



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

2755 SW Borland Rd
Tualatin, OR 97062
Phone: (503) 673-7995
Fax: (503) 638-9143

District Safety Committee Agenda

Wednesday, September 20, 2017; 7:30 AM, WLWSD @ District Operations Center

A. ATTENDEES:	Name	Location/Title	Present	Absent
	Jeff Chambers	Maintenance Supervisor	X	
	Cindy Crowder	Program Coordinator	X	
	Officer Jason Dolan	Wilsonville HS, SRO	X	
	Pam Garza	OSEA Representative		X
	Officer Jeff Halverson	West Linn HS, SRO	X	
	Josh Harrel	District Nurse	X	
	Mark Law	Custodial Supervisor	X	
	Pat McGough	Facilities Manager		X
	Kathe Monroe	Director of Human Resources		X
	Doug Nimrod, VC	OSEA Representative		X
	Tim Woodley	Chair, Director of Operations	X	

B. MINUTES REVIEW:

The minutes from all meetings are available on the website: <http://www.wlww.k12.or.us/Page/10597>

C. OUTSTANDING ACTION ITEMS:

Item	Description	Responsible Party	Status (due by)
16-6.2	1. Radon Testing will be done by 2021 in every space that can be occupied. 7.20.16: <ul style="list-style-type: none">Pat reported that Radon Testing plans and protocols have been developed and approved by Oregon Health Authority (OHA). 9.21.16: <ul style="list-style-type: none">Plan completed and used as model by other districts. 10.19.16: <ul style="list-style-type: none">Compliant in time, we have until 2021 to test the entire district and scheduling needs to be completed (testing Oct-March) 11.16.16:	Pat McGough	Ongoing

Item	Description	Responsible Party	Status (due by)
	<ul style="list-style-type: none"> Testing in all district buildings required (starting 2017). Testing must occur from October – March, Monday – Thursday so the school is in full occupancy. Will conduct about 5 locations annually including two new schools for 2017 so they pass prior to opening. <p>12.21.16:</p> <ul style="list-style-type: none"> Create master schedule/roster for both radon and water testing at a set of a fifth of the schools annually in 2017/2018 <p>2.15.17:</p> <ul style="list-style-type: none"> Jeff and Pat enrolled in a state certified class that focuses on radon, will be state certified as Radon Test Agents (to take place in May). <p>5.17.17:</p> <ul style="list-style-type: none"> Pat and Jeff both passed their tests/classes are now licensed Radon Certified Testers. <p>6.21.17:</p> <ul style="list-style-type: none"> Will begin testing this fall. <p>9.20.17</p> <ul style="list-style-type: none"> Certification in process and will be getting quotes for test kits (at a cost per kit). 		
16-7.1	<p>2. Bond Construction Updates</p> <p>3.15.17:</p> <ul style="list-style-type: none"> Two schools that will have new shelter door locks (MCMS & SUPS) – first in Oregon to implement this at a school. In design for the perimeter fencing around COPS scheduled for April 1st; Wilsonville entry in design as well. Getting through permitting process for both. <p>5.17.17</p> <ul style="list-style-type: none"> Busiest construction time of year in terms of projects – it will impact most schools. Safety for the public will be a primary focus to direct people away from the construction sites. We have re-enforced closures and signage to communicate with patrons. <p>6.21.17</p> <ul style="list-style-type: none"> Once MCMS and SUPS open, we will invite West Linn and Wilsonville Police to get familiarity with the schools and their new features. Floorplan will also be provided to local law enforcement. Every building is numbered with permanent numbers both indoors and outside the window. These two new schools will enforce entrance through the front office (front office banks will be locked during the school day). Boeckman and Bolton are up for discussion for summer 2018. <p>9.20.17</p> <ul style="list-style-type: none"> First day of school was a great success across the district! 	Pat McGough	Ongoing
17-5.2	<p>3. District Safety Website</p> <p>5.17.17:</p> <ul style="list-style-type: none"> Curt Nelson will be having the IT Specialists working on a District Safety Webpage for student/staff safety and security over the summer. <p>6.21.17:</p> <ul style="list-style-type: none"> This will start this summer varying from inclement weather, IPM, radon, bus safety, etc... <p>9.20.17</p> <ul style="list-style-type: none"> Not live yet, limited access which is getting updated by IT 	Curt	Ongoing
17-6.1	<p>4. Exclusion Program</p> <p>6.21.17:</p> <ul style="list-style-type: none"> Recently, a camper has been parked at Inza Wood Middle School and the district does not have any authority or capability to react at this time. Jason Dolan is going to send over information about the Exclusion Program – anyone can sign up for this and it's a database of all addresses that allows the district to agree to statements such as 'as a 		Ongoing

Item	Description	Responsible Party	Status (due by)
	<p>district, we agree to forbid practices such as camping, doing business, etc...on our sites.' If local police sees these happening, there are no criminal charges the first time (warning), but there is record made and reports to the district. Should it happen again, law enforcement would act as necessary with primary authority.</p> <p>7.19.17</p> <ul style="list-style-type: none"> West Linn will need to initiate this process, Officer Dolan to move forward Wilsonville <p>9.20.17</p> <ul style="list-style-type: none"> Officer Dolan to send to Tim Woodley and Officer Halverson to move forward West Linn. 		

NEW SAFETY COMMITTEE ISSUES/DISCUSSION:

- 1) State database that holds all school plans – need to send MCMS and SUPS. Also send to Halverson & Dolan.
- 2) Safe Routes to School at Meridian Creek Middle School seem to be going well. Lots of children are riding their bikes to school. For the first couple days, members of the bond provided extra staff support to ensure students were commuting and community was responding to signage. So far, only positive remarks thus far!
- 3) Both Meridian Creek Middle School and Sunset Primary School went through their first fire drills in their new buildings. Both were successful with their evacuations. These two new schools may need to practice their automated response notification drills without children present first to ensure the staff is familiar with the alerts.
- 4) District nurses inquiring about best communication method for schools that don't have great cell service. Can there be radios for all ERT members and secretaries? (Will talk with Jennifer Spencer-Iiams)

NEXT MEETING: October 18, 2017 – DOC Conference Room, 7:30 AM

Minutes were prepared by Cindy Crowder. 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.

crowderc@wlwv.k12.or.us