each year and assist us in its implementation, staff training, site inspection and modification, and in the purchase of emergency materials.

**R6 SCOE, Superintendents and Principals must consider disaster preparedness a top priority.**

The Mark West Union School District agrees with this recommendation.

The recommendation has been implemented. 2008-09 our district will be working with the RESIG staff on our revisions to our disaster plan, provide training for all staff and practice various disaster drills.

**R7 All schools must train their personnel in disaster preparedness.**

The Mark West Union School District agrees with this recommendation.

The recommendation has been implemented and is also ongoing. Each year, before school begins, all classified employees receive update training in emergency preparedness and in all mandatory trainings: SB 198 Safety in the Workplace, Blood Borne Pathogens, Child Abuse Reporting, preventing sexual harassment, Anaphylaxis and use of the Epi-Pen, CPR and First Aid (with full recertification trainings offered for CPR and First Aid every 2 to 3 years). Every couple of years, employees are trained more fully in emergency preparedness and different aspects of the plan are practiced and drilled. For 2008-09, on October 2, 2008 all classified employees are being trained by RESIG staff in the latest SEMS/NIMS standards, emergency preparedness, and the other trainings listed above. Individual site staff meetings will be scheduled for NIMS/SEMS trainings for our certificated staff.

We have had 8 employees, including administrators, complete the CERT (currently SCOPE) certification at one elementary school. They plan to work to train the rest of the employees at that specific site in search and rescue, including setting up a first aid station, triage, use of a fire extinguisher, turning off utilities, etc. Our other two sites have been given information to sign up for these SCOPE courses (online) and attend a one day, off-site training at RESIG.

**R8 Annually, all schools must check emergency supplies to assure that they are adequate. Consumable supplies must be checked for freshness and safety.**

The Mark West Union School District agrees with this recommendation.

The recommendation has been partially implemented. Each school site inventories their emergency supplies including all classroom emergency supplies. First aid kits and the emergency supplies are replenished as needed. All students are asked to send in emergency food packet supplies for their children and are kept in the classrooms in the event of an emergency. Triage tags have been purchased for all sites. The Director of Maintenance and Operations inventories district-wide supplies and keeps radios in good repair. The district has also purchased large generators which are located in an easily accessible area.

- All of these purchases have been made with general fund money, there are currently no funds received specifically for this purchase. Funds should be designated and distributed from Local, State and Federal resources in order to help school districts comply with all of their requirements. Some safety funds are available for various grade levels (i.e 8<sup>th</sup> grade and higher), the same should be designated for all student levels.