

# SCHOOL DISTRICT OF STRATFORD

**BOARD OF EDUCATION**  
Chris Dickinson, President  
Jeannie Tichey, Vice President  
Dustin Skaya, Clerk  
Tyler Skaya, Treasurer  
Kitty Guyer, Member

**P.O. Box 7**  
**213311 Legion Street**  
**Stratford, WI 54484-0007**  
**<http://www.stratford.k12.wi.us>**

**Scott Winch**  
District Administrator  
**Rodney Huther**  
Business Manager  
715-687-3130  
715-687-4074 Fax  
**Janeen LaBorde**  
MS/HS Principal  
715-687-4311  
715-687-4652 Fax  
**Amy Schmitt**  
Grade School Principal  
715-687-3535  
715-687-4881 Fax

To: Superintendent Scott Winch  
From: Travis Grubbs Dean of Students  
CC: Janeen LaBorde High School/Middle School Principal

## Description of events

On 11/18/21 at approximately 9:00 am Mr. Grubbs was informed of a medical emergency in the gymnasium. Mr. Grubbs reported there immediately to find the student on steps off of the stage with a serious leg/knee injury. Mr. Grubbs began talking to the student around what happened and how she was doing. Within a minute, Nurse Hollatz arrived and Mr. Grubbs turned control over the scene to her. At that point, Nurse Hollatz made the decision to call 911 for an ambulance. Mr. Grubbs made the 911 call, then reported to the office where the school was put on "Hold" procedure. Mr. Grubbs then contacted the students parents and returned to the scene with the student. The emergency response team arrived around 9:20 am. At this point a staff member moved the student onto the stretcher. Mrs. LaBorde cleared the gym for the EMT personnel to transport the student out of the building and into the ambulance. Mr. Grubbs directed the EMT personnel to through the school and Nurse Hollatz road with the student to the hospital.

Following this, Mr. Grubbs returned to the office and to the scene to make sure everything was clear. At this point he then directed office staff to remove the "hold" and for students to report directly to advisory.

## Reflection

Overall, this hold worked very well. Office staff notified those that needed to be notified quickly and then followed the hold procedure well. Some areas for improvement revolve around moving the student with an injury and relinquishing control to the professionals on the scene. In today's incident the teacher who observed the injury, moved the student out of the initial location themselves by carrying them and when the EMTs arrived did not step back and allow the EMTs to take control. This led the teacher to again pick up the student and put them on the stretcher. Instead the teacher should have allowed the student to remain in the initial injury location as long as no other threat was present. Then when the EMT arrived the teacher needed to allow the EMTs to take full control and move the student themselves.

Along with this, the "hold" was ended when the student and EMT Personnel were in the ambulance outside of the school with the school also being cleared. However, moving forward the "hold" should remain in effect until the ambulance has completely driven away.

On 11/18/21 shortly after 9:00 am the elementary school was notified that the MS/HS had a medical hold. Beth Dahlke then announced that the MS/HS had a medical hold and no one should go to the MS/HS until further notice. We did have a number of HS students in the building and we had them wait to go back until the hold was cleared.