

Submitted by: ASSEMBLY MEMBER CLAMAN,  
PUBLIC SAFETY COMMITTEE CHAIR  
Prepared by: Assembly Counsel  
For reading: June 26, 2007

*See As 2007-94(S)*

**ANCHORAGE, ALASKA  
AO NO. 2007-94**

**AN ORDINANCE OF THE ANCHORAGE MUNICIPAL ASSEMBLY ADOPTING A NEW CHAPTER IN TITLE 29, SCHOOLS, TO REQUIRE ALL PUBLIC, PRIVATE AND RELIGIOUS SCHOOLS TO FILE EMERGENCY CONTACT INFORMATION WITH THE ANCHORAGE POLICE DEPARTMENT.**

**THE ANCHORAGE ASSEMBLY ORDAINS:**

**Section 1.** Anchorage Municipal Code, Title 29, Schools, is amended by enacting a new chapter to read as follows:

**29.30 Emergency Contact Information**

**29.30.010 Purpose of emergency contact information.**

The purpose of filing emergency contact information is to ensure that the physical location and on-site contact information are immediately available to the Anchorage Police Department for all schools in the event of an emergency or threat to public safety.

**29.30.020 Filing requirements for all schools.**

- A. All schools with physical premises for student attendance within the municipality shall file emergency contact information with the Anchorage Police Department.
1. The superintendent of schools shall file emergency contact information for public, alternative, and charter schools operating under authority or funding of the Anchorage School District.
  2. Each private school and each religious school, as defined in AS 14.45.200, shall file emergency contact information directly with the Anchorage Police Department.
  3. Each alternative and each charter school operating independently of Anchorage School District funding or authority shall file emergency contact information directly with the Anchorage Police Department.

B. Emergency contact information for each school shall include the:

1. Name of the school;
2. Name of the person in charge of on-site operation;
3. Telephone number to reach the on-site operator of the school in the case of emergency;
4. Physical address for locating the school;
5. Postal service mailing address;
6. Electronic mail address and facsimile number, if any, used by the school.

C. Emergency contact information shall be filed annually by October 1 of each year, and updated by the school on an as-needed basis to be current and accurate.

**Section 2.** Schools within the scope of this ordinance shall file emergency contact information with the Anchorage Police Department within 90 days of passage of this ordinance.

**Section 3.** This ordinance shall become effective immediately upon its passage and approval by the Assembly.

PASSED AND APPROVED by the Anchorage Assembly this \_\_\_\_ day of \_\_\_\_\_, 2007.

\_\_\_\_\_  
Chair

ATTEST:

\_\_\_\_\_  
Municipal Clerk



# MUNICIPALITY OF ANCHORAGE

## ASSEMBLY MEMORANDUM

NO. AM 414-2007

**Meeting Date:** June 26, 2007

**From:** Assembly Member Claman on behalf of the Public Safety Committee

**Subject:** AO 2007-94 — AN ORDINANCE OF THE ANCHORAGE MUNICIPAL ASSEMBLY ADOPTING A NEW CHAPTER IN TITLE 29, SCHOOLS TO REQUIRE ALL PUBLIC, PRIVATE AND RELIGIOUS SCHOOLS TO FILE EMERGENCY CONTACT INFORMATION WITH THE ANCHORAGE POLICE DEPARTMENT

The Anchorage Police Department contacted the Public Safety Committee because of concerns that lack of information limited their inability to contact schools and child care facilities in an area where an emergency situation is developing. In order to better fulfill their public safety duties when an emergency situation is developing in an area of Anchorage, the police department may need to contact schools and child care facilities in that area to advise those schools and child care facilities of the developing emergency. This ordinance requires all schools and licensed child care facilities to provide information to the Anchorage Police Department so that dispatch will be able to contact schools and child care facilities in an emergency.

Currently there is no formal process in place to ensure that the Anchorage Police Department has emergency contact information for licensed child care facilities and schools operated within the Municipality of Anchorage. By informal process only, the Anchorage Police Department receives emergency contact information from the Anchorage School District.

Licensing of child care facilities is administered by the Department of Health & Human Services, and the application requirements include some, but not all, of the information needed in the event of an emergency or threat to health and safety in proximity to the physical location of the facility. Religious and private schools are governed by Alaska Statute AS 14.45.030-14.45.200, but there is currently no state mandate to assist the Municipality with this important health and safety measure.

AO 2007-94 provides a formal mechanism to assist the Anchorage Police Department.

1 Maintaining current and accurate emergency contact information for all licensed child  
2 care facilities, and for every public, private, or religious school with physical premises for  
3 student attendance, is a health and safety priority for the Anchorage Police Department  
4 and endorsed by the Public Safety Committee.  
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7 Respectfully submitted:  
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11 Matt Claman  
12 Assembly Member, Section 3  
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Municipality of Anchorage  
MUNICIPAL CLERK'S OFFICE  
**Agenda Document Control Sheet**

AO 2007-94

(SEE REVERSE SIDE FOR FURTHER INFORMATION)

<b>1</b>	SUBJECT OF AGENDA DOCUMENT AO 2007-94 - ADOPT A NEW CHAPTER IN TITLE 29, SCHOOLS, AND AMENDING AMC 16.55, CHILD CARE AND EDUCATIONAL FACILITIES, TO REQUIRE ALL PUBLIC, PRIVATE & RELIGIOUS SCHOOLS ...	DATE PREPARED 6/18/07
<b>2</b>	DEPARTMENT NAME Assembly	DIRECTOR'S NAME Dan Coffey, Assembly Chair
<b>3</b>	THE PERSON THE DOCUMENT WAS ACTUALLY PREPARED BY Julia Tucker, Assembly Counsel	HIS/HER PHONE NUMBER 343-4419
<b>4</b>	<b>COORDINATED WITH AND REVIEWED BY</b>	<b>INITIALS</b>
	Mayor	
	Municipal Clerk	
	Municipal Attorney	
	Employee Relations	
	Municipal Manager	
	Anchorage Parks & Recreation	
	Fire	
	Health & Human Services	
	Merrill Field Airport	
	Municipal Light & Power	
	Office of Management and Budget	
	Police	
	Port of Anchorage	
	Office of Economic & Community Development	
	Solid Waste Services	
	Public Transportation	
	Anchorage Water & Wastewater Utility	
	<b>Executive Manager</b>	
	Planning Department	
	Chief Fiscal Officer	
	Heritage Land Bank	
	Information Technology Department	
	Project Management & Engineering	
	Purchasing	
	Other	
<b>5</b>	<b>Special Instructions/Comments</b>  Consent Agenda- Introduction	
<b>6</b>	ASSEMBLY HEARING DATE REQUESTED 6/26/07	<b>7</b> PUBLIC HEARING DATE REQUESTED 7/17/07

M.O.A.  
 2007 JUN 18 PM 3:11  
 CLERK'S OFFICE