

School Safety Meeting Summary

School DBN: 28Q174

Date: October 2, 2020

Time: 9:25 am

Building and Room: Auditorium

Committee Members in Attendance

Karin Kelly (Principal), Kerstin Kobetitsch (Assistant Principal), Len Pizza (Teacher), Randi Lazrus (Teacher), Richard Niccolich (Recording Secretary – UFT Delegate), Laura Hui (Parent Coordinator), Dave Menoscal (Custodian), Yira Sanchez (SSA), School Nurse Olga Masturova

Additional Attendees (if applicable)

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

Agenda Item #1: Review Previous Months Summary Including Follow-up

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

a. September's Safety Minutes were reviewed.

- *Agenda Item #2: Safety Meetings Schedule (20-21):* The schedule is being followed.

- *Agenda Item #3: Emergency Readiness:*

–a. PS 174 is complying with the Emergency Readiness mandates.

–b. Staggering Evacuation Drills is being considered.

–c. PS 174 will be conducting Bus Safety Drills in October.

-Agenda Item #4: Safety Training: Parents were sent school safety information via email and Remind.

-Agenda Item #5: Safety Plan: The safety plan was filed.

Agenda Item #2: Opening Day Procedures

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

- a. Opening days for the different groups (A, B, C) went well. BRT Members had a debriefing with Ms. Kelly and Ms. Kobetitsch.
- b. Some procedures are being modified.
- c. Since there are very few children arriving on the bus daily, they will be held in the hallway across from the Principal's office, instead of the auditorium.

Agenda Item #3: Health Screening Procedures

a. Discussion, b. Decisions, Next Steps:

- a. Health screening procedures should be reinforced with the staff carrying out the protocols.
- b. Health screening procedures will be reviewed with staff at arrival entrances.
- c. The following information will be shared with arrival personnel:
 - No physical contact is to be made with the digital thermometers.
 - All students will have their temperatures taken.
 - Temperatures will be retaken in the case of a high reading, error or malfunction.
 - Since siblings have been placed in the same letter group (A, B, C), the older sibling will enter and be screened at the same entrance as the younger sibling.

Agenda Item #4: Emergency Readiness

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

- a. There are Emergency Readiness mandates that must be followed.
- b. -a. There are 12 Emergency Drills that must be completed this school year: 4 Lockdown Drills and 8 Evacuation Drills. One Lockdown Drill must be completed by 10/31/20.
 - b. 3 Bus Safety Drills must be completed by the end of the year. One must be completed within the first few days of school.
- c. -a. PS 174 will comply with the Emergency Readiness mandates.
 - b. PS 174 will comply with the Bus Safety Drills mandates.

Agenda Item #5: Door Alarms

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

- a. Currently, the custodian has been turning of the alarms at arrival entrances in the morning. Other staff members have been given alarm keys to assist with turning door alarms on and off.
- b. The assignment of keys will be reviewed.
- c. Ms. Kobetitsch will be distributing/collecting keys if necessary.

Agenda Item #5: Grab & Go Food Pick-up/Remote Students

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

- a. Remote students are entitled to pick up food from the school.
- b. Pick up time will be 9:00-12:00 daily, at the kitchen door.
- c. A table will be shared with the kitchen in order to safely facilitate the distribution of food.

Date of Next Meeting: November 6, 2020