

AVON PUBLIC SCHOOLS

Patrick Clark Drive · Avon, MA 02322
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www.avon.k12.ma.us

Paul A. Zinni, C.A.G.S.
Superintendent of Schools

Christine M. Godino, C.A.G.S.
Assistant Superintendent for Pupil Services

SAFETY COMMITTEE AGENDA

October 4, 2017

1. Welcome and introductions
2. Framing the purpose
3. Current safety measures
4. Issues to be addressed
5. Goals for the year
6. Follow Up, Next Steps, and Future Meeting Dates

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SAFETY COMMITTEE MINUTES

October 4, 2017

1. Welcome and introductions: *In attendance – Darrin Reynolds, Butler School Principal; Sarah Shaw, Butler School Asst. Principal; Dawn Stockwell, AMHS Principal; Karen Romans, AMHS Asst. Principal; Amanda Decker, ACES Coordinator; Karen McCarthy, Director of Food Services; Karen Griffin, Director of Transportation; Jenn Mayo, Parent; Marci Kovick, Parent; Kristin Cole, Parent; Kathleen Waldron, Board of Health; Robert Spurr, Fire Chief; David Martineau, Police Chief; Jeffrey Bukunt, Deputy Police Chief; Joan Griffin, Butler School Nurse; Mary Blackburn, AMHS School Nurse; Christine Godino, Asst. Superintendent; Paul Zinni, Superintendent*

The Superintendent welcomed the participants and all participants introduced themselves.

2. Framing the purpose: *The Superintendent explained that the purpose of the meeting was to review current procedures and protocols already in place to determine if changes or revisions are needed and to generate a list of issues to be resolved in an effort to create goals for the committee, keeping in mind that the safety of all Avon Students is the top priority of the district.*
3. Current safety measures: *The group generated a list of current procedures and initiatives that are currently in place. This list included, but was not limited to:*
 - *ALICE (Alert, Lockdown, Inform, Counter, Evacuate) training for all staff – Dr. Reynolds and Chief Martineau trained as trainers*
 - *Fire drills*
 - *Bus Evacuation drills*
 - *CPR and AED trainings for staff and coaches*
 - *Police daily walk-thrus of schools*
 - *Accident protocols in place*
 - *SBIRT (Screening, Brief, Intervention, and Referral to Treatment) screening conducted in 2 grades @ AMHS – used to identify, reduce, and prevent problematic use, abuse, and dependence on alcohol and illicit*

drugs

- *Youth Risk Survey conducted in grades 6 – 12 every other year*
- *SI/HI forms – used in suicide reporting*
- *Alerts in Student Data Management System for teachers regarding student medical issues and legal issues*
- *Emergency Care Plans*
- *Updated Crisis Response Flip Charts located in all classrooms, offices, teachers' rooms, etc.*
- *Crisis Manual located in each building*
- *Connect Ed messages*
- *IMPACT Boxes – Building specific boxes developed for each building to aid first responders*
- *Walkie—talkies*

4. *Issues to be addressed – Next Step Suggestions: The group generated a list of needs/suggestions for next steps. This list included, but was not limited to:*

- *Additional activities (sports, clubs, etc.) to keep students safe and actively engaged after school*
- *Late Bus*
- *Fan Bus*
- *YMCA – After care – better communication (Note: The YMCA is a private entity which uses school facilities to provide a service to the community – although we do not oversee this program, Mr. Zinni will share the group's concerns with the YMCA administration)*
- *Update numbers on exterior windows and doors*
- *Workshops/Professional Development/Trainings on Internet Safety for – parents, students, school department personnel and police*
- *More authentic practice with bus evacuation drills, fire drills and school evacuations*
- *Clear protocols and procedures for staging areas if there was an actual emergency*
- *"After a Crisis" Protocols*
- *Provide parents with a vehicle to ask questions and learn about safety procedures – host "Parent Coffees"*
- *School Resource Officer*
- *More trainings offered by the ACES grant*
- *Safety at Playground*

5. *Goals for the year: Based on the outcomes of the brainstorm, the following goals/next steps will be explored and a meeting will be scheduled for January to discuss progress.*

- *School department administrators will meet with police and fire departments to design and implement more authentic drills*

- *School department administrators will ensure that all outside doors and windows are numbered*
- *School department administrators will work to design and schedule professional development opportunities*
- *Superintendent will explore opportunities to discuss safety concerns and issues with the community*