

**HOWARD GARDNER MI CHARTER SCHOOL**

**Safety Committee Minutes**

**November 4, 2020**

The Safety Committee met via zoom call from 2:00 pm to 2:45 pm. Attending the meeting were: AJ Samuel, Chuck Wallinger, Bryan Kerns, Jeri McNulty, Marilyn Caputo, Suppi Chandragiri, Patty Biko, Dr. Marie George (Ex Officio) and Joe Ross (chair). Excused: Nick DeConzo.

<b>Topic</b>	<b>Discussion</b>	<b>Action Item</b>
1) Open Meeting	Meeting was convened at 2:00 pm	
2) October Minutes	Minutes from October meeting are posted on the shared drive. Minutes approved w/o comments/changes	Approved
3) Old Business	<p>Patty Biko provided a report on a text messaging system Group Me to enhance emergency communication. This would be offered to staff to opt in and would be used only for emergency communication. This was used last year in active shooter training. Renee Dougherty is the manager of the current account and would manage the emergency group if approved.</p> <p>October Fire Drill was conducted successfully</p>	Vote was taken to make a recommendation to Dr. George that a Group Me account is created for emergency communication
4) Accident Review	<p>Staff- Renee Dougherty reported there were no injuries that resulted in time off</p> <p>Student- Joe Ross after receiving report from Amy Ryan indicated there were two student falls. Both were evaluated by Nurse and advised to follow up with their Doctor. Neither resulted in a concussion</p> <p>Nurse also reported she has treated several students for</p>	Bryan Kerns will inspect the play set to attempt to smooth rough

	slivers from the wooden play set.	edges. This was made available due to delay in construction schedule.
5) Inspection Report	<p>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<sup>st</sup> school day of month). Documentation of both are maintained in Facilities Office. Jeri McNulty stated a carpet in Kindergarten entrance is a trip hazard.</p> <p>Chuck Wallinger stated the annual inspection of AED is required this month</p>	<p>Inspection of the school have been conducted, three runners (carpets) were removed from class areas because they presented a trip hazard. Committee members were asked to communicate with staff in their daily activities and report any unsafe issues to committee.</p> <p>Follow Up will be conducted with Amy Ryan to determine status</p>
6) New Business	<p>a) Joe Ross reported a lockdown drill was conducted for the School on 10/26/20</p> <p>b) Renee Dougherty brought up a concern about offering the remote students the option of returning to in person after trimester concludes. Concern expressed about introducing new students to environment, lack of being familiar with H&amp;S plan and maintaining 6' distance in classroom. Several Classrooms have capacity to address 6' distance depending upon the number of students returning. AJ Samuel raised the concern of this action occurring when County was still in substantial, report provided County has experienced a 3 week</p>	<p>a) Drill was successful and identified some gaps, such as the staff communication issue covered above. A comprehensive draft emergency plan is being created for review</p> <p>b) Vote was taken to send an email with a recommendation to delay making this offer to all remote students until numbers stabilize. Email was sent on 11/4/20 to Dr. Marie George</p>

	<p>downward trend in number and it looks like this week County could return to Moderate level. Suppi Chandragiri indicated several staff members have expressed concern over this issue as well.</p>	
7) Goals/Item to consider	<p>a) Safe2Say Something program- Jeri McNulty forwarded an email on training opportunities  b) All Hazard Emergency plan</p>	<p>a) Goal will be to start this program for our middle school students in January  b) Joe is working on a draft plan</p>
8) Next Meeting	<p>On first Wednesday of December, homeless training has been scheduled. Our meeting will be adjusted</p>	<p>December 1, 2020 at 3:15 pm</p>
9) Adjourn		<p>Meeting adjourned</p>