

HOWARD GARDNER MI CHARTER SCHOOL

Safety Committee Minutes from February 6, 2019

The Safety Committee met from 8:00 am to 9:30 am in the school board room. In attendance were Marilyn Caputo, Suppi Chandragiri, Nick DeConzo, Renee Dougherty, Marie George, Maria Rozaieski, Amy Ryan, AJ Samuel and Chuck Wallinger (chair). Excused: Bryan Kerns, Jeri McNulty Kim Wall.

Topic	Discussion	Action
Minutes	Minutes were approved as written.	
Agenda Item		.
PCCD Grant Update	Marie noted there has been an application response from PCCD concerning the Safety Grant. Marie noted there will have to be an application adjustment	Marie will submit a revised application based on the feedback from PCCD. Marie noted there will be consideration to hire a consultant to assist in addressing State mandated Safety requirements.
Lock Out Drill Debrief	Maria stated the email which was sent was much better than previous email's sent concerning Drills.	The Drill was successful and Maria reported the rules for lock Out Drills were reviewed.
Front Entrance Security	Chuck contacted the family member who was concerned about access to the school. The family member was pleased with the school's response and procedure's being currently implemented. The entrance for club gathering was discussed.	Completed discussing the access to the school with the concerned family member. In progress, written procedure for access to the school. Chuck will develop a written procedure. Students enter the building for club participation as they do on a regular school day.
Employee Incident Report December 2018	Renee reported there were no employee incidents for the month of January, 2019.	Completed
Student Incident Report December 2018	Amy reported there were 2 "Report Only" incidents for the month of January, 2019. Two of the incidents were in the	Amy noted these were not related to

	<p>multipurpose room.</p>	
<p>Facilities Update</p>	<p>Marie stated Bryan has ordered 5 electrical panels which, due to the cost, was approved by the Board and will complete the replacement of all outdated electrical panels.</p>	<p>In progress, the 5 electrical panels will be installed in February, 2019.</p>
<p>Updates on Projects still in Process</p>	<p>Outdoor lighting for the parking area where employees and guests enter and exit the building.</p>	<p>Completed</p>
<p>Other Matters</p>	<p>AJ brought up numbering the rooms and outside door entrances for access in both an emergency situation or on a daily basis.</p> <p>Suppi and Marilyn brought up the heat issues in the Kindergarten area.</p> <p>School wide Master Plan update was discussed by Marie.</p>	<p>In progress, Bryan has ordered the numbering.</p> <p>Bryan has contacted Keystone Control Company.</p> <p>Marie stated the Board of Trustees has approved Hemmler & Camyd as the architectural firm for the school wide Master Plan.</p>
	<p>AJ brought up the pick-up lane issue when there is inclement weather. The children sometimes have to walk on the grass which is not treated when there is ice or snow.</p>	<p>AJ and Chuck will look at the pick-up, drop off point for students.</p>