

# Safety Committee Meeting

July 30, 2019

3:30 p.m.

Board room

## Agenda

### Committee members

Tenneal Wetherell  
Cynthia Barthuly  
Mike Baumer  
Tara Dane  
Vacant  
Shelby Parks  
Kathy Metzger  
Sharon Rebeschke  
Kathleen Stauff  
Bobby Wheaton  
Tammy Yeager

Chairperson  
Administration  
Safety Officer  
Classified representative  
Licensed representative  
Licensed representative  
Confidential representative  
Gold Beach representative  
Administration  
Behavior Team  
Classified representative

### I. Minutes

#### Action Items to review

ACTION – BOBBY SUGGESTED CHECK CARDS FOR PIECE OF EQUIPMENT (LIKE MONTHLY FIRE EXTINGUISHER CHECK) – Cynthia to research bar code scanner inventory process and report by May meeting.

#### **ACTION – MOVED TO 19/20.**

ACTION – Cynthia researching prices and working with the technology department for feedback. She will bring an update to the June meeting.

#### **ACTION – MOVED TO 19/20.**

ACTION - Move exit route information to eye level on walls/doors. **TO BE COMPLETED BY 8/1/19.**

#### **ACTION ITEMS FROM APRIL MEETING**

ACTION – Bring SAIF in during in service week trainings. **AUGUST 2019 – it was determined not to bring in at that time.**

ACTION – take discussion of need for other drills than Fire/Safety, i.e., active shooter, earthquake to Catastrophe subcommittee. **BRING TO SEPTEMBER MEETING.**

#### **ACTION ITEMS FROM MAY MEETING**

The team discussed what to do if there is noncompliance?

#### **ACTION – PLACE AS A FUTURE TOPIC TO CREATE A PROCESS.**

The team discussed the need for EI classrooms to have fire drills like K-12?

ACTION - Mike to check with an EI specialist and report to Administration by 5/31/19.

#### **ACTION - MIKE TO PRINT EMAILS AND BRING TO JULY MEETING. TENNEAL TO DISCUSS WITH ALLYSON AND REPORT AT JULY MEETING.**

Work with incoming Program Admin regarding remote classroom inspections

#### **ACTION - HAVE READY BY SEPTEMBER. WORK WITH ALLYSON FOR NEXT INSPECTION.**

ACTION – Safety break at All Staff Day sponsored by the safety committee.

#### **ACTION - KATHLEEN WILL CALL CRABBY CAKES FOR SAFETY CUPCAKE CAKE DESSERT FOR ALL STAFF DAY LUNCH.**

Crisis response – to be presented at the June meeting.

ACTION - Cynthia to create white paper for the June meeting.

**REVIEW INCIDENT COMMAND AND FORWARD THIS TO THE SUB COMMITTEE.  
CYNTHIA TO UPDATE WHITE PAPER AND BRING TO JULY MEETING.**

The team discussed adding vehicles/transportation to the safety manual.

**ACTION – TENNEAL/KATHY TO CREATE SIGN IN/OUT SHEET**

**ACKNOWLEDGEMENT FOR DRIVERS AND CHECKLIST FOR VEHICLES BY JULY MEETING.**

### **ACTION ITEMS FROM JUNE MEETING**

Trainings on safety data for All Staff Day/In service week.

**ACTION – TENNEAL TO PUT A SAFETY SLIDE IN THE ALL STAFF DAY POWER POINT PRESENTATION.**

Chrome books purchased.

**ACTION - The team will go paperless for meetings.**

Crisis response – Cynthia to present white paper.

June meeting flip chart presentation for standalone classrooms/not district aligned by Cynthia, Tammy and Shelby.

**ACTION - BRING TO SEPTEMBER MEETING.**

Need for catastrophe plan and implementation

## **II. Reports**

- A. Review of 801's / Accidents
- B. Review of Accident Investigations
- C. Safety Concerns
- D. Fire Drill/Classroom Drills
  - CB office
  - GB office
- E. Facility Inspections
- F. Behavior Team
- G. SAIF report

## **III. Old Business**

- A. Safety goals 2019-2020
  - 1. Catastrophe sub-committee – tsunami, earthquake, active shooter, reunification drills – goal to provide expectations/implementation.  
Set up catastrophe supplies – Tammy, Kathy M, Kathleen S.
  - 2. Safety campaign – review for new and existing staff during three all staff days next year.
  - 3. Early Childhood – involve in safety campaign. Research to transition all safety practices with young students.
- B. Vehicle checklist and sign in/out form

## **IV. New Business**

- A. Future goals –  
Job analysis
- B.

Next meeting – Tuesday, August 27 at 3:30 pm location to be determined.