

# Pittsford Central School District

## Minutes – Safety Council

February 27, 2019

3:30 – 5:00 PM

BRMS – Room 2

**Facilitator:** Pat Vaughan-Brogan

**Note Taker:** Tricia Koehn

**Attendees:** Richard Albano, ~~Jeff Beardsley~~, ~~Ann Binstock~~, Elizabeth Carpenter, ~~Cindy Chambers~~, ~~Kelly Cline~~, ~~Michael Falzoi~~, Laura Hefner, ~~Kathy Herrick~~, ~~Beth Keeskemety~~, Kathy Kirwan, ~~Laura Penkitis~~, ~~Gina Platts~~, ~~Joan Reynolds~~, Caitlin Ullock, Pat Vaughan-Brogan, ~~Kelly Wasson~~, Nancy Wayman, Karen Wilson, Ben Winter

### Agenda Items:

1. Minutes from December 12, 2018 were approved with changes
2. Feedback re: Power Point Presentation
  - There is future training for scheduled for different employee groups
  - Should substitutes and employees who travel from building to building be trained?
  - Are speakers in the cafeterias are loud enough to hear announcements over the kids at lunch?
  - If there is a lockdown drill or event are all the doors deactivated so badges don't work?
  - There is an interest to have door stops to put under the door so an intruder can't get, but door stops may not work on rugs
  - It has also been suggested to have a filing cabinet close to the door to push in front of the door.
  - For doors that don't lock there is there a guard to use to secure the door from the inside
  - The front office staff should be trained
    - On the next Superintendent's Conference Day, front office staff will be trained.
  - You can take a sharpie marker or make a label with an arrow pointing in the direction you need to turn the key so you are not struggling to lock the door in case of emergency
  - How is attendance tracked during drills (kids in bathroom, outside or pulled into a room they are closest to)?
  - Principals expressed concern in large gathering areas (outside, lunchrooms)
3. Next Steps in Training
  - Are the run, hide, fight videos useful, should they be shared with staff?
    - We should have the videos available to staff but have that personal conversation at each building also
    - Being educated or exposed to a situation before hand gives you a feeling of empowerment

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- ✓ First instinct is to hide, here is what it looks like if you had to run, this is what it looks like if you had to fight
- ✓ This is a life skill to have no matter where you are
- ✓ Goal is to teach life skills
- We are going forward with purchasing items.
- Council will make recommendations about videos.
- Videos could be viewed as part of a staff meeting, or made available online.
- School Community Safety Event Night on March 27<sup>th</sup>
- April 2<sup>nd</sup> event at MHS- Parent/Community training on vaping, alcohol, drugs, in plain sight.
- We will continue to explore MCSO trainings.

## **Health & Safety Norms:**

1. Starting and ending on time
2. Stay within allotted time frame
3. Work to make decisions in a timely fashions
4. Responsibility to participate- each person represents a group-everyone participates
5. Providing feedback in timely fashion, commit to follow through-put timelines on tasks
6. Identify key take aways to share with groups