



DHS/ICE Interactions

Effective 01/27/25, any law enforcement official presenting themselves at WTHS for any business must be held in the secure vestibule until their entry is approved by the Superintendent (Dr. Woestman) or the Associate Superintendent (Dr. Keeley). Please follow the following steps with law enforcement:

1. Verify Identity, Credentials, and Purpose

- Ask who the person is (i.e. police officer, ICE agent, etc.)
- Request a photo ID and the reason for their visit. Per Board Policy 8:30, *"Any staff member may request identification from any person on school property."*
- Contact Pat Keeley - cell phone or office immediately.
- Notify the Building Principal of the agent's presence.

2. Direct Officials to the District Office

- We will first direct all law enforcement - other than our SROs or local law enforcement - to come to the district office prior to entering a school.
- If that directive is refused, then the Superintendent or designee will come to the school entrance to review their documentation.
- Deny entry beyond the secure vestibule pending review of documentation by Superintendent, designee, or legal counsel.

3. ICE Agents should present:

- Legal documentation requiring compliance. If legal documentation is received, contact Pat Keeley.

This means:

- Law enforcement officials will not be allowed past the secure vestibule without documentation specifying a search or seizure that has been approved by a judge.
- Law enforcement officials will not be allowed past the secure vestibule without explicit direction from the Superintendent or the Associate Superintendent,
- All requests for records will be reviewed by the Superintendent and legal counsel. Do not release records without explicit approval from the Superintendent.