



March 2018
Home and School Meeting Minutes
Tuesday, March 13, 2018
6:30 – 8:00 p.m.

- **Call to Order: 6:33 PM**
- Executive Board Introductions and Reports
- Principal's Report & Dr. Edmond Reviews School Safety
 - Stretch between winter break and spring break is a long time and slow.
 - Woodside just held their Spring Musical. It was a success yet tough due to the flu hitting the school. They, at the most we had over 70 kids out
 - Referendum passed so we will be adding the new Intermediate school, expanding the high school and renovating AET
 - Safety
 - Dr. Edmond and Mrs. Schlamann spoke regarding safety
 - Woodside regularly practices tornado, fire drills and intruder drills on a regular basis and the kids can leave the school in under 5 minutes
 - Drills
 - Fire 1 drills: happen once a month
 - Tornado drills: happen once in Fall and once in Spring
 - Intruder drills: happen once in Fall and once in Spring
 - Dr. Edmond handed out the Alice Flyer which goes over the protocol we follow during intruder events. (See attached document)
 - Alice drills were taught to us by the Waukesha County Sheriff's department. We have our own Deputy, Gary Kelly, he is our Waukesha Sherriff police liaison
 - Deputy Kelly trained the staff and administration at Woodside several years ago.
 - Alice:
 - A. Alert
 - If you see someone you do not recognize in the school, alert someone who can help.
 - Specific staff members have walkie-talkies who can radio the office.
 - Three staff members have pendants which when pressed alerts the school district as well as municipal authorities. These have never had to be used at Woodside.
 - The instant that an intruder has been detected in the building, they react immediately. Dr. Edmond announces over the loudspeaker that there is an unauthorized person in the building.

- L. Lockdown.
 - In the past, intruder drills are all about locking down. People were instructed to get away from windows and go to the furthest corner possible.
 - They have adjusted the lockdown so that not only is it good to lock down and get safe, the best option may be to try leave the situation.
 - For example, if the person is on the other side of the building, teachers can use their judgement to get out of the school since they are on the other side of the building.
 - Teachers are always instructed to keep their doors in the locked position at all times. They also close the blinds in the event of an intruder drill.
 - Dr. Edmond and other staff members walk around and try to get into the rooms, saying “This is Dr. Edmond, please let me in.” to test them and they never let anyone in.
- I. Inform
 - Provide information to people who should know.
 - Everyone is encouraged to communicate as much as possible during the event.
- C. Counter.
 - Counter has not been taught to the students yet. This goes over how to fight back with an intruder if they encounter the intruder.
 - They are taught that if the intruder would come in there are, they are encouraged to give the children and anyone else in the room items that they can use to defend themselves from the intruder.
- E. Evacuate
 - Number one goal is to get people out of the building to make sure that they are safe.
 - Dr. Edmond did not share the exact evacuation location – this is something they will keep quiet to keep the policy safe. Regardless, the location they are evacuated to is not on the school premises or around here.
- It is important from a parent perspective that we stay calm and wait for information from administration once they deem everything is safe.
- On a daily basis, all entrances are locked at Woodside. The entrances are fob entrances which the staff uses to get in and out of the school during the day. You must be buzzed to get into the office during the day. There are signs on all the doors reminding the kids/people to shut the door behind them.
- There are cameras in and around the building which can monitor the perimeter of the building.
- Addressing Social and Emotional Needs
 - The district has Social and Emotional wellness as an initiative
 - Woodside has been ahead of the game with this program
 - There are different social and emotional units and classes that the kids are taking every other week.

- Woodside participates in PBIS (Positive Behavioral Intervention and Support)
 - Kids are Taught Expected Behavior
 - Woodside Collects data to analyze the behavior
 - Woodside analyzes the data to see if any kids would need help with their behavior.
- Mentoring Program
 - Woodside did a survey of 3rd-5th graders to see how they feel about Woodside and how they are connecting with teachers.
 - If they feel they are not connecting, they get paired with a teacher or staff member where they can get some additional time to help them become more comfortable with Woodside.
- Behavior and Emotional Screener System (BEST)
 - Teachers are filling out information about kids, answering about 20 or so questions about the kids related to friendships, academic situation, etc., so that they can identify kids who might want some help with social skills, academic needs and in touch with their feelings.
- Zones of Regulation
 - Curriculum that teaches kids about recognizing their emotions and their energy level.
 - They can use that system to identify how they are feeling and what are some strategies that they can use to bring things back to a normal emotion level.
 - Helping kids recognize other kids who are struggling with emotional problems on any particular day
- HSD values the involvement of guidance counselors in their schools. We have a full time psychologist on staff who can assist the guidance counselors in HSD. It is not only about the academics but it is also about your child's social and emotional welfare to have a well balanced childhood.
- Raising children is a partnership between the school and the family at home. Woodside is hoping that what they are teaching the kids at school is being supported at home.
- Dr. Edmond stressed the importance of parent involvement at school. Being involved with your kids and their classmates at school is a positive thing.
- Dr. Edmond reviewed a situation he recently experienced with respect to a child playing an online game with violent content
 - Remember that the things our kids experience outside of school are usually brought into school.
- Group Questions
 - Has the district considered arming?
 - The district has not discussed the arming topic at Hamilton School District.
 - Would a security assessment of the school be something that Woodside would consider?

- This has not been considered by the district at all. They have worked with Deputy Kelly to identify security problems with the school.
- Have we considered bulletproof glass? Can we just put bulletproof glass in the entry ways near Dr. Edmond and Kris' office?
 - If something is done at Woodside, it would have to be something supported and implemented district-wide.
- In a lockdown situation, what happens to the kids in the hallways/bathrooms when all the rooms are locked down?
 - There are staff members who do not lock down. They sweep the building looking for kids who are not in the class room so that those kids can be secured.
- Are there other ways to "stop a door" in the event of an intruder?
 - Most doors at Woodside open out so we cannot prevent doors from opening into the classroom
- Has the new school put anything into the new Intermediate School Plans to address the safety since the school is being built new?
 - Dr. Edmond will bring it up to administration to find out if anything is going to be integrated into the new school.
- If something does happen how will the school notify and communicate with parents?
 - There will be a text/phone call/email that is sent out with information. Information would also be posted on Infinite Campus.
- Kelly Wasserburger shared information from the Parent Officer Meeting
 - They will change the way the high School lets people in and out of school
 - They formed a group with other schools in the area to sit down at a district level and discuss what each district is doing to address safety in the schools. Sheriff and local police department members as well as an FBI member.
 - There are drills on nights and weekends where they are making sure they know the school inside and out. They walk the buildings every year to address risk.
 - Waukesha County Sheriff's department has a full time staff member which is paying attention to social media. They are dealing with problems that come up.
- Are we seeing that the changes we are making in the elementary school for social and emotional wellness is creating a positive result at middle and high school?
 - The social and emotional wellness committee was put together so they can produce a system which can be applied to all elementary schools.
 - The plan is going to provide universal, district-wide instruction in social and emotional wellness to all elementary schools.
 - The good thing about the intermediate school being put in place in HSD is it is going to allow kids to stay younger longer and it will allow us to create a social and emotional program for those kids to fully develop them emotionally before they move on to middle and high school.
- How do they measure the social and emotional wellness?

- They log positive and negative behaviors so that they can analyze the information collected.
- Use this information to teach and work on specific behaviors, and improve them.
- Does the BEST survey data ever get back to the parents?
 - Upon request, if the parents want to know more information they are welcome to inquire.
 - If there is a need for a child to have additional help, they always address this with the parents before they start anything with the children.
- What is the district policy on threats from students? Example: bullying/threats at school
 - It is a case by case basis. Most of the times you need to investigate what the story is and address each case that presents itself.
 - If there is a credible threat – they take the threat very seriously.
- Is there a reason we only have an officer at the High School?
 - Dr. Edmond will bring it up to the administration.
 - While Deputy Kelly does handle big ticket items, he works as a positive role model within the different schools.
- How do we handle security when there is a large volume of visitors to the school?
 - Is there a way that we can leverage other secure ways to allow us to track who is in the school like name badges with pictures on them?
 - Can there be an increased police presence during the larger events like the school musical or family fun night?
- Are there any “gadgets” or ideas that we can implement to help lock the students in the rooms in the event of an intruder?
 - There have not been a lot of district discussions on what we can use for gadgets in the rooms to lock themselves in the room. If we were to do something, we would want to make it a district wide change rather than just having the changes made to Woodside.
- Can we have a fundraiser to raise money to fund additional security?
 - Dr. Edmond would want that to be something to be available to all schools in the district. But, he will bring it up to find out if this is something that is available to us.
- Summary: We need to make sure that not only we are addressing social and emotional needs but also safety
- Committee Updates & Status Reports
 - Upcoming Events
 - Spring Book Fair
 - Many volunteers are needed. Set up is Thursday evening, March 15. Sale dates are Friday, March 16 through Friday, March 23. Each Woodside student will be given a \$5 credit to use towards a book. We really need daytime volunteers to allow all classes to

come through the book fair. If you are unable to attend the book fair in person, there is an online book fair option as well.

- Father Daughter Dance
 - Scheduled: Friday, April 20.
 - Theme: "A Night Under the Stars".
 - Dress to impress. Many donations & volunteers are needed
- Muffins with Moms
 - Scheduled for May 11th
 - RSVP will be going out soon
- Family Skate Night (Post event recap)
 - Fun, successful event. We do not have a head count.
- Hamilton Education Fund – Spring Auction
 - HEF Dinner & Auction is Scheduled for Saturday night, March 24.
 - Woodside Home & School will be donating a basket for the silent auction, valued at approx. \$150.
- Staff Appreciation Week
 - Will be held May 7-11
 - Theme will be Best in the West
 - Coordinators have met
 - Signup will be going out soon
- Family Fun Night Updates
 - Still looking for volunteers
 - They are going to reach out to local student organizations
 - Raffle Baskets
 - We have been looking for people to sign up to use the
 - Silent Auction
 - They are almost all the way through the list of
- Ongoing Events and Other Fundraisers
 - Country Springs Passes
 - Available for sale in the Woodside office. Cost is \$14 this year.
 - Box Tops Update
 - Box Tops earned \$550+ for the school. Over 5500 box tops were collected.
 - Yearbook Update
 - Orders must be placed by Friday, March 23. Link is in the Woodside World or there are paper order forms in the office. A limited number of books will be available for purchase in the Woodside office in June.
- New Business
 - Nights out
 - There will be one more Culvers night this year.
 - Family Fun Night
 - We will be looking for someone for the overall management/coordination of the FFN
 - Fun Run

- We will need to find a new coordinator for the Fun Run
- Can we setup a table at the Family Fun Night promoting Home & School?
 - Put a board up with pictures and a list of things that the Home & School runs
 - Have sheets which explain each event.
- **Meeting Adjourned: 8:47 PM**

Babysitting services will be provided.