

Mading STEM Academy
Safety Committee Meeting Minutes

1/31/2020

Mrs. Dudley noted that there should be an administrator present in each pod during a fire drill in order to confirm the "All Clear". Ms. Landry suggested to remind teachers to have their Emergency Procedures Booklet with an updated roster of each class in the back of the book in order to verify the presence of each student during the fire drill. They should turn their signs to the green "All Clear" page when they have verified the presence of each student.

When an Ancillary teacher is absent, teachers will be notified in order to split their classes evenly between the ancillary teachers.

Ms. Jackson noted that parents have been dropping the children off in the back entrance of the school during morning arrival. She suggested that we use Class Dojo to inform parents that after 7:30 a.m. students should be dropped off in the front main entrance.

Cafeteria monitors have inquired about having 1st graders lunch separated from 2nd grade. It has been difficult to manage the behaviors of those two grade levels.

We will reconvene in February (date TBD).