

HOWARD GARDNER MI CHARTER SCHOOL

Safety Committee Minutes

October 7, 2020

The Safety Committee met via zoom call from 3:15 pm to 3:50 pm. Attending the meeting were: AJ Samuel, Bryan Kerns, Jeri McNulty, Marilyn Caputo, Suppi Chandragiri, Patty Biko, Dr. Marie George (Ex Officio) and Joe Ross (chair). Excused: Nick DeConzo and Chuck Wallinger.

Topic	Discussion	Action Item
1) Open Meeting	Meeting was convened at 3:15 pm. Members were thanked for their service and informed this committee will transition from reopening to normal safety committee functions	
2) September Minutes	Minutes from September meeting are posted on the shared drive. Minutes approved w/o comments/changes	Approved
3) Old Business	Reopening report was reviewed, all topics for action from September meeting were addressed by appropriate staff	
4) Accident Review	Staff- Renee Dougherty reported there was one minor employee injury that resulted in no time off Student- Joe Ross after receiving report from Amy Ryan indicated there was no serious student injuries to report. There have been four students sent to Nurse's Nook for symptom check. Procedure for this is seemingly working well in operation.	
5) Inspection Report	Joe Ross indicated Facilities conducts a weekly inspection of the interior and exterior of the school. Additionally, an all hazard inspection is conducted monthly (1 st school day of month). Documentation of both	Beginning in November, Joe Ross will send an email inviting any member of the Safety Committee to participate in the inspection. Committee members were asked to communicate with

	are maintained in Facilities Office	staff in their daily activities and report any unsafe issues to committee.
6) New Business	<ul style="list-style-type: none"> a) AJ Samuel inquired if buses could be directed to unload by Kindergarten building at drop off. Reason being this would create more space for vehicles and help address the card build up on East Elm Street b) Jeri McNulty inquired if the protocol for sending students to the Nurse's Nook could be clarified for faculty. She indicated there is some uncertainty in what they are supposed to do 	<ul style="list-style-type: none"> a) Staff will attempt to follow this recommendation starting 10/8 b) Joe Ross indicated that Amy Ryan is working on a communication for Staff on the exact steps to follow in line with our procedure
7) Goals/Item to consider	<ul style="list-style-type: none"> a) Review threat response procedures b) Safe2Say Something program c) All Hazard Emergency plan d) Google chat 	<ul style="list-style-type: none"> a) Committee reviewed procedure b) Overview provided/ recommend running at HGMICS c) Committee agreed to work on a draft proposal d) Patty Biko proposed using google chat as a way to build redundancy in staff communication efforts. This platform will provide a way to communicate w/staff when PA can't be used
8) Next Meeting		November 4, 2020 at 3:15 pm
9) Adjourn		Meeting adjourned