**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* |