

RSU #63

- a. NEPN/NSBA Code:** EBCA
- b. Title:** Comprehensive Emergency Management Plan
- c. Author:** Policy Committee
- d. Replaces Policy:**
- e. Date Approved:** 09/23/2024 RSU #63
- f. Previously Approved:** 10/23/2023
- g. Policy Expiration:** Annual Review
- h. Responsible for Review:** Superintendent, Policy Committee, Administrators
- i. Date Reviewed:** 09/18/2024 Superintendent
09/18/2024 Policy Committee
09/18/2024 Administrators
- j. References:**
 - Legal Reference:** 20-A M.R.S.A. § 1001(16)
LD42, Chapt. 464
 - Cross Reference:** Policy EBAA-Chemical Hazards
Policy EBCB-Emergency/Lockdown/Fire Drills
Policy EBCC-Bomb Threats
Policy EBABA-Chemical Hygiene Plan

k. Narrative:

The RSU #63 Board of Directors (the Board) recognizes the need for a Comprehensive Emergency Management Plan (the Plan) for each and all schools within the RSU #63 (the District) and student activities conducted both on and off school unit grounds.

- I.** The Superintendent and Principals are responsible for developing, in consultation with staff and persons or agencies with expertise in planning for and responding to emergencies, a comprehensive emergency management plan that identifies and addresses health and safety as well as, all hazards and potential hazards that could reasonably be expected to affect the school unit, school facilities, and off-grounds school activities.
- II.** The Superintendent and Principals will be responsible for ensuring the Plan is implemented in each school and evaluated on an Annual Basis.
- III.** The Plan, within a clearly marked binder, will be retained in the Principal's office in each school and will be readily available in case of an emergency. Copies will also be kept in the Superintendent's Office and the office of the Transportation Coordinator and the Facilities and Maintenance Manager.
- IV.** As required by law, the Board will approve the Plan annually. Any substantive changes in the Plan will be subject to the approval of the Board.
- V.** The following information pertaining to the RSU #63 Comprehensive Emergency

Management Plan is considered public information:

- A.** A description of the scope and purpose of the Plan and the process used for developing and updating it;
 - B.** General information on auditing for safety and preparedness;
 - C.** Roles and responsibilities of school administrators, teachers, and staff and the designated chain of command during an emergency; and
 - D.** Strategies for conveying information to parents and the general public during an emergency.
- VI.** Except as specified in sections A-D above, those portions of the Plan and any records describing security plans, security procedures, or risk assessments prepared specifically for preventing or preparing for acts of terrorism will not be considered public information under the Freedom of Access Act. This is only to the extent the release of such information could reasonably be expected to jeopardize the physical safety of the schools and/or students of RSU #63, its personnel, and the public.

For the purpose of this policy, “terrorism” is defined as in 1 MRSA Ch. 402(3)(L) as “conduct that is designed to cause serious bodily injury or substantial risk of bodily injury to multiple persons, substantial damage to multiple structures whether occupied or unoccupied, or substantial physical damage sufficient to disrupt the normal functioning of a critical infrastructure.”