

EMERGENCY PREPAREDNESS/SAFETY COMMITTEE

January 30, 2019

Meeting Notes

Present: Liz Schott, Heather McPhail Sridharan, Davina Goldwasser, Paul Miller, Barbara Johnson, Jenny Walsh, Lindsay Wilson, Maureen Moulton, Annlyn Peluso, Becky Gayman, Dave Glenn, Larry Pasero, Lindsay Tonderys, Lindsay Wilson

**Comprehensive Safety Plan:** Liz Schott explained the components of the new Kentfield School District Comprehensive Safety Plan. The purpose of the plan is to have a comprehensive safety plan to keep our students and staff safe in our schools. The plan will be evaluated and amended as needed on an annual basis. The District works with our local Kentfield Fire Department and the Marin Sheriff's Office to review and update the procedures as necessary. Liz shared the plan which describes the requirements and procedures. Child abuse reporting procedures, disaster procedures, and the discipline policy are all part of the Comprehensive Safety Plan. Safe Routes to School gets a 'nod' for their work in our community. The dress code guidelines were discussed noting that it is ultimately the parents' responsibility, but the school can enforce expectations to wear proper clothing that are safe and conducive to learning.

**AEDs:** Jean Dodge, CINTAS Corporation, gave a brief demonstration of the three (3) AED's recently installed one in the District Office, one in the Kent Gymnasium, and one in the Bacich Community Center. New legislation law now requires schools to install and maintain AEDs in public places. The District has arranged for CINTAS to maintain, monitor, and replace supplies when necessary. The AEDs are very simple to use, once you turn the power on, the AEDs will talk to you and will give clear instructions to follow during an incident. The District annually trains staff on CPR refresher courses, Epi Pens, and will now include AEDs.

**Fire Alarm Policy:** Paul Miller reported that all external fire alarm stations have been identified at both campuses. The question was discussed if the District should remove ALL pull stations/fire alarm stations or leave one operating at each school. The conversation continued with Kentfield Fire Department Dave Glenn and Larry Pasero's recommendations. The pull stations are generally a nuisance, and most people will use their cell phone to call 911 in case of an emergency. Dave Glenn said the best local phone number to call is (415) 475-0911. Liz Schott's letter sent to the Kentfield fire chief in October 2018 was approved. The next step is to contact a licensed fire alarm contractor. Paul Miller will follow up with the State Fire Marshall for approval permits and/or with the Department of State Architect (DSA) if necessary.

**Walkie-Talkie Purchases/Bull Horn:** Jenny Walsh will be contacting Barbara Johnson to purchase additional and/or replacement walkie-talkies. Additional megaphone speakers are also needed. Methinee Bozeman at Bacich will be contacted to see if walkie-talkies or speakers are needed.

**Safety Board Committee Purpose** – A subcommittee was established and will meet to discuss the purpose of the committee, timeline, stakeholder representation, length of service, and expectations. The sub-committee formed: Liz Schott, Barbara Johnson, Davina Goldwasser, Adrienne Brown, and Annlyn Peluso. Maureen will arrange for a date and time to meet. This will be discussed at the next Safety Committee meeting.

**2018-19 Meeting Date:**

May 22, 2019