



MOUNT MERCY ACADEMY
SCHOOL SAFETY PLAN
REGARDING CRISIS INTERVENTION,
EMERGENCY RESPONSE & MANAGEMENT
2017

Michael Bistoff
Mount Mercy Academy Team Safety Expert

Authority

The Administration of Mount Mercy Academy recognizes that natural disasters such as earthquakes, floods, tornadoes and winter storms, man-made disasters such as fires, chemical accidents and toxic spills, and civil disorders such as bomb threats and hostage situations are potential threats to the safety of the school community.

Therefore, on August 28, 2014 the Facilities Team of Mount Mercy Academy approved the following policy:

Advance planning for emergencies and disaster is essential to provide for the safety of students and staff should a threat to safety arise from fire or other causes; it also strengthens the morale of all concerned to know that preparedness plans exist and that students and staff have been trained to carry them out.

The Principal shall develop a school safety plan in compliance with the Commissioner of Education Regulation Section 2801-a, Chapter 16, Title II, Article 55. The plan shall provide for sheltering, evacuation, early dismissal, written notification to parents, students and staff, drills and coordination with local and county emergency preparedness administrators.

The School Safety Plan for Mount Mercy Academy will be the official guide for the school in case of fire, civil emergencies and natural disasters. All personnel and students will follow policies and procedures set forth in the guide.

Legal Basis for the Plan

This plan is developed in accordance with the Regulations of the Commissioner of Education, Section 2801-a, Chapter 16, Title II, Article 55 (<http://www.p12.nysed.gov/sss/lawsregs/2801a.html>), a copy of which is attached as Appendix 8, and in recognition of the legal responsibilities for actions during emergencies set forth in Article 2-B of the New York State Executive Law (<http://www.dhSES.ny.gov/laws-policies/documents/Exec-Law-Art-2-B-2012.pdf>).

Statement of Purpose

This school safety plan is intended to set forth the information required by Mount Mercy Academy staff involved in a school or regional emergency due to the occurrence of a natural or man-made disaster or civil emergency.

This information includes use of warning and communications systems, operating procedures, individual responsibilities, authority structure, resources available, and specific guidelines for the various actions open to the staff of Mount Mercy Academy to protect life and property during and after an emergency.

Assumptions

While it is likely that outside assistance would be available in most serious emergency situations affecting Mount Mercy Academy, it is necessary for the school to plan for and be able to carry out immediate responses during the first stage of an emergency and to be prepared to effectively coordinate resources with the larger community in the event of a more widespread emergency.

In keeping with the nationwide and county strategy of developing an integrated management system, this plan is concerned with all types of emergency situations that may develop. It also accounts for activities before, during, and after emergency operations.

2017-2018 PROJECT SAVE PLAN
(SAFE SCHOOLS AGAINST VIOLENCE IN EDUCATION)
BUILDING-LEVEL SCHOOL SAFETY PLAN,
INCLUDING REQUIRED "DISTRICT-WIDE" COMPONENTS
Mount Mercy Academy

Table of Contents

PART ONE – District Level and Building Level (summary)

Introduction	#3
I. General Considerations and Planning Guidelines.....	#4
II. Risk Reduction/ Prevention and Intervention.....	#6
III. Response.....	#8
IV. Recovery.....	#12

PART TWO – Building Level Plan Detail (Confidential)

Please contact Michael Bistoff, Mount Mercy Academy Team Safety Expert at 716-825-8796 x309 for additional information

- I. Building and Local Area Maps/ Schematics
- II. Safety Related Person's Contact
- III. Situational Response Detail

INTRODUCTION

Emergencies in schools must be addressed in an expeditious and effective manner. Schools are at risk of acts of violence, natural, and manmade disasters. To address these threats, the State of New York has enacted the Safe 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 schools.

Catholic schools are considered districts in and of themselves. Therefore, even as just one school with just one building, we are required to have both District and Building Level Project SAVE School Safety Plans. This document is Mount Mercy Academy's combined District-wide and Building-Level Project SAVE School Safety Plans – with the confidential details of the Building Level Plan included as a separate Appendix.

Mount Mercy Academy supports the SAVE Legislation, and intends to engage in a robust planning process as soon as it is practicable. This planning process will include meetings with parents, local police, security, School faculty and staff, and students to request participation in creating the plan, and feedback in reviewing the final plan. All constituencies will have full access for input.

The Mount Mercy Academy Safety Plan was developed by the Mount Mercy Academy Safety Team ('Safety Team') - which includes student, family, staff, local police and school safety personnel - for the 2014-15 School Year.

Our goals in creating and implementing our School Safety (SAVE) Plan are:

- To create an atmosphere and set of practices that prevent violence or unsafe conditions
- To create/implement a plan that will minimize the effects of serious violent incidents and emergencies
- To have an effective response plan for all predictable safety concern situations
- To produce a document that can be used as the basis for informing and training all school constituencies in regard to keeping our school safe.

Plans will be produced for the following (multi-hazard) situations: Fire, Intruder Alert, Bomb scare, Medical Emergency, Gas Leak, Civil Disturbance (*include full list*) and will include plans for Rapid Dismissal.

Key School Data:

- Mount Mercy Academy will begin school in the Fall of 2017 with 235 students in grades 9-12, and 55 staff
- Address: 88 Red Jacket Parkway, Buffalo, NY 14220
- Phone number: 716-825-8796
- Principal: Margaret Staszak
- Student Transportation– Via Public Transportation, and yellow bus

SECTION I: GENERAL CONSIDERATIONS AND PLANNING GUIDELINES

A. Purpose

1. The Mount Mercy Academy Safety (SAVE) Plan has been developed pursuant to Commissioner's Regulation 155.17. At the direction of the Board of Directors of Mount Mercy Academy (the 'Board'), a Mount Mercy Academy Safety Team was created and charged with the development and maintenance of a Mount Mercy Academy Safety Plan ('Plan'). This Plan includes input from parents, students, staff and school safety and other personnel.
2. The Plan was developed by the School Safety Team through a series of meetings attended by constituencies outlined above, following Safety Plan guidelines distributed by NYSED. The Safety Team will review emergency response plans with security professionals and consult with other schools with high quality SAVE plans to ensure feasibility and thoroughness.
3. Our goal in creating this plan is to ensure the maximum safety of all students and staff at our school through careful and well thought through planning. We will conduct table-top and actual drills of included plans to facilitate organized and effective use of these plans in the case of an actual emergency.

B. School Safety Team

The Mount Mercy Academy Safety Team is comprised of, but not limited to, representatives from the Board of Directors, Administration, Parents, Students, Faculty, School safety personnel, and other school personnel as follows:

School Safety Team (* - Core Safety Team Member)		
Title	Name	Role
Head of School*	Peggy Cronin	School Safety Team Member
Principal*	Margaret Staszak	School Safety Team Head
Director of Operations/ Finance*	Joseph Cannon	School Safety Team Member
Faculty Member	Fred Kirisits	School Safety Team Member
School Safety Personnel	Michael Bistoff, School Safety Team	Member, Team Safety Expert
Parent Representative	PTO President	School Safety Team Member
Student Representative	Student Government President	School Safety Team Member
Board of Directors Representative	Chairperson Facilities Committee	School Safety Team Member
Local Law Enforcement Official	Thomas Moran	Advisor
Local Ambulance/ Emergency Response Agency Representative		Advisor
Public School District Safety Team Member		Advisor
Other		TBA

C. Concept of Operations

- o The initial response to all emergencies at Mount Mercy Academy will be by the Core School Safety Team. Upon activation of the Core School Safety Team, local emergency officials and the Board of Directors will be notified as appropriate. Efforts may be supplemented by county and state resources through existing protocols as required.
- o The Core School Safety Team will also serve as the Emergency Response Team and Post Incident Response Team.

D. Access to Floor Plans

A set of floor plans and a diagram indicating School Evacuation sites and the routes students/staff will take to these sites will be provided to local emergency response agencies as part of the School Safety Planning process. Every member of the School Safety Team will have a copy of floor plans and evacuation route maps, and a copy of each will be included in the official School Safety Binder (maintained by the Team Safety Expert, and kept in Room 309).

E. Plan Review and Public Comment

1. Pursuant to Commissioner's Regulation, Section 155.17(e)(3), a summary of this Plan will be made available for **public comment** at least 30 days prior to its adoption. We will include representatives of all key School constituents and interested parties in the development and review of this plan, including a review at our first Parent Teacher Organization (open to the public) in the Fall of 2014.
2. The Plan will be formally adopted by the Board. To ensure student safety, the plan will be considered 'in effect' until such time as a full public review can be conducted and the Plan approved.
3. In accordance with the August 2011 Amendment to Section 155.7, certain sections of our Safety Plan with response action detail and private contact information will remain 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 Building-Level Emergency Response Plan will be supplied to both local and State Police within 30 days of adoption.

4. This Plan will be reviewed periodically during the year and will be maintained by the Core School Safety Team. For the 2014 – 2015 school year, a Safety Plan was created over the summer and reviewed by the Mount Mercy Academy Board of Directors prior to school opening. It was in effect until the full Safety Team was in place and able to review the plan. Plan is complete. The Plan was reviewed and approved by the Mount Mercy Academy Facilities Team in August 2014 and submitted to the NYSED before October 1, 2014. After 2014, the required annual review will be completed on or before July 1 of each year after its adoption by the Mount Mercy Academy Board of Directors.

SECTION II: RISK REDUCTION/ INTERVENTION STRATEGIES

A. Prevention/Intervention Strategies

Mount Mercy Academy believes strongly in the wisdom of implementing violence prevention and intervention protocols as a primary means of ensuring student/school safety. These protocols take the form of Prevention Programs, Building Personnel Training, Drills/Exercises/ Student Training, School Security Policies and Protocols, Coordination with Local Emergency Officials, and Maintenance of Educational Agency contact information as per the below:

Prevention Programs

- o Program 1 - anti bullying programs, violence prevention meetings, conflict resolution sessions, peer mediation, mentoring programs, extended day programs/clubs, other school safety programs, youth run programs, forums for students concerned about bullying/violence, establishing anonymous reporting mechanisms for school violence/ bullying ,etc.
- o Mount Mercy Academy will also create a positive, safe learning environment for students by implementing a community service program and by creating school schedules that minimize potential for conflicts or altercations.

Building Personnel Training

- o In preparation for planning and executing drills, the Interim Safety Team will review information/guidance on the NYSED and New York State Center for School Safety websites as well as Safety Plans from other schools.
- o When hiring school safety/security personnel, the School will ensure all personnel have the appropriate background (experience and training) to fulfill their role, including training in how to de-escalate potentially violent situations.
- o The School will review the detail of its Safety Plans with all faculty and staff prior to school opening (including all plan logistics, roles and responsibilities, and back up plans), ensuring all are clear on all roles and responsibilities as well as logistics. Staff will sign off on having reviewed and understood School Safety Plans.
- o At least one Safety Team member will attend school safety training offered and share learning with the entire School Safety Team.
- o Two members of the Mount Mercy Academy Safety Team will take CPR and AED training.
- o Mount Mercy Academy staff members will take Violence Intervention training

Drills / Exercises/ Student Training

- o The Safety Team will conduct ‘table top’ exercises – playing through the execution of each of our multi-hazard plans using an actual school and neighborhood layout diagram.
- o The School will review all emergency response plans with students within the first 2 weeks of school, to ensure all students understand expectations for their action/behavior and that of the entire school community.
- o The School will conduct mandated actual safety drills that test components of the School Safety Plan. These drills will be conducted in coordination with local emergency response and preparedness officials, as follows:
 1. The School will schedule the dates and times of drills with local officials
 2. The School will notify parents one week before the drill
 3. Just before a drill, the School will contact local officials to announce the drill is about to start
- o The tentative schedule for School Safety Drills is:

Date	Drill	Type
TBD based on weather		

Implementation of School Security Policies and Protocols

School Safety/Security roles at Mount Mercy Academy are expected to be as follows:

- o School Security: 1 dedicated staff, located as follows:
 - At the start of the school day there will be a security guard at door #3
- o Hall monitors: Faculty and Administration will monitor hallways before and after school, and during class change times.

Other School safety protocols include:

- Only door #3 of the school will be open at the start of day.
- All school visitors will be required to show identification upon entering the school building, and as appropriate, visitors will be escorted to their destination.
- The School has security cameras located throughout the building and at all entrance doors.
- The School has Student and Staff ID cards
- There will be a security audit conducted within the first 2 months of the school year.
- The Executive Director, Principal and Director of Operations will be provided with walkie-talkies to use in the event of an emergency drill or actual occurrence to ensure a means of communication.
 - (See detailed plans for each type of emergency response in Section IV: Response)

Coordination with Emergency Officials

- The Team Safety Expert (Michael Bistoff) will contact local emergency officials to review Emergency procedures, to verify contact protocols and information, and to coordinate their involvement in School Safety drills.

Maintenance of Vital Education Agency Information

An updated School Staff contact list (with cell phone numbers) will be maintained by the Office Manager and placed within the School "Emergency/Safety" Binder. This binder will also contain: a list of all local emergency contact names and numbers (police, fire, hospital, Board Members, local officials), Emergency Contact Information for all school staff, and a sheet with the demographics of the school (number of students, number of staff, organization chart for the school). Next to that binder will be a 'Student Emergency Contact Binder' with Emergency Contact sheets for each student.

B. Early Detection of Potentially Violent Behaviors

Expert guidelines for the early detection of potentially violent behaviors will be disseminated to all school staff in August 2014 as part of the School Safety Plan review. These Guidelines will be given to Parents in late August/early September at start of school parent conferences. An age appropriate version of the guidelines will be discussed with students within the first month of school as part of the Anti-Bullying section of the School Advisory Program.

C. Hazard Identification

Through a walk-through and in consultation with local police and School Security staff, as part of developing the School Safety Plan, the School Safety Team identified the following potential emergency sites and situations:

Potential Emergency Site/Potential Emergency Situation

- School Building – particularly in stairwells, gym, cafeteria, auditorium
- Student confrontation
- Athletic Fields Student confrontation
- Buses Student confrontation
- Off-site Field Trips Student confrontation

SECTION III: RESPONSE

School emergency response plans were developed by the building-level school safety team and include the following elements: policies and procedures for the safe evacuation of students, teachers, other school personnel and visitors to the school in the event of a serious violent incident or other emergency which may occur before, during or after school hours, which includes evacuation routes and shelter sites and procedures for addressing medical needs, transportation and emergency notification to persons in parental relation to a student. Included in the Building Level Plan Detail is a list of the members of the emergency response team, other appropriate incident response teams, and a post-incident response team.

A. Assignment of Responsibilities

The chain of command at Mount Mercy Academy in the case of emergencies is as follows:

1. Head of School
2. Principal
3. Director of Operations

B. Continuation of Operations

- In the event of an emergency, the Head of School or his/her designee will serve as Incident Commander. The School Incident Commander may be replaced by a member of the local emergency response team
- Upon relinquishing command, the Head of School or designee may be asked to serve a support role as part of a Unified Incident Command, if established, by the local emergency response agency.
- The school will follow the Chain of Command outlined above to ensure continuity of operations.

C. Notification and Activation (Internal and External Communications)

In the event of an emergency, the following internal and external communications systems will be utilized as makes most sense at the time:

- School Intercom
- School Phone system
- Cell Phones of School Safety Team and staff
- Walkie-Talkies (supplied to School Safety Team members)
- Bull Horns
- Whistles
- Email
- Text messaging
- Local media

Standard notification protocol will be for:

- Notification of an incident or hazard development to the Principal as soon as possible following its detection
- In the event of an emergency, the Principal will notify all building occupants to take appropriate protective action.

Also - upon the occurrence of violent incident, the Principal will contact the appropriate local law enforcement officials and the Superintendent of Catholic Schools. A list of local law enforcement officials and Diocesan personnel along with contact information will be maintained in the School "Emergency/Safety" Binder in the Main Office. The Principal will also have a soft copy of this document on file, and a hard copy in their office.

In the event of disaster or violent act, as necessary, the Principal will also notify the Diocesan Communications Counsel and the Board of Directors via phone, and all staff via walking to classrooms if immediate communication is required, or via conducting an emergency staff meeting if the situation does not require immediate communication.

As necessary, the School will notify parents of a violent incident or early dismissal through use of the SchoolReach System and/or email and/or an Advisory phone chain (faculty member calls all parents within their Advisory). Parent contact information will be maintained on Student Emergency Contact forms, and with a school-wide email group. The School Reach System will also be maintained with current family/parent/guardian contact information.

Note – Families will be instructed in the Family/Student Handbook as to where to find update information and contact numbers for the school in the event of any emergency situation.

Note that an updated School Staff contact list (with cell phone numbers) will be maintained by the Office Manager and placed within the School “Emergency/Safety” Binder. This binder will also contain: a list of all local emergency contact names and numbers (police, fire, hospital, Board Members, local officials), Emergency Contact Information for all school staff, and a sheet with the demographics of the school (number of students, number of staff, organization chart for the school). Next to that binder will be a ‘Student Emergency Contact Binder’ with Emergency Contact sheets for each student.

D. Situational responses

Plans are in place, and detailed in the appended, separate Building Level Response Plan document, for:

- Multi-Hazard Response
- Fire
- Intruder in the Building
- Medical Emergency
- Threat of Violence (by student, staff, visitor, other)
- Explosive/ Bomb Threat
- Hostage/ Kidnapping
- Civil Disturbance
- School Bus Accident
- Gas Leak
- Hazardous Material
- Biological Threat
- Radiological Threat
- Epidemic

The school will also provide violence de-escalation and early warning sign identification training to all staff within the first month of school.

Response to Acts of Violence

The below plan is in keeping with the School’s Zero Tolerance Policy for School Violence. In the event of actual violence by any member of the school community or person on school grounds the School will follow the procedure below:

1. Injured parties will be taken care of
2. Offending individual will be contained
3. Principal, in consultation with the Head of School, will determine the level of threat
4. As required:
 - a. The immediate area of the act will be isolated and/or evacuated
 - b. Lockdown procedures will be activated
 - c. Local law enforcement agencies will be notified
5. Situation will be monitored and response adjusted as necessary
6. As necessary
 - a. Initiate early dismissal
 - b. Initiate shelter or evacuation procedures

Protective Action Options

Situation Plan

1. Shelter-In-Place (Lockout) – In case of an emergency that is outside of the building:
 - Principal makes announcement, no students are allowed to leave the building
 - Excess staff will monitor all building entrances/exits, especially during class change
 - Principal communicates with parents via SchoolReach
 - Students remain inside of the school building and follow directions of staff
 - Teacher increases situational awareness
 - Teacher conducts business as usual
 - Teacher follows all announced directions
 - No one will be permitted to enter or leave the building during a Shelter-In-Place

2. Lock-Down – In case of an emergency or intruder that is inside of the building:
 - Principal makes announcement on the PA system: **“We are going into lock-down”**
 - Students remain silent and quickly move out of sight and away from the classroom door
 - Teacher quickly retrieves any students in the hallway and locks the classroom door
 - Teacher next to bathroom/locker room will retrieve any students from within and then lock classroom door
 - Wait for emergency responders to open the door
3. School Cancellation
 - o Monitor situation that may warrant school cancellation (Head of School, Principal)
 - o Make cancellation determination
 - o Informs Superintendent of Catholic Schools
 - o Inform Families/Students
 - o Inform Staff
 - o Inform Board
 - o As necessary, inform other parties (e.g. **parish personnel**)
4. Early Dismissal
 - o Monitor situation that may warrant early dismissal (Head of School, Principal)
 - o Make early dismissal determination
 - o Agree on time to send early dismissal signal (intercom)
 - o Contact Transportation providers and make required arrangements
 - o Inform Families/Students
 - o Inform Staff
 - o Retain appropriate school personnel on site until all students have been returned home/picked up
5. Evacuation (before, during and after school hours)
 - o Determine level of threat
 - o Contact Transportation providers and provisionally make required arrangements
 - o Clear all evacuation routes and sites
 - o Evacuate staff and students to pre-arranged evacuation site
 - o Account for all students and staff populations. Report any missing persons to Head of School
 - o Make determination regarding movement to Sheltering Site
 - o Make determination regarding early dismissal
 - o If dismissing early, contact families/transportation providers for pick up
 - o Ensure adult/continued school supervision/security
 - o Retain appropriate school personnel on site until all students have been returned home/picked up
6. Movement to Sheltering Sites
 - o Determine level of threat
 - o Confirm sheltering location, depending on nature of incident
 - o Evacuate staff and students to pre-arranged sheltering site
 - o Account for all students and staff populations. Report any missing persons to Head of School
 - o Make determination regarding early dismissal
 - o If dismissing early, contact families/transportation providers for pick up
 - o Ensure adult/continued school supervision/security
 - o Retain appropriate school personnel on site until all students have been returned home/picked up

All of the above will be done in cooperation with local emergency responders.

For all Situations:

- o **Notify the Superintendent of Catholic Schools as soon as possible.**
- o **Contact the Diocesan Communications Counsel before informing any parents or the media.**
- o Parents - The Principal will determine if and when parents need to be informed, and will do the informing. This will be done in consultation with the senior Administrative Team.
- o Media - The Principal will determine if and when the media needs to be informed, and will do the informing. This will be done in consultation with the Diocesan Communications Counsel.
- o The School Safety Team will convene within 48 hours of an event to conduct a Situation Debrief/Post Mortem. The Debrief process will include soliciting input from other school constituencies as follows: Principal asks for feedback from faculty and students (as appropriate), Head of School asks for feedback from other school constituencies (staff, security staff, etc.). The results of this Debrief will inform future plan updates.

Arrangements for Obtaining Emergency Assistance from Local Government

- As necessary, the Principal will request assistance from emergency services organizations and local government agencies. Contact names and numbers will be maintained in the School Emergency/ Safety Plan Binder. Soft and hard copies of this contact information will be maintained by the Head of School and Director of Operations in their offices.
- A record will be maintained of all Local Government Emergency Assistance requests and responses.

Procedures for Obtaining Advice and Assistance from Local Government Officials

- As necessary, the Principal will request advice and assistance from local government officials (county and city) and agencies such as the Red Cross. Contact names and numbers for all relevant local government officials and agencies, and the Red Cross will be maintained in the School Emergency/ Safety Plan Binder. Soft and hard copies of this contact information will be maintained by the Head of School and Director of Operations in their offices.
- A record will be maintained of all Local Government Officials and Agencies requests and responses.

School (District) Resources Available for Use in an Emergency

The following school resources are available in case of an emergency:

- Cell Phone
- Tool Box
- First Aid Kit
- Flashlight
- Moving Carts

Procedures to Coordinate the Use of School District Resources and Manpower during Emergencies
(see Multi-Hazard Plans above)

E. Security of Crime Scene

1. The Principal or designee is responsible for crime scene security and crime related evidence until relieved by law enforcement officials.
2. No item shall be removed, cleaned or altered without prior approval from the appropriate law enforcement agency.
3. Nothing in this section should be interpreted to preclude the rescue and aid of injured persons.

SECTION IV: RECOVERY

Mount Mercy Academy Recovery (Post Incident Responses) will include, but not be limited to:

Short term:

- Mental health counseling for staff and students
- Building security
- Facility Restoration
- Post Incident Critique
 - o After the recovery stage of any incident, the Mount Mercy Academy Safety Team will conduct an internal Post Mortem that will include re-evaluations of violence prevention and school safety activities as appropriate to improve our plan. Updates to the Safety Plan will be made as appropriate.
- Other...

Long Term:

- Mental health counseling for staff and students
- Building security
- Mitigation actions, as appropriate, to reduce the likelihood of repeat occurrence and impact if a similar incident does occur again.

Note that the Mount Mercy Academy Safety Team has coordinated with statewide plans for disaster mental health services to ensure that the School has access to federal, state and local mental health resources in the event of a violent incident.

After the recovery stage of any incident, the Mount Mercy Academy Safety Team will conduct an internal Post Mortem that will include re-evaluations of violence prevention and school safety activities as appropriate to improve our plan. Updates to the Safety Plan will be made as appropriate.

APPENDICES

Appendix 1: School Buildings covered by this District-Wide/ Building-Level School Safety (SAVE) Plan Mount Mercy Academy

88 Red Jacket Parkway, Buffalo, NY 14220

Margaret Staszak

Principal

716-825-8796 x113

mstaszak@mtmercy.org

Appendix 2: School Area Map(s)

Appendix 3: School organization chart, including indication of School Safety Team members and the School Safety Team Chain of Command

Appendix 4: Local emergency resources contact list

Appendix 5: Emergency Supplies Inventory

Appendix 6: School Vehicle Inventory

Appendix 7: American Red Cross shelter agreement and map

Appendix 8: Regulations of the Commissioner of Education, Section 2801-a, Chapter 16, Title II, Article 55

(<http://www.p12.nysed.gov/sss/lawsregs/2801a.html>)

Appendix 9: Important Dates with signatures