



# Manville School District

Donald Johnstone • School Safety and Security • 908.231.8500 x8096  
1100 Brooks Blvd., Manville, NJ 08835 • [www.manvilleschools.org](http://www.manvilleschools.org)

August 21, 2024,

Manville Community,

**Welcome back!** We hope everyone has had a great summer as we prepare to start the new school year. Security and safety are of the utmost importance within our School District. During this summer break, we conducted Security Training for our administrative team. In addition, we provided State of NJ-mandated Safety and Security Training for all new District employees. Our school security team currently consists of myself as District Security Coordinator/MHS Security, Mr. Tim Charous (Security Monitor at Weston School) and Mr. Paco Ayala (Security Monitor at Roosevelt School). In addition, we are pleased to introduce Mr. Rider Torres who will serve as the Security Monitor primarily covering ABIS. Each member of our security team brings over 30 years of combined law enforcement and security experience to our district.

**Entrance and Visitor Management** - Our Visitor Management System allows us to screen outside visitors requiring access to our schools. The software will screen visitors against sex offender registries and can be used to manage custody/court orders. We create visitor badges with photos and adequately account for all visitors entering and exiting our schools. This program modernizes our district and allows us to screen and record all school visitors. Visitors requiring entry to our schools will need an appointment. Visitors should make appointments in advance. Access without one will be at the discretion of the building administration. Any items dropped off at school can be left in a drop box, at the cart, at the main entrance, or left with a security monitor or district aide and delivered to the front office.

**Manville School's community partnership with the Manville Police Department** - Our partnership with the Manville Police is essential to the safety and security we expect for our children and staff. Our community partnership with the Manville Police Department remains strong, all Manville Police Officers are issued key swipe cards and keys to all buildings and rooms. Manville PD has full access and will continue an increased presence in our buildings to include police vehicles parked outside, MPD officers conducting community policing walk-throughs and providing security at athletics and larger events. Manville Police conducts classroom DARE instruction at ABIS and further Drug abuse training at MHS for our students throughout the school year. We work together regularly to fulfill the "Handle with Care" law, and safety/security drills. We meet and converse on a regular basis on ways to improve the school safety climate and work to improve traffic flow during arrival and dismissal. MSD Security works cooperatively with Manville PD to provide as safe and secure an environment as possible for our students and staff.

**Behavioral Threat Assessment Team and Reporting System** - The New Jersey Department of Education directed school districts in establishing and training threat assessment teams according to N.J.S.A. 18A:17-43.4. We established behavioral threat assessment teams that provide school

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teachers, administrators, and other staff with assistance in identifying students with behaviors of concern, assessing those students' risk for engaging in violence or other harmful activities and delivering intervention strategies to manage the risk of harm for students who pose a potential safety

risk. In doing so, we will use a behavior-based approach to identify and assess individuals who demonstrate concerning communications or behavior.

**To report a behavioral threat assessment use the following link:**

<https://reporting.hibster.com/Pages/StartThreatAssessment.aspx?id=368>

**Emergency Drills** - the State of New Jersey Law dictates every school principal shall have at least one fire drill and one security drill each month within school hours, including any summer months during which the school is open for instructional programs. The schools will electronically notify parents and guardians upon completing safety and security drills by the end of the school day.

**District Emergency Management Plan** - We want to reinforce the Safety and Security practices and initiatives we utilize within our District. Our District has adopted the "I Love U Guys" Foundation's Standard Response Protocol (SRP). Students and staff will be training, practicing, and drilling the protocol at least once every month we are in school. Parents can find information on the SRP at <https://iloveguys.org/The-Standard-Response-Protocol.html>.

**Strategic Plan** - Our strategic plan is to accomplish our goal of constructing security vestibules to protect our students and staff in the near future. We have also added to our current surveillance camera capabilities and access control capabilities in order to harden our overall security.

**Emergency Notification Procedures** - Our emergency notification protocols are strongly in place and adhere to all NJDOE guidelines. We will be conducting tests of our email, text, and phone notifications within the first 15 days of the new school year.

In closing, we practice and drill school safety and security to provide as safe and secure an environment as possible for our children and community. If we continue with the simple goal of changing our behavior and increasing our vigilance, we can make our schools safer and more secure for all of us.

Respectfully,

*Mr. Don Johnstone*

**District Security Officer/Coordinator**

**Manville School District**

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