

Lillian M. Lowery, Ed.D.
State Superintendent of Schools

200 West Baltimore Street • Baltimore, MD 21201 • 410-767-0100 • 410-333-6442 TTY/TDD • MarylandPublicSchools.org

December 22, 2014

The Honorable Martin O'Malley
State House
100 State Circle
Annapolis, Maryland 21401

The Honorable Thomas V. Mike Miller
H-107 State House
100 State Circle
Annapolis, Maryland 21401

The Honorable Michael E. Busch
H-101 State House
100 State Circle
Annapolis, Maryland 21401

RE: School Safety Center Report (MSAR #9610)

Dear Governor O'Malley, President Miller and Speaker Busch:

In accordance with the Education Article of the Annotated Code of Maryland § 7-1505 as enacted by HB 453 the Maryland Center for School Safety (hereafter referred to as the Center) is to report to the Governor and, in accordance with § 2-1246 of the State Government Article, the General Assembly on or before December 15 of each year. The Governing Board of the Center shall provide a report that includes a list of all the activities of the Center and an update on its current status and its effectiveness. This correspondence serves as the required report and provides a status report on activities of the Center since its establishment.

Background

The Maryland Center for School Safety was established as an independent unit of State government by the General Assembly in 2013 under House Bill 453 and approved by Governor O'Malley on May 2, 2013. A Center Governing Board was created to develop an implementation plan to phase in establishment and operation of the Center; provide general oversight and direction to the Center; and approve the annual budget for the Center. Dr. Lillian M. Lowery, State Superintendent of Schools, was appointed by the Governor as Governing Board Chair. Composition of the Governing Board is included in the membership roster which is attached.

An annual budget of \$500,000 is set via Chapter 372, Acts of 2013. Although, the Center is an independent unit of State Government it comes under the operational and fiscal arm of the Maryland State Police.

On November 18, 2013, the Center became operational with the hiring of Mr. Edward A. Clarke as the Executive Director and is located at the Maryland Coordination and Analysis Center (MCAC), the State's Fusion Center. The Center is the only School Safety Center in the country that is co-located within a State Fusion Center.

The Center will collaborate and work with all local school systems in the State, law enforcement agencies, state and local government, community organizations, parents, and other stakeholders to provide a comprehensive and coordinated approach to school safety, including disseminating information on best practices, providing training and technical assistance, and gathering meaningful data on school safety issues.

In addition, the Center will serve as a safe school information and best practices clearinghouse for stakeholders of up-to-date, research-based, and data-driven information on effective strategies for creating and maintaining safe schools as well as violence prevention.

The sections that follow describe key activities and accomplishments of the Maryland Center for School Safety during its first year of operation.

Center Governing Board Meetings

The Governing Board held three meetings during 2014 which were all held at the Maryland Coordination and Analysis Center. In addition, Center email updates have been provided to Board members as well as requests for approval pertaining to Center operations.

On February 10, 2014, the Governing Board held its first meeting and Mr. Clarke provided an update as to Center activities, stakeholder outreach, school safety emergency notification concepts, staff positions, and website development strategies. In addition, discussion occurred as to Center priorities, budget needs and process, and school safety training needs.

The Governing Board held its second meeting on April 30, 2014 and Mr. Clarke provided an update as to Center activities and progress, grant opportunities, and staff position descriptions. In addition, discussion occurred as to the proposed staff positions, website domain process, school safety products and vendors, and funding for a summer training conference.

On August 12, 2014, the Governing Board held its third meeting and Mr. Clarke provided an update as to Center activities and progress, staff positions and hiring process, budget priorities, and School Resource Officer training. In addition, the website development team made a presentation as to the website creation, design concepts, key content areas, logos, branding, and outcomes from the school safety survey. Discussion occurred as to these key areas and recommendations were made as to how to proceed.

The November 19, 2014 Governing Board meeting was canceled as Mr. Clarke had a last minute opportunity to attend a National Active Shooter Conference during this time. As such, the next meeting of the Maryland School Safety Governing Board is scheduled for January 26, 2015.

Center Staff Positions

Mr. Clarke worked in concert with human resource specialists from both the Maryland State Police and Department of Budget and Management to identify the knowledge, skills, and abilities needed to create two Administrative Officer II positions referred to as a School Safety/Emergency Preparedness Administrator and School Prevention/Intervention Administrator.

The School Safety/Emergency Preparedness Administrator will provide administrative direction and oversight, technical knowledge, assistance, and support to the Center and stakeholders in the areas of school safety, emergency preparedness, critical incident response management, safe school operations, violence prevention, and safe school design as well as training.

The School Prevention/Intervention Administrator will provide administrative direction and oversight, technical knowledge, assistance, and support to Center and stakeholders in the areas of school administration, school safety, violence prevention, student behavior and disciplinary consequences/alternatives, school climate and culture, and at-risk student prevention and intervention strategies and services as well as training.

Two candidates have been identified via the hiring process and are expected to start as Center contractual employees in early 2015. Efforts are in place to identify future staff needs and positions.

The Center is working with the Governor's Office of Crime Control & Prevention as to a potential partnership with a local police department to have a School Resource Officer assigned to the Center.

Center Website

The Center is in the process of developing a comprehensive, dynamic, and interactive website for a variety of stakeholders to include but not limited to public and private school administrators, staff, and students, school security staff, parents, school resource officers, law enforcement officers, parents, community organizations, higher education staff and students, and state and local government.

A website devolvement team is assisting the Center in designing and creating the website. The website will contain a searchable database of definitive research, books, videos, white papers, speakers, websites, training opportunities, and other school safety resources.

The website architectural framework has been completed; content topics have been identified via a comprehensive school safety survey and over 1500 Marylanders responded.

Efforts are underway to write website content material and develop and evaluate content support resources, videos, and other related websites. Subject matter experts, Governing Board members, and representatives from the website development team will be assisting in the process of writing content material. It is anticipated that the Center's website will be ready for public access by April 30, 2015.

School Safety and Emergency Preparedness Partnerships

Mr. Clarke has proactively established collaborative partnerships with various educational and governmental entities, local school systems, public safety entities, school safety centers, and professional organizations in order to enhance school safety and emergency preparedness for schools throughout the State. Outlined below is a summary of those partnerships and key accomplishments.

Association of Independent Maryland & DC Schools (AIMS)

- The Center engaged in dialogue with AIMS to understand the needs of private schools in the area of school safety, emergency preparedness, and training
- Mr. Clarke provided technical assistance to the Talmudical Academy of Baltimore in the area school emergency preparedness and command and control

Governor's Office of Crime Control & Prevention (GOCCP)

- Meetings to discuss school safety issues including college campus sexual assaults
- Human trafficking pilot initiative between GOCCP, Maryland State Department of Education, and Center to increase awareness of the problem at schools within identified local school systems

Local School Systems Safety and Security Directors

- A network has been established between the Center and all 24 local school systems safety and security directors to regularly share information on school safety, emergency preparedness, school emergency plans and drills, violence prevention, and other issues impacting safe school operations
- Regular meetings are held as well to discuss key issues and concerns as to school safety
- The Center sends email alerts and information pertaining to critical school safety issues
- Notifications of critical incidents are sent via the school safety notification network
- A Center/School Safety and Security Directors Advisory Council has been established
- Mr. Clarke has conducted school site visits and individual meetings with several school safety and security directors

Maryland Active Assailant Incident Response Workgroup (MAAIRWG)

- Mr. Clarke is a participant on the MAAIRWG to represent interests of the school safety community and will also be assisting with community awareness and outreach efforts pertaining to the Active Assailant Response Guidelines

Maryland Association of Boards of Education (MABE)

- Meetings with MABE staff and email exchanges to discuss issues of school safety
- Participate in MABE sponsored meetings with school safety and security directors
- Mr. Clarke presented a session on school safety at MABE's 2014 Conference

Maryland Coordination and Analysis Center (MCAC)

- On-going meetings and discussions with MCAC staff as to school safety issues
- School safety information is shared with all 24 school districts safety/security directors
- Collaborative problem solving efforts among MCAC staff, law enforcement, and the Center in resolving critical incidents of school-related criminal activity
- Center participation with the MCAC MView Coordinator to establish a pilot school safety CCTV sharing initiative

Maryland Emergency Management Agency (MEMA)

- The Center, MCAC, and MEMA established a school safety emergency notification network using multiple communication modalities to notify all 24 school districts safety/security directors and identified law enforcement personnel of a critical school safety incident or concern in a timely manner. Several notifications have been made throughout the year to network recipients of a real time incident or pending concern

Maryland Police and Correctional Training Commissions (PCTC)

- Meetings to discuss school safety training for School Resource Officers (SROs)
- The Center and PCTC jointly established Basic Instructor Training Course classes for SROs. This training allows SROs to have better classroom instructor skills

Maryland State Department of Education (MSDE)

- Meetings with MSDE staff to discuss school safety, emergency preparedness, school emergency plans, substance abuse, school discipline data, and student disability issues
- Member of the School Disciplinary Best Practice Workgroup
- Joint discussion with MSDE senior leadership and Governor's Office on substance abuse education/prevention strategies
- Sharing of school safety information with all School Superintendents via the State Superintendent of Schools Office

National Capital Region Emergency Preparedness Council (NCREPC)

- Mr. Clarke assisted in developing the training curriculum for the NCR School Preparedness Seminars and also presented a session on school safety and the Center

Office of the State Fire Marshal (OSFM)

- Meetings with State Fire Marshal to discuss school safety and emergency preparedness
- Joint meeting with OSFM, Center, and MSDE as to Fire Emergency Egress Drills (Fire Drills) and authorized classroom door locking devices

The meeting resulted in the State Fire Marshal issuing new guidelines for modifying the number of required school Fire Emergency Egress Drills so schools can comply with other mandated emergency preparedness drills

In addition, guidelines were issued as to authorizing the use of a specified type of classroom door lock to be engaged during a critical emergency. Copies of these advisory guidelines are attached

State School Safety Centers Network

- Mr. Clarke participates in a monthly conference call with other State Safety Center Directors as to school safety issues and best practices

U. S. Department of Education's Office of Safe and Healthy Students (OSHS)

- Meetings with OSHS staff and email exchanges to discuss issues of school safety
- Mr. Clarke participated in national meetings to discuss school safety and emergency preparedness issues

Virginia Center for School and Campus Safety (VCSCS)

- The Center and VCSCS have developed a collaborative approach to sharing best practices and resources as to school safety and emergency preparedness
- Mr. Clarke conducted a two-day site visit at the VCSCS to observe operations, discuss organizational structure, and services/training provided
- Mr. Clarke provided a school safety tabletop training session at the 2014 VCSCS Training Forum and State D.A.R.E. Conference

Community and Stakeholder Outreach

Mr. Clarke has proactively provided outreach to various community and governmental entities, school districts, law enforcement agencies, and other stakeholders to inform them of the Center's Mission and to establish collaborative relationships related to school safety. Outlined below is a summary of outreach efforts to include presentations and training to the various entities.

- Public School Superintendents' Association of Maryland
- Maryland PTA

- Anne Arundel and Baltimore County Police SRO Trainings
- Anti-Terrorism Advisory Council of Maryland Presentation
- Baltimore County Public Schools 2014 Safe Schools Conference Presentation
- Calvert County Public Schools Safety Advocates and Sheriff Department SRO Training
- Governor's Office of Homeland Security
- Information Systems Security Association – Baltimore Chapter Presentation
- Kent County Public Schools Presentation and Emergency Management Training
- Many Voices for Smart Choices - Montgomery County Alliance to Prevent Youth Substance Abuse
- Maryland Association of Campus Law Enforcement Administrators Presentation
- Maryland Association of School Business Officials Spring Conference Presentation
- Maryland Chiefs of Police Association
- Maryland School Psychologist Association
- Maryland Sheriffs' Association Presentation
- Maryland State Education Association and Baltimore Teachers Union
- Montgomery County and Baltimore County Police Departments Presentations
- Montgomery County Emergency Management & Homeland Security
- Montgomery County Keeping It SAFE: Under 21 Alcohol Prevention Coalition
- National Association of School Resource Officers and Maryland Association of School Recourse Officers Presentations
- Sherwood High School Parent Teacher Student Association Presentation
- Staff from U.S. Senator Barbara Mikulski's Office
- St. Mary's County Public Schools Safety & Security Advisory Committee Presentation

Center School Safety Conferences

The Center developed and held two School Safety Conferences during the year which were widely attended by school administrators, school safety and security directors, school security and support staff, state educational staff members, school resource officers, and law enforcement officers and executive officers. Feedback from Conference attendees was extremely positive as to the topics, quality of the training, and subject matter experts who provided the training. The Conference Agendas are attached. Efforts are in place to develop 2015 School Safety Conferences and trainings.

Maryland Center for School Safety Conference - Building Effective Partnerships for School Safety June 19, 2014 Annapolis, Maryland

Maryland Association of School Resource Officers/Maryland Center for School Safety - Maryland School Safety Conference - October 17, 2014, Annapolis, Maryland

School Safety Conferences, Seminars, and Exercises Attended

Mr. Clarke attended and participated in the below conferences, seminars, and exercises to enhance his knowledge of school safety, emergency preparedness, violence prevention, threat assessment, school climate and culture, and active shooter situations.

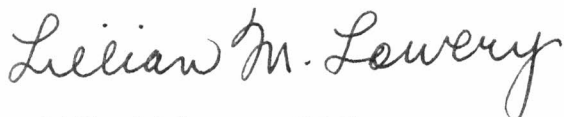
- Basic Anti-Terrorism Training for Law Enforcement (B.A.T.T.L.E.) Conference
- Coalition Opposed to Violence Extremism Seminar
- Virginia Center for School and Campus Safety Threat Assessment and School Safety Training Forum and State D.A.R.E. Conferences
- ALICE - Alert, Lockdown, Inform, Counter, Evacuate Active Shooter Seminar
- Bowie City Police Department/PG County Public Schools Active Shooter Exercise
- Montgomery County Police/Holy Cross Hospital Active Shooter Exercise
- Texas State University National ALERRT Active Shooter Conference

Summary

The Governing Board and Center have had a very productive first year. Building on the Center's accomplishments the Governing Board and Center will continue to focus on their legislative mandate to ensure our schools throughout the State remain a safe place to obtain a high quality education. In 2015, the Maryland Center for School Safety with the addition of staff will be able to expand its base of operations and provide additional school safety and emergency management services and technical assistance to both public and private schools.

Should you have questions or need additional information, please contact me or Edward A. Clarke, Center's Executive Director, at (410) 370-3497 or by email at edward.clarke@mcac.maryland.gov.

Sincerely,



Lillian M. Lowery, Ed.D.
State Superintendent of Schools

Attachments (5)

MARYLAND CENTER FOR SCHOOL SAFETY CONFERENCE
BUILDING EFFECTIVE PARTNERSHIPS FOR SCHOOL SAFETY

June 19 -20, 2014 Annapolis, Maryland

AGENDA

DAY ONE: June 19, 2014

8:00 am – 8:30 am Welcoming Remarks – Dr. Lillian M. Lowery, State Superintendent, Maryland State Department of Education

8:30 am – 9:00 am Maryland Center for School Safety Overview

9:00 am – 9:15 am BREAK

9:15 am – 10:45 am Incident Command System - *A Principal and SROs Best Friend During A School Critical Incident/Emergency*

10:45 am – 11:00 am BREAK

11:00 am – 12:00 pm Human Trafficking Awareness and Warning Signs for SROs and School Administrators

12:00 pm – 1:00 pm LUNCH

1:00 pm – 2:30 pm Perry Hall High School Shooting Briefing and Lessons Learned

2:30 pm – 2:45 pm BREAK

2:45 pm – 4:00 pm Dynamics of Students with Autism and Safety Strategies

MARYLAND CENTER FOR SCHOOL SAFETY CONFERENCE
BUILDING EFFECTIVE PARTNERSHIPS FOR SCHOOL SAFETY

June 19 -20, 2014 Annapolis, Maryland

AGENDA

DAY TWO: June 20, 2014

8:00 am – 10:00 am **Creating a Positive School Climate to Enhance Classroom Learning, Reduce Referrals, and Increase Academics**

10:00 am – 10:15 am **BREAK**

10:15 am – 11:30 am **School Critical Incident Tabletop Exercise**

11:30 am – 12:30 pm **LUNCH**

12:30 pm – 1:30 pm **Principal/SRO Partnerships – *Getting Beyond the Bumpy Road***

1:30 pm – 1:45 pm **BREAK**

1:45 pm – 3:45 pm **Sandy Hook Elementary School Briefing and School Safety Moving Forward**

3:45 pm – 4:00 pm **Closing Comments**

**Maryland Center for School Safety Governing Board
Membership**

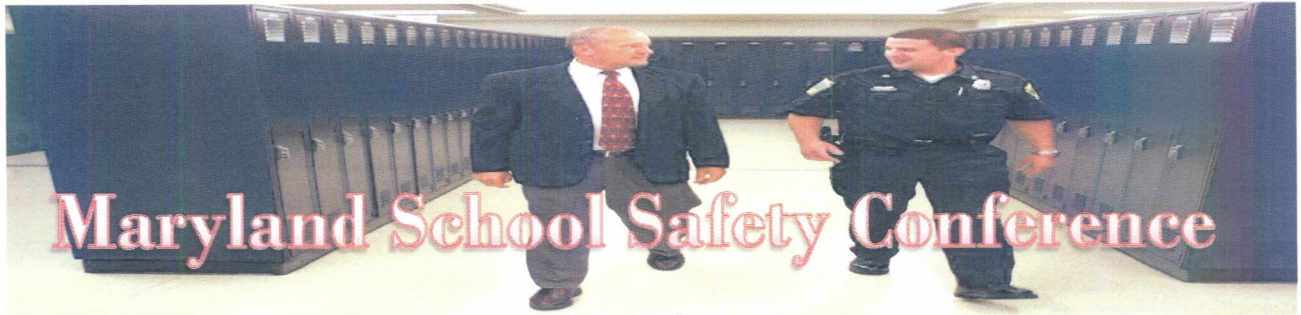
Gubernatorial Appointments, (public, specified and unspecified)

<p><u>Parent of a Public School Student</u></p>	<p>Lorig Charkoudian, Ph.D. Executive Director, Community Mediation Maryland 425 Ethan Allen Ave. Takoma Park, MD 20912 Phone: 301-270-9700 (w) 301-920-1995 (h) 410-227-4941 © Fax: 301-270-9701 Lorig.charkoudian@gmail.com</p>
<p><u>Representative of a Nonpublic School</u></p>	<p>Theresa Deporie Director of Security, The Bryn Mawr School for Girls 4400 Buena Vista Avenue Baltimore, MD 21211 410-323-8800 (o) 410-336-2334 (cell) 410-467-5427 (h) detoriet@brynmawrschool.org</p>
<p><u>Representative of School Bus Drivers</u></p>	<p>Valerie S. Carr PGCPS School bus driver 1415 Isted Road Glen Burnie, MD 21060 301-952-6570 (o) 301-497-3665 (bus lot) 240-643-6031 (Cell) 410-761-3608 (Fax) Valcarr0212@yahoo.com</p>
<p><u>Unspecified</u></p>	<p>Elizabeth Watson Ray Teacher, Aberdeen Middle School, Harford County 3141 Birch Brook Lane Abingdon, MD 21009 Phone: 410-273-5510 (w) 410-569-8680 (h) Spedteacher1@verizon.net</p>

Members representing an agency or organization

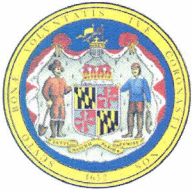
<p><u>State Superintendent (of Schools)</u></p>	<p>Chair, Lillian Lowery, Ed.D. State Superintendent of Schools Maryland State Department of Education 200 West Baltimore Street Baltimore, MD 21201 Phone: (410) 767-0462 FAX: (410) 333-6033 lillian.lowery@maryland.gov</p>
<p><u>Secretary of State Police</u></p>	<p>Lt. Colonel Woodrow W. (Jerry) Jones Chief, Field Operations Bureau Maryland State Police 1201 Reisterstown Road Pikesville, MD 21208-3899 443-789-7341 woodrow.jones@maryland.gov</p>
<p><u>Attorney General</u></p>	<p>Kisha A. Brown Assistant Attorney General Office of the Attorney General 200 St. Paul Place Baltimore, MD 21202 410-576-7939 410-576-7036 (fax) kbrown@oag.state.md.us</p>
<p><u>Secretary of the Department of Disabilities</u></p>	<p>Anne Blackfield Director of Interagency Affairs and Education Policy Maryland Department of Disabilities 217 East Redwood Street - Suite 1300 Baltimore, Maryland 21202 410-767-3652 - phone 410-333-6674 - fax www.mdod.maryland.gov anne.blackfield@maryland.gov</p>
<p><u>Local Superintendent Representative (appointed by the Public School Superintendents Association of Maryland)</u></p>	<p>Dr. Henry Wagner, Superintendent Dorchester County Public Schools 700 Glasgow St Cambridge, MD 21613-1738 Office: 410-221-1111, ext 1001. wagnerh@dcpsmd.org</p>
<p><u>A representative of the Maryland Association of Boards of Education, appointed by the Association</u></p>	<p>Mr. Michael A. Durso Member, Montgomery County Board of Education 802 Llewellyn Manor Drive, Silver Spring, MD 20905 (home address) Board office – (301) 279-3617 Cell Phone – (240) 401-0674 Email – Michael.A.Durso@mcpsmd.org</p>

<p><u>A School Psychologist or Sociologist, appointed by the State Superintendent of Schools</u></p>	<p>Margaret Grady Kidder, Ph.D. Coordinator, Office of Psychological Services The Jefferson Building, Lower Level 105 West Chesapeake Avenue Towson, MD 21204 Phone: 410.887.0303 Fax: 410.296.0245 mkidder@bcps.org</p>
	<p>Anne Sheridan Executive Director Governor's Office for Children 301 W. Preston Street Baltimore, MD 21201 Phone: 410-767-4160 Fax: 410-333-5248 anne.sheridan@maryland.gov</p>
	<p>Edward Clarke Executive Director, Center for School Safety Maryland Coordination and Analysis Center 7125 Ambassador Road Baltimore, MD 21244 Phone: 301-370-3497 edward.clarke@mcac.maryland.gov</p>



AGENDA: October 17th 2014 8:00am-5:00pm

- | | | |
|------------------|---|---------------------|
| 07:00-08:00am | <u>Registration & Continental Breakfast</u> | Main Lobby Express |
| 07:00 Breakfast: | Continental Breakfast: Coffee, Juice, Teas, and Assorted Bakery items | |
| 08:00-08:30am | <u>Welcome & Introductions</u> | |
| | Maryland Center for School Safety | Mr. Ed Clarke |
| | Maryland Association School Resource Officers | Mr. Jon Carrier |
| | National Association School Resource Officers | Williamson, Bridges |
| 08:30-10:00am | <u>Active Shooter Preparation & Response</u> | |
| | Mr. Don Alwes – (NTOA) National Tactical Officers Association | |
| | Special Agent Mike McElhenny – Office of Law Enf. Coordination FBI | |
| 10:00 BREAK: | Coffee, Tea available | |
| 10:15pm-11:45am | <u>Protective Intelligence Investigations Using a Threat Assessment Model</u> | |
| | Dr. Alathari - Research Psychologist, National Threat Assessment Center | |
| | United States Secret Service | |
| 11:45-01:00pm | <u>Networking Lunch Buffett</u> | Main Ballroom |
| 11:45 LUNCH: | Italian Buffet: Salad, Stuffed Shells, Grilled Chicken, Vegetable, Desserts | |
| | <u>Emergency Planning is Pillar of Academic Success</u> | |
| | Mr. Anthony Bland | |
| | Executive Director Camden City School District | |
| | Former director of the Office of School Preparedness | |
| | Emergency Planning for the NJ Department of Education. | |
| 01:00-02:30pm | <u>Tactical Communication with Students from Poverty</u> | |
| | Mr. Gary Shelton - Oklahoma Center for School Safety | |
| 2:30 BREAK: | Cookie Break, Soft Drinks and Bottled Water | |
| 02:45-04:30pm | <u>Changing Mental Health Population of students in schools</u> | |
| | Ms. Jen Corbin – Director Anne Arundel County Crisis Response System | |
| | (CIT) Crisis Intervention Teams | |
| | Coordinating Efforts Between SRO's and Crisis Response | |
| 04:30-05:00pm | <u>Closing Remarks and Information Sharing</u> | |
| | Questions and Answer session | |
| | Conference Evaluations and Review of Training | |



Martin O'Malley
Governor

Anthony G. Brown
Lt. Governor

STATE OF MARYLAND

DEPARTMENT OF STATE POLICE

OFFICE OF THE STATE FIRE MARSHAL

1201 Reisterstown Road
Pikesville, MD 21208
410-653-8980
Fax 410-653-8988
Toll Free 800-525-3124



Colonel Marcus L. Brown
Superintendent

Brian S. Geraci
State Fire Marshal

MEMORANDUM October 2, 2014

To: All OSFM Staff, All Local Fire Marshals and Code Officials, Maryland State Department of Education, Maryland Center for School Security

From: Brian S Geraci, Maryland State Fire Marshal

Subject: Classroom Security for Existing Educational (Grades K-12) and Day Care Facilities

The Adopted Codes are designed to safeguard life and property from the Hazards of Fire, Disaster and Panic caused by various events. They are shaped by Historic Fires and other Incidents and incorporate redundant features that provide for very specific Locking Arrangements. Both the Life Safety Code and the International Building Code provide for specific means of locking doors and the mechanisms to release those locking devices.

In the last several months the issue on securing classroom doors in existing Educational (Grades K-12) and Day Care Facilities has been at the fore front of many of our discussions within the State. Based on those discussions and attending meetings and conferences on the topic, I have come to the conclusion that compliance with the current Fire Code is achievable, while still providing the necessary security to keep children and staff safe in a defend-in-place situation occurring within a Facility.

The use of a Mortise Lock with a thumb latch on the interior (classroom) side of the door, keyed access on the corridor side and a single function to release the locking mechanism and the door latch will be the only Approved Device within an existing Educational and Day Care Facility. All locks shall be keyed alike and responsible school staff shall have keys available at all times. Keys will also be required to be placed in Knox Boxes and or Key Boxes that are currently located on the exterior of the Facility.

Locking Devices shall be engaged within the classroom by Teachers only when faced with Defend-in-Place situations. Vision panels located within doors or next to corridor doors should be covered at the same time the locking mechanism is engaged so intruders cannot look into the room.

The Mortise Lock and associated hardware shall not void the door listing. Installation and modifications to labeled doors located in a Fire Rated Corridor Wall shall be performed in accordance with the Authorized door Manufacture's recommendations. The height of the Mortise Lock assembly above the finished floor shall be in compliance with the Life Safety Code.

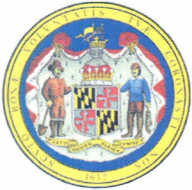
With regards to rooms that have an Occupant Capacity of 50 or more persons, Fire Code conforming locking and latching hardware will be required. This hardware which currently exists, allows the doors to be locked from the inside preventing access into the rooms and provides for a single function to unlock and unlatch the door, allowing for egress from the room.

An Operational Procedure that addresses Defend-in-Place requirements shall be coordinated with the Emergency Egress Drills required for Fire Emergencies. Such procedures shall clearly differentiate between required Evacuation of the Facility due to Fire and the Defend-in-Place requirements for other emergencies. Drills shall be held with sufficient frequency to familiarize occupants with the drill requirements. All building occupants including support staff, administrators, teachers and students shall participate in all drills.

The Executive Director for the Maryland Center for School Security has reviewed this Memorandum and concurs with the findings. Local Public and Private school systems or Day Care operations can send any proposed modifications or special installations that do not comply with the Adopted Codes or the provisions outlined in this Memorandum to the Authority having jurisdiction for review.

All appeal processes will be conducted and administered in accordance with the provisions as outlined in Public Safety Article, Title 6, of the Maryland Code.

Should you have any further questions regarding this matter, please do not hesitate in contacting Chief Fire Protection Engineer Larry A. Iseminger at 410-653-8980.



Martin O'Malley
Governor

Anthony G. Brown
Lt. Governor

STATE OF MARYLAND

DEPARTMENT OF STATE POLICE

OFFICE OF THE STATE FIRE MARSHAL

1201 Reisterstown Road
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410-653-8980
Fax 410-653-8988
Toll Free 800-525-3124



Colonel Marcus L. Brown
Superintendent

Brian S. Geraci
State Fire Marshal

MEMORANDUM
October 2, 2014

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