

# Atkinson Safety Committee Meeting Minutes

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**Date of Meeting:** 1/31/2018

**Time of Meeting:** 7:50:00 AM

**Date of Next Meeting:** 2/28/2018

**Committee Chairperson:** Sara Tetreault

## **Representatives Present**

Melanie Van Witzenburg, Ivonne Dibblee, Char Parr

## **Management Representatives Present**

## **Other Attendees Present**

## **Representatives Absent**

## **Old Business**

Reminder letter sent through Atkinson FYI.

## **New Business**

1. Pick up is not timely by parents at classrooms at 3:00pm. Parents need to be on time picking up their kids from the classrooms.

Also, newly implemented 'Tardy Station' is a good intervention in helping to get kids class quicker. Also, parents are no longer going to upper hallway classrooms without a visitor tag after the bell rang. Parents MUST check in at the office and get a badge during the school day.

2. Laura Humphrey (#107) concerned about her emergency exit route. We will review her safety route for best practices.

3. Reminder going into staff bulletin about keeping classroom doors closed (if not room) and locked (all the time) during the school day.

## **Recommendations**

undefined

## **Status of Recommendations**

Trees outside of room #107 have been cut and removed. All teachers are thrilled.

## **Additional Notes**

**Filed By:** Sara Tetreault

**Date/Time Submitted:** 1/31/2018 8:28:15