

District Health & Safety Committee Meeting
Minutes – June 19, 2014
(APPROVED 11-20-14)

- **Meeting started at 3:03pm**

- **Committee members in attendance:**
 - Ms. A. Agnesini, Committee Chair
 - Dr. M. Ring, Superintendent
 - Mr. G. Hilton, School Business Official
 - Mrs. A. Groth, Director of Instruction
 - Mr. John DeBenedetto, Principal
 - Mr. C. Malone, Plant & Facilities Administrator
 - Ms. A. Quartararo, SRP
 - Mrs. Dawn Krase, Parent
 - Ms. Jessica Ward, Parent
 - Ms. Maureen Branagan, Food Service Director
 - Mr. Gene Buchner
 - Mr. D. Flynn, Safety Consultant

Facilities Sub-Committee Report (Christopher Malone)

- Committee will meet 4 times next year.
- The committee will be creating a list of things they would like to see added, repaired, and/or improved regarding facilities. They would like to have input from the community and then prioritize the requests. These are the “big ticket items” like bathrooms, boilers, etc.

Work/Repair/Improvements – (Christopher Malone)

Summer projects include...

1. Building vestibules in the main lobbies of each building to improve security.
2. Install a new visitor management system at each building.
3. Updating/Replacing cameras that are either missing or in need of repair.

Building Concerns – High School (John DeBenedetto)

- Concern about the PA system. Currently not working. Will this be taken care of over the summer? *Chris Malone said that he has already gotten several estimates and will work with Greg Hilton to see what is needed.*
- The Fire Zones and Cross Walks need to be painted. *Chris Malone would like to do all buildings every year.*

Building Concerns – Middle School (Scott O'Brien)

No Report

Building Concerns – JAE (Ann Quartararo for Linda Towlen)

- There are many sink holes in the parking lots that are in need of repair. *Chris Malone said they were being repaired that day, 6/19/14.*
- A concern was brought up about instances where both building administrators are out of the building at the same time. “No one is in charge.” *Dr. Ring said that he would address this issue.*

Building Concerns – FJC (Virginia Gibbons)

No Report

Health & Safety Concerns – (Cecelia Doolittle)

- No Report

Nurses – (Raffy Nash)

- Universal Epi Pen – what is the status? *Amy Agnesini reported that policy was given to Dr. DeLuca to be forwarded to Dr. Ring and the Board of Education for approval. We will need to get standing orders from our Chief School Medical Officer, Dr. Gil once the policy is moving forward.*
- Request was made for a staff training to recognize signs and symptoms of anaphylaxis. They would like the cafeteria workers as well as the lunch monitors to be included in this training. They are available every day from 10:30-11:10.

Food Service – (Maureen Branagan)

- There will be a new on-line payment system in place for the coming school year, *Nutrikid*. It has been ordered and expected to be coming in early summer. Any money in “My Lunch Money” account will be transferred over to *My School Bucks*. If anyone has any questions they can call Maureen for clarification. There was a suggestion that food service staff should have a mini workshop in the summer for training.

Emergency Evacuation Drills – Amy Agnesini

- All evacuation drills for each school took place this school year and were successful. Meetings were held after each one to discuss any problems encountered and corrections were made on the evacuation materials for future evacuations.
- A list of contents for Teacher Emergency Folders will be given to the building principals and sent out to all teachers so everyone in the district is on the same page and their folders include the same information.

Security and Safety Initiatives Update – (Don Flynn)

- Amy Agnesini prefaced this report with a thank you to Dr. Ring for being in the forefront of school safety and supporting so many initiatives the district has put in place. She also handed out a letter which was on the school website as well as sent via Connect Ed about the school safety projects that would be implemented over the summer.
- Don Flynn reported that there was a lot going on, technology as well as training.
 - Training had taken place that morning on the new visitor management system. Additional training will take place regarding responses to certain situations that may arise dealing with visitors.
 - SRP Training for Emergencies is scheduled for the HS and MS SRP's on 6/23 and 6/24. This training will be similar to the training done at JAE and FJC back in March.
 - Bomb Threat Trainings – Bomb threats are going on all over Long Island. There needs to be an awareness of response to these situations. Police response is minimal as we know our buildings and rooms better than anyone else. Principals are getting their building search teams in order. Once the teams are put in place, an in-depth training will occur.
 - We should expect bumps in the road as this is a process. But we are moving in the right direction and are ahead of a great deal of districts across Long Island.
 - We would like to get information out and have more discussions about drugs and the signs to look for in use/addiction.
 - Dr. Ring reported that the district has collaborated with the office of Suffolk County Executive Steve Bellone as well as two local families that have been greatly affected by addiction and shared their stories. This PSA will be put on the parent portal and must be played before access to their child's grades can be had. The Heroin and Opiates Task Force he is involved with has also made headway in several areas, i.e. getting the children into treatment earlier, etc.
 - There was a question regarding teacher badges/IDs. What if they get lost? What if they get into the wrong hands? How can you rely on the person at the front door? The importance of the teacher/staff member reporting a lost or stolen badge is imperative. Once reported, the access can be denied.
 - A question was asked about the visitor's management system for before care and after care. Discussions will be taking place to see what can be done in all buildings during these times of the day.
 - There was a concern about the people who come into the building without a license to use for the visitor's system. There can be other forms of ID used and input into the system. Concern for those parents/guardians who do not have documentation to show for this system. Anja Groth encouraged a letter to be written that she could have translated for our ESL families so they could understand what was needed in order to enter the buildings.

Science Lab Chemical Haul and Carry Waste Program - (Terry Renna)

- Mrs. Renna was supervising a Regents but wanted to inform the committee that the chemical waste pick up at the high school has taken place.

Old Business

- Red bag waste – will there be a pick up for all of the buildings? *Amy Agnesini said that her secretary will be arranging the pick-up for the end of the month.*

New Business

- Mrs. Ward showed a new product called “The Sleeve”. This is a light metal piece that fits over the door opening mechanism in a classroom and can fit a variety of sizes. Once placed on the mechanism, the door cannot be opened. Many teachers are purchasing this on their own. *Don Flynn had concerns about this because if something should happen in the room, first responders would be unable to get into the room because of this device. Chris Malone will ask the fire marshal what his thoughts are regarding the use of this device.*

Next Meeting:

Meetings will be listed on the district calendar next year. All meetings will be in the Large Conference Room at District Office and will begin at 3:00pm.

Tuesday, November 20th

Wednesday, January 14th

Thursday, March 26th

Thursday, June 18th

Meeting was adjourned at 4:11pm.