



DAK GROVE SCHOOL DISTRICT
SAFETY COMMITTEE MINUTES
January 31, 2016

In attendance:

Neil Rauschhuber
Fred Dickey
Karen Lemm
Colleen Fanciullo
Yolanda Jauregui
Oscar Ortiz
Sylvia Alvarez
Mariane Pham
Val Wood

Neil called the meeting to order at 3:00 p.m. Neil called for approval of the November minutes. Oscar noted a typo. The minutes were approved. Yolanda will post on the internet.

Committee Reports:

Karen Lemm reported out for Risk Management for November and December:

There were 11 accidents in November. 3 were preventable.

There were 11 accidents in December. 2 were preventable. The committee reviewed the causes of the incidents. No action needed.

Mariane Pham was reported on student accidents for November and December.

There were 40 accidents. 7 were deemed preventable. The committee reviewed the accidents for measures that could be taken to prevent future incidents.

Fred reported out for M&O:

- Alarm system is completed. Fred has the cards for entry. Sylvia sent him a list of employees at the DO. He will assign the cards. The employee will need to make an appointment to have their picture taken and placed on the card. The card will work without the picture. All exterior doors will remain locked other than the front door. All visitors will need to go through the front door and sign in.
- The M&O handbook is completed. All M&O employees have signed the receipt form. Sylvia will give the handbook to all new employees and will send Fred an electronic copy of the receipt page for their file.
- All site walks have been completed for the map updates. The maps will be updated, laminated and delivered to the sites.
- There was one accident with the ladder truck. The employee hit the roof at the Kaiser parking lot. Fred contacted Kaiser but has not received a return email or call.
- The city ticketed the District on hazardous chemical clean up. The chemicals were picked up today.

Neil reported for Custodial and Transportation:

- Custodial had no safety issues.
- Transportation – no bus accidents
- There is an IPM concern at Ledesma. There has been a lot of field mice on the site. M&O has put extra hours into cleaning the site, installing door sweeps, sealing cracks and crevices but food is still being left out. Teachers have been educated in leaving food out for the mice. If you take food and water away it will help deter the mice.

Val reported for site liaison:

Neil reviewed the role of the committee. Welcomed Val as the new site liaison representative.

Val asked if sites will be getting the card entry system. Fred stated sites have received the new fencing and a few schools have entry systems, such as Parkview. All exterior doors should remain locked at all times. All visitors should go through the front door.

Val mentioned the cold rooms. Neil explained the purging system. Air must be exchanged in the room 24/7, to be in compliance with Title 24, therefore cold air is blown in the rooms in the evening. Neil and Fred will start the heating system at 5:00 am so the room will be warm by 7. If staff are in the room before 7, maybe look at the design of the room. Can the teacher move their desk so they are more comfortable?

Val reported on a concern about the long time special needs students spend on the bus. There is a safety concern when the bus is late there is limited staff to take them off the bus and to the classroom. Karen Lemm stated if she knows she can do her best to tweak the instructional associates schedule to accommodate the situation.

Val reported on the mice problem at Ledesma.

Neil reported out on the 5 year plan:

He will look into a date for the DO Lockdown training and drill. Colleen and Neil will meet after the meeting to get a tentative date. The fire drill was canceled for January due to the heavy rain. The next fire drill will be March 7th at 10:00. The All District Earthquake drill is scheduled for May 9th. Neil still needs to get cabinet approval for the date.

Neil reported AEDs have been provided, through a grant with Racing Hearts.org, to the middle schools and DO. Middle Schools installed them in the front office and the gym other than Bernal. Bernal installed one on the second floor and in the lobby of the new gym. The DO has one in Transportation and the other in the front lobby. The next phase will be 16 for elementary schools. The AED will be installed in the Health Office. Neil stated the only requirement the District has is to check the AED quarterly. This will be a task the custodians will do. They will be responsible for logging the inspection date and time on the machine.

Meeting was adjourned at 4:00 pm

The next meeting will be February 28, 2017 at 3:00pm.