



**Fall 2008**

# School Crisis Preparedness Conference

Featuring hands-on exercising to improve school crisis prevention, intervention, response and recovery efforts. Bring copies of your school crisis preparedness or school safety plan. Specific workshops have been designed to work with your plan or help schools develop a plan.

**OCTOBER 2**  
Wausau – Stoney Creek

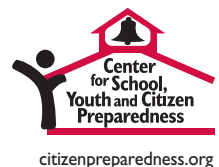
**OCTOBER 6**  
Milwaukee – Country Springs

**OCTOBER 14**  
Eau Claire – Best Western

**OCTOBER 24**  
Madison – Marriott West

**OCTOBER 27**  
Green Bay – Liberty Hall

*October 19 – 25 has been designated as National School Safety Week*



**JIM DOYLE, GOVERNOR**

SUPPORTED BY THE OFFICE OF JUSTICE ASSISTANCE HOMELAND SECURITY PROGRAM AND THE DEPARTMENT OF PUBLIC INSTRUCTION

# INTENDED AUDIENCE

## Wisconsin Schools and Emergency Agencies

Teams of 5-7 persons from each school and community are highly recommended for activity-based learning projects and plan development

- Principals/Assistant Principals
- School Superintendents
- School Security Personnel
- School Personnel Responsible for Emergency Response
- School Nurses
- Public Health
- Emergency Management Team
- Police, Fire, EMS
- First Responders
- 911 Dispatchers
- Elected Officials and Staff

# PLANNING COMMITTEE AND PRESENTERS

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# GENERAL INFORMATION

*This project was supported by Award No. 2006-HS-11-3146, awarded by the Office of Domestic Preparedness through the State of Wisconsin, Office of Justice Assistance*

## Statement of Need

Schools have a responsibility to prevent, be prepared for, respond to and recover from emergencies and disasters that not only affect the school, staff and students, but also the community. They are important partners in county and community disaster plans. A safe school environment is essential to successful academics.

## Cancellation Policy

If you are not able to attend the conference, please contact Mary Jean Erschen at 608-592-5200 or [mjerschen@citizenpreparedness.org](mailto:mjerschen@citizenpreparedness.org). as soon as possible so that others who are interested are able to attend. If you do not attend the workshop after registering, you will be responsible for the associated costs. Cancellations must be received 2 weeks prior to each workshop.

## Workshop Incentives for Schools

Each participant will receive resources and information to enhance school crisis prevention, preparedness, response and recovery efforts.

## Workshop Fees

### FEES ARE:

\$70/person for single person registration  
\$250/team for school/community teams of 5 persons (with \$50 for each additional person; team members must register at the same time.)

The workshop is supported by the Office of Justice Assistance, Homeland Security Program, Wisconsin Emergency Management, and Department of Public Instruction for those listed in the Intended Audience section. Support includes materials, breaks, and lunch. The registration form is to be completed for each participant and submitted as soon as possible.

### *Register by mail:*

Center for School Youth and Citizen Preparedness  
711 S. School Street  
Cuba City, WI 53807

### *Register by fax:*

608-744-3069.

## Exhibits/Vendors

Representatives from school safety companies are invited to display their products and be available to speak with you during the workshops.

If you are interested in exhibiting contact Mary Jean Erschen at 608-592-5200 or [mjerschen@citizenpreparedness.org](mailto:mjerschen@citizenpreparedness.org).

## Lodging

A block of rooms has been reserved at local hotels in proximity to each workshop. Please make your own reservations by calling the hotel associated with the workshop you are attending, and ask for a room in the "OJA School Safety Workshop" block. You will be responsible for your own lodging costs.

## Special Needs

The Office of Justice Assistance and Center for School Youth and Citizen Preparedness fully complies with the legal requirements of the ADA and the rules and regulations thereof. If any participant in this educational activity is in need of special accommodations, please call 608-592-5200 and fill out appropriate information on the registration form.

## Continuing Education Information

- One or two undergraduate or graduate non-program credits are available from the UW-LaCrosse Department of Health Education and Health Promotion. Forms will be available at the registration table at each of the workshops. The costs for credit(s), which are independent of the workshop registration, will be billed by UW-La Crosse. Questions about credits may be directed to Dr. Leslie Oganowski at [oganowsk.joan@uwlax.edu](mailto:oganowsk.joan@uwlax.edu), 608-785-6790, or 202 Mitchell Hall, UW-LaCrosse, LaCrosse, WI 54601.
- Please let us know if you are interested in any other professional continuing education credits.

Questions? Please contact Mary Jean Erschen at 608-592-5200 or [mjerschen@citizenpreparedness.org](mailto:mjerschen@citizenpreparedness.org)

# AGENDA

- 9:00 – 9:15 a.m.** WELCOME  
DVD by State Education Superintendent – Elizabeth Burmaster
- 9:15 – 10:45 AM** **Current Issues in School Crisis Preparedness – What's The Main Thing?**  
Education will be provided about recent events and issues: what's in the news, lessons learned, and how do we process the information?
- 10:45 – 11:00 AM** Break
- 11:00 – 12:00 PM** **Bullying, Internet Safety and Cyber-bullying issues**  
Rules for Kids and the Internet – current practices for schools.  
Take home resources will be included.
- 12:00 – 1:00 PM** Lunch with networking
- 1:00 – 2:30 PM** **Tabletop Exercise** to include weather emergencies and school situations that actually occurred with Wisconsin's January tornados, along with the fall and spring flooding. Components will include the incident command system for schools, school plans, best practices for all hazard preparedness, sheltering in place and evacuation, crisis communications, parent re-unification, and the psychological affects of disasters.
- 2:30 – 2:45 PM** Break
- 2:45 – 3:15 PM** **Psychological and Mental Health Recovery after Crisis Situations**  
Gil Hoel, will provide information about Project Recovery (FEMA supported initiative) and how schools can respond to the psychological and mental health needs of staff, students, families and the community.
- 3:30 - 4:30 PM** **Facilitated Work on Plans** – sample best practice plans and resources will be available:  
**Group A** – Schools who would like facilitated help and have little knowledge about the development and implementation of an efficient plan. Discussion will include components of a crisis plan and then help will be provided with plan development and where to begin.  
**Group B** – Schools who have a great plan already implemented and need extra coaching. Only requested instruction about plan development will be provided. Technical assistance will be offered in areas of need.

# LEARNING OBJECTIVES

At the conclusion of events, participants will be able to:

- understand the concept of the National Incident Management System (NIMS) as it applies to crisis planning for schools, and become familiar with implementation within school planning.
- understand the four phases of crisis planning: Prevention/Mitigation, Preparedness, Response, and Recovery.
- lead individuals in schools and communities to effectively assess school crisis plans through table top exercises.
- understand and recognize safe school strategies to identify vulnerabilities using a multidisciplinary, all hazards assessment approach.
- recognize Homeland Security and Safe School resources for school and community stakeholders.



# 2008 Fall School Crisis Preparedness Conference REGISTRATION FORM

Priority may be given to school teams of five to seven persons.

Last Name First Name Position

Name for Name Tag (if different)

School District School /Organization

Phone Fax Email address

Address City Zip

Bring copies of your school crisis preparedness or school safety plan.  
Specific workshops have been designed to work with your plan or help schools develop a plan.

### Current School Safety Experience (check all that apply):

- |  |   |   |  |
|--|---|---|--|
| <input type="checkbox"/> School administrator          | <input type="checkbox"/> Building & grounds safety officer  | <input type="checkbox"/> Emergency management         | <input type="checkbox"/> Public safety             |
| <input type="checkbox"/> School board member           | <input type="checkbox"/> Risk manager                       | <input type="checkbox"/> Emergency medical services   | <input type="checkbox"/> Communications            |
| <input type="checkbox"/> Principal/Assistant Principal | <input type="checkbox"/> Mental health response team member | <input type="checkbox"/> Hazardous materials response | <input type="checkbox"/> Government administration |
| <input type="checkbox"/> School nurse                  | <input type="checkbox"/> Elected official                   | <input type="checkbox"/> Public works                 | <input type="checkbox"/> Cyber security            |
| <input type="checkbox"/> Safety director               | <input type="checkbox"/> Law Enforcement                    | <input type="checkbox"/> Public health                | <input type="checkbox"/> Private security provider |
| <input type="checkbox"/> School security officer       | <input type="checkbox"/> Fire service                       | <input type="checkbox"/> Health care                  | <input type="checkbox"/> Transportation officer    |

Other school/community safety responsibility, which includes \_\_\_\_\_

### REGISTRATION FEES:

**\$70/person** for single person registration OR **\$250/team** for school/community teams of 5 persons  
(with a \$50 for each additional person; team members must register at the same time.)

### Please check appropriate box for days attending:

I will be attending the conference on:

- |   |   |
|---|---|
| <input type="checkbox"/> October 2, Stoney Creek Inn, Wausau  | <input type="checkbox"/> October 6, Country Springs, Milwaukee      |
| <input type="checkbox"/> October 14, Best Western, Eau Claire | <input type="checkbox"/> October 24, Madison Marriott West, Madison |
| <input type="checkbox"/> October 27, Liberty Hall, Green Bay  |   |

This is the first year I have attended a Wisconsin School Crisis Preparedness workshop

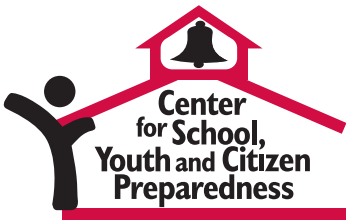
### TO REGISTER:

**By Mail:** Center for School Youth and Citizen Preparedness, 711 S. School Street, Cuba City, WI 53807

**By Fax:** 608-744-3069

Make payments to Center for School Youth and Citizen Preparedness. Institutional Purchase Orders accepted.  
Teams must send information together and fill out separate forms for each person, in order to receive the team discount.

Please send form with payment. Purchase orders for multiple registrations should accompany a completed form for each individual.



Center for School Youth  
and Citizen Preparedness  
711 S. School Street  
Cuba City, WI 53807

## WORKSHOP SITES

## Call for Posters and Non-Profit Organization Resources for Schools:

**A block of rooms has been reserved at each location.  
Remember to ask for our special rate.**

### **October 2**

Stoney Creek Inn Wausau  
1100 Imperial Ave.  
Rothschild, WI 54474  
715-355-6858  
stoneycreekinn.com

### **October 6**

Country Springs Hotel  
2810 Golf Rd.  
Pewaukee, WI 53072  
262-547-0201 or 800-247-6640  
countryspringshotel.com

### **October 14**

Best Western Trail Lodge Hotel  
3340 Mondovi Road  
Eau Claire, WI 54701  
715-838-9989 or 800-780-7234  
bestwesternwisconsin.com

### **October 24**

Madison Marriott West Hotel  
and Convention Center  
1313 John Q Hammons Dr.  
Middleton, WI 53562  
(608) 831-2000  
marriottmadisonwest.com

### **October 27**

Liberty Hall Banquet  
Conference Center  
800 Eisenhower Drive  
Kimberly, WI 54136  
920-731-0164

A block of rooms has  
been reserved at the:  
Hilton Garden Inn  
720 Eisenhower Drive  
Kimberly, WI 54136  
Tel: 920-730-1900  
hiltongardeninn.com/en/gi/hot  
els/index.jhtml?ctyhocn=ATWA  
KGI

Non-Profit Organizations are welcome to set up a table of resources that will assist schools in emergency preparedness. Some examples would include:

- Service and education models to improve prevention, preparedness, response or recovery from emergencies and disasters.
- Strategies for school safety initiatives.
- Best practices, policies and procedures related to school emergencies and disasters.
- Formal research completed related to school safety.

For more information or to receive the application, contact Mary Jean Erschen, Center for Schools, Youth and Citizen Preparedness, at 608-592-5200 or [mjerschen@citizenpreparedness.org](mailto:mjerschen@citizenpreparedness.org).