

SCHOOL SAFETY - ACTION PLAN



**SWEETWATER
SCHOOL DISTRICT**

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.

2015-2016 SCHOOL YEAR

Date	Time	Action	Person(s) Attending / Responsible
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
6/9/15	8:00 - 4:00	Gang Awareness / Drug Symptomology & ID / Confidentiality / Drug Dogs	Leadership Team / RSPD / Legal Counsel
6/12/15	8:00 - 1:30	Code Red / School Facilities Division Assessments /	Robin Etienne / Leadership Team
7/14/15	12:00 - 3:00	Evacuation Revisions for Crisis Plan	RSFD / CIO / HR / Superint / Director of Transportation / Transportation Safety Coordinator
Many dates	during summer	Crisis Manual Revision	Leadership Team / Print Shop
8/26/15	8:00 - 12:00	Standard Response Protocol	District staff / agencies / John-Michael Keyes / Jillian Balow / RSPD
Prior & up to 8/26/15	ongoing	District Identification Badges (ID) with SRP Actions on back	Information Technology (IT) Department
8/26 & 27/15	2 hour blocks	SRP Follow Up & Crisis Manual Review	All District Staff / RSPD / RSFD / Leadership Team
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

9/11/15	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
9/17/15	8:00 - 11:30	Communication Training: SchoolWay SchoolDude Crisis Manager App - Crisis Management Plan & Evacuation Maps	Leadership Team / RSPD SROs / RSFD
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
10/9/15	7:45 - 8:45	SchoolWay & SchoolDude	IT followup for CAB and Maintenance Staff
10/9/15	9:30 - 11:00	SRP Follow Up & Crisis Manual Review	Custodial Department/IT/RSPD/RSFD
10/19/15	8:00 - 11:30	SRP Follow Up	Leadership Team & N. Reese
10/21/15	mailing	District-wide school safety letter & SRP to all parents	Superintendent
10/27/15	10:00 - 12:00	SRP Follow Up & Crisis Manual Review	Transportation Department / IT / RSPD / RSFD
10/29/15	phone	\$92,000 Grant Award - Radios	Wyoming Department of Homeland Security
11/4/15	6:00 - 7:30 p.m.	Parent Forum	Leadership Team / RSPD SROs / RSFD/ SCSSO
11/5/15	7:00 - 8:30 a.m.	Parent Forum	Leadership Team / RSPD SROs / RSFD/SCSSO
11/9/15	7:00 p.m.	School Safety Board Presentation	CIO & Superintendent

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
11/12/15	8:00 - 11:30	NIMS - 100 Incident Command Training	Leadership Team / RSPD SROs / RSFD
11/19/15	8:00 - 11:30	Further SRP Review Communication Guidelines: Lockdown Drill and Safety Drill Checklist	Leadership Team
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
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
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
2016-2017 SCHOOL YEAR			
8/9/16	8:00-4:00	SRP Evacuation Location Review	Leadership Team / RSPD SROs / RSFD
9/15/16	7:30-9:30 a.m.	Roundtable Discussion for October 14th	Select members of the Leadership Team; RSPD; RSFD
9/19/16	7:00-8:30 a.m.	October 14th Review	Leadership Team & N. Reese
various dates	various times	Individual school and department meetings	Building Principals & Directors
10/3/16	7:00-8:30 a.m.	October 14th Review	Leadership Team & N. Reese
9/26 & 27/16	8:00 - 4:00	ALICE (<u>A</u> lert <u>L</u> ockdown <u>I</u> nform <u>C</u> ounter <u>E</u> vacuate) Training from Homeland Security	Select members of the Leadership Team; RSPD; RSFD
10/13/16	8:00 - 11:30	October 14th Review	Leadership Team
10/14/16	8:00 - 11:30; 12:00 - 3:30	Active Shooter Training/Police led evacuation	Leadership Team / RSPD & SROs / RSFD

10/19/16	7:30 - 9:00 a.m.	Debrief of Active Shooter Training/Police led evacuation	Leadership Team / RSPD & SROs / RSFD
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2017-2018 SCHOOL YEAR

8/1/17	8:00 - 4:00	Reading Body Language Training	Leadership Team
8/2/17	8:00 - 3:00	Front Desk Training & Security	Leadership Team & Secretaries
8/30/17	9:00 - 3:00	Reunification Refresher - John-Michael Keys Casper, WY	Members of the Leadership Team / RSPD / RSFD

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

Rock Springs Junior High	May 21, 2018	8:55 a.m.	WWCC Rushmore Gym
Head Start	Next Fall	Next Fall	Next Fall
2018-2019 SCHOOL YEAR			
8/7 & 8/18	full day	School Safety Summit Cheyenne, WY	Tom Jassman & Dan Selleroli
8/21/18	9:30 - 10:45 a.m.	Collaboration Breakfast - reflection on past year, successes, improvements, & plans moving forward (discussion for October 19th)	Chief Pacheco, Chief Wamsley, Kelly McGovern, Nathan Reese, Matt Keslar, Sergeant Register, Stephanie Tolman, Nicole Bolton, Dan Selleroli
8/22/18	8:15 - 12:15 p.m.	Standard Response Protocol & Reunification	John-Michael Keyes; new Administrators Sean Grube, Tiffany Gunter, Bryant Blake, Sarah Blake, Ronald Urbin, Robert Daniel, & Terry Bernatis. Others attending: Mark Portillo, Stephanie Tolman, Nicole Bolton, Dan Selleroli, & Kelly McGovern
8/30/18	10:00 - 12:30 p.m.	School Safety Best Practices	Nicole Bolton, Annie Fletcher, Tom Jassman, Dan Selleroli, Stephanie Tolman, Kelly McGovern, Suzannah Gambell
9/19/18	8:00 - 9:00 a.m.	Planning session for October 19th school safety training & professional development	Sergeant Register, Officer Baker, Officer Rublee, Stephanie Tolman, Kelly McGovern
9/26/18	10:00 - 11:00 a.m.	SRO Presentation Outline for October 19	Sergeant Register, Officer Baker, Officer Rublee, & District Leadership Team
10/3/18	All day	School Safety Conference in Casper	Dan Selleroli, Tom Jassman, Suzannah Gamble Robinson
10/19/18	8:00 - 11:30 a.m. or 12:30 - 4:00 p.m.	District Professional Development on School Safety - Led by SROs	Sergeant Register, Officer Baker, Officer Rublee, Corporal Hall, Deputy Merkely & All District Staff

COUNTY DISTRICT #1
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Date Completed
6/8/15
6/9/15
6/12/15
7/14/15
8/11/15
6/26/15
ongoing for all new staff
8/27/15
9/4/15

9/11/15

9/17/15

dates
assigned

10/9/15

10/9/15

10/19/15

10/19-23/15

10/27/15

10/29/15

11/4/15

11/5/15

11/9/15

10/29/15 & 11/3/15
11/12/15
11/19/15
12/10/15
Continuing
4/1/16; 4/2/16
8/9/16
9/15/16
9/19/16
dates assigned
10/3/16
9/26&27/16
10/13/16
10/14/16

10/16/16
8/1/17
8/2/17
8/30/17

Date Completed
10/16/17
3/29/18
4/19/18
4/24/18
4/26/18
5/8/18
5/9/18
5/14/18
5/15/18
5/16/18
5/16/18
5/17/18
5/21/18

5/21/18
Next Fall
8/7 & 8/18
8/21/18
8/22/18
8/30/18
9/19/18
9/26/18
10/3/18
10/19/18