

HOWARD GARDNER MI CHARTER SCHOOL

Safety Committee Minutes: August 1, 2018

The Safety Committee meeting of the Howard Gardner MI Charter School met from 8:30 a.m. to 9:30 am in the school board room. In attendance: Marie George, Kim Hoskins, Amy Ryan, AJ Samuel and Chuck Wallinger. Excused: Patty Biko, Suppi Chandragiri, Bryan kerns and Maria Rozaieski.

Topic	Discussion	Action
Minutes	Minutes from June 6, 2018 were approved as written	Marie will follow-up to have minutes posted to the website
Safety Projects	Updates provided on fence, intercommunication and camera installation; increase signage in parking lot. 5 Trauma/Emergency kits being donated by Commonwealth EMS	Bryan still researching cost of a generator Chuck will continue to pursue signage for school zone. AJ will follow up and also inquire about Stop the Bleed training.
Insurance Coverage, Committee assistance, and Incident Forms	Chuck discussed new insurance agent, Joyce, Jackman and Bell and related services available, e.g.. School assessment. Workers Comp insurance is with Zenith	Chuck will schedule with Tom Conigliaro to meet with Committee in September after assessment is completed. Chuck will review incident report forms that we currently use.
AED Placement/Safety Cabinets and In-service	Amy discussed purchases of emergency kits for all teachers, and best locations for AED in Gym and Safety Cabinets	Amy will follow-up with Bryan to arrange wall placement of AED and storage cabinets/signs etc
Collaborative Response Graphics	Marie received a contact, forwarded from Sgt. Carroll for a product that creates a floor plan and aerial view of the School for internal and SPD use. Concern about cost, unless grant funded, for something that we could possibly create ourselves. S	Marie will obtain more information.
Drills	Fire Drills: Discussion about using nearest exit doors Other Drills: Feedback to committee who will then summarize and address issues	Marie will discuss Fire drill procedure with Maria Include info at pre-service for changes etc
Scranton Police Department (SPD)	Annual Memorandum of Understanding (MOU) with SPD was briefly discussed	Marie is obtaining annual MOU with SPD, Chief Gaziano.