

**Inter-Lakes School District
Joint Loss Management Committee Meeting
December 11, 2024 @ 3:15 p.m. via Google Meet Video Conference**

Minutes

- **Call to order:** Mr. Swanker called the meeting to order 3:15 p.m.

- **Attendance**

Members Present: <i>Kim Bannon – ILES Teacher</i> <i>Lucy Cunningham – SCS Administrative Assistant</i> <i>Ashley Dolloff – Business Administrator</i> <i>Lisa Holiday – Student Services Coordinator</i> <i>Sarah Briggs – Recording Secretary</i>	Members Absent: <i>Roy Arceno – Lead Custodian</i> <i>Elaine Campbell – Paraeducator</i> <i>Teres McCormack – School Nurse</i> <i>Brian Swanker – Facilities Director</i>
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- **Review & Acceptance of Minutes from October 2, 2024 meeting**
 - *Committee approved minutes from the October 2, 2024 meeting.*
- **Review & Discussion of FROI and Student Violence reports during September 20, 2024, through December 3, 2024.**
 - Mrs. Dolloff reviewed the FROI and Student Violence reports with the committee.

No questions were asked.
- **Old Business**
 - Update on Staff Training

Lisa Holiday updated the team on staff training related to school safety. Within a larger training on special education practices and expectations at the beginning of the school year, the student violence flow chart and accompanying documentation requirements around violent incidents were reviewed. This occurred with all staff at ILMHS and ILES. SCS staff were in attendance as well. The student aggression documents were additionally reviewed in more detail with the school principals, assistant principals and coordinator in small group sessions focused on expectations and procedures. More detailed discussions were reviewed with Special Education Teachers in department meetings at both ILES and ILMHS.

The district is committed to providing school wide training on nonviolent crisis intervention training. On December 2nd staff training day, all ILMHS staff participated in some form of crisis training. These trainings included verbal de-escalation, verbal de-escalation refresher, nonviolent crisis intervention and nonviolent crisis intervention refresher. This same training will be provided to staff at ILES, including SCS, on the staff training day of January 31st.

The group discussed having refresher training regarding the student violence flow chart and documentation at the upcoming Paraprofessional Training Day that will be occurring in March. This will provide additional reminders and help catch up with any newly hired staff.

- Building Inspections

Mrs. Dolloff informed the committee that Mr. Swanker completed the building inspections and will have the inspection forms ready for review for the next meeting in March.

■ **Other**

- The committee had no other questions or comments.

■ **Next Meeting**

- *March 12, 2025*

■ **Meeting adjourned at 3:30 p.m.**

Respectfully Submitted,

Sarah Briggs, Recording Secretary