

Waunakee Community School District

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Community Engagement Meeting

March 28, 2022

6:30 p.m. - 8:00 p.m.



Agenda

- Welcome
 - Joan Ensign, Board of Education President
- Purpose of the Meeting
- Ground Rules
- District Presentation on School Safety Planning
- Community Comments and Questions
- Thank You and Next Steps



Board of Education Members

Joan Ensign, President

Mark Hetzel, Vice President

Judith Engebretson, Secretary

Jack Heinemann, Treasurer

David Boetcher, Director

Ted Frey, Director

Brian Hoefer, Director



Purpose for the Meeting

- Priority of the Board of Education is to expand opportunities for community engagement on key issues.
- Agreed to conduct community engagement meetings in September, November, January, and March timeframes.
- To hear from the community and to use that information for future planning.



Ground Rules

- Respect -- We agree to treat other participants' reflections and questions with respect. Please refrain from reacting to speakers.
- Individual Experience -- We recognize that everyone comes to this conversation from their own individual place and set of experiences.
- Participate -- We support equal opportunity for all individual voices with questions and comments tonight.
 - (Time limit: 3 minutes)
- Please refrain from listing individual student and staff names.
- Assume everyone's good intentions -- We agree that we all care about our children.



Presenters

Randy Guttenberg, Superintendent

John Cramer, Director of Facility and Maintenance/Safety Coordinator

Brian Borowski, High School Principal

Dean Kaminski, Prairie Elementary School Principal



Goal for this evening

- Provide an update to the community on our school safety planning.
- Why this topic?
 - Concerns by parents were brought to the District/Board of Education following the school incident at Oxford High School in suburban Detroit.



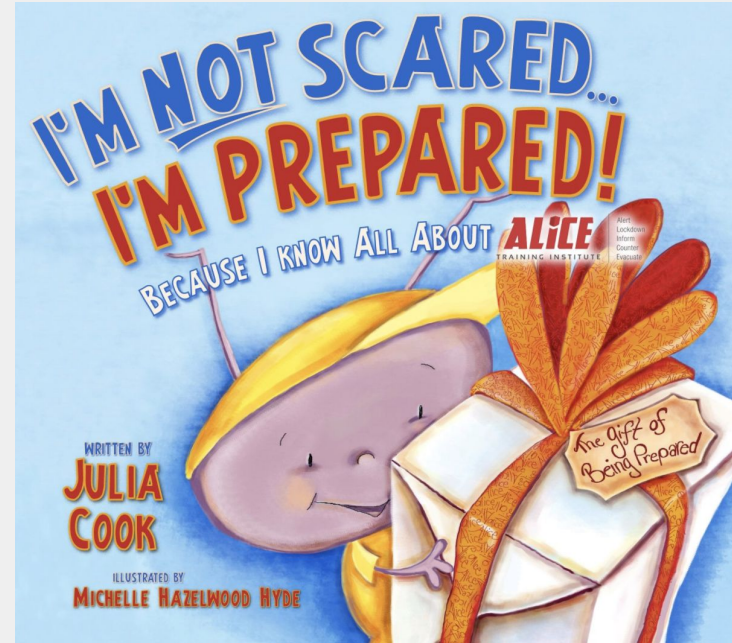
School Safety Planning – History

- School Districts and WCSD have had district and school safety plans in place for years.
- Tragedies at Columbine High School in Littleton, Colorado (1999), Virginia Tech (2007), Sandy Hook Elementary in Newton, Connecticut (2012), and Marjory Stoneman Douglas High School in Parkland, Florida (2018), changed the dialog.
- Closer to Home – Weston High School in Cazenovia, Wisconsin (2006)



School Safety Planning – Changes as a Result of Tragedies

- ALICE – Alert, Lockdown, Inform, Counter and Evacuate
- Training for staff
- Drills in all schools
- Age appropriate – sheep, shepherd, and wolf



District Safety Committee

- Prior to 2020
 - Current safety committee membership
 - Priorities of the safety committee
 - School security assessments
 - Safety plan revisions
 - Security enhancements
 - Community stakeholder committee
- John Cramer, Director of Facility/Maintenance
 - Steve Summers, Executive Director of Operations
 - Brian Grabarski, Director of Human Resources
 - Tiffany Loken, Director of Special Education
 - Chris Mand, Director of Student Services
 - Rick Franz, Director of Technology
 - Anne Blackburn, Communications Specialist
 - Audrey Venske, Administrative Assistant to Director of Facility/Maintenance



State of Wisconsin Department of Justice Safety Grant 1 – 2018

Grant I – Primarily was limited to entry glass hardening and classroom locks. Advanced security limited to \$20,000 per student occupied buildings. WCSD was awarded \$123,049.00.

- Applying shatter resistant film to main entrances of student-occupied buildings
- Raptor visitor management system and entry signage
- Intra-facility communication system (two-way radios)
- Trauma Sensitive Schools Training

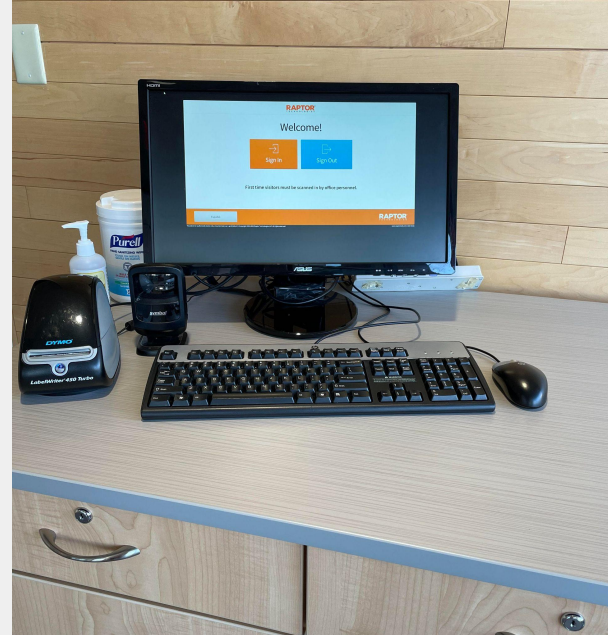
Training: \$20,612.00

Safety equipment/building improvements: \$102,422.00



Raptor Visitor Management

- Visitors sign-in at all schools
- Sexual predator registry check
- Individual flags – such as custody issues
- Accounting of who is in school – important in the event of an emergency.



Two-Way Radios and Other Enhancements

- Communication within schools and district-wide – district need for communication as cannot rely on cell phones.
- Shatter resistant glass
- Trauma Sensitive Schools Training – training for staff on working with students who have experienced trauma in their lives.
 - Identifying and addressing student needs early!



State of Wisconsin Department of Justice Safety Grant 2 (\$234,753)

- Adolescent mental health training
- School Violence Threat Assessment team training
- FERPA, school safety and liability training
- Nonviolent Crisis Intervention Training
- Exterior building security installation - badge security system
- Additional intra-facility communication (two-way radios)
- Interior alert/lockdown security stations (emergency push button)
- Additional shatter resistant film application to alternate building entrances
- Reunification supplies - laptops and traffic control barricades
- Enhance current classroom basic medical supplies by adding thermal wrap blanket and tourniquet



Additional Facility Planning – Safety Enhancements

- Secure entryways
- Surveillance cameras
- Badge security system at administrative offices
- Additional improvements in progress:
 - Connecting interior alert/lockdown stations to 911
 - Re-keying exterior doors - district-wide
 - Re-keying athletic gates/buildings
 - Blue strobes to notify of Lockdown
- Intermediate School – safety by design (closing off of instructional areas etc.)
 - Will be included in all new facilities.



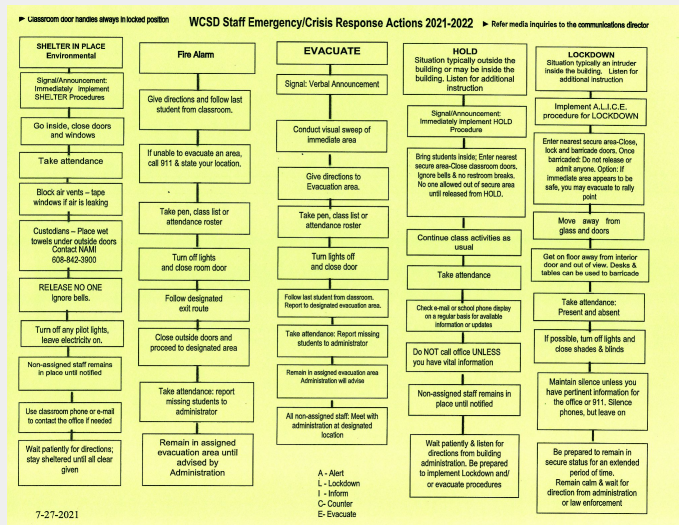
Act 143 Requirements

- BOE must review any school violence drill within 30 days of drill completion.
- Due to Wisconsin Department of Justice:
 - Reviewed school violence drills - annually
 - School safety trainings - annually
 - Changes to blueprints/maps - annually
 - School safety assessments - completed triennially with local law enforcement
 - Reviewed and updated school safety plan - triennially



Crisis Response Actions

- Fire Alarm
- Tornado
- Shelter in Place – outside environmental issue.
- Hold
- Lockdown (ALICE)



Instruction for Emergency/Crisis Response Actions 2-Way Radios should be carried at all times

SHELTER IN PLACE - Environmental

A SHELTER order will be issued when a potentially dangerous release of materials outside of the building warrants having students and staff remain in the building. Students and staff shall remain in their classrooms. Students and staff who are not in a classroom or are outside shall immediately proceed, in a quiet and orderly manner, to an assigned area in the building. Staff shall close doors and windows - tape windows if air is leaking. Students and staff shall remain in their classrooms. Staff shall continue with class activities as usual and wait patiently for further instructions. Do NOT release anyone, and ignore bells for period changes. Staff should be prepared for an EVACUATION order and to escort students to short-term evacuation site(s). Custodial staff shall turn off all air handling HVAC equipment or contact NAM 608-842-3900. Place wet towels under all outside doors.

FIRE ALARM OR EVACUATE

A Fire Alarm or EVACUATION order will be issued when a situation warrants evacuation of the building. Students and staff shall immediately proceed in a quiet and orderly manner to the nearest exit using the route(s) posted in each room. If an area is determined too dangerous to pass through, utilize an alternate route. If dangerous areas are known prior to the evacuations, building administration will issue an announcement during the evacuation notice to avoid specific unsafe areas. Students and staff should move outside to designated areas that are a safe distance from the building. Staff should supervise their students during the entire evacuation-not students should be allowed to leave unless directed by the building administration using established check-out procedures. Unassigned staff should assist with supervision of students. Staff should be prepared to escort students to short-term evacuation site(s). Staff should assist students back into the building upon ALL CLEAR notification by building administration.

NON-EMERGENCY HOLD

The HOLD procedure will be issued by building administration in the event of a situation that has the potential to become more serious. The purpose of the HOLD procedure is to alert staff regarding a possible threat to student/staff safety and to minimize exposure by keeping students in their classrooms while continuing with the instructional program. Students and staff shall remain in their classrooms. Staff shall CLOSE their locked classroom doors, continue with class activities as usual, and wait patiently for further instructions. Ignore bells for period changes. Students with a hallway pass or following direction from the principal or designed on the public address (PA) system may be allowed back in the classroom. Students and staff who are not in a classroom or are outside shall immediately proceed in a quiet and orderly manner to the nearest secure area. Staff should be prepared to take action for a LOCKDOWN or EVACUATION.

EMERGENCY LOCKDOWN

A LOCKDOWN will be issued by building administration or the police in the event of a serious threat to student/staff safety involving violent behavior and/or a weapon. Blue strobes will be activated within the building and outside the building signaling an emergency. Police will automatically be dispatched.

The purpose of implementing a LOCKDOWN is to alert staff to act immediately regarding a dangerous situation. Students and staff shall remain in their classrooms unless information received warrants another action. Following A.L.I.C.E. procedures and protocols, staff shall IMMEDIATELY close their classroom doors, handles already in locked position. If possible, turn lights off and close window treatments/blinds/rope(s). Depending on the location of danger, students and staff who are not in a classroom or are outside shall immediately proceed to your rally point or nearest secure area. Remain alert and listen for additional information. Ignore bells for period changes and remain in a secure area. Wait for direction/release from law enforcement or building administration.

MEDICAL SITUATION

Should Emergency personnel need to respond to a medical situation, administration may issue a Non-Emergency HOLD. Call 911.

STUDENT INTERVENTION

Members of the Student Intervention Team shall report IMMEDIATELY to the location indicated in the "STUDENT INTERVENTION" announcement. Prior to responding to the situation, Student Intervention Team members should make sure their students are supervised. Building administrators may initiate a Non-Emergency HOLD procedure to minimize disruption while the situation is being addressed.

What Do Drills and Events Look Like at Schools?

Middle School/High School

- Fire / tornado
- Hold drill
- Lockdown drill
- How are these discussed with students?
- What does the drill look like?

Kindergarten - Grade 6

- Fire / tornado
- Hold drill
- Lockdown drill
- How are these discussed with students?
- What does the drill look like?



Hold – When is this used?

- When needing to keep students/staff/visitors in classrooms etc.
- Medical issue with a student/staff
- Student behavioral support
- Police or other issue outside of school—in neighborhood of school
- Part or all of a school
- Students are in their classrooms and instruction continues as normal. May bridge passing times and students kept longer in a class.



Scenario for a Hold

- Police are involved in an incident in the neighborhood of a school and call the school and tell us to place the school in a hold until the matter is resolved.
- School is placed in a hold by the building administration.
- Students are in class and class resumes, waiting for further direction or the Hold to be cancelled.
- Students text parents (not part of our plan, but it is reality of smartphone devices).
- School contacts central office – Superintendent's Office
 - Principal's role is to serve students/staff and central office is to facilitate dialog with police and manage communication.
- Communication with school and Waunakee Police – gather information.
- Construct/send communication to parents/staff/board (20-25 minutes after school placed in hold).
- Receive all-clear from the police.
- Building administrator cancels the hold – school resumes as normal.
- Follow-up communication to parents/staff/board.



What Should Parents Know/Do?

- Please be patient – we will communicate with you ASAP.
- Prior to that communication, please do not speculate on what is happening.
- Please do not come to school – wait for follow up communication, and in the event of a significant event that holds kids at school, we will provide directions to you for how/where to pick up your children.
- We understand the difficulty of these situations for a parent – please understand we are trying to manage 450 - 1,400+ students in any given school, along with the staff.
- An incident at one building may impact operations or start/dismissal times at another building.



Partnerships

- **Waunakee Police Department**
 - School Resource Officer (SRO) – Officer Mike Taschek
 - District involves the police whenever there is real or perceived threat to school/individuals.
 - SRO is also involved in connecting with students, addressing community issues involving youth, and educational programs K-12.
- **Municipalities, Waunakee Fire Department, Waunakee Area Emergency Medical Services (EMS), Emergency Management, Lamer's, Waunakee Utilities, Building Bridges, and Psychotherapy Center of Waunakee**



Threats to School or Individuals

- Police involvement
- School violence threat assessment
- Needs to be reported ASAP to teacher/administration!
- If after hours – call the police!
- District assessment process
- Communication to parents



Other Safety Protocols/Programs

- Non-Violent Crisis Intervention Training – staff training on de-escalation of students and procedures to restrain a student if the student is a danger to themselves or others.
- Internet filtering
- District network monitoring – alerts to administration on keywords that include relations to school violence or self-harm.
- Community table top exercises – School, Municipalities, Police, Fire, EMS, Emergency Management, etc.
- Student reporting tool



Other Types of Situations/Emergencies

- Inclement weather – snow days
- School facility matters – utilities
 - water, electric, gas, Internet, phones, etc.
- Domestic issues at school – usually related to custody and access to students
- Medical – students or staff
- Other



Closing Comments

- WCSD objective – to be proactive in safety planning for our students and staff.
- We want all students and staff to be secure at school, and when issues arise, to be supported in our efforts.
- We strive to communicate at the highest level we can, without jeopardizing confidentiality.



Comments and Questions

- Procedures for Q and A
- Follow the ground rules for Q and A
- Individuals watching online that would like to ask a question can email:
wcsd_communications@waunakee.k12.wi.us
- Time limit: 3 minutes



Next Steps and Thank You!

- Thank you for your input tonight.
- We will follow up with subsequent community engagement meetings in the future. The next one is tentatively scheduled for the fall with a possible topic of student behavioral supports.

