



**WEST LINN-WILSONVILLE SCHOOL DISTRICT
DEPARTMENT OF OPERATIONS**

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District Safety Committee Meeting Agenda
Wednesday, May 21, 2014; 7:30 AM, WLWSD District Operations Center

A. ATTENDEES:	Name	Location	Present	Absent
	Pam Garza	OSEA Representative		
	Paula Hall	District Nurse West Linn & WLEA Representative		
	Cindy Hepting	Program Coordinator		
	Officer James Keen	Wilsonville HS SRO		
	Mark Law	Custodial Supervisor		
	Pat McGough	Facilities Manager		
	Officer Blain McKean	West Linn HS SRO		
	Kathe Monroe	Director of Human Resources		
	Doug Nimrod, VC	OSEA Representative		
	Tim Woodley	Chair, Director of Operations		

B. MINUTES REVIEW:

The minutes from all meetings are available on the website: <http://www.wlww.k12.or.us/Page/3135>

C. OUTSTANDING ACTION ITEMS:

Item	Description	Responsible Party	Status (due by)
12.9.03	Crisis Management Plan booklet updates: (notes archived) 5-15-13: Tim and Cindy reported that the OSBA books will have another update before we can use them. They will add sections on lock in and lock out as well as intruder response. We are awaiting this update.	<i>Committee</i>	Fall 2014
13.03.2	District Safety and Health Plan – updated in 2006. Needs to be updated. Consider adding these sections: student safety, building security, flight teams, Hep B vaccinations. (notes archived)		Summer 2014

Item	Description	Responsible Party	Status (due by)
13.11.2	Pat brought forward a concern about four classrooms in the two new schools where there appears to be no hiding place. They are the two behind the kitchen server areas both upstairs and downstairs. Pat wondered if blackout shades should be installed that could be pulled down when needed. Tim shared concern that when kids are in porches they could be seen from anywhere. Tim said we would solve this issue at both locations for these eight unique classrooms. Pat will install blinds. As we hear of unsafe situations, we will address them. (notes archived) 3-14-14: Officer McKean also mentioned that we should apply for safety grants to supply funds for these type of safety fixes.	<i>Tim</i>	April 2014
13.11.3	Crosswalk issue at WLHS – Tim will work with a parent to solve the issue of people not stopping to allow people to cross safely. (notes archived) 3-19-14: We have a plan and the City is reviewing the plan. Officer McKean will help move this forward. Bolton and Willamette are being reviewed by traffic engineers.	<i>Officer McKean</i>	ASAP
14.1.3	Another items from the “I Love You Guys” foundation, is a standard reunification method for following up after an emergency. Tim encouraged the committee members to visit the “I Love You Guys” website and become familiar with the site. Tim will refer to this site with communication in regard to school safety. This plan may be adopted by WLWSD. 2-19-14: Tim – Becomes full plan	<i>Watching</i>	In progress
14-2.1	Fire & earthquake safety requirements (notes archived)	<i>Tim</i>	Waiting for state or county standardized communication
14-2.2	Video regarding dangerous intruder is being reviewed. (notes archived)	<i>Tim</i>	March 2014
14-2.3	Bond safety component. (notes archived)	<i>Tim</i>	Ongoing
14-2.6	Communication Plan Powerpoint for PTA groups to share. (notes archived).	<i>Tim</i>	Spring 2014
14-2.7	Voice compatible Fire Alarms: will this become code? (notes archived)	<i>Pat</i>	Summer or fall 2014
14-4.3	Doug installing outside window room identifying stickers for emergency response. Cost approx. \$10,000.	<i>Pat</i>	Summer of 2014
14-4.5	Bolton Parent Street closed down during school hours. Community wanting to use it for walking. Tim working with City on sidewalks.	<i>Tim</i>	Summer of 2014
14-4.6	Traffic lights being installed this summer on Rosemont/Salamo intersection. Tim will discuss with concerned parents.	<i>Tim</i>	Summer of 2014

NEW SAFETY COMMITTEE ISSUES:

New Safety issues:

- 1.

NEXT MEETING: June 18, 2014 – District Operations Center, 7:30 AM

Minutes were prepared by Cindy Hepting. Please submit in writing any corrections to West Linn-Wilsonville District Safety Committee prior to the next meeting date; otherwise the minutes will stand as reported. heptingc@wlwv.k12.or.us