



Pathway to the Future

SAFETY COMMITTEE MINUTES

Date | time 4/10/2018 1:35 P.M. | Meeting called to order by Miguel Cruz

In Attendance

Miguel Cruz	Dan Norris	Esmeralda Torres	Mayra Waller	Anthony Albert
Thomas Carroll	Tony Kanastab	Dave Johnston	James Moreno	

Approval of Minutes

The minutes from March meeting were approved by Thomas Carroll and 2nd by Dan Norris

Goals for Safety Committee 2016-17 update

Develop a prioritized safety committee calendar to review and implement the State and Federal required Safety Plan.

Develop a prioritized safety committee calendar to review the implement the State and Federal required Safety trainings.

Establish a Safety Committee Newsletter to enhance current Berryessa Union School District Safety programs, which includes digital access to all staff.

Develop a district wide standard for classroom door locking hardware for use during emergency lockdowns.

Assignments and Reports

Chairperson- Miguel Cruz/ Co-chair Thomas Carroll

Risk Management- Mayra Waller

- There were 6 Employee accidents during the month of March.

Student Incidents- Mayra Waller and Jill Tamashiro

- There were 43 Student Incidents/Injuries during March.

MOT- Dan Norris, Esmeralda Torres, and Miguel Cruz

i. Maintenance

1. Projects completed during spring break include window replacements, installation of benches, installation of signage, etc.
2. Safety Training with Maintenance for the month of March included Work Place Violence and Ladder Safety Training.

ii. Grounds

1. Projected completed during spring break included tree work and cleanup of ecological garden at Morrill Middle School.

- iii. Custodial
 - 1. On April 4, 2018 all Custodial staff received Emergency Preparedness Training. Agenda also included training on use of Genron Mister in classrooms and demonstration on bathroom cleaning with Envirox representative.
- iv. Transportation
 - 1. No School bus accidents within the month of March.
 - 2. Department is fully staffed. Hired Jesus Cruz as a new bus driver.
- v. Vandalism District Wide
 - 1. Break in at Corporation Yard and Northwood Elementary

Site Liaisons- Thomas Carroll, Gokcen Ceran, Anthony Alberts, Virginia Pender

- i. Feed back or concerns from Elementary or Middle School sites
 - 1. Anthony had a question regarding parents parking

Strategic Planning- Jill Tamashiro, Miguel Cruz

- 1. Item 2 at the November 14, 2017 Director of MOT will Present a Safety Plan, including security and lockdown devices, to the board for action. **(Completed)**
- 2. Item 3 By February 1, 2018 and yearly thereafter Director of MOT working with the Safety Committee and Site Administrators will provide crisis management training for the Leadership Team. **(In Progress)**
- 3. Item 4 by March 1, 2018 District Safety Committee (Director of MOT- Lead) working with site administrators will increase communication (through a variety of media) to make communities surrounding our schools aware of closed campus policies. **(In Progress)**

Update on Installation of Cameras District- Wide

- 1. Board Approve on 4/10/18 six to eight cameras at Middle School sites
- 2. This phase of cameras will focus on staff parking lots and front office areas.

BUSD Emergency Drill Summary

- 1. Review of summary of Drills completed for 17-18 school year
- 2. Copy will be sent to all school site secretaries and principals as well

Emergency Preparedness Training

- 1. School Sites who've completed the training include: Brooktree, Majestic Way, Sierramont
- 2. Departments who've completed the training include: Maintenance, Grounds, Transportation, Custodial
- 3. Review of schedule for what remains of 17-18 school year

Emergency Flip Chart (**Action Item**) Approved by Mayra Waller, 2nd Dan Norris

BUSD Safety Committee 17/18 Spring Safety Newsletter (**Action Item**) Approved by Thomas Carroll, 2nd Dan Norris

BUSD Safety Committee 17/18 Summer Safety Newsletter

1. Final Draft of Summer safety Newsletter will be brought for approval at the May Meeting

Next Meeting

May 8, 2018 @ District Office

Motion to adjourn was made at 2:15PM and was approved by Mayra Waller, 2nd Dan Norris