

Metropolitan Education District  
 Safety Committee Meeting  
 January 7, 2022

**2021-2022 Members**

TBD -	Chair	Meagan Azevedo -	Co-Chair/HR Representative
Alyssa Lynch -	Superintendent	Dorothy Reconose-	CBO
Lisa Ketchum -	Communications Representative	Rosalie Ruiz -	CSEA Representative
Susan Nakahira-	HR Representative (Alternate)	Thomas Kaiser -	IT Representative
Michael Schiller-	SCCSIG Representative	Kim Timoteo -	Secretary
Stephanie Martinez-	SO Representative	Alexis Agustin -	SVAE Representative (Alternate)
Drew Foerder -	SVAE Representative	TBD -	SVAE Evening Representative
Elizabeth Belaski-	SVCTE Teacher Representative	Nick Laskowski -	SVCTE Representative
Robert McTaggart-	SVCTE Teacher Representative	Juan Cadavid Munera-	Student Representative
<b>Vacant</b> -	<b>Parent Representative</b>	<b>Vacant</b> -	<b>SJPD Representative</b>

- Safety Committee Membership** Meagan
  - Still needed: Parent and SJPD Reps
- Approve Agenda** Everyone
- Approve [December 3 Meeting Minutes](#)** Everyone
- Discuss [Comprehensive School Safety Plan Annual Update](#)** Meagan
  - Reminder to review the CSSP and send updates and feedback to Kim
  - Determine/discuss roles for annual checklist items, site & room surveys, etc.
- Reminder of Upcoming Emergency Drill Date** Meagan/Nick
  - Fire Drill on a surprise date between 1/10/22 – 1/14/22
  - Drill times remain the same: AM – 9:00am / PM – 1:00pm / Evening – 7:00pm
  - Reminder of remaining drills for [2021-2022](#)
- M&O Updating Integrated Pest Management (IPM) Plan** Kim/Lisa
  - Completed Required Annual [Update](#) on DPR-HSA-118 Form
- Incident Reports received for December** Meagan
- [StopIT](#) Anonymous Reports received for December** Lisa
  - Distribution list for StopIT reports?
- Open Business** Everyone
  - Water fountain update (Nick)
  - Vehicles on campus (Kim/Nick)
- Next Meeting: [Friday, February 4, 2022](#)**
- Adjourn**