

Pittsford Central School District

Minutes – Safety Council- (please note revised name)

December 12, 2018

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 Herriek~~, ~~Beth Keeskemety~~, ~~Kathy Kirwan~~, Laura Penkitis, Gina Plattos, Joan Reynolds, ~~Caitlin Ullock~~, Pat Vaughan-Brogan, ~~Kelly Wasson~~, Nancy Wayman, Karen Wilson, Ben Winter

Agenda Items:

1. Follow Up Video Discussion

- The subcommittee meet 2 weeks ago and viewed the videos. These will be discussed at the next meeting
- Power point presentation will be shown at all building in January, each building will be asked to identify areas that need to be worked on

2. Questions from PTSA

- Safety Council will develop a Q&A document based on the questions posed in the correspondence from Gina Plattos and Ann Binstock. Areas of discussion today include
 - Buzzer systems – a photo is taken of each person who requests entry via the buzzer system
 - WiFi – WiFi is not turned off in building. Any difficulties with WiFi reception is due to the construction of buildings.
 - Reporting of dangerous situations
 - ✓ Any person concerned about an imminent safety risk can contact 911. There is a mechanism to report concerns to the District, using this link <https://www.pittsfordschools.org/Page/571>
 - ✓ Website pages are being updated to improve access to the reporting site.
 - ✓ Every building has an Incident Management Team
 - ✓ Most classrooms have emergency windows which are clearly labeled and can be used in an emergency situation as deemed necessary
- Safe guns storage and having conversation with other parents
 - PTSA members asked for advice about sending a letter to all families about gun safety. In discussion, the topic generalized to how parents can address challenging conversations with other parents about guns, alcohol, weapons in a home when children are visiting other children's homes.

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3. Training

- Safety plans are in place for recess
 - playground monitors are trained
 - will be discussed in the power point that will be distributed in January
- Areas of assembly such as recess, lunch, etc. drills
 - more principals are performing drills during lunch/recess, assembly times
 - there is one large evacuation drill each year, rotating buildings.
 - ✓ Similar to other drills with the addition of administrative staff, Town of Pittsford, ambulance, fire, busses for evacuation
 - ✓ All key players are trained each year
 - ✓ Neighborhoods are notified in advance that they will be shut down for a brief period for the drill
 - ✓ Students are out and visible, so there is extra security onsite
- Emphasis should be placed on preparedness in trainings. These are life skills which can be applied in school, at the malls, in the community, etc. General safety awareness is important for all members of the community. Kelly Cline indicated that this is a priority for the town as well.

Health & Safety Norms:

1. Starting and ending on time
2. Stay within allotted time frame
3. Work to make decisions in a timely fashion
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