

**HOWARD GARDNER MI CHARTER SCHOOL**

**Safety Committee Minutes from November 7, 2018**

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

<b>Topic</b>	<b>Discussion</b>	<b>Action</b>
Minutes	Minutes were approved as written.	
Agenda Item		.
Updates on Projects	Emergency Pack/Donation AJ/Amy stated there were 2 additional buckets donated to the 5 which have already been donated.	Amy will have the specified Teachers pick up the buckets for the student classrooms and train them on the usage of the equipment included.
Other	Emergency Response Policies Maria updated the Committee on changes to the policy. There was discussion on drafting a Severe Weather/Flash Flood policy.	There will be a drill set up for an Emergency dismissal/evacuation. There will be a drill set up for the dismissal/evacuation through the North and South doors.
PDE/PCCD Safety Survey	Marie discussed the need to answer as a group the School Safety and Security Assessment questions due November 30, 2018. The Safety Committee members discussed and answered numerous questions.	There are eleven questions remaining to be discussed by the Safety Committee. The Safety Committee will convene a meeting on November 14, 2018 to review and answer the remaining questions prior to the next monthly meeting.
Updates on Projects	Incident report procedure/form	Tabled
Safety Concerns	Staff member inquired on lead in the water and air quality in the School.	Renee stated there are lead water tests conducted by PA American Water Company. Bryan is setting up lead water

	<p>Bus/Van Driver Safety in School's parking lot.</p> <p>Outdoor Lighting Jeri mentioned the need for outdoor lighting when exiting the building in the evening.</p>	<p>testing and air quality testing.</p> <p>The School District will be notified when unsafe driving conditions are observed by an Administrator.</p> <p>There are currently motion lights. There will be an assessment to see if additional lights are needed.</p>
Other	Field Trip forms	Suppi and Maria will develop a form.