

Metropolitan Education District
 Safety Committee Meeting
 February 4, 2022

2021-2022 Members

Kim Timoteo -	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/TBD-	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
Vacant	Parent Representative	Vacant	SJPD Representative

Safety Committee Membership

Kim

- Still needed: Parent and SJPD Reps

Approve [Agenda](#)

Everyone

Approve [January 7 Meeting Minutes](#)

Everyone

N95 Masks Distribution and Google Requests Form

Lisa

Annual Pesticide Use Reporting [DPR-HSA-118](#) mailed out

Kim

Update on [Safety Training Plan](#) for M&O Staff

Kim/Lisa

- Makeups to be scheduled for absentees.
- Training new employees within 30 days of hire date

Discuss 1/10/22 & 1/13/22 Surprise Fire Drills

Everyone

- Any feedback to take to Emergency Incident Team meeting for discussion?

Reminder of Upcoming Emergency Drill Date

Meagan/Nick

- Earthquake Drill on Tues. 03/08/22 - AM, PM & Evening
- Reminder of remaining drills for [2021-2022](#)

Updated Comprehensive School Safety Plan ([CSSP](#)) Draft

Kim/Meagan

- Completed most edits; waiting on last bit of required information to add

Updating Incident and Illness Prevention Plan ([IIPP](#))

Meagan

Incident Reports received for January

Kim/Meagan

[StopIT](#) Anonymous Reports received for January

Lisa

Upcoming Winter Break 2/22/22 – 2/24/22

- Reminder: No classroom access without prior authorization

Open Business

Everyone

Next Meeting: [Friday, March 4, 2022](#)

Adjourn