

**HOWARD GARDNER MI CHARTER SCHOOL**

**Safety Committee Minutes – November 6, 2019**

The Safety Committee meeting of the Howard Gardner MI Charter School met from 8:00 a.m. to 9:00 am. In attendance were Marilyn Caputo, Suppi Chandragiri, Nick DeConzo, Renee Dougherty, Marie George, TreeAnne McEnery, Jeri McNulty, Maria Rozaieski, Amy Ryan, AJ Samuel, Charles Wallinger (chair)

<b>Topic</b>	<b>Discussion</b>	<b>Action</b>
Minutes		Minutes from October 2nd were approved and will be posted on the website
Agenda Item		.
ALICE Recommendations	Discussion about how best to refer to perceived threats versus use of the term lockdown. Evacuation for shelter in place was discussed.	Lockdown Policy to be reviewed by Sub Committee. Music Cottage and severe weather evacuation to be reviewed.
AED Maintenance	AED is tested monthly by Nurse Amy except in July, when Bryan does it.	Updated AED purchased and installed in the Multipurpose Room
PCCD Grant	Marie reported that the 2019-2020 PCCD grant application has been submitted.	Marie will keep the Committee updated on the grant application submitted.
First Aid Bags	Amy reported the School has 10 First Aide Bags available.	Amy will keep the Committee updated on any changes concerning the First Aid Bags.
Safe2Say Program	The Safe2Say Program was discussed and need for training.	Jeri and Maria will be attending the training.
Incident Reports	One employee incident report occurred and three student injuries. System for reporting threats was discussed.	No patterns identified for follow-up. Maria and Chuck will develop a form to track and report threats that occur.
Other Matters	Jeri reported an uncovered pipe where students line up for dismissal. Kindergarten back door was addressed and keys provided to staff for increased security. Outside speaker needs to be checked.	Bryan will assess ways to solve this issue.  Completed  Bryan and Patty will follow up