

**Safety meeting**  
**9/17/2021**  
**3:30-4:45pm**

**Present:**

Delia Oseguera  
Sarah  
Christina Garcia  
Maria Arroyo  
Araceli Vaquera  
Eddie Correa  
Sandra Nunez  
Directora Martinez  
Subdirectora Gutierrez  
Elizabeth Guzman (teacher rep)

**Meeting Notes:**

**Fire drill once a month**

- SJFD is notified
- Classrooms evacuate
- green= everyone is there
- red cards= missing student, locate student
- Goal: make it out to blacktop under 2 minutes

**Earthquake drills:**

- October aligns with Great Shake out - District wide
  - What ifs ... injury, etc

**Shelter in place:**

- Adelante's goal: once a year
- school discretion
- Intercom announcement made
- Teachers lock doors and continue business as usual
- SJPC activity nearby
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**Run, hide, and defend = lock down**

- Active shooter/extremely dangerous person on campus
- Kids tucked in, blinds down, doors locked & barricaded
- Teacher taught to defend
- Ss are taught what to do if they're outside classrooms
  - Run away in opposite direction of danger
  - hide in bathroom, quietly hide, ok to stand on toilet seat
- Teacher are taught during staff meetings what to do to be safe in classroom

- Past SJPJ joins for this drill: check noise level, see thru windows, barricades are safe
  - Ensure we are up to date with these procedures

**School incident:**

- "Store order" if individual on campus they will be arrested
- SJPJ said until person is formally charged they will release picture of suspect
  - Person was first with translated to mental clinic then will be charged
- Directora martinez requests info from Sgt in charge of case for updates.

\*Staff meetings include drill trainings

**Communication:**

1. Staff communicates first
2. Send mssg on parentsquare (if possible while it's happening then school will communicate) BUT if SJPJ requests to wait until it is safe
  - a. SJPJ doesn't want parents flooding site when there is an Active investigation
  - b. Goal is to get notice out ASAP
3. Phone call will also be sent out

**Sep Fire drill:**

- 11:30 am 09/28
- About 10 min

**October:**

- 10/5 shelter in place
- Great shake out 10/21 Thursday

**Monthly inspection reports:**

- Gutierrez completes report at end of the month
- School Areas:
  - Kitchen
  - Office
  - Playgrounds
    - Not free of tripping hazards
  - Walkways, passages, blacktops, parking lots
    - Tripping hazards
  - Classrooms
    - Library
    - Speech
    - Band
    - Work room
- Many repairs happened while students were off campus
- Repairs needed report compiled by Gutierrez

**Field:**

- Very unsafe, many holes
- Before COVID- D.O. said a part of the field would be well maintained, Basic track would be built for kids to run in a safer way- momentum crashed with COVID
- In process of putting it on the radar with MOT, working for a commitment date.
- Record is kept of Ss injuries (every time they visit the nurse's office)

**Playground**

- Loose bolts before, it is being checked by Gutierrez as part of the monthly check
- Flooring is peeling, pieces are missing
- School/D.O. cannot repair, repairs need to be made by manufacturer
- Eddie is saying that DO did pay a company to patch it up about 3 yrs ago
  - Work order will be placed by Gutierrez

**SEL:**

- Lamas is our full time counselor
  - Doing class presentations
    - Coping skills, emotions, pandemic
  - Working across grade levels
  - 8th grade students are working with him to create presentations about bullying to present to younger Ss
  - Next month ENLACE will start
    - Social groups for Ss to support starting friendships
    - Teacher referrals, then parents give consent
    - Middle school students, 3-5, 1-2: friendship group
  - Drop box outside office for Ss to fill out, he will contact them

**Parking:**

- Continue to send reminders to parents
- Directora asks: parent supports to contact city
- Delia will ask Captain from Foothill division on a Monday mtg
- Directora did request crossguards but city said no bc of staffing/funding
- Staggered start time wouldn't work out bc of union contracts, prep times, and instructional minutes

**Chairperson:** Delia Oseguera

Safety Committee meetings will happen 2nd Friday of the month / when holiday's occur then we'll move meetings to 3rd Friday.

Recording of meeting below:

<https://us02web.zoom.us/rec/share/ZdZRKBtb8WvoZOwsx-OuuAbMixT19qKMZzebJQFwgt08iuorSJbiWoy0ZF1LPbbW.7DwdGOq9gtBEntmX>

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