

Minutes of the Ad hoc Safety Committee  
Regional School District 14 [www.ctreg.org](http://www.ctreg.org)  
September 26, 2014

A meeting of the Ad hoc Safety Committee was held on Friday, September 26, 2014 in the Conference Room of the Central Office, 5 Minortown Road, Woodbury, Connecticut.

Present were committee members Maryanne Van Aken, Wayne McAllister, Mike Devine, Paul Ciotti, Offr. Cono D'Elia and Sgt. Joe Roden; also, Susan Ruddock and Deb Carlton

The meeting was called to order by Ms. Van Aken at 12:00 pm.

The committee discussed the following:

1. Update on Safety Plan: Mr. McAllister indicated he will soon be sending the report out.
2. Background Checks: Sgt. Roden said the password is working as of today and background checks can now begin. The cover letter and application were reviewed and a number of changes and addition were made. Inquiry will be made to see if all schools have different colored badges to designate volunteers, guests, and substitutes. Mr. Devine felt it important to document the workflow in the background check process in the event of changes in personnel. The committee wanted to give the process a month to sort out the bugs before memorializing the workflow. It was suggested that the principals come next time to talk about any bugs needing to be worked out. The importance of photocopying the ID offered was discussed, in case that ID proves to be false. Board policy would also be referenced in the application to make clear who is ineligible to volunteer. The difference between a volunteer and a guest was discussed at length. Administrators will be invited to the next meeting.
3. Camera Installation – NHS parking lot: Sgt. Roden reported that at least 5 instances of criminal mischief have been recorded in the last two weeks in the NHS parking lot. Mr. McAllister and Mr. Ciotti offered a hand out on how grant money could be used for cameras, and installing exterior cameras and how that might compromise the network was discussed. A cost estimate for wiring, external cameras, server and fiber was calculated by subtracting out just the internal cameras. An estimate of 60 days to complete this work seemed reasonable and contractors will be held to this.
4. Phone Installation: Mr. Ciotti said phones have arrived at both elementary schools and installation in classrooms will begin Wed-Thurs. with minimal disruption to the bandwidth. There was discussion of response system questions such as “what room,” and also discussion of the possible need for a phone policy to monitor use.
5. School Security Compliance: SRO activity reports were reviewed and consequences for repeat offenders were discussed. This was seen as an administrative function – insubordination and a violation of the safety policy.
6. Other: an email from Mike Molzon was shared regarding keys for the WMS back doors. An explanation of where the perimeter fence will be at BES was given. Parent parking in the NHS circle was discussed, and the possibility of coning off the circle area during school, like at the other

buildings, was offered as a solution. Sgt. Roden would be in favor of that. Offr. Craig finishes up at MES today, and substitutes will fill in until a permanent replacement is chosen. Ms. Ruddock asked if the committee needed an update on the incident at her school. The committee felt communication had been very good and they were up to speed on that. NIMS training will begin in October. Mr. McAllister is checking on the outdated defibrillator pads and schools will determine who will check those, on a regular basis. There was also the desire to have several people in each building trained in the use of the defibrillator.

Offr. D'Elia noted that it is not posted at the schools that firearms are not permitted on school grounds. There was discussion about the law and the term "knowingly," and it was felt that posting no firearms would make "knowingly" easier to enforce, such as in the case of a parent coming to pick up a child and having a firearm in the car.

The meeting was adjourned at 2:05 pm.

Respectfully Submitted,

Maryanne Van Aken

Maryanne Van Aken, Chair  
Ad hoc Safety Committee  
Regional School District 14 Board of Education