Madrid-Waddington CSD
District Wide Safety Plan

Revision Date: June 2026

Commissioner's Regulations 155.17
DISTRICT-WIDE SCHOOL SAFETY PLAN

INTRODUCTION

Emergencies and violent incidents in school districts are critical issues that must be addressed in an expeditious and effective manner. Districts are 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 the district with local and county resources in the event of such incidents or emergencies. The 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. Districts stand at risk from a wide variety of acts of violence, natural and manmade disasters. To address these threats, the State of New York has enacted the Safety Schools Against Violence in Education (SAVE) law. Project SAVE is a comprehensive planning effort that addresses prevention, response and recovery with respect to a variety of emergencies in each school district and its schools.

Madrid-Waddington ("District") supports the SAVE Legislation, and intends to facilitate the planning process. The District Superintendent of Schools encourages and advocates on-going district-wide cooperation of Project SAVE.

SECTION I: GENERAL CONSIDERATIONS AND PLANNING GUIDELINES

A. Purpose

The Madrid-Waddington District-wide School Safety Plan was developed pursuant to Commissioner's Regulation 155.17. At the direction of the District Board of Education, the District Superintendent appointed a District-wide School Safety Team and charged it with the development and maintenance of the District-wide School Safety Plan.

B. Identification of School Teams

The District has created a District-wide School Safety Team including the following persons:

Position	Name or Title
Superintendent/Chief Emergency Officer	Eric Burke
Board of Education Representatives	Katie Logan, Amber Sullivan, Chris Pryce
Administration Representatives	Joe Binion and Nicole Miller
Teacher Representative	Bryan Huntley
Parent Organization Representative	Ted Schulz
School Safety Personnel	Joe Binion and James Murray
School Nurse	Amber Murphy
School Counselors	Toni Siddon, Katie Hayes
Transportation Department	Shawn Losey
Representatives from Local Fire	Zach Taylor (Madrid) and Zebulon Zagrobelny (Waddington)
Representatives from Local Rescue	Ron Burke (Madrid) and Julie McBath (Waddington)
Representative from NY State Police	Brian Coakley

C. Concept of Operations

- The District-wide School Safety Plan shall be directly linked to the individual Building-level Emergency Response Plans for each school building. This District-wide School Safety Plan will guide the development and implementation of individual Building-Level Emergency Response plan.

- 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.
- Upon the activation of School Emergency Response Team, the Superintendent of Schools or his/her designee will be notified and, where appropriate, local emergency officials will also be notified.
- Emergency response actions including Crisis Response may be supplemented by County and State resources through existing protocols.

D. Plan Review and Public Comment

- This plan shall be reviewed and maintained by the District-wide School Safety Team and reviewed on an annual basis on or before July 1 of each year.
- Pursuant to Commissioner's Regulation 155.17(e)(3), this plan will be made available for public comment 30 days prior to its adoption. The District-wide and Building-level plans may be adopted by the School Board only after at least one public hearing that provides for the participation of school personnel, parents, students and any other interested parties. The plan must be formally adopted by the Board of Education.
- While linked to the District-wide School Safety Plan, Building-level Emergency Response Plan shall be confidential and shall not be subject to disclosure under Article 6 of the Public Officers Law or any other provision of law, in accordance with Education Law Section 2801-a.
- Full copies of the District-wide School Safety Plan and any amendments will be submitted to the New York State Education Department within 30 days of adoption. Building-level Emergency Response Plan will be supplied to both local and State Police within 30 days of adoption.

SECTION II: GENERAL EMERGENCY RESPONSE PLANNING

A. Identification of sites of potential emergency

The District has established procedures for the identification of potential sites and the internal and/or external hazards that may be present in them. These procedures are developed in coordination with the local Emergency Management Office, Fire Department and law enforcement agencies, and the use of a Risk Probability Checklist. Appendix 2 of this Plan shows the results of this procedure.

B. Actions in response to an emergency

The District has identified the following general response actions to emergency situations. These actions include school cancellation, early dismissal, evacuation and sheltering. The Building-level Emergency Response Plan includes identification of specific procedures for each action depending upon the emergency.

Emergencies include, but are not limited to:

Lock-down	Sheltering/Evacuation
Threats of Violence	Intruder
Hostage/Kidnapping	Explosive/Bomb Threat
Natural/Weather Related	Hazardous Material
Civil Disturbance	Biological
School Bus Accident	Radiological
Gas Leak	Epidemic
Pandemic	Emergency Remote Instruction Plan

Maximum Temperature / Extreme Heat

Others as determined by the Building-level School Safety Team

C. District resources and personnel available for use during an emergency

The District has committed the full inventory of its resources to be available for use during an emergency. These resources will be utilized in accordance with the Incident Command System as deemed appropriate by the Incident Commander. (See Incident Command System Position and Description chart.)

Specific procedures, policies, persons, phone numbers and training are located in the Building-level Emergency Response Plan. The Incident Commander will contact 9-1-1 for advice and assistance when needed.

D. Procedures to coordinate the use of school district resources during emergencies

The District uses the Incident Command System model for emergency actions. For district-wide emergencies the Incident Commander will be the District Superintendent. In building-level emergencies, the administrator in charge or his/her designee will act as the Incident Commander. The Incident Commander is authorized to activate such resources and personnel as are appropriate to the incident. The Incident Commander is empowered to render such decisions as may be necessary in keeping with the response actions as identified in the Building-level Emergency Response Plan. Building-level Incident Command staff are identified in the Building-level Emergency Response Plan.

E. Annual multi-hazard school training for staff and students

The District will conduct annual training for both staff and students in school safety issues. Training will be coordinated by the Health & Safety Office, and may consist of classroom activities, general assemblies, tabletop exercises, full scale drills or other appropriate actions to increase the awareness and preparedness of staff and students. Staff, students, and parents will be provided prior notice as to when these emergency dills will take place.

Drills and other exercises will be coordinated with local, county and state emergency responders and preparedness officials. Existing plans will be revised in response to post-incident critiques of these drills.

Trauma Informed Drills and Exercises

Drills and training will be conducted in a trauma informed, developmentally and age-appropriate manner; drills and training will not include props, actors, simulations, or other tactics intended to mimic a school shooting, incident of violence, or other emergency; and students and staff will be informed when a school is conducting a drill.

Parental Notification of Drills and Exercises

MWCSD provides parents prior notification when emergency drills take place: Lockdown and Emergency Evacuation. This includes an annual letter regarding safety protocols, drills, and parent notification system for emergencies, via ParentSquare

F. Staff development

Each year during the Staff Development Day, training in Violence Prevention and Intervention as well as mental health awareness will be offered. Refresher training in searching for suspicious packages will be provided as needed.

Additionally, in accordance with DeSha's Law, annual staff development will include training on Sudden Cardiac Arrest (SCA) awareness, the district's Cardiac Emergency Response Plan, and the proper use of Automated External Defibrillators (AEDs).

G. Remote Learning Protocols for Emergency Closure Days

Communication:

- **ParentSquare** will be the communication tool and **Google Classroom the** learning management system used by teachers in PreK-Grade 5.
- **ParentSquare** will be the communication tool **Google Classroom** and **Google Meet** will be the learning management system used by teachers in Grades 6-12.
- Ongoing communication with families will take place through **Google Classroom, email**, and/or **ParentSquare.**

Jr.-Sr. High School Protocols:

- All students in Grades 6-12 will use their district provided Chromebook to attend live synchronous instruction via Google Meet.
- Students will follow their normal 9-period schedule at these times:

1st: 9:00-9:18 AM	4th: 10:00-10:18 AM	7th: 11:00-10:18 AM
2nd: 9:20-9:38 AM	5th: 10:20-10:38 AM	8th: 11:20-11:38 AM
3rd: 9:40-9:58 AM	6th: 10:40-10:58 AM	9th: 11:40-11:58 AM

- Period attendance will be taken for all students.
- Teachers will also be available for Office Hours from 12:00-1:00 PM to provide additional assistance.
  - Students can reach out to their teachers via **Google Classroom, email**, and/or **ParentSquare** to inform their teacher that they require additional help.
  - Teachers will respond during Office Hours to provide assistance via **Google Meet, Google Classroom, email**, and/or **ParentSquare.**

Elementary School Protocols:

- All students in Pre-Kindergarten - Grade 5 will be assigned a Remote Learning Packet to be completed on an Emergency Remote Day. Classroom teachers will provide directions for completion and may be contacted through **ParentSquare or email.**
- Work may be submitted via photos sent in ParentSquare, email, or turned in the following school day.
- Elementary teachers will be available for office hours from 9:00 AM-1:00 PM. Parents may reach out to teachers via ParentSquare to set up a time to meet and have questions answered.

Responsibilities:

- **Teachers and Related Service Providers will:**
  - Ensure that all students in Pre-K, Kindergarten, and Grades 1-5 receive a Remote Learning Packet.
  - Ensure that all students in grades 6-12 are familiar with the learning management system that will be used.
  - Establish virtual meeting expectations and practice with students in grades 6-12.
  - Remind students and parents of procedures when a remote learning day is announced, and make sure students are prepared with Chromebooks and/or appropriate materials and/or packets.
  - Require elementary students to participate in approximately one-two hours daily independent practice time.
  - Require middle and high school students to participate in approximately three-four hours of daily instruction inclusive of additional independent practice time.

- **Parents will:**
  - Ensure children are prepared to log on to remote instruction should a remote day be called.
  - Notify the school immediately if your family is in need of a hotspot to provide Wi-Fi. Please call (315) 322-5746 ext. 200
  - Remind children of procedures should a remote learning day be announced, and make sure students are prepared with Remote Learning Packets, Chromebooks, and appropriate materials.

******Closures that require remote instruction for more than five days will require us to resort to a full synchronous schedule to the extent practicable.******

H. Maximum Temperature and Extreme Heat Protocols

In compliance with New York State Education Law § 409-N, the District has established actionable protocols to protect students and staff during conditions of extreme indoor heat. Building-level Incident Commanders will monitor indoor temperatures and implement the following standardized thresholds:

- **Action Level (82°F):**
  When indoor room temperatures reach **82°F**, staff will initiate immediate heat mitigation strategies. These include, but are not limited to, turning off heat-generating electronics and overhead lights, closing window blinds to block direct sunlight, maximizing ventilation, and ensuring students have access to hydration breaks.
- **Relocation Level (88°F):**
  If indoor room temperatures reach **88°F**, the space is deemed unsafe for normal occupancy. The Incident Commander will activate relocation protocols to move students and staff to pre-identified cooler spaces within the building, or initiate early dismissal/emergency remote learning procedures if suitable alternative spaces are unavailable. Specific relocation zones are detailed in the confidential Building-Level Emergency Response Plan.

SECTION III: RESPONDING TO THREATS AND ACTS OF VIOLENCE

A. Policies and procedures for responding to implied, or direct threats of violence or acts of violence by students, teachers, other school personnel and visitors to the school

The District has enacted policies and procedures dealing with violence. These policies and procedures deal with the safety of the school community as well as the range of discipline of those making the threat of committing the act of violence and are included herein as Appendix 4 of this document.

The Madrid-Waddington School District uses a wide range of methods to ensure that students, staff and parents are made aware of early detection of violent behaviors. Some specific methods include the use of the student handbook, student calendar, code of conduct, PDP handouts and a Health & Safety Committee.

The Incident Commander will, based on the situation, determine the appropriate steps to be taken. These may include, but are not limited to; lock-down, search, evacuation or contacting 9-1-1. Specific steps are outlined in the Building-level Plan. The Incident Commander will monitor the incident, adjust their response as appropriate during the incident and work to protect students and staff.

In accordance with Alyssa's Law, the Madrid-Waddington School District has implemented and maintains silent panic alarm systems directly linked to local law enforcement. Procedures for the activation, testing, and maintenance of these systems are detailed in the confidential Building-Level Emergency Response Plans.

B. Policies and procedures for contacting appropriate law enforcement officials in the event of a violent incident

Law enforcement officials will be contacted by the Incident Commander in line with the Building-level Emergency Response Plan and will be requested based upon the "closest response agency" concept to ensure that the response to the incident is as rapid as possible. The Incident Commander will contact the appropriate law enforcement agency by calling 9-1-1.

Policies are listed in Appendix 4. Specific procedures are outlined in the Building Level Plan.

The district has also considered zero tolerance policies and has determined that Madrid-Waddington School District will not adopt them. Punishment will be judged on a case-by-case basis, the Code of Conduct and other district policies.

C. Appropriate responses to emergencies

The District recognizes that appropriate response to emergencies varies greatly depending upon the actual threat or act as well as the magnitude of such emergency. The district has developed specific procedures for responding to bomb threats, hostage taking, intrusions and kidnappings.

Lock-downs, evacuations and contacting local law enforcement through the Incident Command Structure will be used. Specific steps are found in the Building-level Plan.

D. Policies and procedures to contact parents, guardians or persons in parental relation to the students in the event of a violent incident or an early dismissal

The district has plans and procedures to contact parents and guardians through the use of telephones, radio stations, intercom, fax, emergency alert systems, E-mail, television and written communications. Specific procedures are outlined in the Building-level Plan to handle early dismissals, evacuation and sheltering. Contact phone numbers are listed in the phone directory found in the Building Specific Plans.

Parent and guardian phone numbers are found in the main office.

The Incident Commander, based on the situation, will make the determination as to which form of communication will be used: i.e., television, radio, phone numbers.

SECTION IV: COMMUNICATION WITH OTHERS

A. Obtaining assistance during emergencies from emergency services organizations and local government agencies

During emergencies, local government agencies, including emergency services, can be obtained via the local emergency management office or through the local emergency communication center. The Incident Commander will authorize the procurement of these agencies.

B. Procedures for obtaining advice and assistance from local governmental officials including the county or city officials responsible for implementation of Article 2-B of the Executive Law

Madrid-Waddington School District will work with county and other local officials when an Article 2-B emergency is declared. The Incident Commander, based on the actual Article 2-B situation, will contact the Emergency Management Office for guidance by calling 9-1-1.

C. A system for informing all educational agencies within a school district of a disaster

The District will notify any appropriate educational agencies within its boundaries as well as adjacent to its boundaries in the case of a disaster that would affect any of these agencies. The Incident Commander will determine the extent of notification and delegate its delivery. See Appendices 1 and 10 for the list of educational agencies within the district.

D. In case of a school district, maintaining certain information about each educational agency located in the school district, including information on:

Each Building-level Emergency Response Plan will include the following information:

- School population
- Number of staff
- Transportation needs
- Business and home telephone numbers of key officials of each such educational agency

The Building-level School Safety Teams will ensure that this information is current and accurate.

SECTION V: PREVENTION AND INTERVENTION STRATEGIES

A. Policies and procedures related to school building security, including, where applicable, the use of school safety officers and/or security devices or procedures

Specific policies related to building security are found in Appendix 6. Madrid-Waddington School District currently does not have any special building security at this time; if and when security procedures are added, the plan will be amended with established policies.

The Madrid-Waddington School District does have procedures for lock-down, evacuation and sheltering. The specific procedures are found in the Building-level Plan.

B. Policies and procedures for the dissemination of informative materials

The District is committed to the use of age-appropriate interpersonal violence prevention education programs for the students.

C. Prevention and intervention strategies

The District continues to develop and investigate various strategies regarding violence prevention and intervention. These strategies include, but are not limited to:

- Collaborative agreements with state and local law enforcement officials designed to ensure that staff are adequately trained including being trained to de-escalate potentially violent situations
- Non-violent conflict resolution training programs
- Peer mediation programs and youth courts
- Extended day and other school safety programs

D. Strategies for improving communication among students and between students and staff and reporting of potentially violent incidents

The District recognizes that communication is a vital key in the prevention and intervention of violence in schools. To that end, the District is exploring programs in the following areas:

- Youth-run programs
- Peer mediation
- Conflict resolution
- Creating a forum or designating a mentor for students concerned with bullying or violence
- Establishing anonymous reporting mechanisms for school violence
- Others based on district needs

E. Description of duties, hiring and screening process, and required training of hall monitors and other school safety personnel

The Madrid-Waddington School District currently does not employ hall monitors, SRO's or other security personnel. If and when the school does employ security personnel, duties will be listed.

APPENDICES

Appendix 1

Listing of all school buildings covered by the District-wide School Safety Plan with addresses of buildings and contact names and telephone numbers for building staff.

Building Name	Address	Contact Name	Phone Number
M-W Elementary & Jr./Sr. High	2582 SH 345 Madrid, NY 13660	Eric Burke Joe Binion Nicole Miller	315-322-5746

Appendix 2

Building Risk Determination

Appendix 3

Training Policy

Appendix 4

Policies dealing with Violence on School Property

Appendix 5

Regulation References

-155.17 *Executive Law 2-B

Policy (or policy number) regarding building security, school safety officers and dissemination of informative materials here.

Appendix 6

Community Relations Policy

Appendix 7

Description of duties, hiring and screening process, and required training of hall monitors and other school safety personnel.

Appendix 8

Copies of all Building-level Emergency Response Plans. Identification of local and state law enforcement agencies where building-level plans are filed.

Appendix 9

Memoranda of Understanding or agreements relevant to implementation of the District-wide Plan and, where appropriate, Building-level Emergency Response Plan.

Appendix 10

List of local Educational Agencies

Appendix 2
Building Risk Determination

Building	Address
Madrid-Waddington Central School	**2582 SH 345 Madrid, NY 13660**

Internal Hazards
Civil Disturbance
*Bomb Threat
*Hostage
*Intruder
*Kidnapped person/Missing Child
*Civil unrest
*Anthrax (bio-terrorism)
*Lock-down
*Evacuation
*Sheltering

Fire and Explosion
*Explosion
*Fire

Systems Failure
*Electrical system failure
*Fuel shortage
*Gas leak
*Heating system failure (loss of heat)
*Roofing failure (leak)
*Sewage system failure
*Structural failure
*Water system failure

Medical Emergency
*Allergic reaction/Bleeding/Blow to the head
*Broken bones/Burns/Choking/Diabetic shock
*Epileptic convulsions/shock
*Bites
*Blood/body fluid exposure (infection control)
*Electric Shock

Medical Emergency
*Anaphylactic shock
*Food poisoning
*Heart attack/Cardiac Arrest
*Toxic exposure
*Death/Suicide

External Hazards
Weather Related
*Flood/mudslide
*Storm/snow/ice/wind/hurricane
*Thunderstorm
*Tornado

Environmental Problems
*Air pollution
*Flood/mudslide
*Hazardous material spills/releases
*Radiological incident
*Storm/snow/ice/wind/hurricane
*Extreme cold/heat
*Thunderstorm/lightning storm
*Tornado
*Toxic material spill/releases
*Water contamination

Other External Hazards
*Airplane crash
*School bus accident
*Earthquake
*Highways
Pandemic

Appendix 3
Training

Training will be provided by the Jefferson-Lewis BOCES Health & Safety Office as required.

Topics that will be offered include:

Two-hour Violence Prevention and Intervention

Incident Command System

Red Cross Shelter Management

Searching for Suspicious Packages

DASA: Dignity for All Students Act

Sexual Harassment

Trauma Informed Practices

Threat Assessment Team: Consultation with At-Risk Global

Sudden Cardiac Arrest (SCA) Awareness, CPR, and AED Response

Appendix 4
Policies Dealing with Violence on School Property

Board Duties and Responsibilities:	1320	Code of Ethics
Board Policy Development:	1420	Administration in Absence of a Board Policy
Employee Rights:	4020	Drug-Free Workplace
	4030	Prohibition of Smoking and the Use of Tobacco Products
	4040	Dangerous Weapons and Materials in School
	4070	Drug and Alcohol Testing
Employee Responsibilities:	4230	Drivers who Transport Students on an Occasional Basis
	4235	Use of Personal Protective Equipment
Student Rights:	5000	Equal Educational Opportunities for Students
	5010	Sexual Harassment of Students
	5010R	Sexual Harassment of Students Regulation
	5010E	Student Grievance Form for Complaints Alleging Discrimination Based upon Sex
	5020	Discrimination of Students
	5020R	Discrimination of Students Regulation
	5020E	Student Grievance Form for Complaints Alleging Discrimination
	5030	Student Complaint and Grievance Procedure
	5040	Physical Restraint and Corporal Punishment
	5050	Student Records
	5050R	Student Records Regulation
Student Safety:	5120	Suspected Child Abuse, Neglect and Maltreatment
	5120R	Suspected Child Abuse, Neglect and Maltreatment Regulation
Student Responsibilities:	5200	School Conduct and Discipline
	5210	Students Rights and Responsibilities
	5220	Student Suspension
	5230	Alcohol, Tobacco and Substance Abuse
	5231	Prohibition of Smoking and the Use of Tobacco Products
	5240	Dangerous Weapons and Materials in School
Instruction:	6000	The Regents Bill of Rights for Children

Appendix 5
Regulations

The Madrid-Waddington School District will comply with the following regulatory laws:

- Article 155.17 and Executive Law 2-B
  Copies of the regulations are available upon request.
- New York State Education Law § 409-N Effective Date: September 1, 2025
  Copies of the regulations are available upon request.

Appendix 6
Community Relations Policy

COMMUNITY RELATIONS

Public Use of District Facilities:

2000	Use of Madrid-Waddington School District Facilities
2000R	Rules and Regulations for Community Use of School Facilities
2005	Public Conduct on Madrid-Waddington School District Property
2005R	Rules and Regulations for Public Conduct on School Property
2010	Use of Madrid-Waddington School District Property
2010E	Request for Permission to Use Madrid-Waddington School Equipment by Outside Agencies and Others

FACILITIES

7000	Emergency Plans
7010	Reporting of Hazards

Appendix 7
Safety Personnel

The Safety Coordinator for Madrid-Waddington School District
is Joe Binion

Appendix 8

Building-level Emergency Response Plans

Please See Separate Building-level Plan

Copies of the Building-level Emergency Response Plans are filed with the following agencies:
Use only agencies that apply

New York State Police
St. Lawrence County Sheriff
Madrid Fire and Rescue
Waddington Fire and Rescue
St. Lawrence County Public Health

New York State Police Department
29 Stearns Street
Massena, NY 13662 (315) 769-3503

St. Lawrence County Sheriff
48 Court Street
Canton, NY 13617 (315) 379-2222

Madrid Fire Department
10 Church Street
Madrid, NY 13660 (315) 322-4346

Waddington Fire Department
51 Maple Street
Waddington, NY 13694 (315) 388-4441

St. Lawrence County Public Health
80 NY-310
Canton, NY 13617 (315) 386-2325

Appendix 9
Memoranda of Understanding

Madrid-Waddington School District has agreements in place for sheltering, transportation and shelter management.

The actual agencies for which these plans exist are found in the Building-level Emergency Response Plan.

Appendix 10
Cardiac ERP

The Madrid-Waddington Central School District is committed to ensuring the safety of students, staff, and visitors by maintaining a comprehensive **Cardiac Emergency Response Plan (CERP)** in accordance with **DeSha's Law** and New York State Education Department (NYSED) requirements.

1. AED Equipment & Signage

- Automated External Defibrillators (AEDs) shall be maintained in accessible, clearly marked locations across district buildings and athletic facilities.
- AED locations will be reported to local EMS providers annually.
- Signage indicating AED availability shall be posted at each school's main entrance and near all AED devices.
- AEDs shall be checked monthly by the school nurse or designee for battery life, pad integrity, and readiness.

2. Training & Personnel

- In compliance with Education Law §917 and Public Health Law §3000-b, at least **one staff member trained in CPR/AED** shall be present in each school building during normal operating hours and at all school-sponsored athletic and extracurricular events.
- Staff volunteers will be trained in CPR/AED annually, and new hires shall receive cardiac emergency awareness training within 30 days of employment or during onboarding.
- All staff and students will be provided annual awareness education regarding sudden cardiac arrest signs and response procedures.

3. Response Procedures

- Upon recognition of a potential cardiac emergency, staff shall:
    1. Call 911 and identify a "cardiac emergency" at the specific school location.
    2. Notify the school office to initiate the building-level response and direct EMS.
    3. Begin CPR immediately.
    4. Retrieve and apply the nearest AED, following its voice prompts.
    5. Continue CPR/AED use until EMS arrives.
- Administrators shall ensure building access is cleared for EMS response.

4. Coordination with EMS

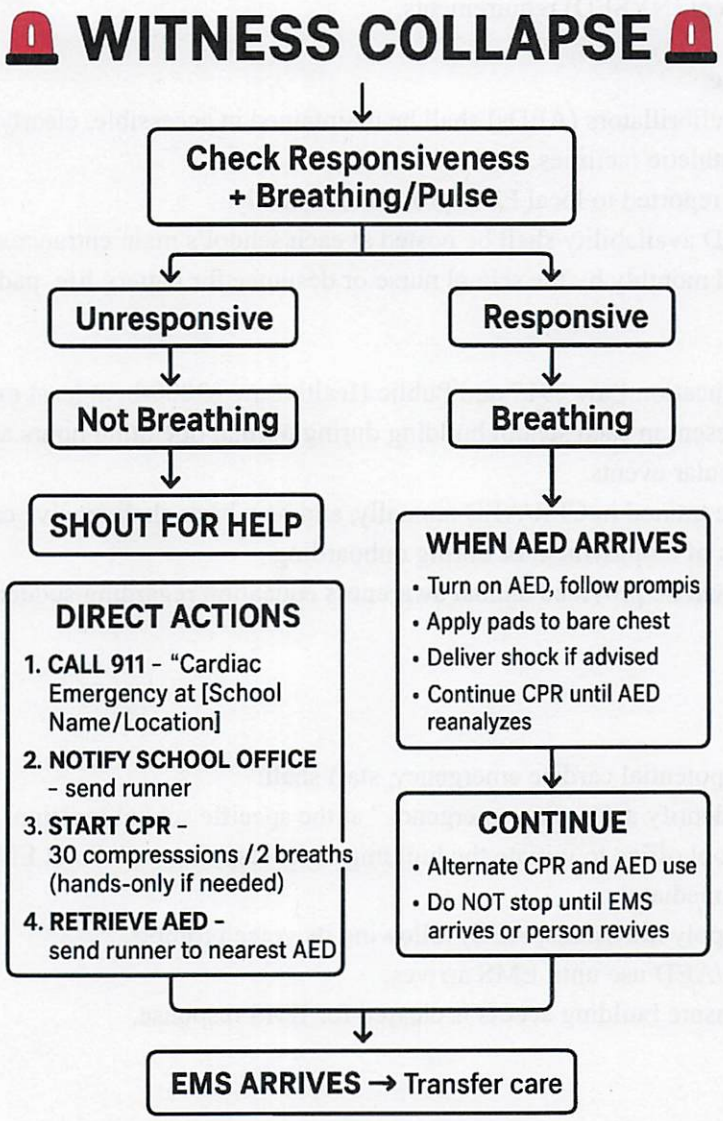
- The District will coordinate its CERP with **regional EMS councils** and **local EMS providers** to ensure alignment with community emergency response procedures.
- AED use data will be downloaded, documented, and shared with EMS/hospitals following each incident.

5. Post-Incident Protocol

- Parents/guardians will be notified immediately if a student is involved in a cardiac emergency.
- The Crisis Response Team will provide follow-up support to students and staff as needed.
- A formal debrief and review of the incident will be conducted within 48 hours.
- The Superintendent or designee will ensure required reporting and documentation is submitted to NYSED and EMS partners.

6. Review & Annual Updates

- The District Safety Team will review the CERP annually and update as required.
- AED locations, trained personnel lists, and emergency procedures will be updated in all District and Building-Level ERPs.
- The updated plan will be submitted via the NYSED ERP portal by October 1 annually.



Appendix 11
Component School District

Mr. Christopher Rose
Brasher Falls Central School District
1039 State Highway 11C
Brasher Falls, NY 13613
(315) 389-5131 Ext. 29108
http://www/bfcsd.org

Mr. Joseph McDonough
Canton Central School District
99 State Street
Canton, NY 13617
(315) 386-8561 Ext. 44204
http://www.ccsdk12.org

Mr. Matthew Southwick
Clifton-Fine Central School District
P.O. Box 75
11 Hall Avenue
Star Lake, NY 13690
(315) 848-3333 Ext. 190
http://www.cliftonfine.org

Mrs. Jennifer McKinley
Colton-Pierrepont Central School District
4921 State Highway 56
Colton, NY 13625
(315) 262-2100 Ext. 34144
http://cpcs.k12.ny.us

Ms. Erin Woods
Edwards-Knox Central School District
2512 County Route 24
Hermon, NY 13652
(315) 562-8130 Ext. 25532
http://www.ekcsk12.org

Mrs. Jacquelyn Kelly
Gouverneur Central School District
133 East Barney Street
Gouverneur, NY 13642
(315) 287-4870
http://gouverneurcentralschool.org

Hammond Central School District
P.O. Box 185
51 South Main Street
Hammond, NY 13646
(315) 324-5931 Ext. 26100
http://hammondcsd.schoolwires.net

Mr. Robert Finster
Harrisville Central School District
P.O. Box 200
Harrisville, NY 13648
(315) 543-2707 Ext. 27901
http://harrisvillecsd.schoolwires.net

Ms. Megan Foster
Hermon-DeKalb Central School District
709 East DeKalb Road
DeKalb Junction, NY 13630
(315) 347-3442 Ext. 2320
http://www.hdcsk12.org

Mr. Jesse Coburn
Heuvelton Central School District
87 Washington Street
Heuvelton, NY 13654
(315) 344-2414 Ext. 28891
http://heuvelton.schoolfusion.us

Mr. Patrick Farrand
Lisbon Central School District
6866 County Route 10
Lisbon, NY 13658
(315) 393-4951 Ext. 23185
http://lisboncs.schoolwires.com

Mr. Eric Burke
Madrid-Waddington Central School District
P.O. Box 67
2582 State Highway 345
Madrid, NY 13660
(315) 322-5746 Ext. 35221
http://www.mwcsk12.org

Mr. Ronald Burke
Massena Central School District
84 Nightengale Avenue
Massena, NY 13662
(315) 764-3706 Ext. 3008
http://www.mcs.k12.ny.us

Ms. Stacey Vaughn
Morristown Central School District
P.O. Box 217
Morristown, NY 13664
(315) 375-8814 Ext. 21001
http://mcsd.schoolfusion.us

Ms. Brooke Ashley
Norwood-Norfolk Central School District
P.O. Box 194
7852 State Highway 56
Norwood, NY 13668
(315) 353-9951 Ext. 38733
http://www.nncsk12.org

Mr. Kevin Kendell
Ogdensburg City School District
1100 State Street
Ogdensburg, NY 13669
(315) 393-0900 Ext. 31901
http://www.ogdensburgk12.org

Mr. Steven Coffin
Parishville-Hopkinton Central School District
P.O. Box 187
12 County Route 17
Parishville, NY 13672
(315) 265-4642 Ext. 24402
http://phcs.neric.org

Mr. Jerry Griffin
Potsdam Central School District
29 Leroy Street
Potsdam, NY 13676
(315) 265-2000 Ext. 733
http://www.potsdam.k12.ny.us