

# Agenda

**November 18, 2019**

*10:00 a.m. to 12:00 p.m.*

*100 Community Place, Side A, Crownsville, Maryland*

- Welcome of the Subcabinet – Chair, Dr. Karen B. Salmon
  - Declaration of Quorum
  - Additions to the Agenda
- Approval: Prior Meeting Minutes
  - October 21, 2019 Meeting Minutes
- Maryland Center for School Safety
  - General Updates
  - Annual Report - approval
- Grant Application Decisions
  - Non-Public Special Education Facilities
    - Crosswood / Pathways School
    - Maryland School for the Deaf
  - Local School Systems
    - Baltimore County
    - Caroline County – Part 2
    - Carroll County
    - Cecil County
    - Garrett County
    - Howard County
    - Kent County
    - Montgomery County
    - Prince George’s County
    - Somerset County
    - St. Mary’s County
    - Talbot County - Revised
- Closing – Dr. Salmon
  - Next Meeting – December 16, 2019 – Crownsville, Side A
  - Adjournment

Please be advised that some Subcabinet minutes and footage may move into a closed session, if needed, pursuant to Maryland Code, § 3- 305 of the General Provisions Article.

## Meeting Minutes - November 18, 2019

<https://www.youtube.com/watch?v=cBgPenBY9b8&t=2399s>

Please be advised that the Subcabinet may move into a closed session, if needed, pursuant to Maryland Code, § 3-305 of the General Provisions Article.

The meeting of the School Safety Subcabinet was held on November 18th at 100 Community Place, Side A; Crownsville, MD 21031. Dr. Karen B. Salmon, State Superintendent of Schools and Subcabinet Chair called the meeting to order at 10:00 a.m. and noted that a quorum was present.

The following Subcabinet members were in attendance:

- Ms. Carol A. Beatty, Secretary, Maryland Department of Disabilities
- Mr. William Fields, designee representing Attorney General Brian Frosh
- Ms. Kim Spivey, designee representing Mr. Robert Gorrell, Executive Director, Interagency Commission on School Construction
- Mr. Robert Neall, Secretary, Maryland Department of Health
- Col. William M. Pallozzi, Superintendent of State Police

The following personnel were also present:

- Ms. Kate Hession, Executive Director, Maryland Center for School Safety (MCSS)
- Mr. Joseph D. Pignataro, Deputy Director, MCSS
- Ms. Dawn P. O'Croinin, Counsel for MCSS

Representatives of State agencies and additional staff from the MCSS were also in attendance.

Dr. Salmon asked the Subcabinet if there were any additions to the Agenda. There were none.

Dr. Salmon asked for a motion to approve the minutes from the October 21, 2019 meeting. Col. Pallozzi made a motion to approve the minutes, which was seconded by Mr. Fields. The motion was unanimously approved. (In Favor: 6; Opposed: 0; Abstained: 0)

### *MCSS Updates*

#### **SRO Adequate Coverage Grant**

Ms. Hession provided the Subcabinet with a document outlining questions on using the funds as a hiring grant for new officers as well as definitions of a law enforcement officer. Ms. Hession asked the Subcabinet to read over the information and think about the issue.

Ms. Hession expressed her concern of placing a brand new law enforcement officer into a school and asked with the Subcabinets approval if this issue could be added to the December agenda items.

Dr. Salmon stated that she shared Ms. Hession's concerns and requested that the members of the Subcabinet review the items to be discussed at the December board meeting.

**ACTION:** None. For information only. Topic will be added to December agenda.

## **General Updates**

Ms. Hession informed the Subcabinet that the staff had been working on a multi-year training plan that would be finalized by the end of the year.

Ms. Hession also informed the Subcabinet that the Center is working with the Mental Health Coordinators and would be hosting an in person meeting this coming Thursday as well as monthly meetings that have gone very well. Ms. Hession stated that Mental Health Coordinators had some immediate needs and concerns and was looking to the Center for Support and one had asked that the Subcabinet provided regulations around what it means to “ensure students”

Dr. Salmon stated that a month or two ago the Subcabinet had discussed the Center providing additional training for school administrators and SROs.

Ms. Hession confirmed that this was still in process and that the Center was half way through working on the lesson plans for the course that would be titled “Understanding the SRO” and that there are internal discussions regarding the next phase of training after this, such as general sessions for the public to help them understand the SROs role.

Dr. Salmon stated that she thought things had been very positive and that she saw a news article about how every school in Caroline county now had an assigned SRO. Dr. Salmon provided a copy of the article for others to review if interested.

ACTION: None. For information and discussion only.

## **Annual Report**

Ms. Hession informed the Subcabinet that they had all been provided with a draft copy of the annual report and asked if they thought anything was missing or was included that should not have been.

Secretary Neall stated that he thought the report was well done and his only criticism was that the piggy banks struck him as a bit odd on the infographic page and that maybe the Center could provide a different graphic, maybe dollar signs. Secretary Neall also stated that he thought the grant review was good and that adding a pie chart similar to the IAC would be helpful to show where the money was going.

Dr. Salmon stated that on Thursday they decided to cross reference the IAC information since they were so similar and that next year the Center should do the same to make sure the money is being used correctly on both ends.

Ms. Spivey, Mr. Gorrell’s representative stated that she prefers that numbers are formatted to the right of the table and page for ease of reading, so if the Center could make that change she thinks it would be helpful.

ACTION: Vote conducted at the end of the meeting.

## **Grant Applications: Safe School Fund Grant**

Mr. Pignataro provided the Subcabinet with an overview of the following grant applications:

- **Non-Public Special Education Facilities**

- **Crosswood / The Pathway School**  
Funding request for \$5,000 to cover the cost of four (4) closed-circuit television (CCTV) cameras, recorder systems , networking, installation and permits.

ACTION: Upon motion by Secretary Beatty and seconded by Secretary Neall, the Subcabinet approved the grant request. (In Favor: 6; Opposed: 0, Abstained: 0)

- **Maryland School for the Deaf**  
Funding request for \$10,000 to contract for a turnkey safety and security assessment of both the Frederick and Columbia campuses to access staff, administrators, facilities, historical data, policies, plan guidelines along with previous safety/security assessments completed by past years.

Dr. Salmon asked if this was in line with what the public schools are doing.

ACTION: Mr. Fields abstained due to being counsel for the Maryland School for the Deaf. Upon motion by Secretary Beatty and seconded by Secretary Neall, the Subcabinet approved the grant request. (In Favor: 5; Opposed: 0, Abstained: 1)

Mr. Fields questioned if the applicants should be using the grants to conduct school safety evaluations or if they should be used to have a contractor come in and conduct the evaluations.

Dr. Salmon stated that she was not sure of the answer.

Ms. Hession questioned Mr. Fields if he was referring to the category or something else.

Mr. Fields confirmed he was referring to the category itself and questioned if the Subcabinet was opening itself up to questions on if the money was to be used to evaluate and satisfy the conditions or simply to evaluate.

Ms. Hession stated that the categories were broken out on the overview sheet and that if the Center felt the request was not categorized correctly it re-categorized it. Ms. Hession further stated that there was nothing specific to equipment purchases and that all of those were categorized under general safety.

Mr. Fields asked if the Center staff was reviewing all of the applications and would make the necessary re-categorizations.

Ms. Hession confirmed.

Mr. Pignataro continued reviewing the grant requests for the local school systems.

- **Local School Systems**

- **Garrett County**  
Funding request for \$201,768.00 to implement the following projects: equip space designated for assigned SROs, located in proximity to main offices and front entrances as well as an identified hardened safe space where staff/students may take shelter and where identified staff will be trained in use of CCTV system and communication with responding law enforcement should the need arise; train 200 staff and cover costs of stipends, fixed costs and trainers for training staff from both high and middle schools in youth mental health first aid; cover the cost of two staff members to be trained in the Project AIM program; cover the training cost to train additional staff members in the

PBIS program to assist students with making correct choices in behavior; provide training and materials to PBIS Teams within schools in restorative practices as well as continued consultation from UMD on program evaluation of implementation; additional mentoring and tutoring services to identified youth; fund software licensing for use of the Ripple Effects Program.

Dr. Salmon had additional questions in regards to how many children these rooms would hold and if any other school systems were currently using these types of “safe rooms”.

There was additional discussion amongst the Subcabinet on how these rooms would be set up, how those with disabilities would get there. Dr. Salmon requested additional information on this project.

ACTION: The grant decision is to be held until the next Subcabinet meeting once additional information is provided by Garrett County.

- **Cecil County**

Funding request for \$269,020 to implement the following projects: provide Cecil County public schools with the ability to screen and track everyone coming into the buildings, while keeping unwanted entrants out; Inforce 911 system that is a pre-911 call and notification system that provides all employees with the ability to receive notifications of danger or a crisis situation in real time before the 911 call is issued;

ALERTUS system equipment and installation in additional buildings for hearing impaired students; installation of 3M Safety and Security Window film for 15 locations; purchase Motorola BPR40 Mag One Radios to replace those that are no longer effective; update of NOAA Emergency Weather Alert radios for all building locations; Nonviolent Crisis Intervention (NIC) training for behavior support technicians and student support technicians, CPI Conference train the trainer for the Behavior Coach to become NCI certified; support technicians to track student data, implement on-line social-emotional curriculum and interface with ALERTUS technology for crisis notification; professional development provided by TranZed Alliance on the use of reaching independence through structured education (RISE) program; Direct instruction for 50 participants to learn processes and implementation of threat assessments.

Dr. Salmon and Col. Pallozzi questioned the InForce911 software request and stated that more information would be required before approving this project (Project #2).

Col. Pallozzi questioned why the ALERTUS system was only being installed in one school and requested additional information on this project (Project #3).

Dr. Salmon stated that she had not heard the term computer technician or student support technician before and requested that descriptions be provided on those positions (Project #7).

Dr. Salmon stated that she had never heard of the RISE program and requested additional information before approving this project (Project #10).

ACTION: The grant was approved for projects except InForce911, ALERTUS and Professional Development for Student Support Technicians Responsive Individualized Structure Environment (RISE) Teachers, which will require additional requested information to be reviewed at the next Subcabinet Meeting. Upon motion by Secretary Neall and seconded by Secretary Beatty, the Subcabinet partially approved the grant request for \$180,837. (In Favor: 6; Opposed: 0, Abstained: 0)

- **Garrett County – Part 2**

Dr. Salmon requested that the Subcabinet go back to review the Garret County grant request again and walk through each item to make sure that the Subcabinet is being consistent in its decisions.

- The Subcabinet further discussed the information provided on the safe rooms

ACTION: The grant was approved for all projects except the outfitting of SRO offices and Safe Rooms, which will require additional requested information to be reviewed at the next Subcabinet Meeting. Upon motion by Mr. Fields and seconded by Secretary Neall, the Subcabinet partially approved the grant request for \$152,789.42. (In Favor: 6; Opposed: 0, Abstained: 0)

- **Baltimore County**

Funding request for \$839,019 to implement the following projects: Hiring of 25 experts to perform safety evaluations across the district and 3 staff members to enter the information into the data base; purchase of an additional 174 MedSleds and 100 safety vests; implementation of an Social-Emotional Learning (SEL) Ambassador program in all middle and high schools; provide “Mind Over Matter” programs that enhance Social-Emotional Learning and mental health supports for student, along with transportation and associated costs for provisions of full-day summits; subscription-based topics for staff to use in the following monthly items covered in the Mind Over Matter summits; costs of trainer and teacher stipends in human sex trafficking awareness; purchase Cloud 9 World Curriculum to enhance character development; purchase Teen Intervene Curriculum that decreases substance abuse among students; provide ALICE training to new employees and recertification for those employees already certified; provide training and materials for “Stop the Bleed” training for 1200 employees; SOS (suicide prevention) materials to implement the program in all middle and high schools; collaborative for academic social and emotional learning (CASEL) national consortium; hire project coordinators to work with the principal investigator/grant director and all other project leaders to coordinate the many initiatives that comprise this grant; supplies and materials to align with the SEL/MOM/ SOS programs; translation services for materials into 5 languages; General Fixed Costs such as FICA, Workers Compensation etc.

Ms. Hession stated that Baltimore County did their budget a little different so the entire budget was attached to the review sheet provided to the Subcabinet.

Ms. Spivey questioned if other had hired outside personnel to perform evaluations.

Mr. Pignataro explained that last year there was a grant provided specifically for evaluations and that this year some are applying for funds to complete things that were

identified.

Ms. Spivey questioned if a percentage of the grant could be allocated to project #4 with indirect costs not being allowed.

Ms. Hession explained that the cost was for a person to administer the project and that there could be a cross-over argument made that this person was a project administrator vs. a grant administrator.

Dr. Salmon stated that she did not think this was a good road to go down and that the systems should have enough administrative staff to pull someone to do these duties listed in project #4.

Dr. Salmon questioned what the translation services were for and asked the Center to confirm that they are related to training materials and not curriculum materials.

Ms. Hession confirmed that that Dr. Salmon was not referring to regular instruction materials, to which Dr. Salmon confirmed.

Ms. Hession explained that the fixed costs were identified for the stipends as an additional cost not the contractors.

Mr. Fields questioned the contractual school attendance billboards cost outlined on the budget sheet as a fixed cost. Ms. Hession stated that the Center would double check that line item.

**ACTION:** The grant was approved for all projects except contractual project administrator, school attendance billboards and translation services, which will require additional requested information to be reviewed at the next Subcabinet Meeting. Upon motion by Mr. Fields and seconded by Secretary Neall, the Subcabinet partially approved the grant request for \$709,019. (In Favor: 6; Opposed: 0, Abstained: 0)

○ **Caroline County – Part II**

Funding request for \$191,877.25 to implement the following projects: trauma informed classrooms professional development, consultant services, materials and texts; youth mental health first aid for 40 teachers,, installation and associated software required for the FlySense Vaping Detection program; enhancements of CCTV capabilities by adding cameras and DVR units to handle additional coverage within secondary schools; purchase and installation of emergency management software platforms to enhance the RAPTOR system; training on the Care-2b Threat Assessment program for the CCPS psychologist.

The Subcabinet had discussion around the FlySensce Vaping Detection program and what type of statement Maryland wants to make in regards to this epidemic.

Ms. Hession reminded the Subcabinet that Part I of Caroline County's request was for Social Sentinel and that additional information had been received and they are considering resubmitting Part I of their submission.

ACTION: The part 2 grant was approved for all projects except FlySense for Secondary Schools Technology, which will require additional requested information to be reviewed at the next Subcabinet Meeting. Upon motion by Mr. Fields and seconded by Secretary Neall, the Subcabinet partially approved the grant request for \$160,497.25.  
(In Favor: 6; Opposed: 0, Abstained: 0)

- **Carroll County**

Funding request for \$326,801 to implement the following projects: 5 staff members to attend the at-risk students conference in November; 13 staff members to attend the at-risk student conference in June; restorative practice training for 9 staff members; emergency threat scenario training ; behavioral threat assessment training and consultation for 50 staff members; School Emergency Triage Training (SETT) for 54 school nurses; stop the bleed training for 40 nurse trainers; stop the bleed training kits; stop the bleed kits; CPR training for 6 nurses; CPR Train-the Trainer for 3 nurses; Sources of Strength (SOS) training for 40 staff members; advance NASRO training for SROs; Care-2 Risk & Needs Assessments; AED Unites for three identified locations; Incident Command Vests; School Security personnel Jackets; forensic video system; door intercoms; additional school security equipment; fixed costs such as FICA, workers comp etc.

Ms. Spivey questioned if items in the stop-the- bleed kits expire, to which Mr. Pignataro responded that there are two items that typically have a five-year shelf life.

Ms. Hession informed the Subcabinet that projects #5 and #12 initially included costs for food which were removed.

Dr. Salmon stated that the costs of the two conferences were a lot, with only a few people attending and requested additional documentation before this could be approved.

Ms. Spivey questioned if the vests are uniform across the state, to which Mr. Pignataro stated that everyone should be following the standardized coloring

Dr. Salmon stated that everyone should be reminded that the vests should be uniform and follow the standards. Ms. Spivey stated this is important for students that transfer between jurisdictions so that they know what to expect.

ACTION: The grant was approved for all projects except for the At-Risk Students Conferences to be held in November and June, which will require additional requested information to be reviewed at the next Subcabinet Meeting. Upon motion by Mr. Fields and seconded by Secretary Neall, the Subcabinet partially approved the grant request for \$287,390.

(In Favor: 6; Opposed: 0, Abstained: 0)

- **Howard County**

Funding request for \$510,133 to implement the following projects: replacement of the lobby guard system; contracted training of personnel in Behavioral Threat Assessment; implementation of system wide two-way radio coverage plan to correspond with current and future emergency operations plans; two phase plan for creation of a system wide emergency operations plan.

Dr. Salmon questioned why a contractor would be needed to complete emergency plans, to which Mr. Pignataro stated that the system does not have the personnel to complete it.

Dr. Salmon requested more information on what these contractors would be tasked to do.

Ms. Hession reminded the Subcabinet that every school in the state of Maryland has to update their emergency operation plans by August 1st and that it would be a heavy lift.

Dr. Salmon questioned how the other large school systems going to complete the task and what their plans are as this was the first request of this type the Subcabinet was receiving.

Ms. Spivey asked how the initial plans were put in place.

Ms. Hession stated that while she could not speak for every school in Maryland she would suspect that some were done in house and some were completed by contractors.

Ms. Spivey questioned if the Center would have sufficient capacity to complete all of these reviews.

Ms. Hession stated that the team will struggle to complete all of the reviews; however, it doesn't state when they have to be complete and except for any new guidelines she doesn't expect there to be any drastic changes.

Ms. Spivey questioned if this is a resource that will be needed by the entire state or just Howard County, to which Ms. Hession stated that she suspected that all will need it but until there are guidelines this could not answer this question.

Dr. Salmon stated that there was not a lot of detail in their application so she would request more information as to why the need this as these are updates to plans that have been in existence forever.

Ms. Hession asked the Subcabinet if a work plan would be useful for any questions, to which Dr. Salmon confirmed.

Ms. Spivey requested more details on what areas of the lobby guard system were being replaced to ensure it's not the same equipment that was just installed five years ago.

**ACTION:** The grant was approved for all projects except for the Production of a System Wide Emergency Operations Plan using a contractor, which will require additional requested information to be reviewed at the next Subcabinet Meeting. Upon motion by Mr. Fields and seconded by Secretary Neall, the Subcabinet partially approved the grant request for \$364,133. (In Favor: 6; Opposed: 0, Abstained: 0)

- **Kent County**

Funding request for \$190,999.70 to implement the following projects: additional security cameras for identified "blind spots"; additional radios system wide; installation of a panic button system in all schools within the system; emergency evacuation equipment; installation of card reader system access to doors; enhancements to door locking and door alarm systems allowing administrators to receive an alarm when a door is propped open; installation of security mirrors in hallway blind spots for staff to observe for concerns within the hallways areas not visible. Replacement of 4 doors found to be insufficient during the school safety survey; installation of security fencing on two school facilities found to be lacking during the school safety survey.

**ACTION:** Upon motion by Secretary Neall and seconded by Mr. Fields, the Subcabinet approved the grant request. (In Favor: 5; Opposed: 0; Abstained: 0)

- **Montgomery County**

Funding request for \$1,119,972 to implement the following projects: purchase access door control card readers for the vestibule of each high and middle school; exterior door signage/markings for 850 exterior school access doors; purchase 134 AEDs and service inspection and maintenance plans for 130 elementary schools and 4 central office locations; purchase of 250 two-way portable radios for high schools; purchase of 675 two-way portable radios for elementary schools;

purchase 2 fingerprinting stations and associated computer document identification laptops/scanners; purchase large, interactive flat screen monitor for use in the emergency operations area; consultant services to assist in developing training in safety, security, behavioral threat assessment, trauma informed care, mentoring, emergency preparedness, harm reduction, gang awareness and pedestrian/traffic safety; professional development travel; develop and implement a comprehensive, multifaceted community outreach program; purchase various supplies and training

materials to support the grant request implementation.

Dr. Salmon requested more specific information on the professional development travel and outreach programs.

Ms. Hession stated that the Center will request more information as well as a work plan with deliverables.

**ACTION:** The grant was approved for all projects except for Professional development travel and Outreach, which will require additional requested information to be reviewed at the next Subcabinet Meeting. Upon motion by Mr. Fields and seconded by Secretary Beatty, the Subcabinet partially approved the grant request for \$1,074,972.

(In Favor: 6; Opposed: 0, Abstained: 0)

- **Prince George's County**

Funding request for \$1,949,854 to implement the following projects: part-time project coordinator ; training for all middle and high school staff on the SafeTalk program; Second assignment stipend for personnel working outside of normally assigned job duties; training additional 1,000 staff on mental health first aid; 300 staff members from six identified middle/ high schools to be trained in restorative approaches; restorative approaches site coordinator stipends; funding for contracted Mental health Counseling services for 25 students to receive up to 8 forty-five minute sessions; supplies and materials for projects 1 – 5; mileage reimbursement for project 7; fixed costs.

Dr. Salmon and Secretary Neall requested additional information on the second assignment stipend as well as additional information on the request for funding for a short-term contract for a project coordinator.

**ACTION:** The grant was approved for all projects except for the short term project coordinator and the second assignment stipend, which will require additional requested information to be reviewed at the next Subcabinet Meeting. Upon motion by Mr. Fields and seconded by Secretary Beatty, the Subcabinet partially approved the grant request for \$906,077. (In Favor: 6; Opposed: 0, Abstained: 0)

- **Somerset County**

Funding request for \$196,570 to implement the following projects: replace outdated camera system within the facility and increase coverage within the Somerset Intermediate School; replace outdated camera system within the facility and increase coverage within the G.G. Woodson Elementary School; replace outdated phone and intercom system within Princess Anne Elementary School.

Ms. Spivey stated that the IAC had funded some cameras to the entrances of these schools and wanted to know if these things would integrate with that.

Mr. Pignataro stated that the Center was just advised that the cameras were outdated and needed to be replaced.

Ms. Spivey questioned if it was typical to replace these every five years, to which Mr. Pignataro stated with the constant changes in technology, he was not sure what was considered the norm.

Ms. Spivey asked if they do or don't integrate if possible, to which Mr. Pignataro stated that if it saves them money they will as they will try to do everything they can to save money where possible.

ACTION: Upon motion by Mr., Fields and seconded by Secretary Neall, the Subcabinet approved the grant request. (In Favor: 6; Opposed: 0; Abstained: 0)

- **St. Mary's County**

Funding request for \$196,570 to implement the following projects: provide mental health counseling in identified schools where students more frequently experience trauma related symptoms that directly impact their ability to learn and develop; PREPARE II training for administrators and school staff; expansion of Conscious Discipline Training through grade 5; training of administrators and school staff through the National School Safety Social Work Conference; restorative practices training for 2 district leads; School Over Watch Program Activities.

ACTION: Upon motion by Secretary Neall and seconded by Secretary Beatty, the Subcabinet approved the grant request. (In Favor: 6; Opposed: 0; Abstained: 0)

- **Talbot County – Old Business**

Mr. Pignataro advised the Subcabinet that this was a revised submission from Talbot County of a funding request of \$206,629 to implement the following projects: training of 25 student services counselors and social workers in in CARE-d Student Treat Assessment program; train-the-trainer training for 2 staff members in the National Crisis Intervention program;

training of 40 school system personnel on recognition of and de-escalation of concerning behaviors; provide behavioral and mental health services to all students within the Talbot County Public Schools.

Dr. Salmon requested that Secretary Neall address the Subcabinet in regards to the insurance aspect.

Secretary Neal stated that he thought this was a unique tactic to eliminate barriers to care and that if the use was within the Safe Schools Act he had no problem with the funding.

Ms. Hession stated that the law has a large focus on Mental Health Services.

Secretary Neall stated that as long as the Subcabinet was comfortable with allowing the funding he was as well.

**ACTION:** Upon motion by Secretary Neall and seconded by Secretary Beatty, the Subcabinet approved the grant request. (In Favor: 6; Opposed: 0; Abstained: 0)

Ms. Hession requested that the Subcabinet vote on the Annual Report.

**ACTION:** The Annual Report was approved with the modifications discussed, upon motion by Mr. Fields and seconded by Secretary Neall, the Subcabinet approved the annual report.

(In Favor: 6; Opposed: 0; Abstained: 0)

With no further business before the Subcabinet a motion to adjourn the meeting was brought by Mr. Fields and seconded by Secretary Neall.

The meeting was adjourned at 11:58 a.m.