

Q174 Safety Meeting Agenda & Minutes

(minutes are italicized and underlined)

October 13, 2017

Mrs. K. Kelly, Principal

Mrs. K. Kobetitsch, A.P.

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

Attendance: *Principal Karin Kelly, Assistant Principal Kerstin Kobetitsch, Agent Shazia Iqbal, PA Rep Bobby Valiente, Parent Coor. – Laura Hui, Recorder/Secretary UFT Rep. Richard Niccolich, Engineer – Lou Celentano, Crossing Guard Tina Inglese*

I. Greetings!

II. Drills Updates and Review – 12 drills/evacuations

- a. Fire Drill – 8 drills before December 31st
- b. Lockdown – 4 (2 specific dates): 1 before 10/31, then 1 between February-March
- c. Safety Procedures – Warden/Sweepers and Alternates
 - Mrs. Kobetitsch will update staff members today:
 1. Main Office Staff
 2. Basement
 3. 1st floor
 4. 2nd floor
- d. Orange Emergency Folders – construction and delivery
- e. Attendance Folders – to lunchroom then outside for recess
 - further thought on implementation*
 - feedback will be necessary*
 - piloting the plan would be good to get out the kinks*
- f. BRT: roles and responsibilities – meeting 10/17

III. PA Meeting – Action Items

- a. Security cameras to monitor the school perimeter

-PS 303 got cameras as part on new construction.

-Cameras to be considered on Participatory Budget.

-A parent volunteered to get pricing from a local camera seller/installer. (PS 174 is a public building and any installer still has to follow rules and regulations required by the city.)

-Potentially, a camera project could be part of the City Council's Capital Plan.

b. "Bicycle Police" or extra security agent to monitor/sweep outside and inside of the building

-The school has already put in a request.

-A 2nd security has been asked for in the past. We will continue to ask in the future.

c. Parent volunteers

-Parents wishing to help in the community (outside of school) should go to the 112th Precinct.

-In school, parents can volunteer to assist at lunchtime.

- Up to 4 parents can sign up per period. There are 3 lunch periods.

-When volunteering:

-Recess gates can be closed but not locked (safety protocol).

-Cameras/phones cannot be out/used.

-Please assist all students.

VI. Cafeteria Clean Up

a. Teachers will model appropriate procedures. Perhaps a video can be made by an upper class.

b. Topic ~ clear trash from tables, lunchroom behaviors, self-respect

c. Rotate classes through ~ M-F kinder and fifth, other classes scheduled

V. Lunchroom Clean-up

-Students need to improve throwing away garbage. They need to pick up after themselves.

-Students need to improve recycling. Guidelines need to be reviewed.

-Students need to be reminded by all: teachers, aides, paras, administration and custodians.

-Time will be scheduled in the lunchroom for individual classes can come down to review good garbage and recycling habits.

V. Halloween Party 10/29

a. Sponsored by the PA only for PS 174 families

1. Permit 11-6 / Guests must vacate at 4pm (party 12-4)
2. 1hr. for set up 1 hr. for cleanup
3. Downstairs bathrooms will be used
4. Parents and children will use Exit #4

Adjourned: 8:50am by Kobetitsch, Hui

Notes:
