

SCHOOL SAFETY - ACTION PLAN



**SWEETWATER COUNTY
SCHOOL DISTRICT #1**

Vision: To empower and celebrate staff by providing quality training and support focused on a commitment to students.

Goal: The District will strengthen school safety measures across schools and the community through continuous training and clear protocols.

Date	Time	Action	Person(s) Attending / Responsible	Date Completed
6/8/15	8:00 - 4:00	Standard Response Protocol	Leadership Team / RSFD / RSPD / SO / SW#2 / Homeland Security / John-Michael Keyes / Mayor / City Council / Legal Counsel / Joint Powers Board	6/8/15
6/9/15	8:00 - 4:00	Gang Awareness / Drug Symptomology & ID / Confidentiality / Drug Code Red / School Facilities Division	Leadership Team / RSPD / Legal Counsel	6/9/15
6/12/15	8:00 - 1:30	Evacuation Revisions for Crisis Plan	Robin Etienne / Leadership Team	6/12/15
7/14/15	12:00 - 3:00	Evacuation Revisions for Crisis Plan	RSFD / CIO / HR / Superint / Director of Transportation / Transportation Safety Coordinator	7/14/15
Many dates	during summer	Crisis Manual Revision	Leadership Team / Print Shop	8/11/15
8/26/15	8:00 - 12:00	Standard Response Protocol	District staff / agencies / John-Michael Keyes / Jillian Balow / RSPD	6/26/15
Prior & up to 8/26/15	ongoing	District Identification Badges (ID) with SRP Actions on back	Information Technology (IT) Department	ongoing for all new staff
8/26 & 27/15	2 hour blocks	SRP Follow Up & Crisis Manual Review	All District Staff / RSPD / RSFD / Leadership Team	8/27/15
9/4/15	8:00 - 10:00	SRP Follow Up & Crisis Manual Review; Evacuation with RSFD using smoke machine	Central Administration Leadership / CAB Staff / RSFD	9/4/15
9/11/15	10:00 - 12:30	Submitted a grant proposal to the Wyoming Department of Homeland Security for emergency generators and Cisco Ipics software	Stephanie Tolman / Dan Selleroli / Kelly McGovern	9/11/15
9/17/15	8:00 - 11:30	Communication Training: SchoolWay SchoolDude Crisis Manager App - Crisis Management Plan & Evacuation Maps	Leadership Team / RSPD SROs / RSFD	9/17/15

9/29/15; 9/30/15; 10/1/15; 10/7/15; 10/12/15; 10/16/15; 10/16/15; 10/21/15; 10/21/15; 10/21/15; 10/22/15; 10/28/15; 11/4/15; 11/11/15; 11/12/15		Transportation Office Staff; Desert View; Walnut; Pilot Butte; Rock Springs High School; Headstart; Desert School; Lincoln; Sage; Overland; Human Resources; Eastside; Northpark; Farson-Eden; Stagecoach; Rock Springs Junior High; Black Butte; Westridge	Stephanie Tolman / Administrators - Directors / Building & Department Staff	dates assigned
10/9/15	7:45 - 8:45	SchoolWay & SchoolDude	IT followup for CAB and Maintenance Staff	10/9/15
10/9/15	9:30 - 11:00	SRP Follow Up & Crisis Manual Review	Custodial Department/IT/RSPD/RSFD	10/9/15
10/19/15	8:00 - 11:30	SRP Follow Up	Leadership Team & N. Reese	10/19/15
10/21/15	mailing	District-wide school safety letter & SRP to all parents	Superintendent	10/19-23/15
10/27/15	10:00 - 12:00	SRP Follow Up & Crisis Manual Review	Transportation Department / IT / RSPD / RSFD	10/27/15
10/29/15	phone	\$92,000 Grant Award - Radios	Wyoming Department of Homeland Security	10/29/15
11/4/15	6:00 - 7:30 p.m.	Parent Forum	Leadership Team / RSPD SROs / RSFD/ SCSO	11/4/15
11/5/15	7:00 - 8:30 a.m.	Parent Forum	Leadership Team / RSPD SROs / RSFD/SCSO	11/5/15
11/9/15	7:00 p.m.	School Safety Board Presentation	CIO & Superintendent	11/9/15
10/29 & 11/3/15	morning & afternoon sessions	Prep for Leadership Team Communication Guidelines & Crisis Drill Information: Lockdown Drill and Safety Drill Checklist	Megan Mentzel - Director of Human Resources; Wanda Maloney - Chief Academic Officer; Stephanie Tolman - Chief Information Officer; Scot Duncan - Chief Financial Officer; Kelly McGovern - Superintendent	10/29/15 & 11/3/15
11/12/15	8:00 - 11:30	NIMS - 100 Incident Command Training	Leadership Team / RSPD SROs / RSFD	11/12/15
11/19/15	8:00 - 11:30	Further SRP Review Communication Guidelines: Lockdown Drill and Safety Drill Checklist	Leadership Team	11/19/15
12/10/15	8:00 - 5:00	AWR - 148 Crisis Management with School Based Incidents	Wyoming Department of Homeland Security / Leadership Team / RSPD SROs / RSFD	12/10/15
Continuing		SRP Practice with drills while adding variations (smoke machines, lockdowns w/fire alarms, evacuations w/buses, begin reunification	Leadership Team / RSPD SROs / RSFD/ SCSO	Continuing
4/1/16; 4/2/16	10:00 - 2:00 p.m.; 2:00 - 6:00; 6:00 - 10:00 p.m.	Active Shooter Training Drills @ Independence School	Select members of the Leadership Team ; RSPD	4/1/16; 4/2/16

8/9/16	8:00-4:00	SRP Evacuation Location Review	Leadership Team / RSPD SROs / RSFD	8/9/16
9/15/16	7:30-9:30 a.m.	Roundtable Discussion for October 14th	Select members of the Leadership Team; RSPD; RSFD	9/15/16
9/19/16	7:00-8:30 a.m.	October 14th Review	Leadership Team & N. Reese	9/19/16
various dates	various times	Individual school and department meetings	Building Principals & Directors	dates assigned
10/3/16	7:00-8:30 a.m.	October 14th Review	Leadership Team & N. Reese	10/3/16
9/26 & 27/16	8:00 - 4:00	ALICE (Alert Lockdown Inform Counter Evacuate) Training from Homeland Security	Select members of the Leadership Team; RSPD; RSFD	9/26&27/16
10/13/16	8:00 - 11:30	October 14th Review	Leadership Team	10/13/16
10/14/16	8:00 - 11:30; 12:00 - 3:30	Active Shooter Training/Police led evacuation	Leadership Team / RSPD & SROs / RSFD	10/14/16
10/19/16	7:30 - 9:00 a.m.	Debrief of Active Shooter Training/Police led evacuation	Leadership Team / RSPD & SROs / RSFD	10/16/16
8/1/17	8:00 - 4:00	Reading Body Language Training	Leadership Team	8/1/17
8/2/17	8:00 - 3:00	Front Desk Training & Security	Leadership Team & Secretaries	8/2/17
8/30/17	9:00 - 3:00	Reunification Refresher - John-Michael Keys Casper, WY	Members of the Leadership Team / RSPD / RSFD	8/30/17

School	Date	Time	Reunification Location	Date Completed
Rock Springs High School	October 16, 2017	9:00 a.m.	Sweetwater Events Complex	10/16/17
Stagecoach Elementary	March 29, 2018	2:00 p.m.	Rec. Center	3/29/18
Walnut Elementary	April 19, 2018	2:15 p.m.	Rec. Center	4/19/18
Desert View Elementary	April 24, 2018	2:30 p.m.	Rec. Center	4/24/18
Westridge Elementary	April 26, 2018	2:00 p.m.	Rec. Center	4/26/18
Eastside Elementary	May 8, 2018	1:30 p.m.	Rec. Center	5/8/18
Northpark Elementary	May 9, 2018	1:30 p.m.	Sweetwater Events Complex	5/9/18
Farson-Eden School	May 14, 2018	2:30 p.m.	Farson Community Center	5/14/18
Sage Elementary	May 15, 2018	2:00 p.m.	Rec. Center	5/15/18
Black Butte High School	May 16, 2018	9:00 a.m.	Rec. Center	5/16/18
Desert School (Wamsutter)	May 16, 2018	3:00 p.m.	Wamsutter Conoco Station	5/16/18
Pilot Butte Elementary	May 17, 2018	2:00 p.m.	Rec. Center	5/17/18
Overland Elementary	May 21, 2018	2:00 p.m.	Rec. Center	5/21/18

Rock Springs Junior High	May 21, 2018	8:55 a.m.	WWCC Rushmore Gym	5/21/18
Head Start	Next Fall	Next Fall	Next Fall	Next Fall