

Minutes of the Ad hoc Safety Committee  
Regional School District 14 [www.ctreg.org](http://www.ctreg.org)  
December 20, 2013

A meeting of the Ad hoc Safety Committee was held on Friday, December 20, 2013 in the Conference Room of the Central Office, 5 Minortown Road, Woodbury, Connecticut.

Present were Superintendent Jody Ian Goeler, Committee Chair Maryanne Van Aken, and committee members Mike Devine, Mike Molzon, Sgt. Joe Roden, Officer Cono D'Elia, and Wayne McAllister. Also, BoE clerk Deb Carlton

The meeting was called to order by Ms. Van Aken at 12:05 pm.

The committee discussed the following:

**Update on Safety Plan:** Sgt. Roden said the plan will come through this committee, then to principals, revisions if needed, and then to the Board for approval.

Ms. Van Aken wondered if there are specific checklists in each classroom for teachers to go to in an emergency. Sgt. Roden said there are folders in each class colored coded by type of issue.

Officer D'Elia added they are in the same place in each class for consistency.

Mr. Devine said the state's emergency plan has been released from the governor's office to the legislature and templates will be sent to towns to follow for their own plans, due to the state by 7/2014.

**Background Checks:** Mr. McAllister's meeting with Bill Butterly regarding phone upgrades and background checks is rescheduled for next week. Sgt. Roden counseled that administration will need to determine what policy will be in the event that a background check comes back positive. Mr. Devine suggested potential volunteers be told up front what information will be requested in order to deter those with a disqualifying record from volunteering. Ms. Van Aken added that the volunteer application process needs to be explained on the website and the committee will need to develop steps in that process. Mr. Devine also felt the committee will need to figure out how to handle questions from the public about the presence of those with records in the schools. It was also discussed how records will be kept, how long retained, how often to recheck, etc. Mr. Goeler will consult with our attorney.

**Access controls at NHS:** Mr. Molzon reported the Sonitrol system is working and all door controls are functional. A few kinks with the bell system and doors auto-locking at the agriscience building will be worked through during the break. He identified several other locations where access controls will be added as funding permits. The request for a second sign in location at the agriscience center was discussed but not favored, as this would cause confusion about who is in the building. One central location was preferred, at the NHS main office. Mr. Molzon also noted security controls are working well at all schools, and work on the MES vestibule will begin in mid-January.

**Administration of Grant Funds:** Sgt. Roden reported the grant application was accepted and reimbursement will be forthcoming after a few details are worked out. For the towns' matching funds, Mr. Devine thought it would be important to stress to the towns that we are "spending this in order to get that." Sgt. Roden estimated the lion's share of the \$144,000 will go to cameras and

phones. The committee also discussed the idea of a retreat to establish building priorities, and to involve the leadership team and teacher reps.

Mr. Goeler read a letter from a parent praising the emergency drills being done in her child's school (MES).

Meeting was adjourned at 1:00 pm.

Respectfully Submitted,

Maryanne Van Aken

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