



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

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GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

MEMORANDUM

DATE: February 10, 2022

TO: Local and Intermediate School District Superintendents
Public School Academy Directors

FROM: Kyle L. Guerrant, Deputy Superintendent
Finance and Operations KG

SUBJECT: PA 436 of 2018 (MCL 380.1308b) - Emergency Operations Plan Review

Public Act 436 of 2018 ([MCL 380.1308b](#)) required that by January 1, 2020, a traditional school district, intermediate school district (ISD), or public school academy (PSA) had to develop an emergency operations plan (EOP) for each school building operated by the districts with input from the public. In addition, the state law included a biennial review of the EOP to be completed in partnership with at least one law enforcement agency. For assurances completed in 2019, the review is now due.

With a recent tragic event in our state, it is clear that these plans are critical for schools to have in place. As outlined in MCL 380.1308b, the EOP developed and adopted must include guidelines and procedures that address the following:

- School violence and attacks
- Threats of school violence and attacks
- Bomb threats
- Fire
- Weather-related emergencies
- Intruders
- Parent and pupil reunification
- Threats to a school-sponsored activity or event, whether or not it is held on school premises
- A plan to train teachers on mental health and pupil and teacher safety
- A plan to improve school building security
- An active violence protocol
- Continuity of operations after an incident
- A vulnerability assessment

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The Michigan Department of Education (MDE) encourages districts to also include the following elements in their EOPs:

- Safe evacuation and transport of students and staff with special needs;
- a plan for first aid, cardiopulmonary resuscitation (CPR), and automated external defibrillator (AED) training for staff;
- staff training to recognize signs of trauma;
- collaboration with local mental health care providers to provide after-care of students and staff following an incident; and
- identification of other response and support agency plans that directly support the implementation of this plan (e.g., city or county EOP and/or school EOPs from schools co-located on the campus).

The Michigan State Police school safety guidance documents, including the Model All-Hazards Emergency Operations Planning Guidance for Schools, are available for reference. This guidance is not available online but may be obtained by request via email at MSP-SchoolSafety@michigan.gov.

An application, titled "Emergency Operations Plan – PA 436 of 2018," is currently available in the [Michigan Electronic Grant System Plus](#) (MEGS+) with space for a district to indicate that the required EOP review has taken place. The actual EOP plan does NOT need to be uploaded.

To complete a district's biennial emergency operations plan review:

- Click on "change status" in your EOP application
- Initiate Amendment
- In amendment justification put "EOP Biennial Review"
- Fill out the check box and date at the bottom of the Plan Information page
- Click Save on the Plan Information page
- Click on "Change Status," click "Submit Amendment"

Questions regarding the content of this memo may be directed to Mary Teachout in the MDE School Health and Safety Unit at TeachoutM@michigan.gov or 517-241-7092.

cc: Michigan Education Alliance
Confederation of Michigan Tribal Education Departments