

To: (names of each of the public safety agency heads)

From: (name of school district head)

Subject: Interoperable Communications Grant Memorandum of Understanding

Date:

Overview:

The Colorado Safe Schools Act (C.R.S. 22-32-109.1) recognizes Public Safety agencies are indispensable *community partners* schools rely upon for school safety. The Colorado Safe Schools Act also identifies the importance of communications interoperability between those community partners as an important tool to resolve school crisis events.

During the 2018 legislative session, the SAFER Grant was established for Colorado to enable schools, school districts, charter schools and/or BOCES and their community partners to achieve emergency communications interoperability. As part of the application process, these various agencies must establish a memorandum of understanding regarding interoperable communications.

Agreement:

Responsibilities of School and/or School District, Charter School or BOCES:

- The School District shall follow the school safety, readiness, and incident management plan developed in accordance with School Response Framework (C.R.S. 22-32-109.1 Colorado Safe Schools Act) that identifies for each public school in the School District:
 - a. Safety teams and backups trained in the National Incident Management System ("NIMS") and the Incident Command System ("ICS"), as specified by the School Response Framework, and
 - b. who are responsible for interacting with community partners and assuming key incident command positions
- To the extent possible, each public school, in collaboration with its school district, to hold coordinated exercises among school employees and community partners, including at a minimum:
 - a. Orientation meetings to inform all parties about emergency operation plans and procedures;
 - b. All-hazard drills, in addition to fire drills, to improve individual and student emergency procedures and to test communications interoperability; and
 - c. Tabletop exercises to discuss and identify roles and responsibilities in different scenarios.

- Each public school in the School District shall conduct a written evaluation (After Action Report) following certain incidents as identified by the school or school district, to identify and address lessons learned and corrective actions in updating response plans and procedures.
- Each public school shall maintain emergency equipment, including communications equipment that is interoperable with affected state and local agencies (community partners).
- The School District shall follow written procedures, as defined in its emergency communications plan, for taking action and communicating with Community Partners, parents, students, and the media in the event of certain incidents as identified by the school or school district.
- The School District shall work with Community Partners to update and revise standard operating procedures, ensuring that the NIMS framework is incorporated.
- The School District will NOT use the emergency interoperability technology funded by the SAFER Grant for day-to-day operations on the public safety communications network.

Responsibilities of Community Partners (Public Safety Agencies)

- Provide a common mutual aid radio channel to be used when needed for interoperability with school and or school district safety teams. Public Safety will control and enable the interoperable “bridge” as needed and according to the standard operating protocol developed by them as part of the interoperability project.
- Will serve as a resource in updating emergency response plans for districts around issues of interoperability.
- Participate as a Community Partner during joint trainings and exercises in accordance with the Colorado Safe Schools Act.

When an application for a SAFER Grant is successful, each party shall adhere to its roles and responsibilities related to the application, including coordinated response activities and interoperable communications.

The undersigned agree to sustain this agreement into the future. The agreement will be reviewed periodically to ensure the spirit and intent of this agreement remains viable to each agency. Changes or additions to this agreement may be made as a result of the periodic review.

(Potential) Authorized Signers:

[District] _____

Date: _____

[School] _____

Date: _____

Public Safety Radio System Owner/Operator:

[SO]

Date: _____

[PD]

Date: _____

[911 Dispatch]

Date: _____

[Fire]

Date: _____