

School Safety Meeting Summary

School DBN: 28Q174 **Date:** November 8, 2019 **Time:** 8:00am

Building and Room: PS 174 – Principal’s Office

Committee Members in Attendance

Karin Kelly (Principal), Kerstin Kobetitsch (Assistant Principal), Panya Rios (Co-PA President), Dave Menoscal (Custodian), Josephine Conigliaro (School Aide), Karen Roopchand (Teacher), Tina Inglese (Crossing Guard), Gloria Sosa (School Safety Agent), Richard Niccolich (Recording Secretary – Teacher), Laura Hui (Parent Coordinator), Len Pizza (Chapter Leader)

Additional Attendees (if applicable)

Was this meeting open to parents and other community members? No

Agenda Item #1: Emergency Readiness (Drills)

a. Discussion, b. Decisions, c. Next Steps:

a. In the 19-20 school year there will be a total of 12 Emergency Drills: 4 Lockdown Drills & 8 Evacuation Drills. 8 Emergency Drills must be completed by December 31st.

-To date 1 Lockdown Drill and 3 Evacuation Drills have been completed.

b. The school will comply with the mandates.

c. There are 4 more Emergency Drills that must be completed by Dec. 31st.

Agenda Item #2: Feedback on Emergency Drill

a. Discussion, b. Decisions, c. Next Steps:

a. -The majority of the drill went well. There were a few items that need to be adjusted.

-2 classroom doors were left unlocked.

--A parent raised a concern about doing drills in cold weather

b. -Staff will be reminded about locking doors.

--Emergencies can happen anytime, so drills can be conducted anytime.

-Principal Kelly sent an email to parents explaining drill expectations.

c. -Doors will be locked.

-Cleaners will lock the individual rooms after cleaning them.

--In general, drills will be conducted on milder days.

(---Follow-up: Mr. Menoscal has submitted a work order for the installation of PA speakers in various spots in the building.)

Agenda Item #3: Bus Drills

a. Discussion, b. Decisions, c. Next Steps:

a. All morning bus drills have been completed.

b. Afternoon bus drills need to be completed.

c. Bus drills will continue next week.

Agenda Item #4: Open School Week and P/T Conferences

a. Discussion, b. Decisions, Next Steps:

a. Open School Week will be held during the week of 11/12. P/T Conferences will be on 11/14.

b. Open School Week will have daily sessions: morning (8:30-9:30) and afternoon (1-2). Portables P/T Conferences will be in the classroom for afternoon sessions and in the lunchroom for evening sessions.

c. Security forms will be used to expedite entry.

Agenda Item #6: Construction Update: AC

a. Discussion, b. Decisions, c. Next Steps:

- a. Auditorium AC unit is being added to the building
- b. This is an ongoing project.
- c. Materials are at the back of the building and will be put onto the roof.

Agenda Item #7: Construction Update: Private Home Across Dieterle

a. Discussion, b. Decisions, Next Steps:

- a. There is a renovation/construction project on a Dieterle home.
- b. Even though this is outside of the control of the school, we will be good neighbors and discuss ways that we can limit the impact on each other.
- c. The school will have a meeting with the construction manager.

Agenda Item #8: Traffic Concerns

a. Discussion, b. Decisions, c. Next Steps:

- a. Traffic issues continue.
- b. Despite this being an irresolvable issue, the school will continue to remind parents of the school's suggestions to drive safely. Safety issues regarding buses will be dealt with in a different manner.
- c. Emails will be sent to parents regarding traffic safety. Bus violation will be reported to the city (e.g. buses going too fast).

Date of Next Meeting: December 6, 2019