

Safety Committee - Minutes

Thursday, January 23, 2020

3:30

Teacher Resource Room, 3rd Floor, District Office

1. Approval of October minutes
2. New concerns from committee members
 - Narineh from Burbank High raised the question of whether surveillance footage could be shared with or given to parents or other outside parties. Stacy Cashman said that footage that only has one child in it, may be shown to the parents, but the footage may only be handed over to BPD and if anyone wants to obtain it, they will need to go through BPD.
 - Joan from Miller remarked that the gate to their parking garage often doesn't work. This is a costly repair and other options will be looked into.
 - Erin wondered if the City's new 15mph school speed limit has shown any improvements. She will follow up with Hannah Woo at the City to see if they have any stats on that.
3. Safe School Plans
 - sites are finalizing and they will go to the Board for approval on February 20.
4. Safety Forum – January 29
 - Matt Hill is convening a group of BUSD safety partners – BPD, BFD, BPD MHET, Family Service Agency, LA Co START, to discuss current and planned safety mechanisms within BUSD. All parents, students and staff are invited. Burbank Adult School 7:00pm.
5. Hazard Mitigation Plan (HMP)
 - a. Submitted to CalOES on 1/10/2020
 - b. Feedback received 1/14/2020
6. Security Cameras and BP 3515
 - a. The Board believes that reasonable use of surveillance cameras will help the district achieve its goals for campus security. In consultation with the safety planning committee and relevant staff, the Superintendent or designee shall identify appropriate locations for the placement of surveillance cameras. Cameras shall not be placed in areas where students, staff, or community members have a reasonable expectation of privacy. Any audio capability on the district's surveillance equipment shall be disabled so that sounds are not recorded.
 - b. Prior to the operation of the surveillance system, the Superintendent or designee shall ensure that signs are posted at conspicuous locations at affected school buildings and grounds. These signs shall inform students, staff, and visitors that surveillance may occur and shall state whether the district's system is actively monitored by school personnel. The Superintendent or designee shall also provide prior written notice to students and parent/guardians about the district's surveillance system, including the locations where surveillance may occur, explaining that the recordings may be used in disciplinary proceedings, and that matters captured by the camera may be referred to local law enforcement, as appropriate.

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7. Tony Leite from Sedgwick Risk Control
 - a. Safety assessment process
 - In November 2019 Sedgwick conducted a biennial inspection of all school sites and recorded any risk issues they observed. The issues are ranked 1-5 with 1 being the most serious. The report is being reviewed by Facilities to see which issues require work orders and which may already be in process. The employee practice issues (ex, boxes placed on top of a tall cabinet) will be forwarded to the site principals/directors and will be corrected there. Sedgwick will follow up in a year.
 - This report is not published, but once it is sent to the school sites, the principal may share with School Site Council or safety committee.
 - b. Update on current legislation – Tony shared several pieces of legislation that are recently approved or being worked on that will affect schools
 - SB223 – Parental administration of medical cannabis on campus– allowed by the state, but must be approved by each district
 - SB316 – Requirement to have the domestic violence hotline listed on the back of student IDs. BUSD will include this along with suicide hotline
 - SB 541 – The State will collect data about best practices for age-appropriate lockdown drills and make recommendations.
 - AB743 – Possession of and self administration of asthma inhaler by student.
 - AB 218 – Sexual abuse/assault statute of limitations being increased.
 - AB 836 – Wildfire Smoke Clean Air Centers
 - c. March 18 – Coaches (and other staff) Liability Training at Arcadia HS
8. Stop the Bleed training
 - a. Bystander training offered by Providence Holy Cross and St. Joe's on how to stop uncontrolled bleeding by using pressure, wound packing and tourniquets.
 - b. Nurses and some health assistants were trained in August 2019
 - c. Scheduling has begun to offer the training at each school site, and district offices
9. MOUs for Red Cross, off-site evacuation locations, busses
 - a. We have an agreement with the American Red Cross to use any of our 3 middle schools or 2 big high schools in the event of a major disaster. They would use the gyms for shelter and the cafeteria/kitchens to feed people.
 - b. The Red Cross also has storage containers up at Horace Mann with supplies.
10. Fire inspections - annual inspections will happen Feb-April 2020.

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11. BFD to visit CDS for annual “Ask a firefighter/paramedic anything” conversation
12. Safe Routes to School – street improvements and safety modifications around 3 schools Jan-May 2020. (see details below)

Next meeting – Thursday, February 27, 3:30.

Safe Routes to School

Jefferson ES

- 15 mph school speed zone signs
- Repaving street from Eton to Cambridge
- High-visibility crosswalks at Jolley/Eton, 6th/Eton, 6th/ Dartmouth, 6th/Cambridge, Karen/Cambridge, Kenneth/Eton, Kenneth/Cambridge, Kenneth/Uclan Dr.
- Stop signs at Karen/Cambridge and 6th/Dartmouth
- Curb extension at 6th/Cambridge
- Curb ramps at 6th/Dartmouth, 6th/Cambridge, and Karen/Cambridge

Washington ES

- 15 mph school speed zone signs
- High-visibility crosswalks at Winona/Myers and Winona/Keystone
- Stop sign at Winona/Myers
- Curb extension at Winona/Lincoln
- Curb ramps at Winona/Lincoln and Winona/Myers

Muir MS

- 15 mph school speed zone signs
- High-visibility crosswalks at Bethany/6th, Kenneth/Bethany, Kenneth/Cornell, Kenneth/Delaware, Kenneth/Walnut, Walnut/7th, Walnut/6th
- Stop signs at Kenneth/Cornell and Kenneth/Delaware
- Curb ramps at Bethany/6th, Kenneth/Bethany, Kenneth/Cornell, Kenneth/school driveway, Kenneth/Walnut, Walnut/6th

For all schools Citywide, our Public Works Department has already finished installing all-way stop signs, high-visibility crosswalks, and 15 mph school speed zone signs.