

# Pittsford Central School District

## Minutes – Safety Council

April 22, 2021  
3:30 – 5:00 PM  
Zoom Meeting

**Facilitator:** Pat Brogan

**Minute Taker:** Tricia Koehn

**Attendees:** Richard Albano, Jeff Beardsley, ~~Ann Binstock, Elizabeth Carpenter~~, Kelly Cline, Michael Falzoi, Teresa Lattuca, Kristen Hans, Laura Hefner, Kathy Herrick, Greta Johnston, ~~Elizabeth Mitchell, Joan Moffett~~, Emily Natoli-Burns, ~~Diana Page, Laura Penkitis~~, Joan Reynolds, Michele Riedl, Lisa Riley, Cathleen Tommasi, ~~Caitlin Ullock~~, Pat Vaughan-Brogan, ~~Kelly VerSchneider~~, Kelly Wasson, ~~Nancy Wayman~~, Elizabeth Willis

### Agenda Items:

1. Approved 3/25/21 Minutes
2. Action Plan
  - Sleep Hygiene video is ready to roll out, 1<sup>st</sup> to AP students
  - Keeping On Keeping On During Times of Uncertainty Parent Night
    - Large group discussion with breakout rooms
    - Social emotional, mental health resources facilitated by Children’s Institute and URMCC
  - Professional development opportunities over the summer include
    - Compassion Fatigue
    - Providing Tier 1 SEI
    - Suicide Assessment Tool Kit
3. Emergency Buttons
  - The emergency buttons have been installed
  - Superintendent’s Conference Day they will test the buttons. We look forward to feedback
  - Will test to see if notice is going to phones and computers
  - When the button is pushed it goes to the Incident Management team
  - When the button is pushed, an emergency response vehicle will be sent depending on what is being heard
4. Mask Breaks
  - Masks still have to be worn with 6 feet physical distancing
  - Mask breaks continue
  - High School students are not taking many mask breaks; they ask for them when needed
5. Fans
  - If using fans they must be blowing out, they can’t blow across people
  - Ceiling fans are not allowed- our fans are not able to reverse air flow
  - Personal fans blowing directly on you is ok, but not blowing toward students or another adult

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## 6. Water bottle Fillers

- Some brands have a filter in them
  - We don't need the filters, so we turn them off if the unit has one
  - there may be a couple of schools that buy the filters, but generally we do not use them

## 7. Crowd Management Training

- When you have 400-500 people at an event, we are required to have trained personnel to manage the crowd
- Crowd management personnel should not have other duties at the event
- Security personnel do not manage the crowd, they have other responsibilities
- Kelly Cline is a Crowd Management Trainer so she could train us without the \$20 per person fee
  - The training takes less than an hour
  - They are watching the crowd to see what is going on
  - The number of people in the crowd determines how many crowd managers are needed
  - They conduct an inspection of the area and are there to assist if there is a need for evacuation
  - It may be a good idea to train the security staff
  - Insurance companies are now asking how many crowd managers you will have at an event
  - It would also be a worthwhile training for people in a supervisory position at events

## 8. Threat Assessment Process

- The District is working with Mark Concordia
  - He trains people in threat assessment and also work with New York State

## 9. Other

- Snacks for Superintendent's Conference Day
  - Individual snacks can be put on an individual plate
- NYSIR Insurance Inspection
  - We did very well- we had 2 write ups that we corrected on the spot
  - May 19<sup>th</sup> and 20<sup>th</sup> Fire Inspections
  - May 27<sup>th</sup> lockdown drills at each school, schools will have a 5-10 minutes early release
- The Town had 2 bike Rodeos
  - Both sessions were full had to add extra spots
  - Looking forward to doing it again next year
- Siblings sick with COVID
  - If a student is sick, the school physician and the DOH require the siblings to be tested for COVID.

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## What to Take Back

- Emergency Button test on Superintendent's Conference Day
- Mask Breaks
- Fan usage
- Crowd Management Training
- Threat Assessment Training
- Town of Pittsford had a very successful Bike Rodeo
- NYSIR Inspection went well- only 2 write ups

### **Safety Council 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