



PETALUMA CITY SCHOOLS

PETALUMA CITY (ELEMENTARY) SCHOOL DISTRICT ▪ PETALUMA JOINT UNION HIGH SCHOOL DISTRICT
200 Douglas Street, Petaluma, California 94952-2567 (707)778-4813 www.petalumacityschools.org

August 18, 2008

The Honorable, Knoel Owen
Superior Court, State of California
County of Sonoma
600 Administration Drive
Santa Rosa, CA 95403

RE: Response to 2007-2008 Grand Jury Final Report

The Honorable, Knoel Owen:

Below are the responses to the 2007-2008 Grand Jury Final Report for Petaluma City Schools:

R5 - Superintendents must require that each school develop a disaster emergency plan designed for their school, and assure that the Principal has approved the plan.

Response: We have recently revised the model Emergency Operations Plan for Schools. Every School in the District has the new Emergency Operations Plan in place. We will add signature lines for the District Superintendent and the Principal.

R6 - SCOE, Superintendents and Principals must consider disaster preparedness a top priority.

Response: Petaluma City Schools has always placed a top priority on disaster preparedness and have assigned 50% of a management position to verify that all District Schools keep their plans up to date. In 2007/08 every Management Team Member in the District was required to pass three online FEMA Emergency Management Institute courses. In addition, all other employees in the District were required to take an Emergency Operations District-wide training.

GRETA VIGUIE, ED.D., SUPERINTENDENT

BOARD OF TRUSTEES: CHRISTINA KAUK, TROY SANDERSON, MARY SCHAFER, LOU STEINBERG, CAROLYN TENNYSON

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Response to 2007-2008 Grand Jury Final Report-continued

R7 - All schools must train their personnel in disaster preparedness.

Response: Training for all positions identified in the Emergency Operations Plan are scheduled during the 2008/09 school year. The dates we have scheduled for training are:

October 30th
December 11th
January 8th
March 26th and
April 30th

Ten members of the District's Management Team will be attending the Redwood Empire School Insurance Group's (RESIG) School Community Emergency Organizing to Prepare for Emergencies (SCOPE) in October.

R8 - Annually, all schools must check emergency supplies to assure that they are adequate. Consumable supplies must be checked for freshness and safety.

Response: A District's Facility Manager is going to go to each school site during September to check classroom kits and school-wide emergency supplies and develop an inventory of materials and supplies that are currently available. Once this inventory is completed; he will work with the school's PTSO/PTA and other community service organizations to coordinate additional resources for emergency supplies. A list of vendors that have agreed to offer discounts for schools has been compiled.

Petaluma City Schools has, and continues to keep Emergency Preparedness as a top priority. The District appreciates the commitment and leadership that has been provided by the Sonoma County Superintendent of Schools, Carl Wong and RESIG in this endeavor.

Sincerely,



Steve Bolman,
Deputy Superintendent
Business and Administration

cc: Janice Atkinson, County Clerk
Denise Gordon, Court Executive Officer
Board of Supervisors