

Metropolitan Education District
 Safety Committee Meeting
 December 3, 2021

2021-2022 Members

Ricky Carrillo -	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
Kris Kamandulis-	SCCSIG Representative	Kim Timoteo -	Secretary
Stephanie Martinez-	SO Representative	Alexis Agustin -	SVAE Representative (Alternate)
Drew Foerder -	SVAE Representative	Norma Martinez -	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** Ricky
 - Still needed: Parent and SJPD Reps
- Approve Agenda** Everyone
- Approve [November 5 Meeting Minutes](#)** Everyone
- Discuss [Comprehensive School Safety Plan Annual Update](#)** Ricky/Lisa
 - Everyone should review the plan. Send feedback to Ricky and Kim.
 - Determine/discuss roles?
- Discuss Lockdown Drill** Everyone
 - Provide feedback to take to Emergency Incident Team meeting
- Update on Safety Inspections** Ricky
- Training New Faculty & Staff on Safety Procedures** Bob
- Developing a plan for Sharps Waste** Lisa
- Incident Reports received for October & November** Ricky/Meagan
- [StopIT](#) Anonymous Reports received for October & November** Ricky
 - Students parking the wrong way and driving wrong way when leaving
 - Concerns about left Exit lane turning right. Mark with arrows?
 - Distribution list for StopIT reports
- Open Business** Everyone
 - Wear safety vests when controlling traffic at bus loop
 - Follow-up on action items from October & November meetings:
 - Was the earthquake drill reminder sent out prior to the drill?
 - Did everyone remind staff not to pre-evacuate prior to the drill?
 - Does Amanda have access to Infinite Campus, ASAP and Canvas programs?
 - Mass emergency communications topic was to go to Cabinet

Next Meeting: Friday, January 7, 2022

Adjourn