

# Q174 Safety Meeting

~Town Hall Safety Meeting~

April 13, 2018

Agenda & Minutes

(minutes are in italics)

Mrs. K. Kelly, Principal

Mrs. K. Kobetitsch, A.P.

**Members:** Principal Karin Kelly, Assistant Principal Kerstin Kobetitsch, Agent Shazia Iqbal, PA Rep. Bobby Valiente, Recorder/Secretary UFT Rep. Richard Niccolich, Custodian, Crossing Guard Tina Inglese, Parent Coor. – Laura Hui, Teacher Reps. and Ms. Roopchand.

**Attendance:** *Principal Karin Kelly, Assistant Principal Kerstin Kobetitsch, Agent Shazia Iqbal, Recorder/Secretary UFT Rep. Richard Niccolich, Custodian Jerry Grabos, Crossing Guard Tina Inglese, Parent Coordinator Laura Hui, Teacher Rep. Ms. Roopchand, School Aide Josephine Conigliaro, Parent Rep. Jillian Coulton, (Town Hall Attendees: Elizabeth Cedeno. Pranya Rios, Nicholas Storelicator).*

I. Greetings!

II. Emergency Readiness ~

a. Evacuations

b. Lockdowns - recent letter sent home to parents

c. *Miscellaneous Information:*

*-Sweepers check the bathroom for students.*

*-Walkie Talkies are used during drills.*

*-After the all-clear signal, a card is punched as a record of how long the drill took to complete.*

*-The drills are recorded in the OORS system.*

*-Transportable safety procedures described.*

### III. Parent Safety Guide ~ *(given out)*

- a. School Information and Contacts
- b. Critical Security Notification and Offices
- c. What is a school safety plan
  - Discussed was what information the safety plan provides and who uses it.*
  - Its main function is to provide information for emergency responders.*

### IV. Respect for All pamphlet - *(given out and reviewed)*

- The pamphlet covers discrimination and harassment in schools.*
- School events connected with Respect for All:*
  - *Respect for All Week*
  - *Respect for All Assembly*
  - *Kindness Carnival*

### V. Miscellaneous

- a. *Cell Phones:*
  - Students are allowed to carry them.*
  - Phones must be off at all times.*
  - Creates a climate of trust in the school.*
- b. *Bathrooms:*
  - As part of the bathroom upgrades, there will be affirmations placed in the bathroom to promote self-confidence and self-esteem.*

Notes:

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Meeting adjourned: 8:30