

Woodlan K-12 Campus

Questions with Answers from the March 7, 2018 Parent Information Safety Forum

DOOR SECURITY [1-8]

1. Q: What is the plan for securing main gym entrance during the start/end/middle of day?
A: All doors are to be locked unless there is a staff member at the door when students are entering/exiting.
2. Q: Propped doors during practices after school. Should coach stand by doors? It's great that there are all of those plans, but what is the plan to keep weapons from getting into the building to begin with?
A: See response for question #1.
3. Q: During the morning drop off times, the gym doors are open to allow student entry. Thank you Mr. Boyce for being out there most mornings! But there is not staff out there every morning and even if there would be, how do you know students are not bringing in weapons or that intruders are not coming in as well?
A: See response for question #1.
4. Q: Are other exterior doors also open to allow staff entry in the mornings? Again how do you know who and what is coming into the building?
A: See response for question #1.
5. Q: 7:20 p.m. - Band door unlocked-anyone in/out of building 7 a.m. to 7:45 a.m. - Multi doors are unlocked. This allows children entrance, however, it also allows someone in that wants to do harm. Student or stranger....how to protect against this time frame of possibilities.
A: See response for question #1.
6. Q: Doors also open to allow staff entry in the mornings? Again how do you know who and what is coming into the building?
A: See response for question #1.
7. Q: Parents were told at freshman orientation in January that when they are seniors almost all of them-near 160 students-will be off campus their senior year. What is Woodlan's plan for secure entrance and parking lot for 160 students being on opposite sides of the property?
A: Starting after spring break, students who participate in an outside educational assignment and are returning to school during the day will be given a designated parking area which will allow them to utilize the secure entrance at door 1. Students will be issued a specific pass for their car.
8. Q: What safety measures are in place to prevent a weapon from coming into the building?
A: Safety measures are continually reviewed throughout the year and students are encouraged to see something say something—tell a trusted adult.

COMMUNICATION [9-16]

9. Q: Please use your immediate messaging to text **all** students during a lockdown – ALERT!
A: An announcement is made within the building either by PA or email to alert the building. Sending a message to **all** students would require parents submitting student phone numbers during registration and allowing alerts.

10. Q: A specific plan needs specific communication to parents that includes details-Van Wert did a good job-where is perpetrator and extra police?
A: FERPA prevents us from sharing specific student details. Central office staff will work with building level staff and law enforcement to provide as much detail as possible in the timeliest manner.

11. Q: Communication-How are you communicating to students in ICE, ABC, OSI for drills, etc? **2x-NO communication!**
A: Student phone numbers have been collected and we will include students that leave the building or arrive late in future SchoolMessengers.

12. Q: How do you inform/teach substitute teachers in EACS in case of a drill/real threat when they are in “charge”?
A: Emergency information is shared with substitutes the first time they are in our building. The information is also provided in their substitute folder each time they report for their assignment. Information is on their lanyards. Other teachers also assist substitutes.

13. Q: The day of the incident I feel that you should have done the “HOLD” protocol so that the children and staff felt safe. Also, the school did not communicate with the kids and families to reassure them.
A: There was a SchoolMessenger sent out to alleviate concern. In reflection after the incident, a hold would have been an appropriate protocol. Central office staff has developed guidelines to work with building level staff and law enforcement to provide as much detail as possible in the timeliest manner for further communications.

14. Q: Why was there a lockdown for the vehicle windows but no lockdown for a child that had a picture threatening to shoot the school?
A: The lockout was in place to allow the police time to investigate. It was investigated by several area police officers. The social media threat was investigated quickly and the source was identified and referred to law enforcement.

15. Q: Why did (don't) you limit cell phones in the classroom? It starts the panic plus they play games and don't listen.
A: Parents and school staff need to continue partnering to educate students on appropriate use of cell phones.

16. Q: Bus drivers need to be informed of lock downs too! We need to be aware so we can be prepared. One driver was waiting for a student at WHS during lock down and had no

idea. She said after she found out she felt like a sitting duck. She should have been notified before arriving at the school. Also, a lot of us felt blindsided when students were scared and telling us of the incidents that happened at school. I only brought 7 students to school the following day.

A: A communication plan with the transportation department has been developed.

POLICIES & PROCEDURES [17-26]

17. Q: Why weren't the parents signing the kids out?

A: Parents do need to sign students out. Parents of student drivers may have called in and then students signed themselves out based on parent phone calls.

18. Q: Why did the principal of Woodlan share the student's name with a parent the morning of the incident here at Woodlan? FERPA? I believe Mr. K did this by mistake but he still did it.

A: No staff member may ever release the name of a student. It is a violation of FERPA.

19. Q: If a student makes a threat are they expelled permanently from the school or do we have to worry about them coming back to school and making the same or worse threat?

A: The school system works with the Allen County court system in determining future educational placement.

20. Q: Do you feel what happened here at Woodlan 2 weeks ago was a crisis? If so, where was the teamwork?

A: We view any threat as serious. The building crisis team worked well together to determine what course of action should be taken and quickly involved law enforcement.

21. Q: Who's on the threat assessment team? Follow-up?

A: Depending on the type of threat that is made, the following could be involved with the Threat Assessment Process; law enforcement, Principal, Assistant Principal, Athletic Director, Counselor, teacher, custodian, and nurse. The team alerts the Safety Manager and other Central Office staff, if warranted. As a follow up, the crisis team meets after an event to debrief concerning areas of efficiency and improvement.

22. Q: Parents felt like the principal was not taking the situation seriously. The parents were confused by this. The incident was not handled professionally or with serious behavior as an example for the children and their families.

A: The principal did take the incident seriously. An investigation was initiated quickly and the threat was assessed and referred to law enforcement.

23. Q: My child has reported bullying and was told to stop being too sensitive. I think we need to address the fact that one person can be ridiculed for being afraid. This is what stops people from coming forward.

A: The school's administration needs to be notified of any bullying situations. If it is not addressed, then the assistant superintendent should be notified.

24. Q: In Florida the fire alarm was pulled to get staff and students outside. What procedures are in place to prevent this? Anyone can pull the fire alarm so how can you check out if it's real and get the word out before evacuation begins?

A: All fire drills will be announced over the PA prior to the alarm. If a fire alarm sounds without prior announcement, teachers and students will wait for confirmation of required action. We will continue to improve this process.

25. Q: Would EACS ever consider conceal & carry for a few number of teachers & staff?

A: This will continue to be reviewed based on legislation and school board policy.

26. Q: Thank you! I have confidence in what you have in place. My only concern is that you always put our children's safety **first** and communication with me as a parent **second**. I appreciate you all!

A: Thank you!!