

BLAIR OAKS R-II SCHOOL DISTRICT

Mr. Chris Marshall, Acting Superintendent
Dr. Kimberley Walters, Assistant Superintendent

6124 Falcon Lane
Jefferson City, Missouri 65101
(573) 636-2020 Fax (573) 636-2202

<i>Chris Marshall, Principal</i> Blair Oaks High School (573) 635-8514 Fax (573) 635-2640	<i>Dr. Melinda Aholt, Principal</i> Blair Oaks Middle School (573) 634-2053 Fax (573) 635-6327	<i>Tracey Burns, Principal</i> Blair Oaks Intermediate School (573) 635-6864 Fax (573) 636-3509	<i>Tara Bishop, Principal</i> Blair Oaks Elementary School (573) 634-2808 Fax (573) 634-3240
--	---	--	---

July 26, 2022

Via email to Scott.Flannigan@kmiz.com

Mr. Scott Flannigan
ABC17 News/KMIZ-TV
501 Business Loop 70 East
Columbia, MO 65201

Re: Sunshine Law Request – July 21, 2022

Dear Mr. Flannigan:

This letter is in response to your request for records, dated July 21, 2022 and received via email to me.

Due to the nature of the documents requested and the time it will require to search for, collect, and copy the documents that may be responsive to your request, the District will be unable to provide all of the records requested within the three-day time period generally provided pursuant to Section 610.023 of the Missouri Revised Statutes. Therefore, in accordance with the provisions of Section 610.023(3) RSMo, this letter will serve as a detailed explanation of the cause for delay in providing the requested records.

Please also note that the District is not required to create documents to respond to a request, but rather, must produce responsive records that are maintained, that are not otherwise closed records.

Furthermore, operational guidelines, policies and specific response plans developed, adopted or maintained for use in responding to or preventing any critical incident which is or appears to be terrorist in nature and which has the potential to endanger individual or public safety or health are closed records pursuant to Section 610.021(18) RSMo and will not be produced. Additionally, to the extent any responsive documents contains confidential information regarding the District's security systems, access codes or authorization codes, they are closed records pursuant to Section 610.021(20) RSMo and will not be produced. And, existing or proposed security systems and structural plans of real property owned or leased by the District where

public disclosure would threaten public safety are closed records pursuant to Section 610.021(19) RSMo and will not be produced.

You have requested the following:

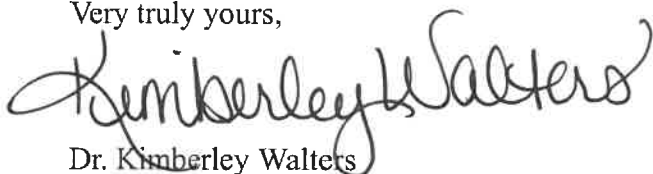
- a. *2021-2022 Maintenance records of all work orders and repairs to school doors and locks.* We will need to search for any responsive open records.
- b. *2021-2022 Locked classroom door policy.* Please see the enclosed following policies, Policy 1430 (Visitors to Schools), Policy 2630 (Closed Campus), and Policy 5270 (Security of Buildings and Grounds).
- c. *2021-2022 Locked door inspection reports for all schools. How many inspections conducted to ensure doors are properly locked?* We will need to search for any responsive open records.
- d. *2021-2022 A copy of lockdown policy and procedures.* Please see the enclosed Policy 5240 (Weather, Earthquake and Fire Emergencies) and Policy 5241 (Emergency School Closings).
- e. *2021-2022 number of "lockdowns/threat alerts" issued by administration during the school year for all schools.* Please see the enclosed newsletter.
- f. *2017-2022 expense reports of classroom/school building security purchases.* We will need to search for any responsive open records.
- g. *2017-2023 a copy of any school district applications submitted for school security grants.* We will need to search for any responsive open records. We will need to search for any responsive open records.

Please also be advised that in accordance with Section 610.026 RSMo, the District may charge for (1) the actual cost of copying the records, not to exceed ten cents a page; (2) an hourly fee for duplicating time, not to exceed the average hourly rate of pay for clerical staff of the District – currently \$21.70 per hour; and (3) research time required to fulfill the request, at the actual cost of research time. As also permitted by Section 610.026, payment for copies may be required prior to providing the copies to you. The District will waive the charges for providing the documents enclosed herein. However, due to the fact that it will take some time to search for and provide any additional responsive open records, the District will exercise its right to charge for responding to the remainder of your requests.

We estimate that it will take approximately 10 hours to conduct the search for the remaining documentation and redact any confidential information. The charge for this is estimated to be \$217.00, plus copy charges. Please advise if you would like us to proceed with this search. We estimate that it will take 15 business days to complete this task, but we will not start this task until we receive written confirmation from you to proceed and that you will be responsible for the charges.

Please do not hesitate to contact me should you have any questions regarding this response.

Very truly yours,



Dr. Kimberley Walters
Assistant Superintendent

Enclosures: Board of Education Policies 1430, 2630, 5270, 5240, 5241
Newsletter

School/Community Relations

Visitors To Schools

Principals and teachers shall welcome and encourage visits by parents/guardians, Board members, volunteers and patrons of the schools. All visitors shall report to the principal's office on entering the building so that the office will be aware of their presence. When a patron of the school has a need for a conference with a teacher or counselor, an appointment should be made so the staff member may proceed with his/her assigned duties without undue interruption.

Groups of visitors wishing to visit the school or facilities shall notify the Superintendent as far in advance as possible.

Students dismissed earlier in one school than others are not permitted to be on the grounds of any other school in the District.

All persons who do not obtain permission from the principal's office to visit the school, or visitors who create serious distractions to the learning environment in the building or on the premises, shall be considered trespassers and subject to arrest and prosecution.

In order to minimize the potential harm to staff and students, persons listed on the sex offenders list may not be present in any school building, or on district property, in any district vehicle utilized to transport students, or be present at school activities without the written permission of the Superintendent. If permission is granted for a specific event or events, the Superintendent will notify the principal, where the sex offender will be present. Sex offenders cannot reside within 1,000 feet of a school or victim unless the individual is receiving treatment in a treatment facility or nursing home for purposes of getting treatment.

Observations by Parents, Advocates, or Others

Under applicable state and federal law, a parent does not have a right to observe his/her child in the educational setting. However, if a parent, advocate or other person wishes to conduct an observation of any child, activity, teacher, or classroom, he or she must submit a written request to the building principal, within five school days of the date he or she wishes to observe, with the following information:

1. The name and position of the individual(s) who will be observing;
2. The date and time he or she wishes to observe;
3. The amount of time he or she wishes to observe;
4. The specific purpose for which he or she wishes to observe.

The building principal must then grant written permission for the observation to occur. The District reserves the right to deny any observation that it believes will disrupt the educational environment or may lead to a direct or indirect release of personally identifiable information about a student or students. The building principal or other administrator will provide a written or verbal explanation of its decision prior to the requested observation date.

STUDENTS

Policy 2630

Discipline

Closed Campus

With the safety and welfare of the students in mind, the Board of Education has closed all campuses during the school day. Permission to leave school will be granted only for valid reasons, and only with a written request signed by a parent/guardian. In emergency situations, a telephone call from a parent/guardian may suffice, with approval of the building principal.

SUPPORT SERVICES

Policy 5270

Safety, Security and Communications

Security of Buildings and Grounds

The administration will develop procedures to ensure that school facilities are safeguarded against criminal acts and negligent use. All District employees are responsible for the care and proper use of School District property. Maintenance personnel are responsible for the care, repair and annual maintenance of District equipment and facilities. After school access to District facilities is limited to authorized individuals and groups.

SUPPORT SERVICES

Policy 5240
(Regulation 5240)

Safety, Security and Communications

Weather, Earthquake and Fire Emergencies

At the direction of the Superintendent of Schools, the principal will determine areas in each building which are best suited for the protection of students during civil defense emergencies, including adverse weather conditions. School will not be dismissed in the case of a civil defense alert or tornado warning.

It shall also be the duty of the Superintendent of Schools to provide for fire inspections on an announced and unannounced basis in each building. The Superintendent is responsible for remedying unsafe conditions reported by local fire marshals acting in their official capacities.

The principal will assume responsibility for preparing a fire drill and emergency exit plan for each building. The plan will permit students to leave the building safely and quickly. Fire drills will be held the first full week of school and quarterly thereafter.

The District may adopt emergency plans for the use of the District's resources during natural disasters or other community emergencies. These resources may include food assistance through the use of federal commodity foods, and the use of school buildings and buses.

SUPPORT SERVICES

Policy 5241

Safety, Security and Communications

Emergency School Closings

The Superintendent may order the delay of opening, early dismissal or the closing of schools due to inclement weather, hazardous road conditions or specific emergency situations which would make the operation of school impractical or hazardous to pupils. Notification of such actions will be given over local radio and television stations. Unless individually approved by the Superintendent, after-school activities will be canceled on the day which school is closed or dismissed early due to weather or other emergency conditions.

Instructional time lost due to weather and other emergency conditions will be made up as required by the State and as approved by the Board of Education.



Share via email

Send your newsletter to a new group of recipients, use an existing mailing list, or create a new list.

Share on social media



Send your newsletter

Copy or embed link

DISTRICT COMMUNICATION

BLAIR OAKS R-II ~ TUESDAY, MAY 3, 2022

PRESS RELEASE REGARDING SCHOOL LOCKDOWN

To: Area Press
From: Blair Oaks R-II School District
Re: School Lockdown for Possible Threat
Date: May 3, 2022
Page(s): One (2)

*** For Immediate Release ***

At approximately 10:45 AM on Tuesday, May 3, 2022, district administration was notified by School Resource Officer Renick of a possible threat made towards the school. Deputy Renick, along with multiple law enforcement officials from the Cole County Sheriff's Department, determined that the schools needed to immediately lockdown to ensure safety of all students and staff. All students and staff were safe and accounted for. Upon investigation, the students in question were escorted off campus by the Cole County Sheriff's Department for further questioning. At approximately 11:33 AM, the lockdown was lifted and school resumed as normal.

As you may know, the Family Education Rights & Privacy Act (FERPA) preserves the confidentiality of student records and personally identifiable information relating to students. Accordingly, the disclosure of student information, including any specific information related to discipline resulting from this incident, is strictly prohibited by law. Furthermore, we are unable to disclose specific information relating to the students involved, including whether and what type of discipline may be given to the students.

Respectfully, we are taking this opportunity to ensure all patrons that the safety of our students is our top priority. We do not feel that anyone on campus was ever in danger. Nevertheless, we will continue to take these matters seriously and investigate in cooperation with the Cole County Sheriff's Department. I would like to thank the students and staff here at Blair Oaks for

Edit newsletter

Preview this newsletter

Print or download PDF

Visitors

3,842

Likes

0

Show Analytics

Email Report

Link

PRIVATE

https://www.smore.com/nazrq

Newsletter Settings



Sincerely,

Chris Marshall
High School Principal