**Date:** 11/10/21

**Location: BRMS Meeting Rm 2**

**Time:** 3:30 – 5:00 pm

**Safety Council**

**COMMITTEE MEETING**

**November 10, 2021**

**Meeting Minutes**

**Facilitator:** Shana Cutaia **Note Taker:** Tricia Koehn

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| **ATTENDEES:** ~~Richard Albano~~, Jeff Beardsley, Elizabeth Carpenter, Kelly Cline, Shana Cutaia, Michael Falzoi, ~~Alyson Hallett,~~ ~~Teresa Lattuca, Kristen Hans~~, Emily Harris, ~~Laura Hefner~~, ~~Carla Grove, Joan Moffett~~, Emily Natoli-Burns, Laura Penkitis, Joan Reynolds, Lisa Riley, Melissa Rivoli, ~~Caitlin Salerno~~, Sal Tantillo, Cathleen Tommasi, ~~Kelly VerSchneider~~, Kelly Wasson, Nancy Wayman |
| **AGENDA ITEM** | **DISCUSSION AND ACTION STEPS** |
| **Review Minutes** | * Approved 10/13/21 minutes
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| **NYSIR Inspections (Jeff B.)** | * Nov 16 NYSIR (our insurance company) will walk through the buildings for inspections
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| **Health & Safety Form (Jeff B.)** | * JRE had a Health and Safety form
* The form stated underground sewer gases smell coming up in the classroom
* Plumber came in and fixed the issue
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| **Solo Festival Protocols**  | * Solo Festival happens every year at BRMS
* Students come in and play individually, in a one on one situation, they meet in classrooms
* Instructor should wipe down the desks before they leave for the day
* Contact tracing will be done based on appointment and room assignments
* Will make sure the only students coming in the building are there for the Solo Festival
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| **Threat Assessment Update** | * All the administrators had an overview of threat assessment
* We were given some material to read/use as supports
* Having processes in the schools in place connected to law enforcement
* This is an opportunity for supporting for families, and making sure people are safe
* The structure and makeup of the teams will be decided over the coming weeks
* There would be a lengthy training process during the spring and over the summer, so it will be up and running in the fall
* The Threat Assessment Team can raise a flag if a family needs more specialized support
* At this point of time there will not be a parent liaison or students on the team, discussion on these teams can be very private and sensitive
* There will be building level teams at each level: elementary, middle, high and District level teams
* The idea is getting the student help and getting them on the correct path, this help is also for adults
* Safety team members may be able to be involved in training as well
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| **Staff Holiday Functions** | * May bring in a crockpot, bagels
* Encourage self-serve
* Encourage people to hand sanitize before they use utensils in serving bowls
* Stay 6 ft apart
* Masks on when not eating
* If food trucks are brought in, we need health department permit, we need to have it on file
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| **What to Take Back to Buildings** | * Share District is starting threat assessment teams
* Insurance inspections on Nov. 16th
* Holidays Functions- practice hygiene sanitizer, masking, 6 feet apart
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| **Norms** | * *Start and end on time*
* *Stay within allotted time frame*
* *Work to make decisions in a timely fashion*
* *Responsibility to participate – each person represents a group –everyone participates*
* *Providing feedback in a timely fashion, commit to follow through- put timeline on tasks*
* *Identify key takeaways to share with groups*
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