

Durkee Elementary

Safety Meeting 03.02.20

Start time 3:20 – End Time 3:47

Fire Drill (02.24.2020)

- Too long 7minutes; Satisfactory
- Teachers not reporting missing students; Visitors on campus due to a training; Puddles of water outside

Action Step: Ms. Puente will remind teachers to update their student roster for substitute teachers and inform substitute teachers of the roster being posted on the red emergency flipbook. Send an email to office support staff about using “clear” when the hallways are verified and “all green” when students are accounted for outside.

Bedbugs

Classrooms were inspected and none were reported.

Mold

A small amount of mold in classroom 37 was cleared by district personnel.

At-Risk Management Safety Training

Scheduled for Wednesday, March 11th

Plant Operator

Action Step: Ms. Lovie and team regularly check restrooms for paper towels and soap/ sanitizer. Remove last 2 parking spots closest to the fence to allow space for school buses.

Campus Emergency Response Plan

Will be revised by the committee next month.

Additional Comments/ Questions/ Concerns

Large cones are helping with the flow of traffic.