

HEALTH & SAFETY MEETING MINUTES

2/28/13

Bo Alford	Stuart Matthey
Anthony Bauso	Nadine McDermott
Lori Breitman	Jennifer Rosen
Norm Campion	Carol Sneyd - BOCES
Alma Medeo	

Meeting Schedule

- Next meeting will be scheduled after security audit

Security Audit Status – Carol Sneyd:

- Carol and Mike Sellet have gone through the buildings several times and they have begun writing their summary
- Several areas have already been secured
 - The area outside the DO and 5th grade wing
- Carol has noticed that several teachers leave their classrooms with their purses in clear sight.
 - Stuart will send out a reminder memo
- Lockers – Unused lockers are currently unsecured. Unassigned lockers should be locked with either tags with serial numbers or district owned locks
 - Susan Hart may have locks – Anthony will check

School Security - Stuart

- Elevators are now locked – keys have been distributed
- Classroom doors are being locked after hours but also need to be locked during the day when they're unoccupied
- Security Awareness Training took place last month for the Teaching Assistants, Clerical and Facility Staff. More detailed training to follow
- Two additional Security Monitors have been hired. Once approved by the Board there will be three monitors at Todd and five at the MS/HS.
- Guard booths will now be occupied at all times during the school day. In addition, each greeter station will be manned.
- The District has contracted with an outside security company for any necessary, off hours situations.
- Silent alert system
- Nadine: Phone to hook into PA system needed in her office, and in the AP office. A light needed in the music rooms, cafeterias and gym in the event that the PA can't be heard above the normal noise level in those rooms.
 - Speakers also needed in Facilities Office, District Office and Business Office
- Carol and Nadine: our phone system may have the ability to be used during a lock down
- Budget Considerations – Stuart discussed the possibility of a separate proposition for security recommendations

Middle School Air Monitoring – Stuart Matthey:

- The winter testing period has concluded. We are awaiting a draft of this report. Additional warm weather testing will occur in May.

Field Remediation – Stuart Matthey

- This summer the softball field behind the HS will be remediated
- Work should be completed by September but the field will not be ready for use until Spring 2014 – the grass needs time to set
- Simultaneously, 24 univents in the back classrooms of the MS/HS and the MS gym will be completely taken apart and cleaned.
- Cleaning of the remaining univents will take place on a rotating basis in the future