

# Bridgehampton Union Free School District

P.O. Box 3021, 2685 Montauk Highway, Bridgehampton, NY 11932  
Telephone: (631) 537-0271 [www.bridgehampton.k12.ny.us](http://www.bridgehampton.k12.ny.us) Facsimile: (631) 537-9038

Lois R. Favre, Ed.D.  
Superintendent

Robert Hauser, CPA  
School Business Official

## Meeting Minutes

Date:	December 8, 2014	Time:	3:00 PM
Location:	District Office Conference Room	Facilitator:	Dr. Lois R. Favre
Committee:	<b>SAFETY COMMITTEE:</b> Ron White, Doug DeGroot, Larry LaPointe, David Holmes, John Daniels, JohnAnn Credle, Sean Sharp, Robert Hauser		
Attendees:	Larry LaPointe, John Daniels, JohnAnn Credle, Sean Sharp, Robert Hauser, Dr. Favre		

## Minutes

- Update on evacuation drill held November 26<sup>th</sup>  
Students and staff evacuated quickly, and all were accounted for on the buses as we left. Teachers assured that behavior was that of a drill, and all students complied.  
We are up to date on all drills. Our fire inspection was successful as well.  
It was recommended that we consider drills during off times, when classes are changing, to assure that people know where to go if on the playground or between classes. We also discussed dividing the campus in quadrants, and labeling those quadrants – and teaching people where to go, based on those quadrants – Sean and Dr. Favre will work on this, and do table top exercises with staff (contacting officer from Southampton to join us).
- Follow up to police and fire department having plans, as well as our District Safety information  
John Daniels will update at the next meeting. Sean will assure they have a badge for entry in an emergency.
- Follow up on panic button concept for classrooms- more information is needed, Sean is looking into options, but needs to understand what exactly we want the panic button to accomplish. He will also see if there are other schools that have a panic button in classrooms.
- Change in AM routine at elementary level due to need to keep hallways clear  
We made adjustments in the AM routine for K-5 such that coats and back packs are brought to the gym, and then classes go either to gym or breakfast. This gets everything out of the hallway. Also, with the colder weather here, and having the children lining up in the gym keeps them out of the draft. It is going well.
- Input from Sean regarding student/teacher use of badges  
It seems that some students do not have a badge, or do not use it. We will begin an announcement this week, to assure they all put in for a replacement prior to the break, so we can monitor usage, and do student incident reports for students without badges. Announcements will begin this week.
- The neon sign on the road, was run over a few times. It seems that is not the best answer to get traffic to slow down. Bob will check with Hampton Library, to see about the lighted walkway for crossing the

*It is the mission of the Bridgehampton School to inspire lifelong intellectual curiosity and respectful individual expression by reaching beyond our school community and teaching all students the essential skills to actively participate in the global community and to flourish in the 21<sup>st</sup> Century.*

street that they are looking into.

### Action Items

	<b>Action Item</b>	<b>Responsible</b>	<b>Due Date</b>	<b>Status</b>
1.	Sean and Dr. Favre to add trainings to safety repertoire for staff for the Spring.	Dr. Favre	Feb. 2014	
2.	John Daniels to assure police and fire have what they need for access during an emergency.	John Daniels	Next meeting	
3.	Sean to follow up on information on panic buttons	Sean Sharp	Next meeting	
4.	Dr. Favre to make sure students who need them get replacement badges through Sean Sharp- to implement consequences for failure to have badge after the break – as part of PBIS	Dr. Favre	Dec. 19th	
5.	Bob Hauser to contact Kelly at Hampton Library about lighted crosswalk on the road, for crossing	Bob Hauser	Next meeting	

Date of Next Meeting: January 26, 2015

Completed by: Dr. Lois R. Favre

Date: December 9, 2014