



KENAI PENINSULA BOROUGH SCHOOL DISTRICT

Assistant Superintendent

Glen Szymoniak

148 North Binkley Street Soldotna, Alaska 99669

Phone (907) 714-8888 Fax (907) 262-5867

Email gszymoniak@kpbsd.k12.ak.us

April 10, 2007

TO: Board of Education

FROM: Glen Szymoniak, Assistant Superintendent

SUBJECT: Emergency Action Plan Training

According to AS 14.33.100, "Each District shall develop a model school crisis response plan for use by each school in the district."

The KPBSD Emergency Action Plan is designed to provide a framework for protecting students, staff and school facilities. It describes the responsibilities of staff members for a wide range of emergency and disaster situations. It has been prepared in cooperation with the Kenai Peninsula Borough Office of Emergency Management, the Kenai Fire Department, and the Kenai Peninsula Borough School District.

In the event of a widespread emergency such as an earthquake, it is recognized that available government resources will be overtaxed and may not be able to respond to all requests for assistance. The KPBSD Emergency Action Plan assumes that the school must be self-sufficient for a time and may be required to provide shelter to the immediate community.

The KPBSD Emergency Action Plan is based upon the Federal Emergency Management Agency (FEMA) concept of comprehensive emergency management. All school staff will be oriented to this plan by the principal and/or designee at the beginning of each school year.

On February 12, 2007, the District initiated Phase I of a three phase plan. A team comprised of District Office administration, school principals, and the Kenai Fire Department met to review the revised Emergency Action Plan. A pilot training program for all school staff was created.

Phase II will be implemented over a seven-day period. Teams comprised of principals, teachers, parents, Central Office administrators, and emergency response personnel will meet for a full day of training. There will be four training sessions held at Tustumena Elementary for Central Peninsula personnel; April 17th, 18th, 23rd and 24th. Trainings for the Homer area will be held at Homer Middle School on April 26th and 27th, and training for Seward personnel will be held on April 19th at Seward Middle School.

Phase III training will commence on August 15, 2007, and will involve training all District employees to work as school based teams in the event of an emergency. Training will involve instruction in fire suppression, search and rescue, emergency medical/triage, security measures, what to do in the event of an intruder, and the actions/procedures needed to respond to each type of emergency.

Law enforcement and emergency response agencies throughout the Kenai Peninsula will contribute to the training of school staff.