

## **VILLAGE OF GRAFTON**

### **VILLAGE OF GRAFTON / GRAFTON SCHOOL DISTRICT LIAISON COMMITTEE MEETING MINUTES**

**WEDNESDAY, FEBRUARY 27, 2013**

Director of Administrative Services Paul Styduhar called the Village of Grafton / Grafton School District Liaison Committee to order at 6:01 p.m.

Village of Grafton Committee members present: Trustee Sue Meinecke and Trustee Lisa Harbeck

Grafton School District representatives present: School Superintendent Dr. Jeff Pechura, John Long Middle School Principal Greg Kabara, Grafton School Board Member Terry Ziegler, Grafton School Board Member Clayton Riddle, Director of Building and Grounds Jamie Scofield, and Peter Boehlke

Grafton School District representative excused: High School Principal Ken McCormick

Staff/Officials present: Director of Administrative Services Paul Styduhar, Police Chief Charles Wenten, Sergeant Podewils, and Administrative Assistant Katie Salatto

#### **MINUTES**

Motion to approve the June 10, 2010 Village/School Liaison Committee meeting minutes tabled until next meeting.

#### **HEAR PERSONS REQUESTING TO BE HEARD**

None.

#### **VOTING LOCATION AT GRAFTON SCHOOL DISTRICT FACILITIES**

School Superintendent Dr. Jeff Pechura stated that safety is an overall concern in light of recent national events. Mr. Pechura explained the reasons why voting should be moved out of the school district and provided examples of unauthorized people wandering hallways. Mr. Pechura stated that voting should no longer take place inside schools for the safety of the children. He made recommendations for where the Village could move voting which included Village Hall and Lime Kiln Park.

Grafton School Board Member Terry Ziegler stated that the School District is always willing to work with the Village and that the partnership between the two has been nothing but a good experience. Mr. Ziegler stated that security is just not up to par to continue voting in the schools.

John Long Middle School Principal Greg Kabara reinforced Mr. Ziegler's statement by adding that the employees from the Village are excellent when they set up, however the concern is that the school doors are open for extended period of time because Village

employees need to begin at 6:00 a.m. Mr. Kabara pointed out that students have to pass between visitors in the hallway as well as share bathrooms with them. He stated that adding outside people wandering the hallways jeopardizes safety and security at the school.

Director of Administrative Services Paul Styduhar stated that any Village-owned building big enough does not have sufficient parking for a polling location, especially for a presidential election. Mr. Styduhar stated that the Village would need to utilize two or more facilities in that case which would add to overall election costs with the need for additional employees and handicap machines. He stated that the possibility of moving polling to a church has been discussed in the past and is something that they will reconsider.

Village Board Trustee Sue Meinecke questioned when voting should be taken out of the school district completely. The consensus was to have voting moved out of the schools by the beginning of the 2014 school year.

Paul Styduhar stated that he would place finding a new voting location on the next agenda for the Finance Committee.

#### **UPDATE ON GRAFTON SCHOOL DISTRICT SECURITY PLAN REVIEW AND RELATED PLAN COORDINATION WITH THE GRAFTON POLICE DEPARTMENT**

Village Board Trustee Sue Meinecke stated that parents are concerned whether or not there is a security plan in place for the Grafton School District after the incident that occurred in Connecticut. Ms. Meinecke stated that she always reassures parents that there is a detailed plan in place.

John Long Middle School Principal Greg Kabara stated that there is an emergency procedure plan in place that is practiced by the entire school two times per year. Mr. Kabara pointed out that there is a full and detailed emergency binder that the schools follow implicitly.

School Superintendent Dr. Jeff Pechura stated that the schools are in constant contact with the Grafton Police Department.

Sergeant Podewils stated that he met with two concerned parents to put their minds at ease and that they were completely satisfied with the school's security measures.

Village Board Trustee Lisa Harbeck questioned whether or not any security measures have changed since events that occurred in Connecticut.

Greg Kabara stated that the schools have moved to a single point of entry during the day. Mr. Kabara explained that anyone who enters the school must check in at the main office and wear an official visitor's badge during their time at the school.

Director of Building and Ground Jamie Scofield stated that the school district is working with an architect on ideas to secure the buildings which may include updating door hardware and upgrading the way in which perimeters are secured. Mr. Scofield stated that the goal is to move as quickly as possible to a camera and buzz-in system for added security.

Peter Boehlke explained that there will remain to be a single point at every building and key fobs for any other door location in order to keep track of who entered and at what time. Mr. Boehlke stated that the schools are currently in the process of looking at different vendors and that there are no solid numbers in terms of cost yet.

Police Chief Charles Wenten stated that moving ahead with physical security at the schools is the right step; however school officials need to recognize that their primary defense is to strictly reinforce mandating registration of visitors. Chief Wenten explained that school authorities need to empower their employees to approach and challenge absolutely anyone and everyone who is not wearing a badge. Chief Wenten stated that swift action and recourse should occur if the procedure is not being followed without exception. He pointed out that even those individuals who are easily recognized (i.e.: parents, common visitors, etc.) should not deter anyone from properly following the check-in procedure. Chief Wenten pointed out that the word of mouth that will get out will be invaluable to the schools.

Director of Building and Grounds Jamie Scofield agreed with Chief Wenten's statement and added that he would like to see a Crisis Response Committee created in conjunction with the Grafton Police Department in order to come up with a manual for school officials so they know how to properly respond when dealing with non-complaint visitors in the school.

Peter Boehlke introduced security ideas for using school buildings after hours and on weekends. Mr. Boehlke stated that they are looking into implementing new software for an electronic calendar where groups would have to properly sign up to sign school buildings out to use. Mr. Boehlke added that there are many steps and procedures to follow in order to implement the electronic calendar.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

Consensus was to hold the next meeting on September 25, 2013 at Village Hall in the Committee Room

### **ADJOURN**

Motion by Trustee Sue Meinecke, seconded by Trustee Harbeck, to adjourn at 6:31 p.m. Approved unanimously.