



GOAL AREA	STUDENTS
STRATEGY	Develop and implement additional plans to address district safety/improvements and maximize stakeholders' sense of psychological safety
RATIONALE	Student and staff psychological safety* is critical to work and learner performance.
ACTION PLAN TITLE	Emergency & Volunteer Management System Enhancements
ACTION PLAN STEPS	<u>Emergency Management System Implementation</u> ● Complete Phase 1 implementation of the Raptor Emergency Management platform for district administrators and local first responder partners (to include system access, user protocols, and emergency response procedures) ● Develop and deliver training for district administrators and first responders on platform functionality, emergency response coordination, and visitor accountability ● Conduct implementation exercises and emergency drills utilizing the platform to assess functionality, collaboration, and user readiness ● Develop a comprehensive Phase 2 implementation plan (to include training materials and communication resources) for district-wide staff deployment in preparation for Alyssa's Law requirements <u>Volunteer Management System Implementation</u> ● Implement a volunteer management system (VolunteerSafe) across all district buildings (to include the development of standardized procedures for volunteer registration, screening, and visitor management) ● Provide training for office staff, administrators, and designated personnel responsible for system management ● Develop and distribute targeted communication resources regarding VolunteerSafe procedures and expectations to individuals participating in volunteer activities ● Monitor implementation effectiveness and address operational needs throughout the school year *Feelings of <i>psychological safety</i> result from both physical changes to school/district buildings, as well as school practices (i.e., using trauma-informed practices when conducting safety drills, identifying areas of need for a particular building and implementing action steps to address reported concerns)

TIMELINE	The anticipated date of completion is scheduled for Summer 2027.
PROGRESS MONITORING STEPS	● System Implementation Status Updates: status updates on progress regarding Raptor Emergency Management and VolunteerSafe implementation ● Process, Procedure & Communication Documentation Progress: drafts regarding updated procedural documentation and communication ● Training Material Development Progress: status updates regarding the status of training material development across both systems and varied stakeholder groups ● Stakeholder Feedback: feedback collected following staff/administrator training across both systems (exit slip data regarding system implementation/understanding, follow-up needs)
INDICATORS OF SUCCESS	<u>Emergency Management System Implementation</u> ● Raptor Emergency Management platform operational for all district administrators and identified first responder agencies ● Initial training completed for all administrators and participating first responder partners ● Emergency drills and exercises conducted utilizing the platform ● Feedback collected and reviewed to inform future implementation efforts ● Comprehensive Phase 2 rollout plan completed, including staff training, communication, and support resources <u>Volunteer Management System Implementation</u> ● VolunteerSafe operational in all district buildings ● Training completed for all designated personnel ● Standardized volunteer management procedures implemented district-wide ● Targeted communication resources distributed to those participating in volunteer activities Stakeholder Outcome Metrics: ● <i>100% of building administrative teams successfully initiate, log, and close out state-mandated crisis and safety drills utilizing the Raptor platform for at least one drill</i> ● <i>Maintain a vendor processing and administrative approval turnaround time of under 72 business hours for all new district volunteer applications</i>
POTENTIAL RESOURCES	● Executive Director of Safety & Security ● District- and Building-level Administrators ● Vendor Consultants ● Technology Services Department ● Lake Zurich/Hawthorn Woods/Kildeer/LCSO Police Departments ● Lake Zurich Fire Department ● Superintendent
POTENTIAL COSTS	There are no additional anticipated costs related to the implementation of this action plan (above what is already budgeted for the safety system enhancements); however, should

there be additional recommendations for training or other resources during the course of implementation, there may be additional funding requested.