



# Glens Falls

CITY SCHOOLS

## **Growing our Culture of Safety**

Community Meeting: September 16, 2022



## **Tonight's agenda**

- **Information-sharing on events of this week and overall safety efforts**
- **Answering questions we've received**
- **Answering questions from index cards**
- **Answering questions from school community members**

 First ... Keeping everyone safe takes **EVERYONE**

**GF NATION Unite**  
Together **we can** do so much!



Mrs. Jen Girard

# Review of SHELL procedures for our discussion:

<b>SH</b> <b>Shelter/Hold-In-Place</b>	<b>E</b> <b>Evacuation</b>	<b>L</b> <b>Lockout</b>	<b>L</b> <b>Lockdown</b>
<p><b>Hold ALL students in CURRENT location. Check hallways for any students in transition.</b></p> <p><b>Close classroom door and continue as normal inside classroom</b></p>	<p><b>EXIT all students from the building.</b></p> <p><b>Follow fire drill procedures when an alarm sounds.</b></p>	<p><b>IMMEDIATE THREAT OUTSIDE the building. Students and staff outside should immediately re-enter the building. NO visitors may enter.</b></p> <p><b>Classes and change of classes continue as normal inside the school.</b></p>	<p><b>IMMEDIATE THREAT INSIDE the building. Check hallway for any staff or students and then LOCK door and get OUT of SIGHT.</b></p> <p><b>Remain in lockdown until released by police/administrator.</b></p>





# Review of SHELL procedures for our discussion:

<p style="text-align: center;"><b>SH</b> <b>Shelter/Hold-In-Place</b></p>	<p style="text-align: center;"><b>E</b> <b>Evacuation</b></p>	<p style="text-align: center;"><b>L</b> <b>Lockout</b></p>	<p style="text-align: center;"><b>L</b> <b>Lockdown</b></p>
<p style="text-align: center;"><b>Hold ALL students in CURRENT location. Check hallways for any students in transition.</b></p> <ul style="list-style-type: none"> <li>&gt;Teachers &amp; Staff check hallways, restrooms, adjacent common areas and move students into the nearest classroom or office. Note additional people in your room.</li> <li>&gt;Classroom teachers should “sweep” the room. If something looks unusual call ext 3000.</li> <li>&gt;Close the door and function as normal in the classroom. Pull down shades to prevent vision of students if something is occurring outside the building (ex. ambulance)</li> <li>&gt;No one is allowed to leave the rooms regardless of the bells. Remain calm and assure students there is no immediate threat.</li> <li>&gt;In case of classroom situations i.e. panic attacks, sickness, obvious restroom emergency. Call ext 3000 or School nurse.</li> <li>&gt;Administration will announce when to resume normal status or next steps.</li> </ul>	<p style="text-align: center;"><b>EXIT all students from the building.</b></p> <ul style="list-style-type: none"> <li>&gt;Follow fire drill procedures when an alarm sounds.</li> <li>&gt;Exit the room with class, closing all doors behind you. Bring “grab-n-go” materials including rosters and communication devices (radio, cell phone, Chromebook).</li> <li>&gt;Stress quiet, orderly and rapid evacuation. Students should not be using their cell phones.</li> <li>&gt; Take attendance of students &amp; adults once arriving at the evacuation site.</li> <li>&gt;Remain in place until directed to return inside OR the need to relocate off site.</li> <li>&gt;Possible relocation sites: See building level safety plan</li> </ul>	<p style="text-align: center;"><b>NO visitors may enter the building. Students and staff outside should immediately re-enter the building.</b></p> <ul style="list-style-type: none"> <li>&gt;Once inside, take attendance of students &amp; adults. Report any missing to the main office.</li> <li>&gt;Students, teachers &amp; staff will have classes and change of classes inside the school as usual.</li> <li>&gt;Anyone <b>ENTERING OR EXITING</b> the building will need to do so at the Quade Street entrance and with approval of the designated person stationed at the door during a lockout.</li> </ul>	<p style="text-align: center;"><b>IMMEDIATE THREAT - Check hallway for any staff or students and then LOCK door and get OUT of SIGHT.</b></p> <ul style="list-style-type: none"> <li>&gt;Teachers &amp; Staff do a visual sweep of hallways &amp; adjacent common areas and move students to the nearest classroom or office.</li> <li>&gt;Close &amp; Lock classroom/office doors &amp; windows</li> <li>&gt;In the classroom-move students to any location where they cannot be seen through the door/window. If possible, add a temporary cover to the window, pull shades and turn off lights.</li> <li>&gt;<b>Do Not unlock or open your door under any circumstance.</b></li> <li>&gt;<b>No one is to leave the room under any circumstance.</b></li> <li>&gt;Remain silent. Take attendance. Note names of missing and/or adults.</li> </ul> <p><b>Do Not:</b></p> <ul style="list-style-type: none"> <li>-communicate through door or phone</li> <li>-respond to the fire alarm unless imminent signs of fire are observed.</li> <li>-respond to the P.A. or other announcements.</li> </ul> <p>&gt;Students &amp; Adults outside the building are to remain outside - immediately moving away from the building. Walk to _____ and await direction for next steps.</p> <p>&gt;If a medical emergency occurs dial 911 and the police department will respond to the emergency</p>



## **Review of this week's incidents**

- **We cannot discuss specifics** regarding the students involved in either incident
- The students are receiving appropriate supervision/care
- Disciplinary procedures are already underway according to district and school policy
- In similar cases, students cannot return to campus after incidents of this nature



# High School incident on Thursday, 9/8/22

- BB gun in student backpack
- **Lockout** at HS
  - Most students were outside; threat was inside
- **Shelter-In-Place** at MS
- 11:20 a.m. - 11:51 a.m.
- Full details in parent email, ParentSquare, on website, FB

The screenshot shows the Glens Falls City Schools website. The header features the school's logo and name. Below the header is a navigation bar with links for Home, About Us, Academics, Athletics, and Board of Education. The main content area displays a news article dated September 8, 2022, titled "Incident at the High School on 9/8/22". The article is addressed to parents and guardians and describes an incident involving a BB gun and a lockout at the high school.

[GLEN FALLS CITY SCHOOLS](#) > [ARCHIVE](#) > INCIDENT AT THE HIGH SCHOOL ON 9/8/22

SEPTEMBER 8, 2022

## Incident at the High School on 9/8/22

Dear Parents and Guardians,

This morning, our high school students were gathering to begin their day with a scheduled outdoor lunch at the school's front entrance and on the lawn. At approximately 11:20 a.m., one student obtaining lunch in the cafeteria was twice directed to leave the building. While outside, the student damaged some music speakers, and was asked to leave the campus. The student proceeded around the building to a different locked entrance, and knocked on the door until an unrelated/unknowing student opened the door. Once inside, the student put on a face mask and walked down the hallway, where he engaged in an altercation with the school's hall monitor and principal. The High School immediately called for a lockout, and the adjoining Middle School called for a shelter-in-place until the situation was resolved.

During this altercation, a BB gun fell out of the student's backpack and onto the floor. Glens Falls' School Resource Officer was nearby, and called for additional assistance from the Glens Falls Police Department to remove the student from the school. Appropriate disciplinary actions for the student are already underway, in accordance with district policy.



## **High School incident on Thursday, 9/8/22**

- **HS building-wide faculty/staff meeting Thursday afternoon (9/8) to immediately assess known information; MS building-wide faculty/staff meeting Friday morning (9/9) to brief staff**
- **Safety Council (Building and district representation, NYSIR rep, FD/EMS, and PD) debriefed Monday (9/12) on incident response strengths and weaknesses**
- **Both immediate and longer-term changes were discussed, and are being implemented**



## **Immediate changes implemented Monday, 9/12**

- **Added HS staff member supervision from 8:05-8:25 a.m.**
  - High School front sidewalk/entryway
  - “C” Door to monitor arrivals and send people to “A” Door for entry
  - “G” Door hallway (sports)
  - “A” Door main entrance
  - Cafeteria for student breakfast service
    - 7:25 a.m. breakfast service for BOCES students before bus
- **BOCES and off-campus program buses now pick-up/drop-off at “A” Door (front entrance) of High School.**





## Immediate changes implemented Monday, 9/12

- **See Something, Say Something** anonymous tip line created and live as of Monday, 9/12
  - **518-832-4511** (voice call)
  - [SAFE@gfsd.org](mailto:SAFE@gfsd.org) (email)
  - **Google Form for Students**



# Immediate changes implemented Monday, 9/12

- Student tip line: Google Form option
  - Located on GFSD.org “Quick Links for Students” page
  - Also on the “Safety & Culture” page
  - For current students only
  - Must be logged in to their GFSD.org account, but form does not automatically collect email addresses

**GFSD Student Tip Line**

**If you SEE something ... if you KNOW something ... SAY something!**  
This is the safe schools tip line for Glens Falls City School District. If you are reporting an emergency happening right now, STOP and dial 9-1-1.

When submitting a tip, please provide as much detail as possible so that the issue can be addressed right away. Be sure to include who, when, where, how and what.

If you choose to leave your contact information, school personnel will maintain confidentiality. All concerns will be investigated in a timely manner by the appropriate personnel. False entries will also be followed up on and taken seriously. Whether you are concerned about safety, drugs, bullying, harassment, or anything else please let us know!

sheritage@ghsd.org (not shared) [Switch account](#)

\* Required

What is happening? (Be specific: include names, grades, etc. \*)

Your answer

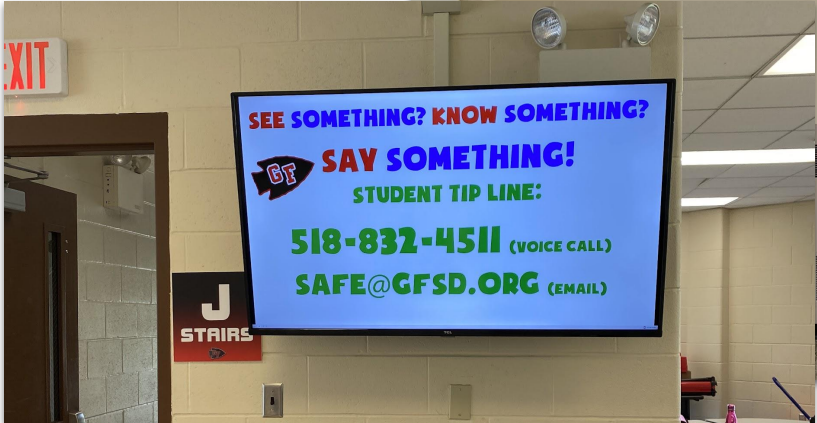
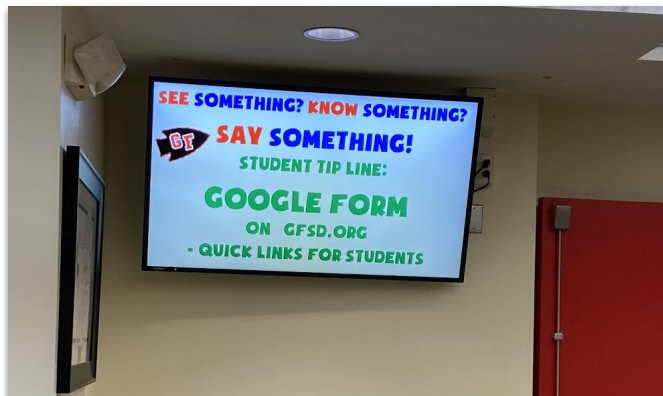
At which building is this taking place? \*

- Glens Falls High School
- Glens Falls Middle School
- Kensington Road Elementary
- Jackson Heights Elementary



# GFSD Student Tip Google Form

- Advertised on display TVs in MS/HS





## GFSD Student Tip Line

If you **SEE** something ... if you **KNOW** something ... **SAY** something!  
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\* Required

What is happening? (Be specific: include names, grades, etc. \*)


Your answer

At which building is this taking place? \*

- Glens Falls High School
- Glens Falls Middle School
- Kensington Road Elementary
- Jackson Heights Elementary
- Big Cross Street Elementary

On what date did/will this happen? \*

Date

mm/dd/yyyy 

(Optional, but helpful) Your Name:

Your answer

(Optional, but helpful) Your phone number:

Your answer

Submit

Clear form

# SAFETY & CULTURE



Administrators, principals, department heads and the Glens Falls Police Department participated in a school violence incident prevention and response workshop given by team members from NYS Homeland Security and Emergency Services on July 16, 2019.

In Glens Falls City Schools, we value the health, safety, and well-being of every student and staff member.

As violence troubles schools across the nation, Glens Falls administrators have redoubled efforts to strengthen the security of district buildings — and these efforts continue today. Some recent safety

## SAFETY IN OUR SCHOOLS

### GFSD Student Tip Line

This form is for current Glens Falls students only.

**In order to use this form, you must be signed into your gfsd.org Google account in your browser.** If you are seeing an error message below about Google permissions, that's because you are not logged into your GFSD Google account. Once you log in, that message will be resolved.

If you need additional help, please reach out to your principal.

### GFSD Student Tip Line

**If you SEE something ... if you KNOW something ... SAY something!**

This is the safe schools tip line for Glens Falls City School District. If you are reporting an emergency happening right now, STOP and dial 9-1-1.

When submitting a tip, please provide as much detail as possible so that the

Sign out

US 6:14



## Immediate changes implemented Monday, 9/12

- MS + HS students will need to use **lockers** to store backpacks during the day
  - There are **774** lockers in the Middle School, and **1628** lockers in the High School.
  - Lockers were fully replaced with new units in the summer of 2019 (as part of the 2017 Capital Project)







## **Immediate changes implemented Monday, 9/12**

- **Locker use had been optional; coordination was needed to assign lockers to every student**
  - **MS students (7th/8th Grade) began using lockers on Thursday, 9/15**
  - **HS students received locker assignments and info today in extended homeroom (Friday, 9/16)**



## Immediate changes implemented Monday, 9/12

- **Details on backpack storage:**
  - Backpacks can be used to bring school materials, lunches, sports/activity items, etc. to and from school.
  - Students will not be allowed to carry their backpacks from class to class.
  - Students will have to place their backpacks **in their assigned lockers** as they enter the building.



## **Law enforcement sweeps of lockers**

- **Details on backpack storage:**
  - As a reminder, the Middle and High Schools conduct regular safety drills which may include K-9 sweeps of hallways and lockers.
  - K-9 units from the Glens Falls Police Department, Hamilton Co. Sheriff's Office, and Washington Co. Sheriff's Office participate

# Previous K-9 sweeps at GFHS + GFMS



Oct. 18, 2017

# Middle School incident on Wednesday, 9/14/22

- Plastic toy gun in student backpack
- **Lockdown at MS and HS**
  - 10:09 a.m. - 10:40 a.m.
  - Shelter in Place continued at MS until ~11:30 a.m.

Lockdown at MS/HS External Σ Inbox x



Glens Falls City Schools via ParentSquare Wed, Sep 14, 11:09 AM (2 days ago)



Glens Falls City Schools

At 10:09 a.m. this morning, the Middle School, and shortly thereafter, the High School entered into Lockdown. A Middle School student reported to a social worker that they saw what looked like a weapon fall out of another Middle School student's backpack. All students and staff members secured in classrooms, while administrators and police identified and located the student. GFPD officers secured the student, and recovered a toy replica gun from the student's backpack. The student was taken into GFPD custody and removed from the building.

Within minutes of the situation being reported, all district buildings were placed into a Lockout, as a precaution. All Lockdowns/Lockouts have now been lifted (11:05 a.m.). Additional details on this incident will be forthcoming shortly. The Middle School is still in "shelter in place" while further investigation continues.

This email was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message. Contact the school directly if you have any questions.

This message is intended for sheritage@gfsd.org. If you would like to stop receiving these emails, [click here](#) to unsubscribe.



# Middle School incident on Wednesday, 9/14/22

- **Additional responders arrived within minutes**
  - **Glens Falls Police Department**
  - **Warren County Sheriff's Office**
  - **THANK YOU!**



# Middle School incident on Wednesday, 9/14/22

- Two parent and public notifications went out
  - First was sent as soon as possible after securing the situation (11:09 a.m.)
  - Second was sent at 3:01 p.m. with additional details

★ Please rely on district communications, not rumor



The screenshot shows the website for Glens Falls City Schools. The header includes the school logo and name, followed by a navigation bar with links for Home, About Us, Academics, Athletics, and Board of Education. Below the navigation bar, there is a breadcrumb trail: "GLENS FALLS CITY SCHOOLS > ARCHIVE > FOLLOWUP TO 9/14/22 LOCKDOWN AT GFMS/GFHS". The date "SEPTEMBER 14, 2022" is displayed above the article title "Followup to 9/14/22 lockdown at GFMS/GFHS". The article text states that in response to safety situations on Thursday and today, the district is instituting bag checks for all students entering the High School and Middle School in the morning, beginning tomorrow, Thursday, September 15, 2022. It details the procedure for bag checks and the consequences for prohibited items. It also mentions a school community meeting taking place on Friday (9/16/22) at 6 p.m. in the High School auditorium. The article concludes by stating that these incidents require all of us to take immediate and longer-term steps to reinforce the culture of safety at all of Glens Falls' schools.

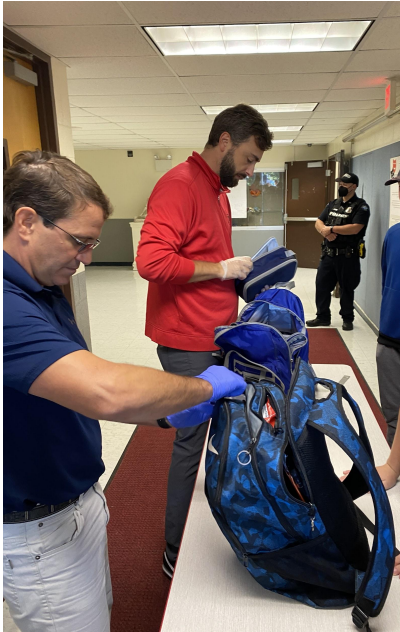
## **Middle School incident on Wednesday, 9/14/22**

- **District-wide faculty/staff meeting Wednesday afternoon (9/14) to immediately assess known information**
- **Both immediate and longer-term changes were discussed, and are being implemented**



# Immediate changes implemented Thursday, 9/15

- Bag checks for all students entering the High School and Middle School in the morning





# Immediate changes implemented Thursday, 9/15

- We are trying to find the balance ... together!







## **Immediate changes implemented Thursday, 9/15**

- **Long lines/backup for bag checks Thursday**
  - **Immediate adjustment: two entry doors for High School on Friday**
- **Bag checks complete at both HS entrances by 8:39 a.m. Friday; Middle School checks complete by 8:45 a.m.**
  - **Better, and we're working on it**



## **Morning bag checks moving forward**

- **HS/MS bag checks will continue indefinitely**
- **Option being discussed: Move to random bag checks upon entry (every few students)**
  - **Move to indoor screenings to remove congregations of students outside**
- **Option being discussed: Metal detector wands**



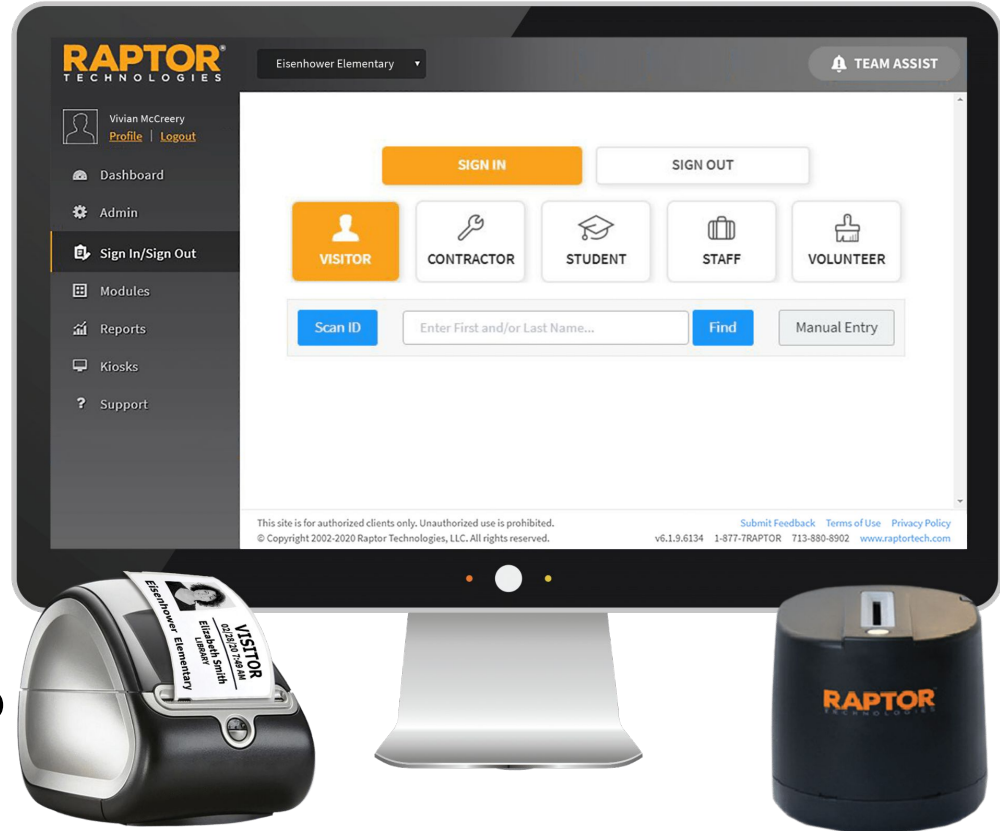
## **Longer-term changes moving forward**

- **Adding Safety Monitor position at HS, with duties closer to security**
- **HS/MS student ID badges**
  - Possibly with barcode to allow scanning upon building entry/exit, in lunch line, GGTA, etc.
- **Mobile safety app for all school staff members; additional training**



# Longer-term changes moving forward

- Raptor Visitor management system being installed soon, in all buildings at entry point
  - Scans visitor drivers licenses, instant sex offender check, prints visitor badge with photo





# Overall district safety review

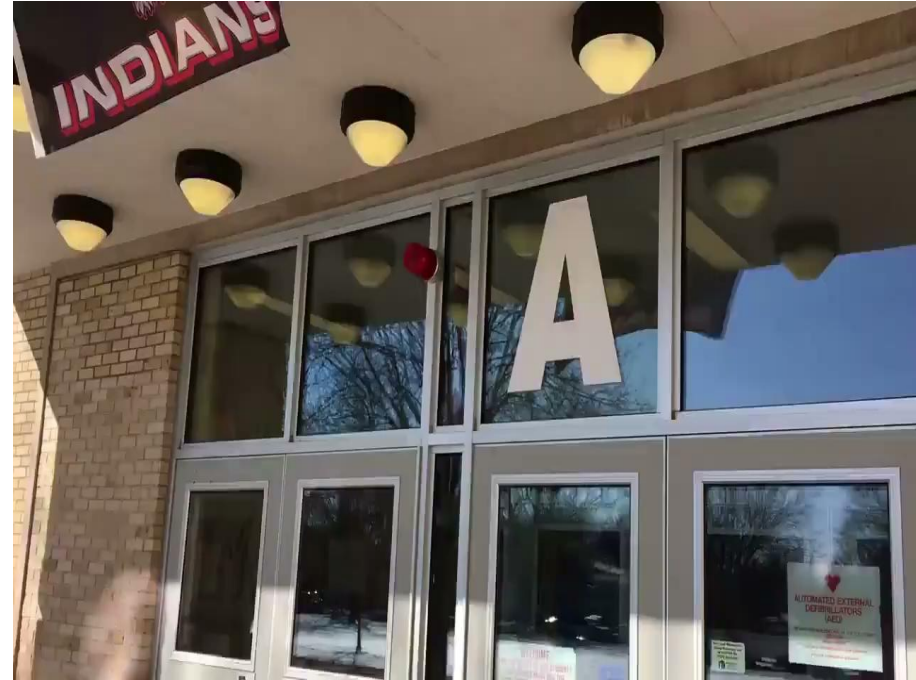
- Public Emergency Response Plan is on district website
- School codes of conduct also on website and in parent/student handbooks

The screenshot shows the Glens Falls City Schools website. The header includes the district logo and name, a search bar, and navigation links for CONTACT US, CALENDAR, JOBS, STAFF, and an English language selector. Below the header is a navigation bar with links for HOME, ABOUT US, ACADEMICS, ATHLETICS, BOARD OF EDUCATION, and DEPARTMENTS & SERVICES. The main content area displays the breadcrumb trail: GLENS FALLS CITY SCHOOLS > DEPARTMENTS & SERVICES > SAFETY & CULTURE > GLENS FALLS CITY SCHOOL DISTRICT EMERGENCY RESPONSE PLAN. The page title is "GLENS FALLS CITY SCHOOL DISTRICT EMERGENCY RESPONSE PLAN" and the subtitle is "Glens Falls City School District 2022-2023". A "CONTENTS" sidebar lists four items: 1. The Basic Planning, 2. Functional Annexes, 3. Threat and Hazard Specific Annexes, and 4. Pandemic Operations Plan. The main content area begins with the section "1. Introductory Materials" and "Plan Development and Maintenance". A paragraph of text follows, stating: "8 NYCRR Section 155.17 (b) and 155.17 (c)(11) - requires that each school shall have a Building Level School Safety Team that consists of representatives from the following groups: teacher, administrator, and parent organizations, school safety personnel and other school personnel, community members, local law enforcement officials, local ambulance or other emergency response agencies, and any other representatives the board of education, chancellor or other governing body deems appropriate."



## Overall district safety review

- If the red light is flashing, move away from the building
  - Return to your car or cross the street and wait



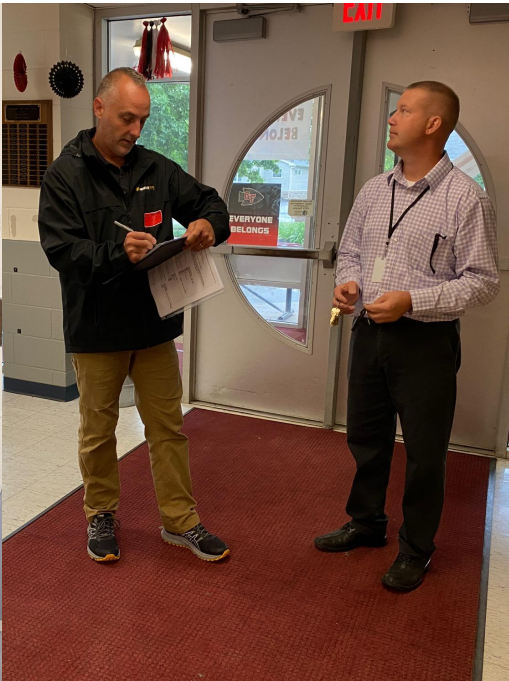


# June 2022 security review by



**ARMOURED ONE**  
Staying One Step Ahead

- Security assessment at all school buildings







# June 2022 security review by



**ARMOURED ONE**  
Staying One Step Ahead

- Safety Council briefed on written reports in August
- Actively implementing recommendations

## Purpose of a K-12 Security Assessment

Armoured One's mission is to save lives. Our goal is to deter, prevent, defend, and protect against an individual or individuals who are targeting a building and its occupants in an active assailant or deadly aggressive behavior incident. The specific location for this report is 10 Quade St, Glens Falls, NY 12801. The recommendations will help create cover or concealment from an attacker, buy time for the innocent to react, notify building occupants quickly, and increase the chance of survival. This report is meant to increase your security posture by taking a comprehensive approach to violent threats. Armoured One's security assessments are specifically focused on areas in need of improvement based on actual, real-life case studies of past active shooters at schools in the United States. The history of attacks at schools helps determine security improvements for a safer work environment. It also helps in developing an effective security plan or an Emergency Operations Plan.

Our recommendations are developed and reviewed by subject matter experts in active shooter and physical security from law enforcement officers, homeland security, FBI, Secret Service, DEA, retired Navy SEAL Master Chief, and SWAT Team members. We also consult with architects, engineers, teachers, code enforcement, school administrators, fire, EMS, and emergency management. These recommendations are made to slow down an attacker and to speed up law enforcement's response to the attacker. Attacks on schools have increased over the past 20 years and buildings need to adapt and learn from these attacks. There is no single change or improvement that will protect a school from an active assailant. A holistic approach should be considered when preparing and preventing a targeted attack while considering slowing down the attacker, speeding up law enforcement response to the attacker, and notifying building occupants quickly and effectively.

Armoured One also supports and encourages prevention methods such as threat assessment teams, anonymous tip lines, and promoting "see something, say something". We make the recommendations, but the responsibility falls on the organization itself to make the changes, offer training, and protect the students, staff and visitors. This security assessment was completed from the property line to the interior of the building. Each area of examination shows the existing conditions, good current practices, vulnerabilities, recommendations, and real-life examples. A summary of recommendations is also included at the end of this document. We have also provided a supplemental document that helps further explain our recommendations. We strive to balance securing the building while maintaining aesthetic and functional appeal. As with any public access building, there are gaps in security in exchange for aesthetics and functionality.





## Proactive approach to student well-being

- **GoGuardian:** a security software on Chromebooks that alerts administrators if students indicate an intent to harm themselves or others
  - ie. web searches





## Proactive approach to student well-being

- Social worker/psychologist teams in each building
- Community-building and restorative **Circles**, aided by Mediation Matters training
- Meeting “whole-child” needs:
  - HOPE Boutique
  - All free meals via federal funds
  - School supplies, Chromebooks, etc.



## Proactive approach to student well-being

- **Care Solace:** a concierge service to connect students/staff/families to mental health and substance abuse treatment **providers**
  - Help find a therapist
  - Coordinate appointments
  - Follow up with families

MENTAL  
HEALTH  
*is health*

care-solace.



## **Specific post-lockdown student support**

- **Social work/psychology teams provided support in a variety of settings in both MS and HS**
  - **20 students were provided one-to-one or small group support**
    - **13 MS students**
    - **7 HS students**
  - **Majority of those students reported negative feelings about the incident itself, not the way the lockdown was handled.**



## Longer-term efforts moving forward

- Superintendent's **Student Cabinet** - 14 members signed up, first meeting within next two weeks
- Rachel's Challenge assembly & leadership training for all MS and HS students on Wednesday, 9/21
  - Rachel's Challenge is a national nonprofit dedicated to making schools safer, more connected places where bullying and isolation are replaced with kindness and respect. It is based on the life and writing of Rachel Scott, the first victim of the Columbine tragedy in 1999.





## **Tonight's agenda**

- **Information-sharing on events of this week and overall safety efforts**
- **Answering questions we've received**
- **Answering questions from index cards**
- **Answering questions from school community members**