



RIVER VALLEY MIDDLE SCHOOL

660 W Daley St, Spring Green, WI 53588
(608)588-2556

James Radtke, Principal | Dan Machovec, Administrative Building Coordinator

May 9, 2024

On May 9, 2024, River Valley Middle School conducted a lockdown safety drill. Parents, teachers, and students were notified in advance. The drill was initiated at approximately 8:05 am with an announcement from Mr. Radtke, explaining the drill, procedures of the drill, and reassuring students that it was only a drill. Police School Liaison Officer Andy Kurek, and Mr. Radtke checked hallway doors and classrooms. The drill was concluded a few minutes later with an "All clear" announcement.

Teachers locked doors, used the door pin procedure, covered inside windows, had students move away from doors and windows, took attendance, and spoke quietly with their students or remained silent. During the drill, doors were checked. All classroom doors were inaccessible due to being locked and/or using the pinning system and all windows were covered. Teachers discussed the drill with students after the drill and again during the Blackhawk Period if there were further questions or concerns.

The office staff reported to Mr. Radtke's office at the start of the drill. This allows the secretaries to be in a more secure area, while still having access to the telephone, Public Announcement system, and camera system. The camera system would not operate for Mrs. Larson or Mrs. Tabrizi. Mr. Duren was contacted to update access for both of them.

There were approximately 310 students and 40 adults present for this drill including Officer Andy Kurek from the Spring Green Police Department.

Staff and students responded well. All students were very quiet in their classrooms and performed the drill in a serious manner. The drill was another learning experience for staff and students. Students and staff had discussion after the drill, during the Blackhawk Period, and in other classes thereafter. Mr. Radtke sent a Google Form for feedback from teachers after the drill.

Notes/Questions/Areas of improvement:

- Door pin holes in the cafeteria need to be cleaned out so that the pins fit completely.
- Question from students about pins for the bathroom doors. Concern about students locking themselves in bathroom.
- Discussion of moving students that are in the cafeteria to the kitchen area.
- Relevant and mature discussion from students. Students were calm during the drill.

Certifications

The River Valley School Board will meet to discuss this drill on June 13, 2024 during the regular meeting.

Our school certifies that this drill was conducted on May 9, 2024, and this written evaluation was sent to and reviewed by the school board on June 13, 2024.

Principal Signature: _____

Superintendent Signature: _____

School Board President Signature: _____