Minutes of Safety Meeting
Shadydale Elementary
5905 Tidwell
Houston, Texas 77016
January 28, 2020

The meeting started at 1:30 p.m. with a review of the current School Safety Plan. Since the current plan is a fluid document it is the agreement of the committee that the plan will be reviewed often. If any immediate revision is needed, the revision will be discussed and agreed to by the committee.

Proposed revisions/clarifications:

The escorting of visitor’s in the building - Presently an individual is escorted to a specific area, but the committee is proposing to more definite about how the individual will return to the main office to sign out if who they were escorted to visit is otherwise detained in the building. Dr. Agnew sent an e-mail to all campus staff stating that personal visitors must remain in the front area. They will not be allowed to visit classrooms.

All required drills were discussed, and Mrs. Harvey is developing a revised drill schedule for the committee’s review and approval.

The cafeteria, during the lunch period, is a vulnerable area. All cafeteria monitors have been alerted and cautioned about monitoring the breezeway door.

A work order has been placed for the Kindergarten playground gate.

We as a committee are discussing dismissal as a trigger for certain students and how these students will be managed in proportion to all other students being dismissed.

On the table is the development of procedures for locking each pod’s main entrance doors during the instructional day.

The committee continues to have ongoing discussions centering around the question of how we can more effectively serve the public (parents, agencies, and all other visitors to the campus) in a more efficient and “safety for all” manner.

Other topics, discussions, and/or considerations:

Discussions on uploading our approved Safety Plan to Share Point by the deadline.

Continuing to make safety planning, trainings, and discussions apart of our staff meetings.

Having teachers to download the EOP app on their phones.
A follow-up meeting is planned for January 29, 2020 at 1:30 p.m.

This meeting was adjoined at 2:20 p.m.