



# NORTHWEST FLORIDA STATE COLLEGE

## Memo

To: Governing Board for the Collegiate High School  
From: Dr. Devin Stephenson, President  
Date: March 28, 2023  
Re: Collegiate High School Adoption of Okaloosa County School District Comprehensive Emergency Operations Plan (CEOP) and CHS Annex Crisis Plan

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CHS recommends adopting the Okaloosa County School District Comprehensive Emergency Operations Plan (CEOP) and the CHS Annex Crisis Plan to align with all schools in the OCSD. The plan is in accordance with OCSD School Board Policy 04-28, "Emergency Operations/School Safety and Security." This adoption will enhance the safety of CHS by increasing the congruency of resources and training provided by the OCSD.

Consistent with OCSD policy, the plan has not been provided as part of these materials, as the content is confidential and exempt from public disclosure and specifically intended for a limited number of operational stakeholders to ensure its efficacy. However, if any trustee has a question about the plan, you are always welcome to reach out to the President's Office or send the questions to the President's office by email and CHS will provide answers.

As an overview for your consideration, this comprehensive plan provides structures and guidelines for emergencies to include bomb threats, fires, active assailants/armed intruders, medical emergencies, missing/abducted students, hazardous materials, and weather incidents. As a supplement to the CEOP, CHS has created an Annex Crisis Plan specific to the individualized resources and needs of CHS, in accordance with the OCSD Board approved CEOP plan. The OCSD CEOP meets the US Department of Education Readiness and Emergency Management for Schools (REMS) guidelines for high-quality emergency management response plans (<https://rems.ed.gov/>).

CHS is implementing the "I Love U Guys" Foundation's Standard Response Protocol (SRP) and the Standard Reunification Method (SRM) provided in the CEOP. These resources provide common language for all stakeholders to understand the response and status of events through the duration of any incidents. Standardization of these protocols facilitates rapid response determination when unforeseen events occur. CHS, in alignment with NWFSC, utilizes the Run, Hide, Fight active threat response protocol. CHS performs all drills in compliance with all OCSD policies and Florida Administrative Code Rule 6A-1.0018.

This plan serves as a blueprint that clarifies responsibilities and steps for emergencies and has been designed with knowledge and expertise from the staff, faculty, and administration at CHS, the College, and community partners. This adoption reinforces these partnerships, enhances trainings of emergency management officials who respond in times of crisis, and supports the ongoing assessment of practices critical to implement a standardized emergency protocol for CHS. The adoption of the OCSD's CEOP aligns with CHS's commitment to keep safety as the top priority at the school.

### RECOMMENDATION:

The Board of Trustees approves the CHS Adoption of Okaloosa County School District Comprehensive Emergency Operations Plan and CHS Annex Crisis Plan, as presented.