

SUBJECT: CRISIS MANAGEMENT

When a crisis arises, immediate, effective and responsible management and communication can resolve the crisis and maintain the organization's integrity and credibility. Therefore, the BOCES shall develop and maintain a unified position by:

- a. Preparing, maintaining and distributing Emergency Management Plans and Emergency Operation Plans for each center.
- b. Identifying a media spokesperson who will be briefed on all details. The spokesperson shall be the District Superintendent or his/her designee. Only these spokespersons shall talk to and maintain a timely flow of information to the media.
- c. Procedures will be included in the safety plan for contacting appropriate law enforcement and emergency personnel in the event of a violent incident.
- d. Procedures will be included in the safety plan for contacting parents, guardians or persons in parental relation to students in the event of a violent incident.

The Administration shall be responsible for informing staff of the procedures in the Emergency Management Plans and Emergency Operations Plans.

Commissioner's Regulations Section 155.17

Adopted: January 9, 2002