

Merrill Area Public Schools

MAPS Mission Statement: *Merrill Area Public Schools, in partnership with the Merrill Community and our families, will empower students to be lifelong learners, responsible citizens, and productive community members.*

Safety Committee Meeting Monday - November 5, 2018

12:30 PM

BOARD ROOM

MAPS Central Administration Building

(1111 N. Sales Street, Merrill, Wisconsin)

Minutes

I. Call to Order and Roll Call –

Dale Bergman called the meeting to order at 12:30pm

Present: Karen Baker, Dale Bergman, Jennifer Berreth, Brian Dasher, Darryl Frick, Cindy Heinz, Laura Krause-Zastrow and Dr. John Sample

Absent: Officer Mark Heckendorf, Keshia Mashak and Jeff Zettler

II. Approval of the [August 13, 2018 Safety Committee Meeting Minutes](#)

Motion by Dr. John Sample to approve the August 13, 2018 Safety Committee Meeting Minutes, motion seconded by Laura Krause-Zastrow. Motion approved unanimously by a voice vote.

III. Act 143 Requirements

A. Site Safety assessments

Dale Bergman informed the committee that all of the building site safety assessments have been completed. The findings from the assessment have been communicated with the building administrators.

B. [School Safety teams](#)

Dale Bergman provided the committee with a list of the school safety teams. The teams have been revised with the assistance of the each building administrator to include the positions that would be assigned. New positions have been added to ensure that mental health is an area that is being included. Brian Dasher will update the lists in CrisisGo.

The committee discussed using resources available through CESA 9. This will be discussed further at Cabinet.

IV. Safety Team meetings / Drills

A. Revise Safety committee members?

Dale Bergman suggested the committee consider including additional members such as a School Psychologist and a Counselor to provide their perspectives. The committee agreed to invite Allie Libby and Von Saunders to the next meeting. Dale Bergman will speak to each of them prior to sending the invitation.

V. Criss Go for Fire Drills and Alerts

A. Test alerts for different groups - what is the plan

Dale Bergman provided the committee with a current status of the alert groups. Brain Dasher has worked with CrisisGo to set up the alert groups. The next step is for Brain Dasher and Dale Bergman to meet with each building and schedule times to test the alerts and perform drills. Once these have all been complete, practices will be scheduled at the district level to ensure that proper communication is received and relayed in an effort to be prepared for the parent phone calls that come in after an incident. Dale Bergman is also working with the Fire Department to define their role in case of an incident.

VI. School Violence Drill Reporting

A. Required to send to BOE and DOJ- OSS

1. [Drill Report Form](#)

Dale Bergman explained the DOJ requirement for the completion of evacuation drills. Previously schools were required to annually complete two evacuation drills to a safe place. The new statute requires that one of the drills has to be in the proper response to a school violence event in accordance with the school safety plan for that school building. The person in charge of a particular school building's drill must submit a signed written evaluation/critique of the drill to the school board, and the board must review and sign the evaluation, it then has to be sent to the Department of School Safety. As of today, three buildings have completed the required drills. All schools' drills are scheduled to be complete by the December Board Meeting. Dale Bergman provided the committee with a copy of the Drill Report Form that is being used.

VII. ALICE Training for Students

A. Cost = Getting info from ATI

The committee discussed the merits and drawbacks of providing ALICE training to students. Dale Bergman informed the committee of new, age-appropriate trainings that are now available for students. Dale Bergman is seeking costs of the training and best practices for implementation.

B. HOW / WHEN to implement

1. Will get lesson plans from Kenosha School District.

Dale Bergman has been working with the Kenosha School District. They are willing to share their lesson plans for providing students with ALICE training. The committee discussed drill practices including notifying parents and students when we are going to hold a drill.

VIII. Checklist for Emergency Preparedness - Any other topics?

Dale Bergman provided the results of brainstorming he and Keshia Mashak have done to ensure that all areas of emergency preparedness are being covered.

- A. Crisis Go
- B. Emergency Cell Phones
- C. Crisis Teams
- D. PA Announcements
- E. School Messenger
- F. Maps w/ Emergency Info.

The committee discussed ensuring each building has a slip folder on the door to provide high level information for substitutes and the necessity of having an evacuation map in every room. The School Safety Teams in each building are to make sure the maps are accurate and kept up to date.

- G. Drill Information

IX. Analog Phones for emergency in each building

Dale Bergman informed the committee of recent power outages that affected several schools. The schools were without internet, which rendered their phones inoperable. Each school has an emergency cell phone, however there is an option to add an analog phone to each school using the existing fire panels which include a supervised line. Dale Bergman will follow-up with Keshia Mashak.

X. Adjournment

Motion to adjourn by Dr. John Sample, motion seconded by Karen Baker. Motion carried unanimously. Meeting adjourned at 1:05pm.