



SCHOOL 

SAFETY

SUMMIT

AUGUST 4, 2022



RAISING CANE'S RIVER CENTER | BATON ROUGE, LA



**Presenter's Webinar
July 27 & 28, 2022**

Agenda



1. Welcome & Overview
2. Schedule
3. WHOVA & Event Registration
4. Parking
5. Event Check-In
6. Session Materials
7. Session Expectations
8. Q&A

Welcome

Circumstances have led to the need for more collaboration between educational institutions, law enforcement agencies and medical entities to ensure the safety of our students, educators and the school community.

We are grateful for the numerous agencies who have volunteered to take a proactive role in making our schools. Their knowledge, skill and expertise are valued and needed as we plan for the future.

The Department thanks you for your partnership!

Summit Details

The School Safety Summit offers the opportunity for law enforcement, school administrators and emergency response personnel to share their knowledge, action plans and expertise to assist our schools systems with the development and refinement of school safety plans for their school sites in the upcoming year.

Date: Thursday, August 4, 2022

Time: 7:30 a.m. – 3:00 p.m.

Where: Raising Cane's River Center
275 S River Road
Baton Rouge, Louisiana 70802

Schedule

Thursday, August 4, 2022	Registration/Breakfast/Networking	7:30 a.m. - 8:15 a.m.
	Opening Session/Keynote	8:15 a.m. - 9:30 a.m.
	Rotation 1	9:45 a.m. - 11:00 a.m.
	Rotation 2	11:15 a.m. - 12:30 p.m.
	Networking Lunch	12:30 p.m. - 1:30 p.m.
	Rotation 3	1:45 p.m. - 3:00 p.m.

A fifteen minute transition time is positioned between each session block to allow attendees and presenters to move to their next location.

Session Overview

The School Safety Summit will offer attendees the choice of approx. 30 sessions led by governmental agencies, partner organizations, LDOE staff members, and educators from across Louisiana.

Recently, the Department released the list of scheduled offerings during this one-day event, and attendees have begun to reserve seats for sessions in advance via the Whova app.

WHOVA - Event Registration

The Department has chosen Whova as the dedicated platform for 2022 School Safety Summit. Whova will be used to communicate announcements and updates before, during, and after the event.

The following features can be utilized by presenters within the Whova app:

- Schedule a poll for session attendees to complete
- Q&A: Questions from attendees that can be answered during the session
- Session attendee and presenter chat room
- E-business card exchange and more

For more information on how to engage with your audience within Whova, presenters can review the [Whova speaker guide](#).

Additional Whova Information

Presenters should set up their profile within Whova as soon as registration is complete.

To access the event in Whova, presenters must login to the app with the same email address that was provided during registration. If you receive a message asking for an invitation code, you are not logged in with the correct email address or there was a typo in the email provided during registration.

If you believe there may be a typo in the email address provided during registration, email healthyschools@la.gov to troubleshoot.

WHOVA

Presenters should refer to the Whova app for the most up to date schedule of sessions.

The full agenda can be viewed by selecting 'Agenda' and 'Full Agenda' within Whova. To access your personal agenda in Whova, select 'Agenda' and select 'My Agenda'.

Arrival

Parking

- Parking is available in the parking garages located on St. Louis Street.
- The fee to park in these garages is \$10, CARD ONLY.
- From the West: Take I-10 East to Baton Rouge and take exit 155A for LA-30/Nicholson Dr. Keep right, follow signs for LA-30/Nicholson Dr. Continue onto St. Louis St. The West Parking Garage will be on your left and the East Parking Garage will be on your right.
- From the East: Take I-10 West to Baton Rouge and use the right lane to keep right at the fork, continue on I-110 N and follow signs for Downtown/Metro Airport. Take exit 1A for Government St./LA-73 S. Turn left onto Government St. and turn right onto St. Louis St. The West Parking Garage will be on your left and the East Parking Garage will be on your right.

Space is available in the front of the River Center for loading/unloading only. Parking here for more than 5–10 minutes may result in the car being towed at the owner's expense.

Event Check-in

- As an approved presenter, registration must be completed in the Whova app before attending.
- All registered presenters must check in upon arrival on the second floor of the River Center.
- Presenters should have their QR code ready to scan before arriving at the counter. To open your QR code in Whova from the mobile app, select your profile icon and select the 'My Contact Info & QR Code' option. Then select 'My QR Code' to display to the check-in attendant.
- At check-in, each presenter will receive a lanyard with event pass.
- Lunch is included with your registration.

Session Materials

LDOE will provide the following in each session room:

- microphone
- table
- screen
- laptop
- projector

It is the responsibility of the presenter to provide all other materials, as needed.

Session Materials: Technology

- Presenters who want to use a presentation clicker during their sessions should bring their own. The River Center does not rent or sell presentation clickers.
- Document cameras will not be supplied, but presenters are welcome to bring their own.
- The School Safety Summit is a paperless conference. Presenters that choose to provide printed materials to attendees must do so on their own.

Session Materials: Due Dates

Beginning **July 28**, the Department will upload approved session decks to each session in Whova. Additional session materials that require upload to Whova must be submitted to rayla.hunt@la.gov **by July 27th**. Please include your session title, date and time with your submission.

After the event concludes, approved session decks and provided materials will be uploaded to the School Safety Summit webpage.

If an approved presentation deck cannot be shared within the Whova app nor the event webpage, presenters must notify the organizers **before July 28th**.

Session Expectations

- Once event check-in has been completed, presenters should arrive in their designated meeting room **10 minutes** before the session begins, whenever possible.
- Upon arrival to the designated meeting room, presenters should set up their equipment and test the presentation before attendees arrive, if possible.
- LDOE staff member(s) will be checking in attendees at the door and will remain in the room if further assistance is needed.

Q&A

Feel free to unmute and ask a question or send a question through the chat box.

Questions can also be sent to the organizers at healthyschools@la.gov.



Thank you for attending!