

Bridgehampton Union Free School District

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Lois R. Favre, Ed.D.
 Superintendent

Robert Hauser, CPA
 Assistant Superintendent of Finance & Facilities

Meeting Minutes

Date:	Monday, October 31, 2016	Time:	3:30 PM
Location:	District Office Conference Room	Facilitator:	Dr. Lois R. Favre
Committee:	SAFETY COMMITTEE: Ron White, David Holmes, John Daniels, Sean Sharp, Robert Hauser		
Attendees:	David Holmes, Mike Miller, Bob Hauser, Dr. Favre		

Minutes

- Updated emergency plan approved by the board – Dr. Favre will send a pdf to team members.
- Fire drills required prior to December have been completed
- Lockdown drills – 3 to be completed in the next two weeks
- Need to form a School Emergency Response Team – comprised of staff members. David Holmes and John, Sean, Bob and I will be on it – along with Mike Miller, Kam Kaiser, Jen Maldonado, Joe Pluta and Jenna Mascia (I need to confirm with them and will set up a meeting)- as a team we will go through the plan and assure we are all on the same page.
- IPads in emergencies- according to Sean they can send emails – we will be working with a safety officer from Hampton Bays to assist us with building the team.

Action Items

	Action Item	Responsible	Due Date	Status
1.	Hold meeting of SERT team and schedule periodic meetings	Dr. Favre	Asap	In progress
2.	Update Safety Committee regarding the SERT meeting	Dr. Favre	Next meeting	

Date of Next Meeting: December 19th

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 21st Century.