

District Health & Safety Committee Meeting Minutes – November 19, 2015

- **Meeting started at 3:04pm**

- **Committee members in attendance:**
 - Ms. Amy Agnesini, Committee Chair
 - Dr. Michael Ring, Superintendent
 - Mr. Gregory Hilton, School Business Official
 - Mrs. Susann Crossan, High School Principal
 - Ms. Linda Towlen, JAE Principal
 - Mr. Paul Martinez, Plant & Facilities Administrator
 - Mr. Andy Levine, RPTA
 - Mr. Joseph Settepani, RPTA
 - Ms. A. Quartararo, SRP
 - Mr. Peter Scalcione, SRP
 - Mrs. Dawn Krase, Parent
 - Mr. Daniel Leccese, Parent
 - Mr. Philip Sandusky, Parent
 - Ms. Maureen Branagan, Food Service
 - Mr. Gene Buchner, Security
 - Mr. Don Flynn, Safety Consultant
 - Mr. Paul Humphrey, Safety Consultant

Approval of minutes from June 18, 2015 ACCEPTED

Facilities Sub-Committee Report (Paul Martinez)

- The sewage smell at the high school that was reported last meeting was looked into. It was found that the ventilation system was not working to specification. It has been brought to specification and has improved the ventilation of a number of rooms in the basement.
- High School cafeteria was very hot in the warmer months. A large fan in the area has been adjusted which should help to cool the cafeteria.

Work/Repair/Improvements – (Paul Martinez)

- At JAE, steam traps were repaired/replaced
- Many of the parking lots were striped
- ADA conversion at JAE is complete.

Security Update – Greg Hilton

- Many interviews have taken place to hire security people with the goal of one guard permanently placed in each building. Two daytime part-time positions have been filled to have additional coverage for morning arrival and afternoon dismissal at the high school and middle school. An additional weekend person has been added to security as well.

Building Concerns – High School (Susann Crossan)

- Shared her concern for needing morning security by the gym lobby doors. It was stated that the new hires should help this situation.

Building Concerns – Middle School (Scott O'Brien)

- No Report

Building Concerns – JAE (Linda Towlen)

- It was asked why we did subject visitors to the Fast Pass system in the building when we had big events like the Veteran's Day assembly. Don Flynn shared that when you have an event with a few hundred people, it would take a long time to scan them all through, even with a second system.

- Is there a possibility of having a second visitor pass system (back-up)? We can look into adding more units in phases.

Building Concerns – FJC (Virginia Gibbons)

- No Report

Health & Safety Concerns – (Joe Settepani & Andy Levine)

- Student Pictures on file – At this point in time there are a handful of students across the district who do not have a picture on file. *Susan Wilson has someone in each building taking care of anyone who is missing one in their file. It was also stated that the students can get their picture taken at the Fast Pass station if needed.*

- Busing for new students – who adds this to e-school. *This is a building level decision as each school has someone responsible for this.*

- FJC expressed an interest in having some kind of PD for seizures. *While this was covered at the start of the school year, Amy Agnesini will see if she can get someone to come in for this PD.*

- JAE has screens for the windows that are too small. – *Buildings and grounds is aware of this problem and they are in the process of ordering new screens for these windows.*

- A request was made to have the gates to the parking lots closed during the day. – *Gates cannot be locked as it is a fire and safety hazard.*

Nurses – (Raffy Nash)

- No Report

Food Service – (Maureen Branagan)

- The Middle School freight elevator has been repaired and is now able to carry items needed for the kitchen.

Emergency Evacuation Drills – Amy Agnesini

- As of this date, ALL SCHOOLS have completed their evacuation drills!

Security and Safety Initiatives Update – (Don Flynn)

- Don extended kudos to the district for being in the forefront when it comes to safety and being one of the more proactive districts in preparedness drills.

Science Lab Chemical Haul and Carry Waste Program -

- Paul Martinez reported that Radiac removed chemicals over the summer.

Old Business

- South portables – we have 2 playrooms in that building and no one gets Fast-Passed into that building. *(Greg Hilton will look into seeing what can be done in that building.)*

- Is anything being done about the PA systems in the HS and MS? (*Paul Martinez will look into where the problem spots are located.*)
- While looking into the PA system, can an additional speaker be added outside the South Lobby in the HS? (*Paul Martinez will look into that as well.*)

New Business

- Mr. Martinez reminded everyone ... Holiday decorations – please be mindful of the decorations so they do not trigger motion alarms.
- Fire Inspection – items need to be removed from doors and in hallways.

Next Meeting dates:

February 25, 2016

May 5, 2016

Meeting was adjourned at 4:48 pm.