



Pathway to the Future

SAFETY COMMITTEE MINUTES

Date | time 1/8/19 1:30 P.M. | Meeting called to order by Miguel Cruz

In Attendance

Gin Pender	Kris Kamandulis	Jill Tamashiro	Dan Norris	Maria Smith
Maria Smith	Tony Alberts	Esmeralda Torres	Miguel Cruz	

Approval of Minutes

A motion to approve December 2018 meeting was made by Dan Norris and 2nd by Jill Tamashiro.

Goals for Safety Committee 2018-19 update

- Addition of a digital radio frequency for the Maintenance, Grounds, Transportation, and Custodial Departments. Integration of digital frequency will include access to district emergency channel.
- Update and standardize School Site Evacuation Maps. Updated maps will include location of Utility Shut Offs, AED, Fire Ex. etc.
- Review and recommend Emergency Management and Communication Software for implementation as part of our safety protocols.

Assignments and Reports

1. Assignment and Reports by Sub-Committee members for 2018-2019
 - a. Chairperson- Miguel Cruz and Co-Chair- Virginia Pender
 - b. Risk Management- Maria Smith
 - i. Report out on preventable accidents (Workers Comp. Report) during December included a total of 10 injuries.
 - c. Student Incidents- Jill Tamashiro
 - i. Reports out on Student Incidents/Injuries during November included 19 student incidents.
 - d. Maintenance, Operations and Transportation- Dan Norris, Esmeralda Torres and Miguel Cruz
 - i. Maintenance
 1. Focus has been routine work orders and various plumbing emergencies.
 - ii. Grounds
 1. Staff has been focused on Field Use and Condition Assessment of all Turf areas.
 - iii. Custodial
 1. Custodial on deep cleaning during break. Most of staff requested time off.
 - iv. Transportation
 1. No School Bus Accidents during December.

2. Child Check System purchase and installation on all BUSD school busses will be brought for approval at the January board meeting.
- v. Vandalism District Wide
 1. A few minor events over Christmas Break.
- e. Site Liaisons- Gin Pender, Gokcen Ceran, Anthony Alberts, Maria Smith
 - i. Feed back or concerns from Elementary or Middle School Sites
- f. Strategic Planning or 5 Year Plan Review- Jill Tamashiro, Miguel Cruz
 - i. Strategic Planning Committee Objective & Three-Year Goal: Enhance our safe learning environment
 1. Item 1 by January 1, 2019 Director of MOT, Principals, and Director of Modernization will ensure necessary Maintenance access gates are in place at all school properties. **(In Progress)**
 2. Item 2 by March 1, 2019 Director of MOT, Assistant Superintendent of HR and District Safety Committee will provide emergency preparedness training dates for classified staff unable to attend the site training dates. **(In Progress)**
 3. Item 4 by March 1, 2018 Director of MOT will place fences and fire safety approved gates around at least three additional schools identified as having perimeter weaknesses. **(In Progress)**
2. BUSD Emergency Drill Summary
 - a. A review of all emergency drills completed during December was completed. Additional outreach would be completed to sites needed.
3. Emergency Preparedness Training and Drills
 - a. A review of emergency preparedness presentation and drill schedule was completed.
4. BUSD Safety Committee 18/19 Winter Safety Newsletter
 - a. A Final Draft of the Winter 18/19 Safety Newsletter will be brought for approval at the February Safety Meeting.
5. Next Safety meeting: February 5, 2019 1:30 p.m. at Morrill Middle School
6. Motion to adjourn **(Action Item)**

Next Meeting

2/5/19 1:30 p.m. at BUSD Morrill Middle School

A motion to adjourn the meeting at 2:30PM was made by Gin Pender, 2nd by Tony Alberts.