



A Community of Learners

Informational Memo: Emergency Operation Guidelines Updated

TO: School Board

FROM: Superintendent Kocanda

September 20, 2016

Overview

The Illinois School Safety Drill Act requires that, at least annually, the District meet with Fire and Police officials to review School Emergency and Crisis Response Plans. This is in addition to the requirement that each school conduct annual fire and extreme weather drills. Each of the District's schools also participates in law enforcement drills that prepare for emergency situations where a lockdown and lockout might be activated.

To ensure continued best practice in school safety, the District collaborated with the Winnetka Police and Fire Departments to update the Emergency Preparedness Plan. To complete this task, the District's Crisis Team met with Fire Chief Berkowsky and Police Chief Kreis and representatives from the departments to simplify and improve procedures and protocols. These revised guidelines were reviewed at the Annual Safety Plan meeting held on September 15, 2016, that was attended by the full administrative team. Next steps include having representatives from the Fire and Police departments train staff and be available to answer any questions.

We are grateful for our partnership with the Winnetka Police and Fire Departments. They continually support our schools by providing opportunities to improve our readiness and response to potential threats. They have given a tremendous amount of time reviewing practices, identifying emergency operation guidelines, and being on site to build relationships with students and staff. This partnership and collaboration helps to ensure the safety of our students and staff.