

Site Council Minutes

Date: 3/27/13

Attendees: Jay Beams, Leslie Huie, Jamie Adams, Roger Avedon, Don Geddis, Katie Pierce, Julia Zhen, An Chen, Sarah Adams, Anu Hoey, Kristi Shreve, Ingrid DeMoor, Valerie Leung, Colleen Golden

Approval of Feb. Minutes by Katie Pierce and all

Topic: Emergency and Safety Procedures

Jamie: would like to know how parents would like to retrieve children

For fire drill- get everyone out, by state law all teachers have to wait with children.

For Earthquake- after, try to get everyone out, wait for first responders at black top.

Counselor and Principal responsible for releasing children since they know all of them.

Every backpack has emergency cards, pen, highlighter and stickers.

If someone comes that is not on card, they have to go to counselor and principal to make sure it's ok before releasing child.

Change emergency cards in the office

Need to better communicate to parents that emergency contacts should include local contacts since picking up children is an important possibility, versus phone contact for medical permission, etc. What to Expect Night?

Classes are partnered with sister classes

Ideas?

- An: Encourage parents to identify another parent in their class/grade as one of the emergency numbers so if there is someone to pick up, you have someone close by.
- Julia: Should room parents be responsible to take care of children

that don't get picked up?

- Ingrid: put a "lockdown" sign up for the parents, and also "kids at Blacktop" if that is where they are for parents to know where to go

What is the mandate for school?

All teachers are responsible for all the kids in school. During the waiting time, there are going to be certain teachers that can be released early depending on their own circumstances. But the majority of teachers will be staying.

What is responsibility to community?

If first responders set up here first, the community members can come here for safety, too.

First responders are fire department

An: Put signs for each grade so the parents know where grades are.

Leslie: In Cupertino, each classroom has a 2X4 to keep door closed on hinge side and every teacher can push a file cabinet behind the door.

Ingrid: How about getting walkie talkies?

Jamie: they are talking about getting a panic button

Katie: get parents more involved in understanding security, perhaps at What to Expect Night at general meeting or at parent group meeting.

Julia: Get cameras and a policeman to watch all 4 schools

An: maybe meet with the leads for the Hillsborough network for Emergencies so everyone works together.

Sarah: will share other information from manuals being written by others

Jay: People need to be flexible depending on the emergency but we need to be prepared.

Katie: The kids only know that it is an "intruder" but not anything else.

Any other items to discuss:

Try for Ty- walkathon on Apr. 25 after school

Before end of year, need to replace 3 site council members