



Nyack Union Free School District District Wide Emergency Response Plan

Adopted by the Board of Education:
September 15, 2026

13A Dickinson Ave, Nyack, NY 10960

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Nyack Union Free School District Nyack Union Free School District Wide School Safety Plan

Commissioner's Regulation 155.17 Project 14

INTRODUCTION

Emergencies and violent incidents in school districts are critical issues that must be addressed in an expeditious and effective manner. Nyack Union Free School District is required to develop a district wide school safety plan designed to prevent or minimize the effects of serious, violent incidents and emergencies and to facilitate the coordination of schools with local and county resources in the event of such incidents or emergencies.

The Nyack Union Free School District Wide Plan is responsive to the needs of all schools within the district and is consistent with the more detailed emergency response plans required at the school building level. Schools are at risk of a wide variety of acts of violence and natural and technological disasters. To address these threats, the State of New York has enacted the Safe Schools Against Violence in Education (SAVE) law.

This component of Project SAVE is a comprehensive planning effort that addresses risk reduction/prevention, response, and recovery with respect to a variety of emergencies in the Nyack Union Free School District and its schools.

Nyack Union Free School District supports the SAVE Legislation and intends to facilitate the planning process. The Superintendent of Nyack Union Free School District encourages and advocates on-going cooperation and support of Project SAVE.

GENERAL CONSIDERATIONS

A. Purpose

The Nyack Union Free School District Wide School Safety Plan was developed pursuant to Commissioner's Regulation 155.17. At the direction of the Nyack Union Free School District Board of Education, the Superintendent appointed a Nyack Union Free School District Wide School Safety Team and charged it with the development and maintenance of the school safety plan.

B. Identification of School Teams

Nyack Union Free School District has established a District Wide Safety Committee comprised of, but not limited to, building representatives from each school and administration, a representative from the Rockland BOCES Health & Safety Department and a representative from the New York Schools Insurance Reciprocal (NYSIR). The Director of Pupil Personnel and Special Education is the chairperson of the committee.

C. Concept of Operations

- The School Safety Plan is directly linked to the individual Building Level Emergency Response Plans as a matter of protocol. The activation of a Building Level Emergency Response Plan triggers the notification of the chain of command and the assessment of the activation of the Nyack Union Free School District Wide Emergency School Safety Plan and Nyack Union Free School District Wide Response Team.

- The School Safety Plan was developed through extensive analysis of the local environment, emergency potential, and available resources. Through training and workshops that included school employees, administration and local emergency services, the plan has been developed to address the specific needs of Nyack Union Free School District and the community.
- In the event of an emergency or violent incident, the initial response to all emergencies at an individual school will be by the School Emergency Response Team. The building principal is responsible for notifying the Superintendent or the highest ranking person in the chain of command of any necessary building level plan activation. This notification shall be accomplished through the use of telephone or the Nyack Union Free School District radio network.
- Upon the activation of the School Emergency Response Team, the Superintendent or his/her designee, shall be notified and where appropriate, local emergency officials shall also be notified.
- County and state resources supplement the Nyack Union Free School District emergency action planning in a number of ways:
 - State and local law enforcement provide building reviews and employee training.
 - Local law enforcement and emergency services participate in planning and training exercises and develop strategies for managing Building Level emergencies.
 - A protocol exists for the Nyack Union Free School District to use certain facilities for sheltering during times of emergencies.
 - A protocol exists for the use of county mental health resources during post incident responses.

Agency	Role	Primary Contact	Phone	Email
Clarkstown Police Department	Law enforcement, emergency response for Valley Cottage, Liberty Elementary, and other district areas within Clarkstown jurisdiction	Officer Peter Walker (School Resource Liaison)	(845) 639-5800	pwalker@clarkstown.org
Orangetown Police Department	Law enforcement, emergency response for areas of the district within Orangetown	Sgt. John Smith (School Liaison Unit)	(845) 359-3700	jsmith@orangetown.com
Rockland County office of Emergency Services	Countywide emergency coordination and support	Chris Jensen (Director)	(845) 364-8933	jensenc@co.rockland.ny.us
Nyack Fire Department	Emergency fire/rescue services	Chief	(845) 353-2660	
Valley Cottage Fire	Emergency fire/rescue services	Chief	845-268-7247	

EMS	Emergency medical response	Varies by zone coordinated through dispatch	911 or (845) 364-8800	info@rocklandparamedics.org
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D. Plan Review and Public Comment

- Pursuant to Commissioner's Regulation, Section 155.17 (e)(3), this plan will be made available for public comment in July at least 30 days prior to its adoption. The Nyack Union Free School District Board of Education shall adopt the School Safety Plan only after one public hearing that provides for the participation of school personnel, parents, students and any other interested parties. The plan shall be formally adopted by the Board of Education.
- During the 30-day public comment period the draft District-Wide Safety Plan will be posted on the Nyack Public Schools website and or on the Nyack Board of Education document and meetings page (Boardocs) for review
- Stakeholders including school personnel, parents, students, and community members—will be invited to provide feedback via a public hearing. The final version of the plan will be adopted by the Board of Education during a regularly scheduled board meeting and the District URL linking the District wide emergency plan will be submitted to New York State Education by October 1st of each school year
- This plan shall be reviewed periodically during the year and maintained by the Nyack Union Free School District Wide School Safety Team.

RISK REDUCTION/PREVENTION AND INTERVENTION

A. Prevention/Intervention Strategies Program Initiatives

The Nyack Union Free School District has developed a number of programs and activities to aid in risk reduction. These initiatives are run at different age groups within the Nyack Union Free School District. Examples of the topics covered:

- Character Education Programming
- Anti-bullying Programs
- Positive Behavior Intervention and Support Programs
- Peer Leadership Programs
- Drug Abuse Resistance Education Programs
- Codes of Conduct
- Crisis Response/Intervention Plans

Facilities Initiatives

The Nyack Union Free School District has attempted to enhance the security of its facilities through a number of initiatives, including the following:

- Visitation Management System which consists of sign-in procedures and use of photo visitor ID badges with visual contact.
- Use of employee faculty/staff ID badges.
- Development of a single point of access for visitors at each building.
- Installation of interior and exterior surveillance cameras throughout our campuses.
- Programmable door access with proximity card readers.
- Key card distribution to gain building access through door readers.
- Additional infrastructure engineering controls for enhanced safety

Training, Drills, and Exercises

- The Nyack Union Free School District has established policies and procedures for annual multi-hazard school safety training for employees and students. Training includes:
 - An annual review of the building level emergency guides and general employee awareness training for building employees conducted by each principal.
 - In accordance with NYSED Regulation §155.17 and recent amendments, all drills and emergency response exercises shall be conducted in a trauma-informed, developmentally appropriate, and non-threatening manner.
 - Students and staff will be clearly informed at the time of the drill that it is a simulation. No props, actors, or scenarios designed to mimic an actual incident (e.g., active shooter) will be used.
 - Parental notifications will be issued in advance of lockdown and emergency drills, and drill summaries may be shared afterward. Annual notification of safety drill procedures will be provided to families in writing at the beginning of each school year.
 - Drill protocols will also include clear procedures for releasing classrooms from lockdowns, indicating whether such releases will be initiated by school administrators or law enforcement, based on the nature of the drill.
 - The annual early go home drill to test evacuation and sheltering procedures.
 - Each school building conducts fire drills throughout the course of the year in compliance with the SED schedule for the purpose of familiarizing employees and students with emergency procedures.
 - A Building Level tabletop exercise run in cooperation with members of local emergency services.
- The Nyack Union Free School District shall conduct drills and other exercises to test and evaluate the effectiveness of the Nyack Union Free School District Emergency Response Plan. Each building principal will forward a schedule of planned emergency drills and fire drills to the Superintendent by the beginning of each school year. Each principal will be required to complete a minimum number of student drills as follows:

<u>Fire and Lockdown Drills:</u>	Eight, by December 31st
	Four, between December 31st and Summer Recess
	Two, during Summer School

- The Nyack Union Free School District shall conduct tabletop exercises with the Building Level safety teams to test the components of the emergency response plan. The narratives, sequence of events and messaging for each exercise shall be developed by select members of the Nyack Union Free School District Wide Safety Team, Emergency Management Consultants and local emergency services. A controller, evaluator and simulator shall conduct each tabletop exercise. The

suggestions and necessary enhancements of the Building Level Plan noted during the evaluation shall be documented by the evaluator and provided to the Building Level Safety Team and Nyack Union Free School District Wide Safety Team for further evaluation.

- Topics for training will include general security and safety measures, intervention strategies with difficult or challenging students, building security awareness, and reporting requirements and procedures.

In the execution of their duties, faculty, aides and monitors shall have responsibility for:

- Monitoring halls, lavatories, locker rooms, locker bays and similar areas, assuring orderly passage of students and pre-emptive intervention in potentially disruptive situations.
- Observation of the general property, including the immediate outside area/perimeter of the building(s), with an obligation to report suspicious activity to district or building administration.
- Overseeing study halls, cafeterias, or other areas of student assemblage with the goal of assisting to maintain an orderly, safe environment.

Chief Emergency Officer

The Chief Emergency Officer is the Director of Facilities, Safety and Security. The Alternate Chief Emergency Officer is the Assistant Superintendent of Finance and Operations. The Chief Emergency Officer shall act as the liaison between the Nyack Union Free School District and external agencies during times of emergencies as well as during plan development and maintenance. The contact information for the Chief Emergency Officer is included in Appendix 5 and is shared annually with staff during opening day training, and with families and emergency responders via the district website and emergency planning documentation.

School Safety Personnel

School safety personnel have a critical role in violence prevention. The following represents a description of the responsibilities of school safety personnel in schools:

The building principal or his/her designee shall serve as the School Safety Representative for the school building. The responsibilities of the School Safety Representative are as follows:

- Monitor hallways, entryways, exits and outside grounds during school hours for unusual occurrences or unauthorized visitors.
- Act as building liaison in communicating building level safety issues or concerns.
 - Represent the building on the Nyack Union Free School District Wide Health and Safety Committee.
 - Serve on the Building Level School Building Response Team.
 - Attend school safety meetings and be a resource on school safety and security issues for building employees.
 - Develop plans and strategies for building security, crime and violence prevention, safety planning and employee training.
 - Participate in school incident investigations.
 - Respond to all school emergencies as part of the building's Emergency Response Plan.
 - Coordinate annual school safety multi-hazard training for students and employees. Multi-hazard training shall include crisis intervention, emergency response and management.

- Employees and students shall receive annual training and drill practice on protocols for bomb threats, evacuation, sheltering, lockdown, relocate to hallway, fire emergency, bus drills and appropriate violence prevention strategies.
 - Designate procedure for informing substitute teaching and non-teaching employees of school safety protocols.
 - Comply and encourage compliance with all school safety and security policies and procedures established by the Board of Education.
 - Attend professional development activities on school safety and violence prevention.
- All school safety personnel shall be provided with training on violence prevention and school safety. All training courses shall receive prior approval from the Superintendent or his/her designee.

Hiring and Screening of School Personnel

The following hiring and screening practices are followed for the hiring of all personnel:

Fingerprinting and Criminal Background Checks

For all employees hired by schools, the Nyack Union Free School District completes a fingerprinting and criminal background check prior to appointment. No employee works in the Nyack Union Free School District until fingerprint clearance is received. Employees include: any person receiving compensation for work from schools; any employee of a contracted service provider involved in direct student contact; any worker assigned to a school under a public assistance employment program (includes part-time employees and substitutes).

Reference Checks

References are thoroughly checked prior to extending an employment offer.

- Reference check forms are used for instructional, non-instructional and transportation personnel.
- Reference checks are completed and reviewed by the administrative team along with the application.
- Prior to making a job offer to a prospective employee, the following mandatory questions are asked during reference checks with immediate and/or past supervisors:
 - Do you have knowledge of any violations of safety or security by (prospective employee) related to students, employees or others?
 - Why did (prospective employee) leave your employment? Or, do you know why (prospective employee) is leaving your employment?
 - Would you rehire (prospective employee)? If no, why not?

B. Early Detection of Potentially Violent Behaviors

The Nyack Union Free School District has implemented policies and procedures related to the early detection of potentially violent behaviors. Each building principal is responsible for the dissemination of informative materials regarding the early detection of potentially violent behaviors to employees and parents each school year. In addition, employees shall receive training on the Nyack Union Free School District Code-of-Conduct and awareness training on violent behaviors, to be conducted or coordinated by the Superintendent. The district also promotes early reporting of concerns through trusted adults or

anonymous communication. Students, staff, and families are encouraged to report suspicious or concerning behaviors by speaking with a teacher, counselor, or administrator. The district is committed to investigating all reports promptly and ensuring supportive interventions when appropriate.

C. Threat, Hazard Types, and Examples

Threat and Hazard Type	Examples
Natural Hazards:	• Earthquakes • Tornadoes • Lightning • Severe wind • Hurricanes • Floods • Wildfires • Extreme temperatures • Landslides or mudslides • Winter precipitation • Wildlife
Technological Hazards:	• Explosions or accidental release of toxins from industrial plants • Accidental release of hazardous materials from within the school, such as gas leaks or laboratory spills • Hazardous materials releases from major highways or railroads • Radiological releases from nuclear power stations • Dam failure • Power failure • Water failure
Biological Hazards:	• Infectious diseases, such as pandemic influenza, extensively drug-resistant tuberculosis, <i>Staphylococcus aureus</i>, and meningitis • Contaminated food outbreaks, including <i>Salmonella</i>, botulism, and <i>E. coli</i> • Toxic materials present in school laboratories
Adversarial, Incidental, and Human-caused Threats:	• Fire • Active shooters • Criminal threats or actions • Gang violence • Bomb threats • Domestic violence and abuse • Cyber attacks • Suicide

Nyack Union Free School District has adopted a comprehensive threat assessment process for evaluating all implied or direct threats, including those made via social media or anonymous tips. All staff are trained annually in emergency protocols such as Secure (Lockout), Lockdown, Evacuation, and Shelter-in-Place,

and students receive age-appropriate instruction. Following a serious threat or emergency, parents/guardians are notified through the district's Infinite Campus system, follow-up letters, or building-level outreach, depending on the situation. Safety policies are reviewed at the start of each school year and are accessible via the district website and school handbooks. The responsibilities of the School Resource Officer (SRO) are outlined in the district's Memorandum of Understanding and align with state guidance on the appropriate role of school-based law enforcement. These protocols support the goals of the Dignity for All Students Act (DASA) by promoting safe, supportive, and inclusive school environments.

D. Hazard Identification (Note: Below chart does not include adult education Staff/students or non-school programs)

The following sites have the potential for internal or external emergency situations:

<u>Building</u>	<u>Students</u>	<u>Employees</u>	<u>Transportation Requirements</u>
Administration Building Staff	0	41	1 (Project Connect and Fresh Start Students will ride bus with Admin staff)
Project Connect	Varies	1	See above
Fresh Start Program	7	2	See above
Liberty Elementary	451	83	10
Upper Nyack Elementary	380	75	9
Valley Cottage Elementary	340	70	9
Nyack Middle School	685	87	13
Nyack High School	925	129	26

- The above numbers are subject to change throughout the year. Specific tallies will be maintained on a continual basis at the individual buildings.

The buildings and grounds associated with each of these facilities have the potential for a main campus or Building Level emergency or incident.

The Office of Homeland Security has identified the following locations as sites of potential emergency within Rockland County due to their proximity to New York City. Included are:

- Palisades Shopping Center
- The Shops At Nanuet
- The NY State Thruway
- Mario Cuomo Bridge
- Indian Point Nuclear Facility
- Mirant/Bowline Generating Plant
- Mirant/Lovett Generating Plant
- Orange & Rockland Utilities
- United Water
- Major hospitals (Nyack Hospital, Good Samaritan, Helen Hayes, Summit Park)
- Rockland Psychiatric Center
- Rockland County Correctional Facility

RESPONSE

A. Notification and Activation (Internal and External Communications)

- ☐ In cases of a seriously violent incident, the Nyack Union Free School District would use the procedure listed below to meet the requirements for notification and activation. A serious violent incident is an incident of violent criminal conduct that is, or appears to be, life threatening and warrants the evacuation of students and employees because of an imminent threat to their safety or health. This includes, but is not limited to, the use or threatened use of a firearm, explosive, bomb, incendiary device, chemical, or biological weapons, knives or other dangerous instrument capable of causing death or serious injury, riots, hostage-taking, or kidnapping.

Communications systems are:

Internal

Administrators	Public Address System and Radios. <u>Important:</u> <u>All Nyack Staff are authorized by the Chief Operating Officer and District Superintendent to use ALL CALL from Nyack Building Phones or PA system to initiate a Lockdown for their Entire Campus. Other threats that require initiating a Secure Lockout, Shelter in Place, Evacuation or Hold in Place are only to be called by an Administrator or their designee).</u>
Teachers and Building staff	Public address system, radios, TAP App
Students	Public address system and verbally from supervising teachers
Superintendent	Public address system, radios, TAP App
Buildings and Grounds	Public address system, radios, TAP App
Board of Education	Phone

External

New York State Police: F Troop	911
Town of Orangetown Police	911
Fire Departments (Nyack/Valley Cottage)	911

The district will also utilize radio frequency, Radio and TV Stations:

AM Radio	FM Radio	Television
WFAN 660	WRRV 92.7	WCBS Ch 2
WABC 770	WHUD 100.7	WNBC Ch 4
WCBS 880	WFAS 103.9	WNYW Ch 5
WFAS 1230	WNEW 102.7	WABC Ch 7
WALL 1340	WGNV 103.1	NEWS 12 Hudson Valley
WLNA 1420	WXPB 107.1	WRNN
WRKL 910		
WTBQ 1110		
WRCR 1300		
WINS 1010		
WQBN 1640		

The Community Outreach and Public Relations Specialist would be responsible for conveying emergency information to educational facilities within the Nyack Union Free School District. The Community Outreach and Public Relations Specialist would take appropriate steps to secure the following information about each educational agency within the Nyack Union Free School District: Number of students, number of employees, transportation requirements associated with the evacuation of each facility and the business telephone numbers of key officials of each agency. Such information would be updated at least annually by the Community Outreach and Public Relations Specialist. Each such agency would report material changes to such data to the Community Outreach and Public Relations Specialist in writing, within seven days of such change.

Information will be provided to parents, guardians or persons in parental relation to the students in the event of a violent incident or an early dismissal through the use of telephone by employees at the building level using the student/parent directory and/or local and regional radio and TV stations. These are the same stations that are used to announce official delays or closings. This information is provided to parents through the website and building handbooks. Additionally, if an event occurs at the campus where students cannot be released immediately, a parent/community public information center may be established at another campus building.

In the event that this public information center is established, parents and community members are encouraged not to report to the main campus where a building may be in crisis, but rather gather at a designated meeting place where regular public information statements will be made by the Public Information Officer or designee.

B. Situational Responses – Multi-Hazard Response and Response Protocols

Staff cooperation is critical when an act of violence occurs. In the event of a criminal act, bomb threat, civil disturbance, intrusion, hostage taking, kidnapping or other threatening event, staff response may include:

1. Verbal instructions to cease the behavior.
2. Call for assistance from other staff.
3. Verbal instructions to follow classroom emergency procedures based on the main office's instruction over the public address system.
4. Call law enforcement and other necessary emergency response agencies.
5. Removal of any onlookers that could aggravate the situation.
6. Not invading the space of the individual(s) involved.
7. Removal of any potentially dangerous weapons or objects.
8. Physical restraint if other actions do not stop the violence.

In the event of a violent incident, the following policies and procedures are to be followed at the Nyack Union Free School District level:

- The Superintendent will ensure the Building Level team has adequate resources to respond to the emergency.
- The Community Outreach and Public Relations Specialist will develop a public information strategy to communicate necessary information to the media, parents and staff.
- The Central Office will notify the Chief Emergency Officer.
- The School District Crisis Intervention Team will be activated if necessary.
- The Superintendent will notify appropriate Board of Education members of the incident.
- The Superintendent will file any necessary information with the State Education Department (for example, school bomb threat data cards).

In the event of a violent incident, the following policies and procedures are to be followed at the school building level:

- A student reports an incident to an adult or adult observes an incident.
- Adults take appropriate action as necessary to respond to the incident.
- A written referral is forwarded to the building principal.
- School guidance counselors, social workers and nurses are involved when necessary.
- The building principal will conference with the student(s) involved to determine the problems/issues.
- If parental notification is necessary, the building principal will contact the parent(s) and may arrange a parent conference.
- Appropriate discipline will be administered following the District Code of Conduct and incident reported to the State Education Department when appropriate.

Follow-up of the violent incident should include:

1. Investigation of the incident by building principal and law enforcement, as necessary.
2. Preparation of written accounts of the incident by all involved.
3. Review of written accounts by the building principal for any disparities.
4. Appropriate disciplinary action according to the code of conduct.
5. After Action Review of the entire incident by administration for future planning.
6. Counseling or other needed support for the victim(s), other students and staff involved in the incident.
7. Necessary reporting and parental notification.

Each school's Building Level plan lists building specific response actions to criminal acts, bomb threats, civil disturbance, intrusion, hostage taking, kidnapping, as well as technological and natural disasters.

Response Protocols

Nyack Union Free School District has a comprehensive Building level multi-hazard Emergency Response Plan. This plan is updated annually. These plan are confidential in nature and are not available for public review. Elements of the plan include:

- Chain of Command and Incident Command Structure (ICS)
- Other Relevant Parties
- Emergency Planning Committee
- Emergency Telephone Numbers
- Telephone Tree
- CPR/AED List
- Fleet List
- A list of hazardous incidents and a response plan for each (e.g. bomb threat, hostage, intruder, natural disaster, structural failure, et. al.)

The Nyack Union Free School District maintains an inventory of emergency resources across all buildings. This includes Automated External Defibrillators (AEDs), emergency first aid supplies, flashlights, backup communication radios, bottled water, blankets, and sheltering materials. Each school has an assigned emergency supply kit maintained by the building-level safety teams. In the event of a prolonged emergency, access to portable generators, mobile food services, and transportation support can be coordinated through the District's Facilities Department and Transportation Office. A comprehensive list of resources is included in each Building-Level Emergency Response Plan and is updated annually.

Chain of Command

- 1) Superintendent
- 2) Chief Emergency Officer
- 3) Assistant Superintendent for Instruction
- 4) Assistant Superintendent for Finance & Operations
- 5) Chief Executive Director for Human Resources

Arrangements for Obtaining Emergency Assistance from Local Government

The Nyack Union Free School District maintains direct coordination with both the Clarkstown Police Department and Orangetown Police Department. In the event of an emergency, the Superintendent or designee will immediately contact the appropriate department based on the school's location and nature of the emergency. The district also works in collaboration with Rockland County Office of Fire and

Emergency Services to support regional emergency planning efforts and coordinate access to specialized response services when needed. The administration shall use the following process in making arrangements for obtaining assistance during emergencies from emergency services organizations and local government agencies:

- Superintendent/Designee in an emergency contacts dispatch point or 911 center for fire or EMS response.
- Superintendent/Designee contacts the highest-ranking local government official for notification and/or assistance.

Procedures for Obtaining Advice and Assistance from Local Government Officials

The Administration shall use the following protocol for obtaining advice and assistance from local government officials including the county or city officials responsible for implementation of Article 2-B of the Executive Law:

- Superintendent/Designee in an emergency will contact emergency management coordinator and/or the highest ranking local government official for obtaining advice and assistance.
- The Nyack Union Free School District has identified resources for an emergency from the following agencies: (examples include the Red Cross, fire department, police, private industry, private individuals, religious organizations and others).

District Resources Available for Use in an Emergency

Nyack Union Free School District has created a list of resources available during an emergency, including AED inventory and locations. Specific information in each of these categories is contained in the Building Level plans and in appendix 6.

Procedures to Coordinate the Use of School District Resources and Manpower during Emergencies

The Nyack Union Free School District shall use the following procedure to coordinate the use of school resources and manpower during emergencies:

- If applicable, the Building Principal of the affected facility shall contact the Superintendent or his/her designee and request the necessary manpower or resources.
- The Superintendent or their designee shall assess the request and allocate personnel and resources as necessary.

Protective Action Options

Nyack Union Free School District shall follow the following protocols in assessing the appropriate protective action option. The decision to cancel school, to dismiss early, shelter in place or evacuate, shall be made in cooperation with state and local emergency responders, as appropriate.

- **School Cancellation**

- Monitor any situation that may warrant a school cancellation – Superintendent/ Safety Team
- Make determination – Superintendent.
- Contact local media – Superintendent or The Community Outreach and Public Relations Specialist
- **School Delay**
 - Monitor any situation that may warrant school delay – Building Administrators/ Superintendent/Safety Team.
 - If conditions warrant, delay opening of school.
 - Contact the Transportation Office to coordinate transportation issues.
 - Contact local media to inform parents of delayed openings.
 - Set up an information center so that parents may make inquiries as to the situation.
 - Provide for safety and security of employees and students who do come to school.
- **Early Dismissal**
 - Monitor situation – Superintendent/Safety Team.
 - If conditions warrant, close school – Superintendent.
 - Contact Transportation Office to arrange transportation.
 - Contact local media to inform parents of early dismissal.
 - Set up an information center so that parents may make inquiries as to the situation.
 - Retain appropriate personnel until all students have been returned home.
- **Evacuation (before, during and after school hours, including security during evacuation and evacuation routes)**
 - Determine the level of threat – Superintendent or Designee.
 - Contact Transportation Supervisor to arrange transportation – Superintendent or Designee
 - Clear all evacuation routes and sites prior to evacuation.
 - Evacuate all employees and students to pre-arranged evacuation sites.
 - Account for all student and employee population. Report any missing employees or students to the Building Principal.
 - Make determination regarding early dismissal – Superintendent or Designee.
 - If determination was made to dismiss early, contact local media to inform parents of early dismissal.
 - Ensure adult supervision or continued school supervision/security.
 - Set up an information center so that parents may make inquiries as to the situation.
 - Retain appropriate personnel until all students have been returned home.
- **Shelter in place (internal and external)**
 - Determine the level of threat – Superintendent/Incident Commander /Designee.
 - Determine location of sheltering depending on the nature of incident.
 - Account for all students and employees. Report any missing employees or students to designee.
 - Determine other occupants in the building.
 - Make appropriate arrangements for human needs.
 - Take appropriate safety precautions.
 - Establish a Community Outreach and Public Relations Specialist to provide information and current status of the situation to parents and other inquiring parties.

- Retain appropriate personnel until all students have been returned home.
- **Secure (Lockout)**
 - A secure lockout is called when there is a threat or hazard outside of the school building. This may include criminal activity in the neighborhood, police activity, or dangerous wildlife. All students and staff are brought indoors, outside doors are locked, and normal classroom instruction continues. There is no direct threat to students or staff inside the building.
 - Announcement example: "Secure — return inside, continue learning as usual."
 - Secure the perimeter: lock all exterior doors.
 - Increase situational awareness.
 - Continue instruction inside.
 - No entry or exit until cleared by administration or law enforcement.
- **Hold In Place**
 - Suitable for a variety of responses, hold in place offers the ability to isolate and control the movement and/or to relocate building occupants by rooms, halls, or areas to other parts of the building determined to be safe. In addition, it can be used as a precautionary measure prior to building evacuation. The Building Administrator or their designee will usually activate the hold in place annex
- **Lockdown**

In response to incidents of actual violence, a lockdown may be initiated, if it is determined that a lockdown is necessary. Any staff member who becomes aware of an immediate threat of violence in or around the school is authorized to activate the lockdown annex.

RECOVERY

A. Central Administration Support for Buildings

The Nyack Union Free School District Wide Team will support the Building Level Emergency Response Team and the Crisis/Post-Incident Response Teams in affected schools.

B. Disaster Mental Health Services

The Central Office shall assist in the coordination of Disaster Mental Health Resources, in support of the Post-Incident Response Teams in the affected schools.

Medical and Mental Health Emergency Annex

Purpose

This annex describes the courses of action that the school will implement to address emergency medical (e.g. first aid) and mental health counseling issues. Schools should coordinate these efforts with appropriate emergency medical services, law enforcement, fire department and emergency management representatives. 8 NYCRR Section 155.17 (e)(2)(vi) requires the coordination of the ERP with the statewide plan for disaster mental health services. The details of how this coordination is accomplished should be documented within this annex. Schools should consider contacting their county Director of Mental Health and Community Services for information on services available for addressing mental health issues in an emergency. In the aftermath of a crisis or emergency, the Nyack Union Free School District will activate its internal counseling and mental health teams, and coordinate with Rockland County Behavioral Health Services to provide support. Services may include individual and group counseling, family referrals, and short-term crisis intervention for students and staff. Counseling locations will be designated at each school, and communication will be sent to families with available resources.

Actions

Medical Emergency

Responsible Party	Action
Employee	1. Notify the nurse and building administrator of the situation. 2. Keep injured individuals calm by talking to them. 3. If injury occurs off-site, contact 911.
Administrator	1. If necessary, the building administrator or school nurse will summon emergency medical assistance by phoning 911. 2. If necessary, announce a "Hold-In-Place" to keep students and staff out of hallways away from the scene. 3. In the case of injury during an emergency, the building administrator/designee shall have made available to all faculty members and non-instructional staff the names of persons who are currently trained and certified in the provision of first aid, CPR and/or AED. 4. The school nurse or building administrator will notify parents/guardians, spouse or other designated emergency contact person(s). 5. The building principal will notify the Superintendent and alert the other school buildings, if necessary. 6. The school nurse or building administrator will terminate the medical emergency when appropriate actions have been taken to resolve the medical emergency. 7. The school nurse or building administrator shall complete an Incident/Injury form
Superintendent	Notify all other building administrators and supervisors, if 1. necessary.

2. Notify State Officials, if necessary
3. Determine need for communication to parents/guardians, staff and media.

Mental Health

Responsible Party	Action
Employee	1. Notify the building administrator of the situation. 2. Keep talking to the person. Appeal to the person's emotions and reassure them that there is help available. 3. Stall for time until additional help arrives 4. If a weapon is involved, exercise extreme caution and do not jeopardize your own safety.
Administrator	1. Review level of threat posed by suicide threat. 2. If necessary, call the police. 3. Contact the Superintendent. 4. Follow police instructions for handling suicide threat if appropriate. 5. Consider evacuation of students and isolating impacted area. 6. If evacuating, take an emergency management kit. 7. Consult with police to resume normal duties.
Superintendent	1. Notify all other building administrators and supervisors. 2. Notify State Officials, if necessary 3. Determine need for communication to parents/guardians, staff and media.

The Building Level School Safety Team should consider the following when reviewing current or developing new policies and procedures. This is not an exhaustive list. Please add necessary actions appropriate for your response. Procedures for the following should be included:

- Instructions on where emergency medical supplies (e.g. first aid kits, AEDs) are located and who is responsible for purchasing and maintaining these materials.
- Assessment of staff skills for responding to a medical emergency, such as first aid or CPR. Complete the Post Incident Response Team table in Appendix C with appropriate staff.
- Procedures on sharing and reporting information about unusual situations, if warranted.
- Addressing the immediate, short, and long-term counseling needs of students, staff and families.
- Location where counseling and psychological first aid will be provided.
- A plan to have counselors available to assist students if necessary.

Appendix 1 – Required Plan Development Procedures

Nyack Union Free School District has revised the District Wide School Safety Plan in accordance with the 2013 New York School Safety Guide.

The District Wide Safety Team listed below contributed to revision of this plan.

The plan was re-adopted by the board and was filed with the Commissioner of Education no later than 30 days after its adoption.

Please note the original plan was made available for public comment August 21, 2001 and adopted by the board on October 2, 2001.

Committee Members – District Wide Safety Team

BOE Trustee
BOE Trustee
Dr. Lizzette Ruiz-Giovinazzi, Superintendent
Enrique Catalan, Assistant Superintendent of Finance and Operations
Joseph Simoni, Assistant Superintendent for Curriculum & Instruction
Noel Campbell, Chief Executive Director of Human Resources
Leo Macias, Director of Special Education & PPS
Darleen Nicolosi, Director of Technology
Joseph Sigillo, Director of Athletics
Dr. Audrey Brutus, Director of Equity and K-12 Curriculum & Instruction
Stalina Hernandez-Feliciano, Director of ENL
Dr. Crystal Chandler, Nyack HS Principal
Dave Johnson, Nyack MS Principal and Parent
Dr. Karissa Sullivan, Nyack MS Assistant Principal
Lucrisha Addison, Valley Cottage Elementary School Principal
Lucia Pichardo, Liberty Elementary School Principal
Tom DiLeo, Upper Nyack Elementary School Principal
Maryellen Lydecker, Information Systems Manager
Joseph Russo, Director of Facilities III
Lisa Retallack, District Public Relations & Community Outreach
Tara Abbene, Asst. to the Superintendent/District Clerk
Greg Knight, Facilities
TBD, Transportation
Nurse Nyack HS
Nurse Nyack MS
Nurse Valley Cottage Elementary School
Nurse Upper Nyack Elementary School
Nurse Liberty Elementary School
Teacher Nyack HS
Teacher Nyack MS
Teacher UNES
Teacher VCES
Teacher LES
Amy Anthony, Parent Council President

Appendix 2 – Nyack School District Fact Sheet

Communities served by the District/Number of Employees and Students

Nyack Union Free School District comprises **three elementary schools (K-5), one middle school and one high school**. It serves the villages and hamlets of Central Nyack, Nyack, South Nyack, Upper Grandview, Upper Nyack, and Valley Cottage with a combined student population of approximately 2,964 covering an eight square mile radius. The Nyack Public Schools have approximately 493 employees.

Nyack Union Free School District Building Names and Locations

CENTRAL OFFICE

13A Dickinson Avenue
Nyack, NY 10960
Telephone: 845-353-7001

LIBERTY ELEMENTARY

142 Lake Road
Valley Cottage, NY 10989
Telephone: 845-353-7240
Principal: Lucia Pichardo

UPPER NYACK ELEMENTARY

360 North Broadway
Nyack, NY 10960
Telephone: 845-353-7260
Principal: Tom DiLeo

VALLEY COTTAGE ELEMENTARY

26 Lake Road
Valley Cottage, NY 10989
Telephone: 845-353-7280
Principal: Lucrisha Addison

NYACK MIDDLE SCHOOL

98 South Highland Ave
Nyack, NY 10960
Telephone: 845-353-7200
Principal: David Johnson

NYACK HIGH SCHOOL

360 Christian Herald Road
Upper Nyack, NY 10960
Telephone: 845-353-7100
Principal: Dr. Crystal Chandler

Nyack Union Free School District secondary programs serve Regents, Local and IEP diploma bound students and provide transitional support and adult service linkages. Students are encouraged to participate in their home school athletic and extracurricular activities.

Community Outreach and Public Relations Specialist and Contact Information

Lisa Retallack

District Public Relation and Community Outreach

Telephone: (845) 353-7013

Website Address

<http://www.nyackschools.org>

Appendix 3 – The Early Detection of Potentially Violent Behaviors – A Guide for Families and Communities

Early Warning Signs

It is not always possible to predict behavior that will lead to violence. In some situations, and for some youth, different combinations of events, behaviors, and emotions may lead to aggressive rage or violent behavior toward self or others. School personnel and students, as well as parents, are often in a good position to observe these early warning signs.

None of these signs alone is sufficient for predicting aggression and violence. Moreover, it is inappropriate--and potentially harmful--to use the early warning signs as a checklist against which to match individual children. Rather, the warning signs are offered only as an aid in identifying and referring children who may need help. A good rule of thumb is to assume that these warning signs, especially when they are presented in combination, indicate a need for further analysis to determine an appropriate intervention.

The information that follows and such other information as may be appropriate concerning Early Warning shall be made available to all employees in a form to be determined by the Superintendent. It is the policy of the Nyack Union Free School District that employees and students use the early warning signs only for identification and referral purposes. Trained professionals should make diagnoses in consultation with the child's parents or guardian.

The following early warning signs are cited by the United States Department of Education in its publication entitled **Early Warning, Timely Response: A Guide to Safe Schools** and is presented with the following qualifications: They are not equally significant and they are not presented in order of seriousness. They include:

- Social Withdrawal – In some situations, gradual and eventually complete withdrawal from social contacts can be an important indicator of a troubled child. The withdrawal often stems from feelings of depression, rejection, persecution, unworthiness, and lack of confidence.
- Excessive Feelings of Isolation and Being Alone – Research has shown that the majority of children who are isolated and appear to be friendless are not violent. In fact, these feelings are sometimes characteristic of children and youth who may be troubled, withdrawn, or have internal issues that hinder development of social affiliations. However, research also has shown that in some cases feelings of isolation and not having friends are associated with children who behave aggressively and violently.
- Excessive Feelings of Rejection – In the process of growing up, and in the course of adolescent development, many young people experience emotionally painful rejection. Children who are troubled often are isolated from their mentally healthy peers. Their responses to rejection will depend on many background factors. Without support, they may be at risk of expressing their emotional distress in negative ways-including violence. Some aggressive children who are rejected by non-aggressive peers seek out aggressive friends who, in turn, reinforce their violent tendencies.
- Being a Victim of Violence – Children who are victims of violence-including physical or sexual abuse-in the community, at school, or at home are sometimes at risk themselves of becoming violent toward themselves or others.

- Feelings of Being Picked On and Persecuted – The youth who feels constantly picked on, teased, bullied, singled out for ridicule and humiliated at home or at school may initially withdraw socially. If not given adequate support in addressing these feelings, some children may vent them in inappropriate ways-including possible aggression or violence.
- Low School Interest and Poor Academic Performance – Poor school achievement can be the result of many factors. It is important to consider whether there is a drastic change in performance and/or poor performance becomes a chronic condition that limits the child's capacity to learn. In some situations, such as when the low achiever feels frustrated, unworthy, chastised, and denigrated acting out and aggressive behaviors may occur. It is important to assess the emotional and cognitive reasons for the academic performance change to determine the true nature of the problem.
- Expression of Violence in Writings and Drawings – Children and youth often express their thoughts, feelings, desires, and intentions in their drawings and in stories, poetry, and other written expressive forms. Many children produce work about violent themes that for the most part is harmless when taken in context. However, an overrepresentation of violence in writings and drawings that is directed at specific individuals (family members, peers, other adults) consistently over time, may signal emotional problems and the potential for violence. Because there is a real danger in misdiagnosing such a sign, it is important to seek the guidance of a qualified professional such as a school psychologist, counselor, or other mental health specialist to determine its meaning.
- Uncontrolled Anger – Everyone gets angry; anger is a natural emotion. However, anger that is expressed frequently and intensely in response to minor irritants may signal potential violent behavior toward self or others.
- Patterns of Impulsive and Chronic Hitting, Intimidating and Bullying Behaviors – Children often engage in acts of shoving and mild aggression; however, some mildly aggressive behaviors such as constant hitting and bullying of others which occur early in children's lives, if left unattended, might later escalate into more serious behaviors.
- History of Discipline Problems – Chronic behavior and disciplinary problems both in school and at home may suggest that underlying emotional needs are not being met. These unmet needs may be manifested in acting out and aggressive behaviors. These problems may set the stage for the child to violate norms and rules, defy authority, disengage from school, and engage in aggressive behaviors with other children and adults.
- Past History of Violent and Aggressive Behavior – Unless provided with support and counseling, a youth who has a history of aggressive or violent behavior is likely to repeat those behaviors. Aggressive and violent acts may be directed toward other individuals, be expressed in cruelty to animals or include fire setting. Youths who show an early pattern of antisocial behavior frequently and across multiple settings are particularly at risk for future aggressive and antisocial behavior. Similarly, youth who engage in overt behaviors such as bullying, generalized aggression and defiance, and covert behaviors such as stealing, vandalism, lying, cheating and fire setting also are at risk for more serious aggressive behavior. Research suggests that age of onset may be a key factor in interpreting early warning signs. For example, children who engage in aggression and drug abuse at an early age (before age 12) are more likely to show violence later on than are

children who begin such behavior at an older age. In the presence of such signs it is important to review the child's history with behavioral experts and seek parents' observations and insights.

- Intolerance for Differences and Prejudicial Attitudes – All children have likes and dislikes. However, an intense prejudice toward others based on racial, ethnic, religious, language, gender, sexual orientation, ability, and physical appearance when coupled with other factors may lead to violent assaults against those who are perceived to be different. Membership in hate groups or the willingness to victimize individuals with disabilities or health problems also should be treated as early warning signs.
- Drug Use and Alcohol Use – Apart from being unhealthy behaviors, drug use and alcohol use reduces self-control and exposes children and youth to violence, either as perpetrators, as victims, or both.
- Affiliation with Gangs – Gangs that support anti-social values and behaviors--including extortion, intimidation, and acts of violence toward other students cause fear and stress among other students. Youth who are influenced by these groups those who emulate and copy their behavior, as well as those who become affiliated with them may adopt these values and act in violent or aggressive ways in certain situations. Gang related violence and turf battles are common occurrences tied to the use of drugs that often result in injury and/or death.
- Inappropriate Access, Possession and Use of Firearms – Children and youth who inappropriately possess or have access to firearms can have an increased risk for violence. Research shows that such youngsters also have a higher probability of becoming victims. Families can reduce inappropriate access and use by restricting, monitoring, and supervising children's access to firearms and other weapons. Children who have a history of aggression, impulsiveness, or other emotional problems should not have access to firearms and other weapons.
- Serious Threats of Violence – Idle threats are a common response to frustration. Alternatively, one of the most reliable indicators that a youth is likely to commit a dangerous act toward self or others is a detailed and specific threat to use violence. Recent incidents across the country clearly indicate that threats to commit violence against oneself or others should be taken very seriously. Steps must be taken to understand the nature of these threats and to prevent them from being carried out.

Identifying and Responding to Imminent Warning Signs

Unlike early warning signs, imminent warning signs indicate that a student is very close to behaving in a way that is potentially dangerous to self and/or to others. Imminent warning signs require an immediate response.

No single warning sign can predict that a dangerous act will occur. Rather, imminent warning signs usually are presented as a sequence of overt, serious, hostile behaviors or threats directed at peers, employees, or other individuals. Usually, imminent warning signs are evident to more than one employee member--as well as to the child's family.

Imminent warning signs may include:

- Serious physical fighting with peers or family members.
- Severe destruction of property.
- Severe rage for seemingly minor reasons.

- Detailed threats of lethal violence.
- Possession and/or use of firearms and other weapons.
- Other self-injurious behaviors or threats of suicide.

Appendix 4-Threat Assessment

A threat is an expression of intent to do harm or act out violently against someone or something. A threat can be written, spoken, or symbolic – as in motioning with one’s hands as though shooting or strangling another person. There are principally four types of threats – direct, indirect, veiled and conditional.

Threats are made for a variety of reasons: as a warning signal, a reaction to fear of punishment, anxiety, demand for attention or as retribution for a perceived or actual slight or affront. Threats may be intended to taunt, intimidate, assert power, punish, manipulate, coerce, frighten, terrorize, compel desired behavior, to strike back for an injury, injustice or slight; to be disruptive, to challenge authority or to protect oneself.

Individuals who make threats normally manifest other behaviors or emotions that are indicative of a problem. These can include: signs of depression, prolonged brooding, evidence of frustration or disappointment; fantasies of destruction or revenge in conversations, writings, drawings or other actions; expressions of intense love, fear, rage, revenge, excitement or pronounced desire for recognition. Use of alcohol or drugs can be an aggravating factor, as can a romantic breakup, failing grades or conflicts with parents or friends.

Personality Traits

Personality traits and behaviors that should be considered in assessing the likelihood of a student carrying out a threat include:

- A student intentionally or unintentionally revealing clues to feelings, thoughts, fantasies, attitudes, or intentions that may signal an impending violent act;
- Low tolerance of frustration, easily hurt, insulted, angered by real or perceived injustices;
- Poor coping skills, demonstrating little ability to deal with frustration, criticism, disappointment, failure, rejection or humiliation;
- Lack of resiliency, is unable to bounce back from frustrating and disappointing experiences; failed love relationships, cannot accept or comes to term with humiliation or rejection;
- Injustice collector, nurses’ resentment over real or perceived injustices, will not forgive or forget those who s/he believes are responsible;
- Depression manifested by lethargy, physical fatigue, morose or dark outlook on life, malaise, lack of interest in activities once enjoyed, unpredictable anger, generalized or excessive hatred to others, hopelessness about the future, psychomotor agitation, restlessness, inattention, sleep and eating disorders;
- Narcissism, self-centered, lacking insight to the needs/feelings of others, blames others for failure and disappointment, may embrace the role of victim, displays signs of paranoia, self-importance or grandiosity, masking feelings of unworthiness, notably thick or thin skinned;
- Alienation, feels different or estranged from others, more than being a loner, involves feelings of isolation, sadness, loneliness, not belonging or fitting in;
- Dehumanizes others, fails to see others as humans, sees them as objects to be thwarted;
- Lacks empathy, demonstrates inability to understand feelings of others, may ridicule displays of emotion as weak or stupid;

- Exaggerated sense of entitlement, has a sense of being superior and constantly expects special treatment and consideration;
- Attitude of superiority, has a sense of being superior to others, smarter, more creative, talented, experienced, more worldly;
- Exaggerated/pathological need for attention, positive or negative, regardless of the circumstances;
- Externalizes blame, consistently refuses to take responsibility for own actions, blames others, often seems impervious to rational argument and common sense;
- Masks low self-esteem, may display arrogance, self-glorifying attitude, avoids high visibility or involvement, may be considered a “non-entity” by peers;
- Anger management problems, manifested by consistent temper tantrums, melodramatic displays, brooding, sulking, seething silence, reacts out of proportion to cause, may direct anger to those who have no connection to triggering incident;
- Intolerance, racial, ethnic, religious and other, displays symbols and slogans of intolerance on self or possessions;
- Inappropriate humor, macabre, insulting, belittling, or mean.
- Attempts to manipulate others, attempts to con and manipulate to win trust so others will rationalize aberrant behavior;
- Lack of trust, is untrusting and suspicious of the motives and intentions of others, may approach clinically paranoid state;
- Closed social group, introverted, with acquaintances rather than friends, may associate only with a single small group to the exclusion of others;
- Manifests a dramatic change in behavior, academic performance, disobedience of school rules, schedules, dress codes etc.
- Rigid and opinionated, judgmental and cynical, strong opinions on topics about which little knowledge is possessed, disregards facts, logic and reasoning;
- Demonstrates unusual interest in sensational violence;
- Fascination with violence-filled entertainment, movies, TV, computer games, music videos, printed material, inordinate amount of time with violent computer games and websites involving violence weapons and disturbing objects;
- Has negative role models, drawn to negative, inappropriate role models, Hitler, Satan or others associated with violence and destruction;
- Manifests behavior that is relevant to carrying out a threat, spends an inordinate amount of time practicing with firearms, on violent websites, begins excluding normal pursuits such as homework, classwork, time with friends.

Family Dynamics

Family dynamics that should be considered in assessing the likelihood of a student carrying out a threat include:

- Turbulent parent/child relationship, relationship is particularly difficult, can be uniquely evident following recent or multiple moves, loss of parent, addition of step-parent, dismisses parents’ role in his/her life, evidence of violence in the home;
- Acceptance of pathological behavior, parents do not react to behavior that most would find disturbing’ parents appear unable to recognize or acknowledge problems in their children, respond quite defensively to real or perceived criticism of child, parents appear unconcerned about, minimize or reject reports of inappropriate behavior by child;

- Access to weapons, family keeps guns, weapons, explosives materials in the home and accessible to the children, weapons treated carelessly, without normal safety precautions, parent or role model may handle weapons irresponsibly or use as device for intimidation;
- Lack of family intimacy or closeness;
- Students “rule the roost,” few limits set for children, parents regularly submit to child’s demands, students insist on an inordinate degree of privacy, parents have little information about student activities, school life, friends, or other relationships.
- No limits or monitoring of TV or Internet, parents do not supervise, limit or monitor TV, Internet, computer use or access.

School Dynamics

School dynamics that should be considered in assessing the likelihood of a student carrying out a threat include:

- Student attachment to school, student appears detached from school, other students, teachers, and school activities;
- Tolerance for disrespectful behavior, school does little to prevent or punish disrespectful behavior between students, bullying is part of the school culture, school authorities are oblivious to bullying, little or no intervention by school authorities, school atmosphere promotes racial or class divisions, allows them to remain unchallenged;
- Inequitable discipline, discipline is inequitably applied or is perceived as such by students or employees;
- Inflexible culture, official and unofficial patterns of behavior, values and relationships among students, teachers and administrators are static, unyielding and insensitive to changes in society and the changing needs of newer students;
- Pecking order among students, certain groups have more prestige and respect – both officially and unofficially by students and school officials;
- Code of silence, prevails among students, little trust between students and employees;
- Unsupervised computer access, access is unsupervised and unmonitored, students are able to play violent games, explore inappropriate websites, promote violent hate groups, give instruction in bomb making, etc.

Social Dynamics

Social dynamics that should be considered in assessing the likelihood of a student carrying out a threat include:

- Media, entertainment and technology, easy, unmonitored access to media, entertainment and Internet sites with violent themes and images;
- Peer groups, intense and extensive involvement with a group that shares fascination with violence or extremist beliefs;
- Drugs and alcohol, knowledge of students’ use of drugs or alcohol or changes in such use is important;
- Outside interests, outside interests of students are important to note as they can mitigate or increase the school’s level of concern in assessing a threat;
- Copycat effect, school shooting and other violent incidents that receive intense media attention can generate threats or copycat violence elsewhere, school employees should be highly vigilant in the aftermath of such incidents.

The Threat Assessment Team will carry out several critical functions Reports of concerning behavior may be submitted through directly to staff, or to building administration, and are immediately reviewed by the Building Administrator and referred to the Threat Assessment Team as appropriate. The team then conducts a structured threat assessment using the CSTAG evidence-based framework to evaluate the seriousness of the concern, distinguishing between transient behaviors and substantive threats. Findings and recommended interventions are documented carefully, and intervention plans may include counseling, behavior support, restorative practices, or referrals to external services. In situations where safety is at risk, the team will collaborate with law enforcement and mental health professionals. All responses are trauma informed, culturally sensitive, and developmentally appropriate, and interventions are designed to protect the safety of the school community while also supporting the educational and social emotional needs of students.

Appendix 5

INCIDENT COMMAND SYSTEM ORGANIZATIONAL CHART

Incident Commander

Dr. Lizzette Ruiz Giovinazzi

Command Center – Superintendent’s Office

Chief Emergency Officers

1. Joseph Russo
 2. Enrique Catalan
-

Emergency Calls

1. Tara Abbene
2. Michelle Derderian
3. Madeline Planamenta
4. Tina LoPresti

- *Function: Calls 911 and emails Administrative Council*
-

Command Staff

- Dr. Lizzette Ruiz- Giovinazzi
 - Chief Emergency Officer
 - Enrique Catalan
-

Operations Ops

1. Joseph Russo

3. Greg Knight

Function: To ensure a plan to monitor or shut down building controls if needed such as [describe controls]

Community Outreach & Public Information Specialist

- Lisa Miner Retallack
- Yesenia Polanco & Jocelyn Abraham

Function: Activates ConnectEd, speaks to press, etc.

Planning

- Primary: Enrique Catalan
- Alt: Stalina Hernandez

Function: Plans for long-term needs depending on type and anticipated duration of current incident (arranges for additional support, considers any activities that may need to be canceled, coordinates with other agencies, etc.)

Logistics

- Primary: Michelle Derderian
- Alt: Madeline Planamenta

Function: Short-term planning to ensure adequate and appropriate supplies are available during emergency situations such as food, water, shelter, blankets, flashlights, etc.

Financial

- Primary: Carol Mayewski
- Alt: Jean Clancy

Function: Provides funds if needed

Medical / First Aid / Go Bag Locations

- Facilities Office
 - Front Reception
-

Food Services

- Linda Ladolcetta
-

Technology

- Primary: Darlene Nicolosi
 - Alt: Phillip Phipps
- Function: Maintains network and communication systems*
-

Transportation

- Primary: TBD
 - Alt: Mary Cinelli
- Function: Arranges special transportation as needed*

Nyack Union Free School District ICS TEAM ROSTER					
<u>ICS POSITION</u>	<u>NAME</u>	<u>SCHOOL TITLE</u>		<u>OFFICE PHONE</u>	
SCHOOL/SITE INCIDENT COMMANDER	Lizzette Ruiz Giovinazzi	Superintendent		845-353-7015	
ALTERNATE 1 Chief Emergency Officer	Joseph Russo	Director of Facilities, Safety and Security		845-353-7007	
ALTERNATE 2 Alternate Chief Emergency Officer	Enrique Catalan	Assistant Superintendent of Finance & Operations		845-353-7034	
NYACK FREE SCHOOL DISTRICT PIO/LIASON ADVISOR *Activates Connect Ed; Speaks to Press; Interfaces with Red Cross etc.	Lisa Mininger Retallack	District Public Relations and Community Outreach		845-353-7013	
SAFETY ADVISOR	Frank Guglieri	PNW BOCES Regional Safety Services		845-627-4764	
Alternate 1	Sarah Doyle	PNW BOCES Regional Safety Services		845-627-4764	
OPERATIONS SECTION CHIEF *This person actually manages what is going on and ensures a plan to monitor or shut down building controls if needed such as ventilation, water, gas, electricity ,etc.	Joseph Russo	Director of Facilities, Safety and Security		845-353-7007	
HEALTH/FIRST AID	Christine Ucker	School Nurse	IF SERIOUS, CALL 911	845-353-7210	
ALTERNATE	CALL 911				
SEARCH & RESCUE	Custodian on Duty	Custodian			

ALTERNATE 1	Custodian on duty				
STUDENT REUNIFICATION	TBD				
ALTERNATE 1					
PLANNING SECTION CHIEF *Plans for long-term needs depending on type and anticipated duration of current incident (arranges for	Enrique Catalan	Assistant Superintendent of Finance & Operations		845-353-7034	
additional support, considers any activities that may need to be cancelled, coordinates with other agencies, etc.)					
ALTERNATE 1	Stalina Hernandez	Director of Bilingual Education & English as a New Language (ENL)		845-353-7032	
Operations/ Facilities	Joseph Russo	Director of Facilities, Safety and Security		845-353-7007	
ALTERNATE 1	Greg Knight	Maintenance Mechanic		845-274-8825	
RECORDER *Documents events as they occur so that a timeline can be established.	Tara Abbene	Secretary to the Superintendent		845-353-7015	
ALTERNATE	TBD	Transportation		845-353-7041	
LOGISTICS SECTION CHIEF *Short-term planning to ensure adequate & appropriated supplies are available during emergency situation such as food, water, shelter, blankets, flashlights, etc.	Michelle Derderian	Secretary to Assistant Superintendent of Finance and Operations		845-353-7033	
ALTERNATE 1	Madeline Planamenta	Accounts Payable Clerk		845-353-7025	

FOOD SERVICES	Linda Ladolcetta	Food Service Manager		845-353-7152	
ALTERNATE	Kiana White			845-260-8429	
TRANSPORTATION *Arranges Special Transportation as needed	TBD	Transportation		845-353-7041	
ALTERNATE 1	Mary Cinelli				
FINANCE & ADMIN SECTION CHIEF *Provides funds if needed	Carol Mayewski	District Treasurer		845-353-7022	
ALTERNATE	Jean Clancy	Payroll & Insurance		845-353-7026	

Appendix 6 – LOCAL RESOURCES AND TELEPHONE NUMBERS

Agency	Telephone Number	Contact Name (if applicable) and Address
Clarkstown Police	845-639-5800	20 Maple Ave, New City, NY 10956
Orangetown Police	845-359-3700	26 W Orangeburg Rd, Orangeburg, NY 10962
Montefiore Nyack Hospital	845-348-2000	160 N Midland Ave, Nyack, NY 10960
Good Samaritan Hospital of Suffern	845-368-5000	255 Lafayette Ave, Suffern, NY 10901
Rockland County Sheriff's Department	845-638-5401	55 New Hempstead Road, New City, NY 10956
New York State Police	845-364-0200	8 Thiells Mount Ivy Road, Pomona, NY 10970
Nyack Fire Department (Joint District)	845-358-5454	15 Park St. Nyack, NY 10994
Valley Cottage Fire Department	845-268-8707	20 Lake Rd. Valley Cottage, NY 10989

Rockland County Department of Mental Health	845-364-2378	Sanatorium Road, Pomona, NY 10970
Rockland County Emergency Medical Services	911 or 845-364-8922	35 Fireman's Memorial Drive, Pomona, NY 10970
Rockland County Environmental Health	845-364-2608	
Rockland County Public Health Social Work	845-364-2620	
Department of Mental Health Crisis Service	845-364-2200	24 hours/7 days a week
Department of Mental Health Suicide Hot Line	845-364-6500	
Poison Control	1-800-222-1222	
NYS Emergency Management Office	Warning Point 457-2200 Office 457-2222 Fax 457-9930	
Statewide School Health Services Center	Office 716-349-7632 Fax 716-352-9131	
American Red Cross	1-800-733-2767	
American Red Cross of Rockland County Chapter	1-800-272-4290	143 North Broadway, Nyack, NY 10960
Center for Disease Control	1-800-232-4636	
To Report a Communicable Disease in Rockland County	845-364-2663 845-364-8600	9am-4pm Nights & Weekends
NYS DEC Spill Hotline	1-800-457-7362	24 hours/7 days a week
Verizon	1-800-922-0204	
Orange and Rockland Utilities (Rockland Electric Company and Pike County Light and Power Co)	1-877-434-4100 1-800-533-5325 1-877-434-4100	Customer Service Gas Emergency Hot Line Power Outage
NYS Crime Victims Board	518-485-5719	Elizabeth Cronin, Esq.
NYS Office of Victim Services	1-800-247-8035	
Rockland County Office of Fire and Emergency Services	845-364-8800	

Appendix 7 – AUTHORIZATION FOR STUDENT PICK-UP

Upon evacuation of the building, emergency cards will be taken. Students will only be released to parents or guardians as designated on the emergency cards. Parents and/or guardians will be asked to sign the following log sheet when students are released:

Date: _____ Location: _____

Grades being released:

School Employee monitoring release:

Building Administrator authorizing release: _____

Student Name	Teacher	Time	Released To	Signature

Appendix 8 CHAIN OF COMMAND

(Please Note: The chain of command is different from the Incident Command Structure) This chain of command is meant to be a hierarchy for decision-making for normal day to day activities, not for emergencies. Should a crisis arise, the highest-ranking person in the below chain shall implement the incident command structure (ICS) on the previous page. If emergency services are necessary, Nyack Union Free School District will integrate their ICS with the municipalities ICS.

Name	Title	Office #	Home #	Cell #
Lizzette Ruiz-Giovinazzi	Superintendent	845-353-7015		
Enrique Catalan	Assistant Superintendent of Finance & Operations	845-353-7034		
Joseph Russo	Director of Facilities, Safety and Security	845-353-7007		
Joseph Simoni	Assistant Superintendent of Instruction	845-353-7052		

Dr. Crystal Chandler
HS Principal

Dave Johnson
MS Principal

Lucrisha Addison
VC Principal

Tom DiLeo
UN Principal

Lucia Pichardo
Liberty Principal

Joe Sigillo
Athletics Director

Joseph Russo
Facilities

Darleen Nicolosi
Technology

TBD
Transportation

Audrey Brutus
Director of Equity
& Instruction

Stalina Hernandez
Director of Bilingual Instruction

Each building holds its own specific chain

Appendix-9

NYACK UNION FREE SCHOOLS



RADIOLOGICAL EMERGENCY RESPONSE PLAN FOR INCIDENTS AT THE INDIAN POINT ENERGY CENTER

Nyack Union Free School District

13A Dickinson Avenue Nyack,
NY 10960
(845) 353-7000

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I. INTRODUCTION

A. Authority

This plan is issued under the authority of and in accordance with the provisions of the Nyack Union Free School District.

B. Purpose

This plan is presented to establish responsibilities, define a concept of operations, offer workable procedures for the protection of students and provide for the direction and control of school facilities, staff and students in the event of an incident at the Indian Point Energy Center.

C. Objectives

1. Clarify lines of authority and establish responsibilities for the protection of students and staff.
2. Ensure that planned actions are in consonance with municipal, county and state RERPs.
3. Identify necessary resources and require personnel to assure protective actions can be implemented for the school population.
4. Provide the basis for orientation of school staff, students and parents/guardians, regarding appropriate actions, in the event of an incident at the Indian Point Energy Center

D. Radiological Emergency Classification System

All incidents occurring at the Indian Point Energy Center will be classified according to four emergency classifications:

1. UNUSUAL EVENT – Unusual events are in process or have occurred which indicated a potential degradation of the level of safety of the plant. No releases or radioactive material requiring off-site response or monitoring are expected unless further degradation of safety systems occurs.
2. ALERT – Events are in process or have occurred which involve an actual or potential substantial degradation of the level of safety of the plant. Any releases expected to be limited to small fractions of the Environmental Protection Agency (EPA) Protective Action exposure levels.
3. SITE AREA EMERGENCY – Events are in process or have occurred which involve actual or likely major failures of plant functions needed for protection of the public. Any releases are not expected to exceed EPA Protective Action Guide exposure levels except near the site boundary.
4. GENERAL EMERGENCY – Events are in process or have occurred which involve actual or imminent substantial core degradation or meeting with potential for loss of containment integrity. Releases can be reasonably expected to exceed EPA Protective Action Guide exposure levels off-site for more than the immediate facility site area.

E. Fixed Nuclear Facility Incident Situation

1. A fixed nuclear facility incident could occur during school hours and result in the disruption of school services for an extended period of time.
2. In the event of an incident at the Indian Point Energy Center, county elected officials and school administration may initiate protective actions including all those actions considered necessary for the safety of the general population, requiring students and staff to either initiate sheltering actions or evacuate to designated school reception centers.

F. Alert/Notification

1. Notification to Schools
 - a. In the event of an incident at the Indian Point Energy Center, the Superintendent of Schools will be notified by Rockland BOCES.
 - b. The Superintendent will notify appropriate school staff as outlined within the "Concepts of Operation".
2. Public Alert/Notification
 - a. The public will be alerted through the activation of the public alert system by Rockland County. This is the outdoor siren system and consists of electromechanically sirens distributed throughout the Emergency Planning Zone (EPZ). The sounding of sirens indicates that the public should tune to the Emergency Alert System (EAS) for instructions. THE SIREN SIGNAL IS NEVER A NOTICE TO EVACUATE.
 - b. To assure coverage, personnel and equipment from the County Sheriff's Office will be dispatched by the Rockland County Emergency Operation Center (EOC) to supplement this alerting procedure when the public alert system has failed to operate. Rockland County residents may also receive emergency information by calling the Rockland County Resident Information System for a pre-recorded, automated message.
 - c. The public alert system may be activated during ALERT, SITE AREA EMERGENCY or GENERAL EMERGENCY.
 - d. Following public alert system activation, detailed information or instructions for protective actions will be made through the Emergency Alert System (EAS) and the Rockland County Citizen Advisory Network, 1640-AM.
NOTE: The County EAS stations for Rockland County are:
 - (1) WABC-AM, 770
 - (2) WCBS-AM, 880
 - (3) WFAS-AM, 1230
 - (4) WHUD-FM, 100.7
3. Notification of Families
 - a. Families will be notified of school closings/re-openings, utilizing the normal school/media procedures, unless pre-empted by public alert/notification procedures and/or announcements outlining school evacuation or sheltering.
 - b. Informational materials regarding plans for the protection of school students in the event of an incident at the Indian Point Energy Center, descriptive of school closures, evacuation procedures and appropriate family responses have been developed for annual distribution to parents/guardians as a cooperative effort of the Rockland County Office of Fire Emergency Services (OFES), East Ramapo Central School District and State Environmental Management Office (SEMO).
 - c. The informational material also includes an Indian Point Energy Center Emergency Information Brochure.

G. School Closing/Cancellation of Events/Early Dismissal

1. Should a protective action directive become imminent while school is not in session, a decision will be made to keep schools closed. The decision will be made based on a directive made by the County Executive and will be issued by the Rockland County OFES. Families and staff will be notified utilizing regular school procedures for school closing announcements.

Note: Consideration for the closing of schools may be made at ALERT, SITE AREA and GENERAL EMERGENCY.

2. Special activities, extracurricular events, sport contest, competitions, club meetings, class trips, etc. will be canceled or terminated during ALERT, SITE AREA EMERGENCY and GENERAL EMERGENCY and resumed only at the termination of incident classification or reduction to UNUSUAL EVENT.

3. Schools in session will not send children home early should a protective action such as sheltering or evacuation appear imminent or be in progress. Regular dismissal policy and transportation routes will be in effect unless pre-empted by the school requesting that students be picked up by parents, guardians, etc., and/or a protective action directive from Rockland County OFES.

H. Training and Exercises

1. The School District, in consultation with Rockland BOCES and County OFES, is responsible for providing radiological emergency response training to school staff and faculty.
2. Exercise and drill related to the Indian Point Energy Center will be coordinated through the Rockland County OFES.

II. CONCEPT OF OPERATIONS

A. Unusual Event

No actions required. Nyack Union Free School District is not notified of an UNUSUAL EVENT.

B. Alert, Site Area or General Emergency

Proceed to and complete the appropriate action item checklist(s) as follows:

EMERGENCY CLASSIFICATION LEVEL	SCHOOL IN SESSION	SCHOOL <u>NOT</u> IN SESSION
ALERT	CHECKLIST 1	CHECKLIST 4
SITE AREA EMERGENCY	CHECKLIST 2	CHECKLIST 5
GENERAL EMERGENCY	CHECKLIST 3	CHECKLIST 6

ATTACHMENT 1

ALERT – SCHOOL IN SESSION

Initial each step and indicate time completed

The Superintendent will, upon notification by the school district or Rockland County OFES:

- ___ 1. Assure immediate update of student attendance and class rosters.
- ___ 2. Notify appropriate staff, including:
 - ___ a. Building Principals (or other building level administrators)
 - ___ b. Other Administrators
 - ___ c. Facilities Department
- ___ 3. Update rosters periodically in preparation for having appropriate staff report attendance twice each day (0900, 1400).

NOTE: Report significant changes in attendance to the school district or Rockland County OFES.

- ___ 4. Cancel school sponsored activities, including:
 - ___ a. Special Activities
 - ___ b. Extra-curricular Events
 - ___ c. Meetings
 - ___ d. Trips
 - ___ e. After School Activities
- ___ 5. Assure preparation of the facility(ies) for sheltering, coordinating with the maintenance personnel or other staff as appropriate:
 - ___ a. Fuel and test support systems
 - ___ b. Secure entrances/exits/windows
 - ___ c. Review snack capabilities
 - ___ d. Instruct staff to prepare shelter activities/equipment
 - ___ e. Report unmet needs to the Rockland County OFES School Services
- ___ 6. Notify bus contractors, as appropriate, requesting they:
 - ___ a. Fuel and maintain vehicles
 - ___ b. Report unserviceable vehicles.
- ___ 7. Review any special student medical supplies/needs.
- ___ 8. Review situation and procedures with appropriate staff.
- ___ 9. Recall/dismiss appropriate staff, such as to maintain emergency staffing needs.
- ___ 10. Telephone parents, brief them of the situation and review procedures for student pick up.

NOTE: Initiate student pick up for those parents who so desire, ensuring with the school district and county that protective action – evacuation or sheltering – is not imminent.

- ___ 11. Confirm with the school district that the school reception center has been notified of the situation and is available to receive students, if necessary.
- ___ 12. Monitor radio and TV for emergency information.

ATTACHMENT 2

SITE AREA EMERGENCY – SCHOOL IN SESSION

Initial each step and indicate time completed

The Superintendent will, upon notification by the Rockland County OFES:

- ___ 1. Complete all procedures outlined for ALERT.
- ___ 2. Report to the School Administrative Office.
- ___ 3. Confirm resources necessary for evacuation and sheltering, reporting unmet needs and attendance changes to the school district.
- ___ 4. Further notify staff to prepare vehicles for possible evacuation.
- ___ 5. Assure "Authorization for Student Pick-Up" forms are distributed.
- ___ 6. Confirm school reception center facility and evacuation routes are available, via the school district.
- ___ 7. Initiate emergency staffing and excuse or dismiss staff, as appropriate.
- ___ 8. Monitor local radio and TV stations (designated EAS stations) and County Citizen Advisory Network (1640 AM) and begin family notifications.
- ___ 9. Provide protective action directives to school staff as appropriate.

NOTE: If a protective action is recommended, implement appropriate procedures under
GENERAL EMERGENCY.

ATTACHMENT 3

GENERAL EMERGENCY – SCHOOL IN SESSION

Initial Each Step and Indicate Time Completed

The Superintendent will, upon receipt of notification from the Rockland County OFES:

- ___ 1. Complete all procedures outlined for ALERT and SITE AREA EMERGENCY.
- ___ 2. Direct staff to mobilize for completion of preplanned assignments; moving vehicles into position.
- ___ 3. Confirm mobilization and positioning of buses/evacuation vehicles, reporting unmet transportation needs and changes in attendance received from staff, to Rockland County OFES through the school district.
- ___ 4. Provide protective action directives to school staff, as appropriate.
- ___ 5. Immediately suspend any non-classroom special activities, practices, etc., not previously canceled and recall students to the School or to a designated location outside the EPZ.
- ___ 6. Monitor EAS announcements (WABC-AM 770, WCBS-AM 880, WFAS-AM 1230, WHUD-FM 100.7) and coordinate family notifications with Rockland County OFES, as appropriate.
- ___ 7. Maintain emergency school administrative headquarters at Nyack Administration Building, located at 13A Dickinson Ave, Nyack, NY 10960.
- ___ 8. Upon notice of a protective action affecting the location of the school facility, and the need for the public to take KI, administer KI to students and staff.
- ___ 9. UPON DIRECTION TO SHELTER:
 - ___ a. Notify School faculty and staff.
 - ___ b. Ensure that outside activities are terminated and personnel moved to predesignated shelter areas.
 - ___ c. Assign staff to:
 - ___ (1) Shut down heating, ventilation and air conditioning systems, to the extent possible while still maintaining a safe indoor temperature.
 - ___ (2) Ensure closing/locking of all exterior doors/windows.
 - ___ (3) Move students to areas of the facility providing the most shelter from the outside environment, as appropriate.
 - ___ d. Assign support staff to:
 - ___ (1) Secure area to extent possible.
 - ___ (2) Assemble drinks and snacks in shelter areas.
 - ___ e. Assign administrative personnel to:
 - ___ (1) Secure all personnel records and student files.
 - ___ (2) Take attendance records to shelter areas.
 - ___ (3) Take "Authorization for Student Pick-Up" and car pool forms to shelter areas.
 - ___ f. Assign staff to:

- _____ (1) Close all windows in the classroom.
 - _____ (2) Maintain discipline/order.
 - _____ (3) Verify classroom attendance and take attendance sheets to the shelter area.
 - _____ (4) Check non-classroom areas for students.
- _____ (5) Secure required materials for predetermined shelter area activities and take to shelter areas.
 - _____ g. Secure student health records and assemble required health supplies in the shelter area.
 - _____ h. Determine status of unmet transportation needs and notify the school district for forwarding to Rockland County OFES.
 - _____ i. Assure administrative staff and maintenance supervisors prepare schools as they would for a regular weekend; closing all windows, locking doors, locking files and closing outside ducts or air intakes.
 - _____ j. Post the facility entrance with sheltering notice (attachment 9).
 - _____ k. Do not dismiss students into the Emergency Planning Zone (EPZ).
 - _____ l. Upon suspension of the shelter directive, review the situation with the school district and/or Rockland County OFES and prepare students for dismissal in accordance with existing plans, or take other protective actions as directed by emergency authorities.
- _____ 10. UPON DIRECTION TO EVACUATE OR IMPLEMENT PRE-CAUTIONARY RELOCATION:
 - _____ a. Notify faculty and staff.
 - _____ b. Discuss school reception center arrangements/status with the school district.
 - _____ c. Assure updated attendance.
 - _____ d. If in sheltering, students are to be reunited with their assigned staff and attendance updated.
 - _____ e. Direct non-canceled, special activities, be immediately terminated and student attendance taken and records completed.
 - _____ f. Confirm positioning of buses/evacuation vehicles, reporting unmet transportation needs, to the school district or Rockland County OFES.
 - NOTE: Assure telecommunications capability of at least one (1) transportation vehicle assigned.
 - _____ g. Initiate orderly movement of students to transportation vehicles and monitor loading and seating of students/staff.
 - _____ h. Provide drivers accompanying students to special events (within EPZ or outside EPZ) directions to school reception center, as appropriate.
 - _____ i. Assign staff to accompany students in each transportation vehicle.
 - _____ j. Assign staff to accompany buses in their private vehicles.
 - _____ k. Post "Notice of Movement" sign at appropriate building entrances (reference Attachment 10).
 - _____ l. Provide staff with appropriate attendance records and assure recording of students in each vehicle.
 - _____ m. Supervise movement to school reception center, notifying Rockland County EOC via telecommunication of progress/problems.
 - _____ n. Upon disembarking in an orderly fashion, verify student attendance and provide attendance records to appropriate staff.
 - _____ o. Assign school staff to remain with students at school reception center/facility until students in staff's charge are picked up by parent/guardian, or until relieved by other staff or instructed to leave
 - _____ p. Provide staff "Authorization for Student Pick-up" forms and direct that

completed

lists/records be returned.

- _____ q. Report status of student pick-up to Rockland County EOC school representative every two (2) hours.
- _____ r. After 8:00 p.m., if students remain to be picked up by their parents or legal guardians, assure that staff remains with students and discuss feeding and housing arrangements with American Red Cross representatives.
- _____ s. Report completion of student pick-up to Rockland County OFES and arrange to provide Rockland County OFES pick-up/attendance records.
- _____ t. Excuse remaining staff and provide Rockland County EOC a means of future contact for receipt of re-entry orders or inquiries, etc., to emergency school administrative headquarters at East Ramapo Administrative Building, located at 62 Old Middletown Road, Spring Valley, New York, or evacuation location.

Recovery/Reopening of Schools (School in Session)

1. Upon notification that re-entry is permitted, the Superintendent will direct that buildings be inspected for occupation by appropriate staff and deficiencies be reported to the Superintendent.
2. The Superintendent will report unmet needs to the Rockland County EOC School Services Officer, coordinate necessary repair/supply and keep accurate records of costs incurred.
3. The Superintendent will, based on information received from Rockland County EOC, decide to reopen the School and communicate this decision to the appropriate staff. Re-opening of schools will be the decision of the Superintendent of Schools.
4. Families, faculty and staff will be notified of the decision to re-open schools, using normal media/information procedures, supplementing appropriate EAS announcements.

NOTE: Announcements will be published in appropriate newspapers and coordinated with Rockland County.

ATTACHMENT 4

ALERT – SCHOOL NOT IN SESSION

The Superintendent will, upon receipt of notification by the School District or Rockland County OFES:

Initial Each Step and Indicate Time Completed

- _____ 1. Cancel/terminate school sponsored activities, including:
 - _____ a. Special activities
 - _____ b. Extracurricular events
 - _____ c. Meetings
 - _____ d. Trips
- _____ 2. Notify and review Rockland Emergency Response Plan (RERP) procedures with appropriate staff.
- _____ 3. Notify any groups or individuals occupying the school facilities, requesting that all non-school staff vacate the facility.
- _____ 4. Facilities shall remain closed until the emergency conditions at Indian Point Energy Center (IPEC) are resolved.

ATTACHMENT 5

SITE AREA EMERGENCY – SCHOOL NOT IN SESSION

Initial Each Step and Indicate Time Completed

The Superintendent and/or designee will, upon receipt of notification from the Rockland County OFES:

- _____ 1. Implement the decision to close or keep schools closed, notifying families and utilizing normal school procedures.
NOTE: A recommendation to keep schools closed will be made by Rockland County and communicated through school district channels.
- _____ 2. Notify appropriate staff and faculty of the decision to close schools or keep schools closed and brief them of the situation.
- _____ 3. Complete all procedures outlined for ALERT.
- _____ 4. Provide the school district with information on your personal location **and means of contact, while** assuring the building is secured and vacated; immediately canceling any activities.

ATTACHMENT 6

GENERAL EMERGENCY – SCHOOL NOT IN SESSION

NOTE: A decision to keep schools closed will be made by Rockland County and communicated through school channels.

Initial Each Step and Indicate Time Completed

The Superintendent will, upon receipt of notification:

- _____ 1. Complete all procedures outlined for ALERT and SITE AREA EMERGENCY that not have yet been completed.
- _____ 2. Maintain emergency school administrative headquarters at Nyack Administration Building, located at 13A Dickinson Ave, Nyack, New York 10960.
- _____ 3. Monitor EAS announcements (WABC- 770 AM, WCBS – 880 AM, WFAS – 1230 AM/103.9 FM, WHUD-100.7 FM).
- _____ 4. Notify staff and brief them of the situation.
- _____ 5. Keep facility closed until the county authorizes recovery and re-entry.

Recovery/Reopening of Schools (School Not In Session)

- 1. The Rockland County School Services Officer or school district representatives will notify the Superintendent of the decision to reoccupy the evacuated area.
- 2. The Superintendent will assure that buildings have been inspected for reoccupation by appropriate staff and deficiencies reported to the Superintendent.
- 3. The Superintendent will report unmet needs to the Rockland BOCES or Rockland County OFES School Services Officer, coordinate necessary repair/re-supply and keep accurate records of costs incurred.
- 4. The Superintendent will, based on information received from Rockland County OFES, decide to re-open the school and communicate this decision to appropriate staff, using the staff telephone chain. Reopening of schools will be the decision of the Superintendent of Schools.
- 5. Parents, faculty and staff will be notified of the decision to re-open schools using normal media/information procedures, supplementing appropriate EAS announcements.

ATTACHMENT 7

LETTER TO PARENTS

For Schools in the IPEC 10-Mile Emergency Planning Zone

(SCHOOL LETTERHEAD)

Dear Parent,

Emergency planning is a continuous process that needs careful review and revision on a regular basis. Specific plans and procedures for this school have been developed as part of the Rockland County Radiological Emergency Plan for the Indian Point Nuclear Power Plants. We believe it is important for you to know the steps that would be taken to protect the health and safety of your child if an incident were to occur at one of the Indian Point Nuclear Power Plants.

The Rockland County Executive, as the Emergency Coordinator, could order one or a combination of the following actions to be taken if an incident were to occur at one of the Indian Point Nuclear Power Plants. Please note that these actions might also be utilized for any one of a number of major emergencies that could affect our schools, but the procedures detailed here are specific for Indian Point.

Actions taken are based on an emergency classification system that identifies the severity of the incident and the potential for danger to the general public. Rockland County officials notify schools at the earliest stage that an incident has occurred at one of the Indian Point Nuclear Power Plants. One of the following actions would be ordered:

1. Schools may continue normal school session until the end of the school day, at which time students would return home in their usual manner.

-OR-

2. School would be canceled for all schools in Rockland County.

-OR-

3. School would be ordered closed and children would be returned home according to the school's "Emergency Go Home" policy and procedures.

-OR-

4. In the event the "Emergency Go Home" policy is not the safest course of action, based on information and instructions from the Rockland County Emergency Coordinator, students and staff may be ordered to take shelter within the school.

-OR-

[illegible]

--	--	--

WE ARE
SHELTERING IN PLACE



DO NOT ENTER

NOTIFICATION LIST

SCHOOL/OFFICE/AGENCY	TELEPHONE #
Nyack UFSD Superintendent	(845) 353-7015
Nyack UFSD Assistant Superintendent of Finance & Operations	(845) 353-7034
Rockland County Office of Fire and Emergency Services (OFES)	(845) 364-8900
Rockland County Emergency Operations Center (EOC) – Schools Desk	(845) 362-0610
Nyack UFSD Director of Facilities	(845) 353-7007
St. Thomas Aquinas College School Reception Center & Mass Care Center	(845) 398-4100

Nyack Union Free School District District Emergency Response Plan

Annex for the Distribution of Potassium Iodide (KI)

Section I: General Considerations and Planning Guidelines

A. Introduction

Federal regulations have been established that require public officials to develop emergency plans for accidents at commercial nuclear power plants. The purpose of such plans is to provide reasonable assurance that adequate measures can and will be taken, in the event of a radiological emergency. Guidelines for choice actions during an emergency consistent with federal guidelines are developed and in place.

State and local officials may implement a range of protective actions that can be utilized for protecting the public from radioactive plume exposure. Traditionally, the range of public protective actions for severe accidents has been limited to evacuation and in-place sheltering. Recent federal guidance has prompted state and local governments to implement procedures to include the prophylactic use of potassium iodide (KI) as an additional public protective action. This outlines the district's strategy for implementing an effective plan to provide KI as a protective measure.

B. Purpose

This Annex applies to an accident at the Indian Point Nuclear Plant that would prompt public health officials to make the recommendation to administer KI. The purpose of this Annex is to ensure that appropriate designated personnel can adequately and effectively administer KI to students and staff in the event of such a radiological emergency. This Annex identifies the plan to effectively manage a KI program on a district-wide basis.

Each school building shall also develop a building-level plan for the distribution of KI to students and staff in the event of radiological emergency. Such a plan shall be annexed to the Building-Level Emergency Response Plan.

C. Situation

A severe accident at a commercial nuclear power plant may result in the release of radioactive isotopes (radioactive material), including radio iodide. Communities within a 10-mile radius of a nuclear facility, known as the Emergency Planning Zone (EPZ), stand at considerable risk of exposure to isotopes that may be present during a release. Two of our schools are located within the EPZ for the Indian Point Nuclear Power Plant Liberty Elementary School and Valley Cottage Elementary School. The plan to distribute potassium iodide, however, will cover all district school buildings.

Iodide is readily absorbed by the thyroid gland. The inhalation or ingestion of radio iodide increases the risk of thyroid cancer in individuals or populations, at risk. The ingestion of stable potassium iodide (KI) to block the uptake of radio iodide by the thyroid has been identified as an effective protective action. Although KI may still have a substantial protective effect if taken within three-four hours after exposure, optimal protection is achieved if KI is administered prior to, or concurrent with, exposure. KI is only effective against one form of radiation and it is NOT an alternative to evacuation.

D. Assumptions

1. An accident at the Indian Point Nuclear Power Plant may or may not result in the release of radio iodide and thus, may or may not, warrant the administration of KI. This can only be determined by thorough assessment by public health officials during the emergency.
2. The evacuation of the school population to a reception center may not have begun, be in progress, or be complete at the time that the recommendation to administer KI is made by state and/or county Department of Health officials.
3. "Designated individuals" may need to administer KI while in the school, en route, or at the designated reception center.
4. Parents/guardians of school children may choose to decline participation in the KI administration program and thus, not authorize the district, by its "designated individuals", to administer KI to their children.
5. Current guidance from the World Health Organization (WHO) and the FDA suggests that allergic reactions to KI are rare, but may occur in those who have known allergies to iodide.
6. An emergency at the Indian Point Nuclear Power Plant can create confusion and may result in inaccurate or unreliable information. School district administrators need to be cognizant that

rumors may exist and should only implement protective actions as directed by state and/or county officials.

E. Concept of Operations

1. An emergency at a nuclear power plant may begin with and escalate through a series of Emergency Classification levels (ECLs). An emergency may also begin without escalating at any level, including an Immediate General Emergency, the highest Emergency Classification Level.
2. Emergencies that progressively escalate may allow time for the school liaison to be represented at the county Emergency Operations Center (EOC). This liaison serves as the conduit of information between public officials and the school districts.
3. If the emergency escalates and radioactive materials are released, an analysis will be done by public health officials to determine if radio iodide has been, or will be, released. If plant conditions indicate that radio iodide has been, or may be released, public health officials will make a determination on the impact to the population.
4. If conditions warrant, public health officials will make the recommendation to administer KI. The recommendation to administer KI will be issued by the New York State Commissioner of Health and/or the County Health Commissioner.
5. In an escalating emergency, with the school liaison present at the county Emergency Operations Center, the notification of the recommendation to school officials to administer KI will be disseminated through the school liaison to the school districts and through the Emergency Alert System (EAS) to the population at risk.
6. If the emergency begins at the Immediate General Emergency level, public officials will activate the Emergency Alert System (EAS), and inform the population to "shelter-in-place and await further instructions". If plant conditions indicate that radio iodide has been, or may be released, public health officials will make a determination of the impact on the population.
7. If conditions warrant, public health officials will make the recommendation to administer KI. The recommendation to do so will be made by the New York State Commissioner of Health and/or the County Health Commissioner, and a follow-up Emergency Alert System (EAS) message will be disseminated to the population to recommend the administration of KI.
8. Upon receipt of the recommendation to administer KI, "designated individuals" will begin administering KI to the school population.

Section II: Preparedness

A. Identification of KI Recipients and Emergency Personnel

1. Identification of Potential KI Recipients

a) Participation in the KI program is voluntary. Each building principal will ensure distribution of the attached cover letter and opt-out form to parents/legal guardians that will allow parents to “opt-out” of participation in the KI program. Such cover letter and opt-out form shall be distributed to parents/legal guardians upon implementation of this policy. Such cover letter and opt-out form shall, thereafter, be provided to the parents/legal guardians of each new student who enrolls in the district. The district will aggressively communicate with our parents/guardians about KI through the following methods:

- Sending the “opt-out” letter in three languages to all parents/guardians. ☐ Placing a notice in the newsletter, Straight Talk.
- Placing a notice and the “opt-out” form on our website.
- Notifying parents of back-to-school night and parent/teacher conference days.
- Soliciting the assistance of the PTA.

b) If an opt-out form is not promptly received for a student with a known allergy to iodide (shellfish), the school nurses will follow-up with the student’s parents/legal guardians to determine whether they wish to submit an opt-out form.

c) Each building principal will maintain current listings of the “opt-out” students. These listings will be distributed to all “designated individuals” and members of the building level Emergency Response Team.

D) “Opt-out” forms shall be maintained in each school nurse’s office. When an “opt-out” student transfers from one school to another school within the district, the school nurse shall ensure that the “opt-out” form follows the student to his/her new school, and the new school’s “opt-out” list is updated accordingly.

2. Identification of “Designated Individuals”

a) Each building principal will develop and maintain a list of “designated individuals” who can be called upon to administer KI to the school population, except for “opt-out” students.

b) “Designated individuals” may include members of the nursing staff, the building level Emergency Response Team and others, as deemed appropriate.

c) Provisions must be made for each school building so that “designated individuals” will be available to administer KI during school hours, as well as during before and after school programs.

d) Provisions must be made for each school building to ensure that “designated individuals” have access to the KI storage location(s) and the current opt-out list at all times.

3. Identification of Building Level Emergency Response Team

a) Each building principal shall ensure that a building level Emergency Response Team is designated and is fully familiar with the provisions of the district-wide and building-level procedures for the distribution of KI.

B. Identification of Storage and Dispensing Points

1. Identification of storage facilities/mobile facilities for KI

- a) Within each school building, a KI storage location shall be identified. This location needs to be secure, centrally located and environmentally controlled.
- b) The storage location needs to be accessible to “designated individuals” and members of the building level Emergency Response Team.
- c) Each school building shall utilize mobile storage of KI, such as “go-kits” or “fly-away kits” to allow quick access, in the event that the order to evacuate comes in advance of the recommendation to administer KI. A mobile storage system must include a copy of the current “opt-out” list. This would allow the KI to be brought with the school population on the buses of the reception center(s) in an efficient and timely manner.

2. Identification of dispensing point(s) to administer the KI

- a) Within each school building, one or more physical location(s) where KI is to be administered on-site shall be identified. This can be done systematically – classroom by classroom, or may be done at a central assembly area.
- b) Each school building shall also incorporate into its building level Emergency Response Plan, procedures for the administration of KI enroute to and at the designated evacuation center.

C. Training and Exercising

1. Training

- a) The District Wide School Safety Team will support training activities for “designated individuals” and building level Emergency Response Teams. Training will include the proper administration of KI and the correct procedures for carrying out the assigned tasks in each building level Emergency Response Plan.

2. Exercising

- a) The District Wide Safety Team and each building level Emergency Response Team will incorporate the district wide and building level plans for distribution of KI into their annual exercise.
- b) Within each school building, an annual information session for students shall be conducted regarding the KI distribution plans.

Section III: Response

A. Notification and Activation before Evacuation

1. The Superintendent of Schools or his/her designee will receive the recommendation to administer KI from either the Emergency Alert System (EAS), the school liaison at the County Emergency Operations Center (EOC), or the state and/or the county Department of Health.
2. Upon receipt of the recommendation to administer KI, a decision will be made by the Superintendent of Schools or his/her designee to administer KI. This decision will be communicated to each building principal who shall, in turn, communicate the decision to members of the building level Emergency Response Team and "designated individuals".
3. If a predetermined central location for the distribution of KI to students has been identified, the building principal will instruct the staff to accompany their respective class to the assembly area.
4. The building level Emergency Response Team and "designated individuals" will retrieve the KI from the designated storage places or "go-kits" and proceed to the pre-determined location or classroom(s).

B. Notification and Activation During or After Evacuation

1. If the order to evacuate comes in advance of the recommendation to administer KI, the building level Emergency Response Team and "designated individuals" will retrieve the KI from the designated storage places or "go-kits".
2. "Designated individuals" will take the "go-kit" with the students on the buses to the designated reception center(s).
3. If the recommendation to administer KI is made during evacuation, such information shall be disseminated to the buses by means of communication from the superintendent or his/her designee to the emergency transportation carriers for transmission over two-way bus radios.
4. The bus driver or radio operator will relay the information to the "designated individuals" who will, in turn, administer KI to the students.
5. If the recommendation to administer KI is made after the buses arrive at the reception center, "designated individuals" will administer KI to the students at the reception center.
6. Evacuation will not be delayed to allow for the administration of KI.

C. Administration of KI

1. In the absence of parents/guardians, "designated individuals" are the only persons authorized to administer KI to the students.
2. By utilizing current "opt-out" listings, "designated individuals" will ensure that only those students who participate in the KI program will be administered KI.

3. The prescribed doses and administration of KI will be in concurrence with FDA recommended guidelines, (a 65 mg dose administered to children up to 12 years who weigh less than 150 pounds and a 130 mg dose administered to children 12-18 years who weigh at least 150 pounds) in accordance with the recommendation by Dr. Antonia Novello, Commissioner of Health, dated May 22, 2002.
4. "Designated individuals" will ensure that students are not administered more than one dose of KI. Each building level plan must include appropriate procedures to accomplish this.
5. District staff may choose to self-administer KI. According to the FDA, however, it is not necessary for persons over 40 years of age to take KI in the event of radiological emergency.
6. "Designated individuals" shall be aware of the signs and symptoms of an allergic reaction and shall report such findings to the appropriate nursing or medical personnel as soon as possible. Appropriate actions should be taken with any allergic reaction to relieve symptoms. If an anaphylactic reaction occurs, non-patient specific order epinephrine and/or other agent to treat anaphylaxis may be used, as appropriate. CPR should be initiated, if needed, and the individual transported to the nearest medical facility, if possible.

D. Documentation

1. Each building level plan shall identify a means for members of the Emergency Response Team and designated individuals to document their actions during the emergency. Information may include notification times, doses administered, control rosters and any observed adverse reactions.
2. Documentation should be assembled, per school policy and should be secured where sensitive material is normally kept.

Section IV: Recovery/Return

1. Once public health officials determine it is safe to return, each building principal should implement recovery (post-incident) procedures as specified in their building level Emergency Response Plan.
2. The district shall conduct a post-incident critique of its KI program and the effectiveness of that program. The critique may prove to be valuable in identifying ways to build upon the KI plan and improve its effectiveness.
3. Information supplied from the critique shall be incorporated into the district wide and building level KI plans and be utilized upon replenishment of KI from public health officials.

PARENT NOTIFICATION

Our school building is located in proximity to the Indian Point nuclear power plant. In January 2001, the federal Nuclear Regulatory Commission amended its policy on the availability and usage of the over the-counter drug, potassium iodide (KI), during a radiological emergency. As a result, New York State also revised its policy regarding providing KI to the general population in the 10-mile emergency planning zones surrounding the Indian Point, Nine Mile and Ginna commercial nuclear power sites.

KI is an over-the-counter drug. We have been advised by the New York State Department of Health that KI protects the thyroid from exposure to radioactive iodide. KI is not an alternative to evacuation or sheltering (see attached KI information sheet).

Should the county and/or state Department of Health recommend the use of KI during an emergency, our schools will have appropriate doses of KI available on-site for your children.

If you do not want the school to provide your child with KI in a radiological emergency, you must sign and return the enclosed Refusal/Opt-Out form to the school nurse. This form will remain in effect as long as your child attends a school in the Nyack Public School District. Please note that if you do not return the enclosed form and KI use is recommended by health officials, your child will receive KI.

If you have any concerns regarding the emergency use of KI or questions about your child's health and the use of KI, please discuss this with your child's healthcare provider.

If you have any further questions about the school's program, please contact our school nurse.

Sincerely,

School Principal

encl: Opt-Out Form
KI Information Sheet

Nyack Union Free School District
13A Dickinson Avenue
Nyack, NY 10960

Potassium Iodide (KI) Refusal/Opt-Out Form

If you DO NOT want your child given potassium iodide (KI) in the event of a radiological emergency, complete this form and return it to your child's school within three days.

I understand that potassium iodide (KI) may be given to my child if recommended by the county and/or state Department of Health in a radiological emergency.

I have read and understand the Parent/Guardian letter, Potassium Iodide (KI) Parent Q & A's, and Department of Health KI information sheet.

I DO NOT want my child given potassium iodide (KI) in the event of a radiological emergency.

Child's Name: _____

Grade: _____ Teacher/Homeroom Teacher: _____

Parent/Guardian Signature: _____

Date: _____ Telephone Number: _____

IF YOU DO NOT RETURN THIS FORM AND KI USE IS RECOMMENDED BY

HEALTH OFFICIALS, YOUR CHILD WILL RECEIVE KI.

Appendix-10

Memorandum of Understanding for the School Resource Officer

Authorizing the Supervisor to Enter into an Agreement with the Board of Education of the
Nyack Union Free School District for the School Resource Officer Program for the 2026-2027

School Term

WHEREAS, a School Resource Officer Program has been proposed for the Nyack Union
Free School District, and

WHEREAS, the Board of Education of the Nyack Union Free School District and the Clarkstown
Police Department desire to provide law enforcement services of one (1) police officer to be assigned
to the school district on a full-time basis as the School Resource Officer;

NOW, THEREFORE, be it

RESOLVED, that the Town Board hereby authorizes the Supervisor to enter into an agreement
with the Board of Education of the Nyack Union Free School District, in a form satisfactory to the Town
Attorney, to authorize the Clarkstown Police Department to provide law enforcement services consisting
of one (1) police officer to the Nyack Union Free School District on a full-time basis, for the period
September 1, 2026 through June 30, 2027, and be it

FURTHER RESOLVED, that the agreement shall provide, along with other provisions required by
the Town Attorney, for contractual indemnification of the Town, professional and other liability
insurance coverage, and be it

FURTHER RESOLVED, that this resolution is subject to the financial contribution of the Nyack
Union Free School District to the Town of Clarkstown in the amount of \$54,862.00 for the School
Resource Officer.

Dated: June 9, 2026

TB 06-09-26 TA RES Nyack Union Free School District SRO Agreement-

Amending Resolution #336-2026 Concerning an Agreement with the Nyack School District for a
School Resource Officer (SRO) Agreement

WHEREAS, by Resolution #336-2026, adopted June 9, 2026, the Town Board authorized the Supervisor to enter into an agreement with the Board of Education of the Nyack Union Free School District to provide law enforcement services of one (1) police officer to be assigned to the school district on a full-time basis as the School Resource Officer, and

WHEREAS, by the same resolution, the agreement was subject to the financial contribution of the Nyack Union Free School District to the Town of Clarkstown in the amount of \$54,862, and

WHEREAS, the Nyack School District has subsequently agreed to an increased financial contribution amount of \$ 100,000;

NOW, THEREFORE, be it

RESOLVED, that Resolution #336-2026 is hereby amended to read:

"subject to the financial contribution of the Nyack Union Free School District to the Town of Clarkstown in the amount of \$100,000.00 for the School Resource Officer."

DATED: August 18, 2026

TB 09-18-26 TA RES Amend Res. #336-2026 Nyack School SRO Agreement

AGREEMENT between
THE BOARD OF EDUCATION OF THE
NYACK UNION FREE SCHOOL DISTRICT and
THE TOWN OF CLARKSTOWN and
THE CLARKSTOWN POLICE DEPARTMENT for
THE SCHOOL RESOURCE OFFICER PROGRAM
SEPTEMBER 1, 2026-JUNE 30, 2027

This Agreement is made by and between the BOARD OF EDUCATION OF THE
NYACK UNION FREE SCHOOL DISTRICT, ROCKLAND COUNTY, NEW
YORK, (hereinafter refened to as the "School Board"), and THE TOWN OF CLARKSTOWN
and THE CLARKSTOWN POLICE DEPARTMENT, (hereinafter referred to as the "Police
Department");

WHEREAS, the School Board and the Police Department desire to provide law enforcement services of one
police officer to be assigned to the Nyack Union Free School District on a full-time basis; and

WHEREAS, a School Resource Officer Program has been established for the Nyack Union Free School District
school system as hereinafter described; and

WHEREAS, the School Board and Police Department recognize the potential outstanding benefits of the School
Resource Officer Program to the citizens of the Town of Clarkstown and particularly to the students of the Nyack
Union Free School District public school system; and

WHEREAS, it is in the best interests of the School Board, the Police Department and the citizens of the Town of
Clarkstown to continue this program;

IT IS THEREFORE AGREED that the Police Depaffment shall supply one police officer to the Nyack Union
Free School District to be assigned to the school based on the following terms and conditions.

ARTICLE 1

Term of Agreement

The School Resource Officer Program will continue in the public school system of the Nyack Union Free
School District for ten (10) months from September 1, 2026 to June 30, 2027. The School Board's administrators
will conduct a one-day orientation before the SRO assumes duties at the assigned school.

ARTICLE 11

Rights and Duties of the Chief of Police

The Chief of Police shall provide School Resource Officers, (hereinafter referred to as "SROs"), as follows:

A. Number of School Resource Officers

1. The Chief shall assign one regularly employed Clarkstown Police Officer to the Nyack High School and that will be the primary assignment of the SRO. This shall consist of five (5) days per week.

B. Regular Duty Hours of School Resource Officers

1. The SRO shall be assigned to the school on a full time basis on those days and during those hours that school is in regular session, to be specified by the School Board. The SRO may be temporarily reassigned by the Chief during school holidays and vacations, or during the period of a police emergency.
2. It is further agreed that in the event of the absence or leave of the assigned officer(s), which lasts for more than four days if possible, but always if the absence or leave exceeds six days, the Police Department will provide a qualified police officer(s) at no additional cost to the Nyack Union Free School District.

C. Duties of School Resource Officers

The following duties to be performed at the school by an SRO shall be assigned through the Clarkstown Police Department chain of command, in cooperation with the

Superintendent of Schools and/or the Superintendent's designee, and shall be performed consistent with law and regulations, and the policies of the Police Department and the Board of Education:

- a. The SRO shall provide security and surveillance of the areas assigned, note and report irregularities, dangerous practices and conditions, accidents, fires, and other acts or circumstances requiring police or other action, which affect the health and welfare of students and school personnel.
- b. The SRO shall take law enforcement action as required. As soon as practical, the SRO shall make the Principal of the school aware of such action. At the Principal's request, the SRO shall take appropriate law enforcement action against intruders and unwanted guests who may appear at the school and related school functions, to the extent that the SRO may do so under the authority of the law. When possible, the SRO shall advise the Principal before requesting additional police assistance to the campus.
- c. The SRO shall conduct investigations of criminal or delinquent activity according to established police department policy and procedures.
- d. The SRO may be assigned to investigate offenses occurring off school property provided such investigations relate to students attending the school to which the officer is assigned.
- e. The SRO shall testify in court, and at school related hearings or proceedings, as needed.
- f. The SRO shall complete monthly activity reports in a timely and accurate manner and submit it to both the Police Department and the School District.
- g. The SRO shall complete any and all reports required by the Police Department in a timely and accurate manner.
- h. The SRO shall enforce traffic and parking laws and regulations on school property and cooperate and assist other public safety officials with traffic control as necessary.
- i. The SRO shall recommend measures to protect school and personal property from damage and theft and to protect persons from injury and death.
- j. The SRO shall assist school personnel with emergencies and in an emergency may be directed to assist at another building.

- k. The SRO shall assist with the supervision of security at school activities and public meetings as directed and approved by the principal.
- l. The SRO shall assist the principal on matters dealing with the enforcement of child custody orders or domestic violence restraining orders.
- m. The SRO shall assist the principal on matters dealing with the proper handling and security of money, personal possessions and valuable property.
- n. The SRO shall become familiar with all community agencies which offer assistance to youths and their families such as mental health clinics, drug treatment centers, etc. The SRO shall make referrals to such agencies, when necessary, thereby acting as a resource to the students, faculty and staff of the school.
- o. The SRO shall make himself/herself available for conference with students, parents and faculty members in order to assist them with problems of a law enforcement or crime prevention nature.
- p. When requested by the principal, the SRO shall attend parent/faculty meetings to solicit support and understanding of the program.
- q. The SRO shall assist the principal in developing plans and strategies to prevent and/or minimize dangerous situations which may result from student unrest.
- r. The SRO may act as an instructor for specialized classes involving a range of topics such as security, crime prevention, drug and alcohol education, the criminal and juvenile justice systems, and related topics.
- s. The SRO shall not act as a school disciplinarian as disciplining students is a school responsibility. However, if the principal believes an incident is a violation of the law, the principal may contact the SRO and the SRO shall then determine whether law enforcement action is appropriate. School Resource Officers are not to be used for regularly assigned lunchroom duties, hall monitoring or other monitoring duties.
If there is a problem area, the SRO may assist the school until the problem is solved.

- t. The SRO shall assist with Megan's Law notifications received by the school as mandated by the New York State Sexual Offenders Registration Law.
- u. The SRO shall give assistance to other police officers in matters regarding his/her school assignment whenever necessary. The SRO shall, whenever requested, participate in or attend school functions.
- v. The SRO shall adhere to School Board policy, police policy and legal requirements should it become necessary to conduct formal police interviews with the students.
- w. The SRO shall coordinate all of his/her activities with the principal and staff members concerned and will seek permission, advice and guidance prior to enacting any program within the school.
- x. The SRO shall serve at all times as a role model to students by demonstrating appropriate attitudes, behavior, courtesy and respect.
- y. The SRO shall not be requested to participate in student searches conducted by school officials. School officials may search a student based on reasonable suspicion. A law enforcement officer must meet a more stringent requirement of probable cause in order to justify a search, and is usually also required to first obtain a search warrant. Requiring the assigned officer to conduct or participate in student searches would invalidate searches conducted by school officials based on their lesser standard of reasonable suspicion. However, officers may conduct searches under circumstances where a search by law enforcement is permitted by law.

ARTICLE 111

Uniforms

Unless engaged in activities for which a uniform would be inappropriate, the officers shall wear uniforms in order to maintain a visible presence in the school and deter trespassers from entering the school. In such cases when the principal requests, the Chief can modify this article in accordance with Article V, Sub. 4 of the labor contract between the Town of Clarkstown and the Rockland County PBA.

ARTICLE IV

Weapons

Officers may carry weapons when authorized by the Chief of Police. The weapon shall be carried either:

1. Openly, in those circumstances where an armed presence may provide a useful deterrent, or
2. Concealed, in circumstances where the officer may wish to act informally with students, parents or faculty.

ARTICLE V

Rights and Duties of the School Board

The School Board shall provide to the full time SRO of each secondary school the following materials and facilities which are deemed necessary to the performance of the SRO's duties:

- A. Access to a properly lighted and ventilated private office, which office shall contain a telephone to be used for general business purposes.
- B. A location for files and records which can be properly locked and secured.
- C. A desk with drawers, 3 chairs, worktable and office supplies.
- D. Access to a computer terminal or secretarial assistance.

ARTICLE VI

Transporting Students

It is agreed that the SROs shall not transport students in their vehicles except:

- A. When the students are victims of a crime, under arrest, or some other emergency circumstances exist.
- B. When students are suspended and sent home from school pursuant to school disciplinary actions, if the student's parent or guardian has refused or is unable to pick up the child within a reasonable time period and the student is disruptive/ disorderly and his/her continued presence on campus is a threat to the safety and welfare of other students and school personnel as determined by the school resource officer or his/her supervisor.
- C. If circumstances require that the SRO transport a student, then the school officials must provide a school official or employee, of the same gender as the student to be transported, to accompany the officer in the vehicle.
- D. If the student to be transported off campus is not under arrest, a victim of a crime, or violent or disruptive, the school administration shall provide transportation for the student and the SRO may accompany a school official in transporting a student.
- E. Students shall not be transported to any location unless it is determined that the student's parent, guardian or custodian is at the destination to which the student is being transported. SROs shall not transport students in their own personal vehicles.

- F. SROs shall notify the school principal before removing a student from campus. Removal shall not occur over the objection of the principal, unless the SRO believes that the student has committed a criminal act.

ARTICLE VII

Controlled Substances

- A. School officials shall notify the SRO in all cases involving possessions, sales or distribution of controlled substances at school or school activities.
- B. Any controlled substance or suspected controlled substances confiscated by school officials shall be turned over to the SRO for proper identification and eventual destruction.
- C. If there is probable cause to believe that a student or any other person has sold or is selling controlled substances at or near a school, the SRO shall be notified and the SRO should file a juvenile petition or seek a criminal warrant at the discretion of the SRO.

ARTICLE VIII

Access to Educational Records

- A. School officials shall allow SROs to inspect and copy any public records maintained by the school, including student directory information such as yearbooks. However, law enforcement officials may not inspect and/or copy confidential student education records except in emergency situations.
- B. If some information in a student's cumulative record is needed in an emergency situation to protect the health or safety of the student or other individuals, school officials may disclose to the SRO that information which is needed to respond to the emergency situation based on the seriousness of the threat to someone's health or safety, the need of the information to meet the emergency situation, and the extent to which time is of the essence.
- C. If confidential student records information is needed, but no emergency situation exists, the information may be released only upon the issuance of a search warrant or subpoena to produce the records.
- D. The SRO is not authorized to re-disclose any personally identifiable information from students' education records unless the disclosure meets an exception under FERPA

ARTICLE IX

Employment Status of the School Resource Officer

School Resource Officers shall remain employees of the Town of Clarkstown Police Department, and shall not be employees of the Nyack School Board. The Officers shall remain responsive to the chain of command of the Clarkstown Police Department and shall continue to remain subject to all rules and regulations of that agency.

ARTICLE X

Financing of the School Resource Officer Program

The Clarkstown Police Department agrees to pay the salaries, retirement benefits, health care benefits, as well as any other basic contractual benefits. The School Board agrees to reimburse the Town of Clarkstown \$100,000 per year for the School Resource Officer Program. The Town of Clarkstown shall bill the School Board on May 1, 2027 and said monies will be payable on June 1, 2027. In addition, the School Board agrees to pay any overtime costs incurred as a result of the SRO's participation, at the direction of the Superintendent or his designee, in any extra-curricular activities such as athletic events, concerts, hearings, proms, and homecoming dances, or after school or evening meetings.

The Principal will notify the SRO and get approval for any overtime details at least 4 working days prior to the commencement of said event. If it is deemed by the principal and the SRO that the occasion will require additional SRO presence, that presence should be requested and approved within that 4 day time frame. To facilitate logistics and planning, a minimum of 4 days' notice of the need of overtime shall be given if possible. There is no guarantee that a SRO will be provided if less than 4 days is given.

This overtime policy shall be determined according to Article VIII Sub. 1, 2 & 5 of the present labor agreement between the Town of Clarkstown and the Rockland County PBA (a copy of which shall be supplied to the School Board as well as a written statement specifying the overtime rates of the SROs). The payment for such overtime shall be billed and verified on a monthly basis by the Principal and the Chief of Police.

ARTICLE XI

Appointment of School Resource Officers

- A. The Superintendent of the Nyack Union Free School District and the Police Department shall each appoint two members to the School Resource Officer Interview Panel, which shall have as its sole function recruitment, interviewing and evaluation of SROs. This panel shall meet as necessary to conduct oral examinations of SRO applicants.
- B. SRO applicants must meet the following requirements:
 - 1. The applicant must be a volunteer for the position of School Resource Officer.
 - 2. The applicant must be a First Grade Police Officer with a minimum of four (4) years' experience with the Clarkstown Police Department.
 - 3. The applicant should also possess good job knowledge, experience, training, appearance, attitude, communication skills and bearing.
 - 4. The names of all applicants receiving a favorable recommendation from the Panel (which recommendation shall follow a majority vote of the Panel) shall be forwarded to the Chief of Police who shall appoint from the list of those recommended.

ARTICLE XII

Dismissal of School Resource Officer, Replacement

- A. In the event the principal of the school to which the SRO is assigned feels that the particular SRO is not effectively performing his or her duties and responsibilities, the principal shall recommend to the Superintendent of Schools that the SRO be removed from the program at his/her school and state the reasons therefore in writing. Within a reasonable time after receiving the recommendation from the

principal, the Superintendent or his/her designee shall advise the Chief or his/her designee of the principal's request. If the Chief so desires, the Superintendent and the Chief and his/her designees shall meet with the SRO to mediate or resolve any problems that may exist. At such meeting specified members of the staff of the school to which the SRO is assigned may be required to be present. If, within a reasonable amount of time after the commencement of such mediation, the problem cannot be resolved or mediated, or in the event that mediation is not sought by the Chief, then the SRO shall be removed from the program at the school and a replacement shall be obtained. B. The Chief may dismiss or reassign an SRO based upon Department Rules, Regulations and/or General Orders and when it is in the best interest of the people of the Town of Clarkstown

- C. In the event of the resignation, dismissal or reassignment of an SRO, the Chief shall provide a temporary replacement for the SRO within ten (10) school days of receiving notice of such absence, dismissal or reassignment. As soon as practicable, the Panel shall recommend a permanent replacement for the SRO position.
- D. Transfer will not be permitted during the school year. SROs requesting a transfer to a new school should submit a request in writing at the end of the school year. Transfers shall be subject to the approval of the Panel.

ARTICLE XIII

Insurance and Indemnification

- A. The Clarkstown Police Department shall purchase and maintain in full force and effect during the term of this Agreement a general comprehensive liability insurance policy, with law enforcement liability coverage, an amount of not less than Three Million Dollars (\$3,000,000) for any acts or omissions that occur or claims that are made during the term of this Agreement. A rider shall be obtained listing the Nyack Union Free School District, its Board of Education, officers, employees and agents as additional insured on the policy.
- B. The Clarkstown Police Department agrees to hold the Nyack Union Free School District, its Board of Education, officers, agents and employees free, harmless and indemnified from and against any and all claims, suits or causes of action, arising solely from the negligent performance of the duties by the SRO officers in connection with their participation in the SRO Program, no matter when such claim is brought.
- C. The Board of Education of the Nyack Union Free School District shall purchase and maintain in full force and effect during the term of this Agreement a general comprehensive liability insurance policy and an umbrella and/or excess liability policy, which collectively provide liability coverage in the amount of not less than Three Million Dollars (\$3,000,000) per occurrence and in the aggregate for any acts or omissions that occur or claims that are made during the term of this Agreement. A rider shall be obtained listing the Town of Clarkstown, the Clarkstown Police Department, its officers, employees and agents as additional insured on the policies.
- D. The Board of Education of the Nyack Union Free School District agrees to hold the Town of Clarkstown, the Clarkstown Police Department, its officers, agents and employees free, harmless and indemnified from and against any and all claims, suits or causes of action, arising solely from the negligent

performance of the duties by the Board of Education of the Nyack Union Free School District in connection with their participation in the SRO Program, no matter when such claim is brought.

ARTICLE XIV

Communication

The Superintendent of Schools and the Chief of Police shall maintain open communication concerning the progress and effectiveness of the Program. The school shall also designate an administrator in each school to act as a liaison with the SRO assigned to that school.

ARTICLE XV

Termination of Agreement

This Agreement may be terminated by either party upon ninety (90) days written notice that the other party has failed to substantially perform in accordance with the terms and conditions of this Agreement. This Agreement may be terminated without cause by either party upon 180 days written notice. Termination of this Agreement may be only accomplished as provided herein. In the event this Agreement is terminated, compensation will be made to the Chief of Police for all overtime services performed to the date of termination.

ARTICLE XVI

Good Faith

The Nyack School Board and the Chief of the Clarkstown Police, their agents and employees agree to cooperate in good faith in fulfilling the terms of this Agreement. Unforeseen difficulties or questions will be resolved by negotiation between the Superintendent and the Chief of Police, or their designees.

ARTICLE XVII

Modification

No understandings or agreements purporting to modify or vary the terms of this document shall be binding unless hereinafter made in writing and signed by the party to be charged.

The parties agree that this Agreement may be transmitted by them or their respective attorneys by email or facsimile machine ("fax") The parties intend that PDF or faxed signatures constitute original signatures and that an Agreement containing signatures (original, scanned or faxed) of any or all of the parties, is binding on the parties.

ARTICLE XVIII

Non-Assignment

This Agreement, and each and every covenant herein, shall not be capable of assignment unless the written consent of the Nyack School Board and the Chief of the Clarkstown Police Department is obtained.

ARTICLE XIX

Merger

This Agreement constitutes a final written expression of all terms of this Agreement and is a complete and exclusive statement of those terms.

IN WITNESS WHEREOF, THE PARTIES HAVE CAUSED THIS Agreement to be signed by their duly authorized officers effective as of September 1, 2026.

THE BOARD OF EDUCATION OF THE
NYACK UNION FREE SCHOOL DISTRICT

TOWN OF
CLARKSTOWN

Pursuant to Resolution_____

Pursuant to Resolution _____

Name:_____

President

George Hoehmann

Supervisor

NYACK UNION FREE SCHOOL DISTRICT

CLARKSTOWN
POLICE DEPARTMENT

Name:_____

Superintendent of Schools

James Fay

Chief of Police

AGREEMENT TO RENEW
THE FEBRUARY 16, 2022 AGREEMENT FOR THE
SCHOOL RESOURCE OFFICER PROGRAM
AT THE NYACK UNION FREE SCHOOL DISTRICT'S MIDDLE SCHOOL

This is an Agreement to renew the February 16, 2022 Agreement for the School Resource Officer Program at the Nyack Union Free School District's Middle School ("Renewal Agreement"), made this 21st day of JUNE, 2024, 2024, by and between the Police Department of the Town of Orangetown ("Police Department") and the Town of Orangetown ("Town"), and the Nyack Union Free School District ("NSD"), all together referred to herein as "the parties."

WHEREAS, the parties entered into an Agreement for the School Resource Officer Program Nyack Union Free School District (Middle School), dated February 16, 2022 ("02/16/2022 Agreement"), which 02/16/2022 Agreement addresses special law enforcement services to be rendered by the Police Department, namely, the providing of a School Resource Officer (SRO) for the Nyack Middle School, upon certain conditions prescribed in the 02/16/2022 Agreement.

WHEREAS, on September 15, 2022, the parties entered into a First Amendment to the 02/16/2022 Agreement for the School Resource Officer Program at the Nyack Union Free School District's Middle School ("First Amendment").

WHEREAS, the parties are authorized to renew the 02/16/2022 Agreement pursuant to NYS General Municipal Law §119-o and would like to renew the 02/16/2022 Agreement as modified by the First Amendment.

NOW, THEREFORE, the parties agree to renew the 02/16/2022 Agreement, as modified by the First Amendment, and agree all provisions of the 02/16/2022 Agreement, as modified by the First Amendment, shall remain in full force and effect, unchanged and without modification, except to the extent specifically amended herein.

1. Section 3.05 of the 02/16/2022 Agreement, as modified by the First Amendment, shall now prescribe, as amended herein:

3.05 During the effective period of this agreement as set forth more fully in Section 7 below, NSD agrees to pay a partial reimbursement to the Town for the services of the SRO over the course of this agreement in accordance with the schedule set forth below:

\$140,000 for the school year 2024/2025;
\$142,800 for the school year 2025/2026;
\$145,656 for the school year 2026/2027;
\$148,570 for the school year 2027/2028; and
\$151,541 for the school year 2028/2029.

These sums shall be vouchered by the Town on a biannual basis, to wit September 15th and January 15th of each year, and shall be payable by NSD within 30 days after receipt of the Town's voucher. If NSD fails to pay within 45 days after receipt of the Town's voucher, the Town may terminate this agreement and seek any and all remedies for unreimbursed services.

2. Section 7.01 of the 02/16/2022 Agreement, as modified by the First Amendment, shall now prescribe, as amended herein:

7.01 The term of this Agreement shall be for five years, commencing on September 1, 2024 and ending on June 30, 2029.

3. This Renewal Agreement may be executed in counterparts, each of which shall be deemed an original and all of which, together, shall constitute one and the same instrument. Signed copies of this Renewal Agreement transmitted by facsimile and/or portable document format ("PDF") shall be given the same force and effect as wet signatures on originals of the Renewal Agreement.
4. This Renewal Agreement shall not be effective until approved by the Board of Education of NSD and signed by both parties by the individuals authorized to do so on behalf of each party.

 Date: 6/18/24
Karen Hughes
Board of Education President
Nyack Union Free School District

 Date: 6/21/2024
Donald Butterworth
Chief of Police
Town of Orangetown Police Department

 Date: 6/21/2024
Teresa M. Kenny
Supervisor
Town of Orangetown

Appendix 11

The Nyack UFSD Public Health Emergency Continuation of Operations Plan



PURPOSE, SCOPE, AND PLANNING

Purpose

This plan has been developed in accordance with the amended New York State Labor Law section 27-c and New York State Education Law paragraphs k and l of subdivision 2 of section 2801-a (as amended by section 1 of part B of chapter 56 of the laws of 2016), as applicable. These laws were amended by the passing of legislation S8617B/A10832 signed by the Governor of New York State on September 7, 2020, requiring public employers to adopt a plan for operations in the event of a declared Public Health Emergency involving a communicable disease. The plan includes the identification of essential positions, facilitation of remote work for non-essential positions, provision of personal protective equipment, and protocols for supporting contact tracing.

Scope

This plan was developed exclusively for and is applicable to the Nyack UFSD. This plan is pertinent during a declared Public Health Emergency in the State of New York, which may impact our operations; and it is in the interest of the safety of our employees and contractors, and the continuity of our operations that we have promulgated this plan.

Planning Assumptions

This plan was developed based on information, best practices, and guidance available as of the date of publication. The plan was developed to largely reflect the circumstances of the current COVID-19 pandemic but may also be applicable to other infectious disease outbreaks.

The following assumptions have been made in the development of this plan:

- The health and safety of our employees and contractors, and their families, is of utmost importance.
 - The circumstances of a Public Health Emergency may directly impact our own operations.
 - Impacts of a Public Health Emergency will take time for us to respond to, with appropriate safety measures put into place and adjustments made to operations to maximize safety.
 - The public and our constituency expects us to maintain a level of mission essential operations.
 - Supply chains, particularly those for personal protective equipment (PPE) and cleaning supplies, may be heavily impacted, resulting in considerable delays in procurement.
 - The operations of other entities, including the private sector (vendors, contractors, etc.), non-profit organizations, and other governmental agencies and services may also be impacted due to the Public Health Emergency, causing delays or other disruptions in their services.
 - Emergency measures and operational changes may need to be adjusted based upon the specific circumstances and impacts of the Public Health Emergency, as well as guidance and direction from public health officials and the governor.
-
- Per S8617B/A10832, 'essential employee' is defined as a public employee or contractor that is required to be physically present at a work site to perform his/her job.

- Per S8617B/A10832, ‘non-essential employee’ is defined as a public employee or contractor that is not required to be physically present at a work site to perform his/her job.

CONCEPT OF OPERATIONS

The District Superintendent of NYACK UFSD, or designee, hold the authority to execute and direct the implementation of this plan. Implementation, monitoring of operations, and adjustments to plan implementation may be supported by additional personnel, at the discretion of the District Superintendent.

Upon the determination of implementing this plan, all employees and contractors of NYACK UFSD shall be notified by official announcement (email, mail, website, or phone) with details provided as possible and necessary, with additional information and updates provided on a regular basis other interested parties, such as vendors, will be notified by phone and/or email as necessary. NYACK UFSD Communication’s Department will maintain communications with the public and constituents as needed throughout the implementation of this plan.

The District Superintendent of NYACK UFSD, or designee, will maintain awareness of information, direction, and guidance from public health officials and the Governor’s office, directing the implementation of changes as necessary.

Upon resolution of the Public Health Emergency, the District Superintendent of NYACK UFSD, or designee, will direct the resumption of normal operations or operations with modifications as necessary.

Essential Positions

According to the [NYS Department of Health COVID-19 Toolkit Guidance](#), NYACK UFSD does not have staff who are considered essential. However, there are a number of positions that are necessary to assist in the response to a pandemic or communicable disease outbreak. Positions necessary for NYACK UFSD’ operations during a state-ordered reduction of in-person workforce include:

Title	Justification
District Superintendent	Individual in charge of operation sets objectives and priorities and has overall responsibility of the Pandemic Response Planning.
Chief Emergency Officer	Conducts tactical operations to carry out the plan and directs all resources. Responsibilities include continuous compliance that allows operational issues to be resolved.
Assistant Superintendent for Curriculum	Conducts Student Services operations to carry out the plan and directs all related resources.

Assistant Superintendent of Finance & Operations	Provides support for budget management, accounting, payroll, purchasing where necessary to ensure the continued operations of the NYACK UFSD.
Facilities Director	Provides coordination of custodial and maintenance staff to meet Pandemic Response Plan needs.
Transportation	Coordinates all transportation planning necessary to carry out the plan.
Public Information Officer	Point of contact for the media and other organizations seeking information.

REDUCING RISK THROUGH REMOTE WORK AND STAGGERED SHIFTS

Through assigning certain staff to work remotely and by staggering work shifts, NYACK UFSD can decrease crowding and density at work sites and on public transportation.

Remote Work Protocols

Non-essential employees and contractors able to accomplish their functions remotely will be enabled to do so at the greatest extent possible. Working remotely requires:

1. Identification of staff who will work remotely
2. Approval and assignment of remote work
3. Equipping staff for remote work, which may include:
 - a. Internet capable laptop
 - b. Necessary peripherals
 - c. Access to VPN and/or secure network drives
 - d. Access to software and databases necessary to perform their duties
 - e. A solution for telephone communications
 - i. Note that phone lines may need to be forwarded to off-site staff

Access to technology is essential for the successful roll-out of this plan. NYACK UFSD' Technology Team has created a plan which ensures equitable access to technology for staff and students and to support multiple modalities of instruction and learning. This will be accomplished through providing one-to-one technology access for students, digital content and platforms for instruction, and remote support for staff, students, and families.

In order to accomplish this, NYACK UFSD will ensure that its Technology Team is supported in its efforts to adhere to the health and safety guidance as established by the CDC and the NYSDOH that includes wearing PPE and maintaining six feet of physical distance where and when possible. For the health and safety of NYACK UFSD staff and students, one-to-one devices will be provided to the greatest extent possible and shared equipment will be sanitized as per regulation. Additionally, NYACK UFSD' Technology Team will work with Administration to review and address any distance learning regulatory concerns and compliance issues, FERPA/HIPAA, staff and student privacy, NYS ED Law 2D, and other concerns related to virtual learning environments.

The procurement of needed hardware, software, licenses, and learning platforms to improve virtual instruction will be based upon curricular needs in conjunction with district policies and

NY State mandates. An agency wide standard has been developed for the use of web-based teaching platforms to ensure compliance with NYS ED Law 2D and appropriate filtering programs such as GoGuardian or Lightspeed Relay have been installed. A deployment plan for needed technology that includes distributing and collecting devices, student and parent training (where needed), and information on acceptable use policy implementation has also been developed with assistive technology and training where appropriate and needed in accordance with student's IEP. Access to technology support and technical assistance has been expanded to include staff, students, and families.

Professional development is and will continue to be provided in collaboration with the NYACK UFSD' Professional Development Center for effective virtual and hybrid instruction that may include using web-based tools to provide distance learning; accessibility, navigation of software platforms, etc.; student engagement; requirement for information privacy and security and NYS ED Law 2D.

NYACK UFSD' communication plan for students, parents/guardians, staff, and visitors includes applicable instructions, training, signage, and communication strategies to ensure that stakeholders are provided with up-to-date information. Means of communication used by NYACK UFSD includes our website and official social media, and a phone and text alert system.

Staggered Shifts

Implementing staggered shifts may be possible for personnel performing duties which are necessary to be performed on-site but perhaps less sensitive to being accomplished only within core business hours. As possible, management will identify opportunities for staff to work outside core business hours as a strategy of limiting exposure. Regardless of changes in start and end times of shifts, NYACK UFSD will ensure that employees are provided with their typical or contracted minimum work hours per week. Staggering shifts requires:

1. Identification of positions for which work hours will be staggered.
2. Approval and assignment of changed work hours or staggered assigned day of work.
3. Creating teams of staff who will be assigned to only one location in order to limit contact with other employees.

Each department/office Supervisor will ensure that schedules and physical space are conducive to necessary in-person work and will stagger work shifts of essential employees and contractors to reduce overcrowding at the worksite. All of the necessary workers listed above have their own office spaces and work in separate buildings. Where separate offices are not available, NYACK UFSD will ensure that all employees practice social distancing and wearing face masks at all times. NYACK UFSD encourages the use of Zoom, Webex, and/or Google Meet whenever possible for meetings to reduce the density of in-person gatherings.

PERSONAL PROTECTIVE EQUIPMENT

NYACK UFSD will, to the best of its ability, ensure there is an adequate supply of personal protective equipment (PPE) to reduce the spread of infectious disease to support the health and safety of our employees and contractors. PPE that may be needed will include:

- Masks
- Face shields
- Sanitizer
- Gloves
- Disposable gowns and aprons

Protocols for Providing PPE include:

- NYACK UFSD has increased purchasing of PPE, sanitizer, disinfecting wipes and cleaning supplies. These products will be purchased in bulk where available.
 - Utilizing emergency procurement procedures if necessary
 - Cleaning supplies will adhere to CDC and NYSDOH recommendations.
 - Cleaning and disinfecting supplies will be available for shared and frequently touched surfaces. NYACK UFSD will encourage employees to use these supplies, following manufacturer's instructions, before and after use of these surfaces and followed by hand hygiene.
- Employees will be encouraged to supply their own PPE such as gloves and masks but these items will also be available in the building to ensure equitable access.
- Special PPE items such as clear facemasks and shields will be provided if necessary for the employees' function and work location.
- Storage of, access to, and monitoring of PPE stock.
 - Where possible, NYACK UFSD seeks to maintain an 8-week stockpile supply of PPE.
 - PPE is stored in a manner that will prevent degradation and complies with the manufacturer's storage recommendations.
 - Employees have immediate access to PPE in the event of an emergency.
 - The supply of PPE will be monitored to ensure integrity and to track usage rates
 - The supply of PPE is monitored by the Facilities Department

PROCEDURES FOR A POSITIVE CASE

NYACK UFSD, in consultation with the Rockland County Department of Health (RCDOH), will enact required protocols if a student or employee tests positive for disease and may have exposed others at school. NYACK UFSD will work closely with the NYSDOH and RCDOH in the event that large-scale testing is needed. Plans for continuity of education, medical and social services, and meal programs for students in quarantine/isolation will be implemented. Individuals without exposure can return to the area and resume school activities immediately after cleaning and disinfection.

The NYACK UFSD Superintendent and Chief Emergency Officer/COVID Coordinator will work with school/site administrators to identify and close the locations where a positive individual visited. Appropriate notification will be made to the occupants of such areas.

Outside doors and windows will be opened to increase air circulation to the identified area(s). It is recommended that custodial staff wait at least 24 hours, when feasible, before cleaning and disinfecting. All areas such as offices, classrooms, bathrooms, lockers, and common areas used by the positive individual should be cleaned and disinfected. Once the area(s) have been appropriately cleaned and disinfected, the area(s) can be reopened for use.

If circumstances warrant, NYACK UFSD has a plan to close schools based on guidance from the New York State Department of Health (NYSDOH).

In alignment with the CDC, NYSDOH, and RCDOH, NYACK UFSD' disease surveillance objectives are to monitor the spread and intensity of the pandemic; enable contact tracing to slow transmission; and, to identify disease clusters requiring special intervention. NYACK UFSD will also seek guidance to understand the severity and spectrum of the disease and to identify risk factors for and methods of preventing infection.

NYACK UFSD will ensure that it will keep accurate attendance records of students and staff members; ensure student schedules are up to date; and, keep a log of any visitors which includes dates, times, and where in the school they visited. If contact tracing is necessary, NYACK UFSD has identified the COVID Coordinator to coordinate these efforts. All efforts are in accordance with Education Law § 906. Confidentiality will be maintained as required by federal and state law and regulations. Responsible Parties will cooperate with all state and local health department contact tracing, isolation, and quarantine efforts.

Steps for cleaning and disinfecting an area where a positive individual visited include: closing off the site area and appropriate notification will be made to the occupants of such areas; open outside doors and windows to increase air circulation in the area; and, wait at least 24 hours before cleaning and disinfection. If waiting 24 hours is not feasible, wait as long as possible; clean and disinfect all areas used by the individual confirmed to have COVID-19, such as offices, classrooms, bathrooms, lockers, and common areas. Once the areas have been appropriately cleaned and disinfected, they can be reopened for use.

EMPLOYEE AND CONTRACTOR LEAVE

Public health emergencies are extenuating and unanticipated circumstances in which NYACK UFSD is committed to reducing the burden on our employees and contractors. The *Families First Coronavirus Response Act* provided requirements related to the COVID-19 pandemic in addition to the New York Emergency Paid Sick Leave Act. These may be altered based upon changes in law or regulation, as applicable.

Additional provisions may be enacted based upon need and the guidance and requirements in place by federal and state employment laws, FMLA, executive orders, and other potential sources.

Contractors, either independent or affiliated with a contracted firm, are not classified as employees of NYACK UFSD, and as such are not provided with paid leave time by NYACK UFSD, unless required by law.

DOCUMENTATION OF WORK HOURS AND LOCATIONS

In a Public Health Emergency, it may be necessary to document work hours and locations of each employee and contractor to support contact tracing efforts. Identification of

locations shall include on-site work and off-site visits. This information may be used by NYACK UFSD to support contact tracing within the organization and may be shared with local public health officials.

NYACK UFSD has an absentee management system to track employee attendance. In addition, payroll and timesheets will further document an employee's presence on site. All employees will use their access cards or sign in as applicable for entrance at a site which also documents arrival on premises. Employees working in alternative NYACK UFSD locations are required to sign in at a Visitor Station and provide additional information such as name, date, time in and time out, who they are visiting, and the purpose of the visit. They are also required to complete a daily health screening and take their temperature. Each building has a Visitor Station. This process is required of all NYACK UFSD employees, contractors, and visitors.

HOUSING FOR ESSENTIAL EMPLOYEES

There are circumstances within a Public Health Emergency. It may be prudent to have essential employees lodged in such a manner to help prevent the spread of the subject communicable disease and protect these employees from potential exposures. This will also help to ensure their health and safety and the continuity of NYACK UFSD's essential operations.

If such a need arises, hotel rooms are expected to be the most viable option. If hotel rooms are for some reason deemed not practical or ideal, or if there are no hotel rooms available, NYACK UFSD will coordinate with the Rockland County Emergency Services to help identify and arrange for these housing needs. The Pandemic Safety Coordinator will help coordinate this if the need arises.

Appendix 12: Sudden Cardiac Arrest Preparedness

Cardiac Emergency Response Plan (CERP)

Purpose:

In compliance with Education Law §2801-a(n) (Desha's Law) and Public Health Law §917, Nyack Union Free School has established a Cardiac Emergency Response Plan (CERP) to ensure a prompt, coordinated, and effective response to incidents of sudden cardiac arrest (SCA) or similar life-threatening emergencies occurring on any school site or at any school sponsored event, including athletic programs. This section provides the district-wide framework for cardiac emergency preparedness and response, to be supplemented by building-specific CERP annexes within each Building-Level Emergency Response Plan. Building-level annexes must include venue-specific response protocols for all athletic facilities and off-site events, identifying AED locations, access routes, and trained personnel coverage.

Policy Statement:

Nyack Union Free School will maintain a district-wide CERP aligned with the American Heart Association's (AHA) evidence-based core elements. The plan shall be reviewed annually by the Nyack Union Free School Safety Team and approved by the Board of Education. Each building shall develop and maintain a venue-specific CERP annex that conforms to the standards established in this section and follows the NYSED functional annex format requirements for Building-Level Emergency Response Plans. Core Components

- **Cardiac Emergency Response Team (CERT):** Minimum of 5 trained responders or 10% of building staff, whichever is greater. Roles may include CPR provider, AED retriever, 911 caller, EMS liaison, and crowd control.
- **CPR/AED Training Requirements:** The district-wide school safety team may provide first aid, CPR, and AED training for relevant staff, including members of building-level emergency response teams.
- **AED Placement and Maintenance:** AEDs located to allow retrieval and deployment within 3 minutes from any location on campus; clearly marked, unlocked during events, maintained per manufacturer guidelines; maintenance and inspection logs kept at each building with the building Nurses.
- **Communication Protocols:** Internal – CERT activation and role assignments; External – Immediate EMS activation (call 911) and coordination with responding agencies.
- **Practice Drills:** At least one annual CERP drill per building, including AED retrieval and CPR initiation and measurement of time from collapse recognition to AED application, with a goal of 3 minutes or less; drill reviews documented in after-action reports.
- **Continuous Improvement:** Annual review of the plan and post-incident/debrief updates to procedures. An after-action report will be completed within 24 hours

Continuous Improvement:

Annual review of the plan and post-incident/debrief updates to procedures. An after-action report will be completed within 24 hours of any cardiac emergency or drill and forwarded to the Safety Team for review and follow-up actions.

EMS Coordination:

The Nyack Union Free School Safety Team and building administrators will coordinate with local EMS to integrate CERP procedures into community responder protocols, including site orientation and AED location information. This coordination will occur at least annually and will include sharing updated AED maps, site access points, and any changes in CERT composition or building layout. Recordkeeping and Reporting CPR/AED training records will be maintained by Human Resources. AED maintenance records will be maintained by Facilities. Drill and incident documentation will be retained by the building administrator and forwarded to the Safety Team.