

Pittsford Central School District

Minutes – Health & Safety

October 24, 2018
3:30 – 5:00 PM
BRMS – Room 2

Facilitator: Pat Vaughan-Brogan

Note Taker: Pat Vaughan-Brogan

Attendees: Richard Albano, ~~Jeff Beardsley~~, Ann Binstock, Cindy Chambers, ~~Kelly Cline~~, Michael Falzoi, Laura Hefner, Kathy Herrick, ~~Beth Keeskemety~~, Gina Plattos, Joan Reynolds, Caitlin Ullock, Pat Vaughan-Brogan, ~~Kelly Wasson~~, Nancy Wayman

Agenda Items:

1. DPT Feedback
 - Positive feedback from DPT about the Council’s work and the data on the evaluation survey
 - DPT approved our request to add staff to the Council so each building has one representative
 - Also approved the request to add a member of the HR Department to the Council
 - Discussion took place and the Council agreed to change the name to the “Safety Council”
 - Pat will revise the charter and she will reach out to PDTA to identify the needed member to the Council
2. Review Health & Safety Form: This topic will be moved to the next meeting.
3. Safety Training Recommendations
 - The Council has determined to develop short and long term training activities.
 - For the short term, a draft presentation was reviewed and revised during the meeting.
 - This will be taken to the Superintendent for approval.
 - Once approved, it will be presented at the next PDLT meeting. PDLT will determine the soonest time to do the training in each building.
 - Longer term professional development will consist of various opportunities throughout the year. More discussion will take place at our next meeting.
4. Sandy Hook Promise
 - Gina provided information about SHP and the options for training and reporting contained within the program.
 - Members had discussion about the positive aspects of SHP, and how many components of our current work are contained within the SHP framework
 - We decided to inventory the current practices around safety, security and SEL in order to do a gap analysis, referencing SHP and other recognized programs/practices. This will then inform our future work.

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5. Table Top Exercises: this topic will be moved to the next meeting

6. New Item: Gina and Ann identified a series of questions/comments from parents via building PTSAs.
 - The Safety Council will review these and respond
 - Our focus will be on ongoing communication of items that we can share and on assuring that students, staff and parents understand the significant work related to safety that occurs in the District.

7. Goals for 2018-19
 - To complete an analysis of current safety, security and SEL practices, referencing SHP and other recognized programs and practices.
 - To develop and implement training based upon the summer training and the above findings.
 - To develop and implement a revised threat assessment process.
 - To review and respond to the questions/comments provided by PTSA.

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