



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

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District Safety Committee Meeting Agenda

Wednesday, March 18, 2015; 7:30 AM, WLWSD District Operations Center

| A. ATTENDEES: | Name | Location | Present | Absent |
|----------------------|----------------------|---|----------------|---------------|
| | | | | |
| | Officer Al Bunch | West Linn HS SRO | | |
| | Jeff Chambers | OSEA Representative | | |
| | Officer Patrick Finn | Wilsonville HS SRO | | |
| | Pam Garza | OSEA Representative | | |
| | Paula Hall | District Nurse West Linn & WLEA Representative | | |
| | Cindy Hepting | Program Coordinator | | |
| | Officer Dan Kraus | Wilsonville | | |
| | Mark Law | Custodial Supervisor | | |
| | Pat McGough | Facilities Manager | | |
| | 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) |
|-------------|---|------------------------------|--------------------------------|
| | <p>1. DISTRICT SAFETY PLAN (booklets)</p> <p>1-21-15: An RFP is being prepared to hire a bond safety consultant to assist with these three plans. This committee will be invited to participate in the hiring process.</p> <p>2-18-15: Tim shared the RFP that went out February 9th and 11th. Proposals will come in. This committee will be kept informed. Proposals are due on the 26th. They will help with the plans listed below as well as site assessments around student safety. They will also attend this monthly meeting and report on projects. We will work with a hiring group to select a candidate.</p> | <i>Bond Team</i> | Ongoing |

| Item | Description | Responsible Party | Status (due by) |
|---------|---|------------------------|-----------------|
| | <p>Volunteers from this committee will serve on the hiring group:</p> <ul style="list-style-type: none"> Jeff Chambers Cindy Hepting Mark Law Pam Garza Pat McGough Tim Woodley Kathe Monroe Al Bunch Doug Nimrod (alternate if needed) | | |
| 12.9.03 | a. Crisis Management Plan updates. | Bond | |
| 13.03.2 | Safety & Health Plan (OSHA) updates. | Bond | |
| 15.01.3 | b. Emergency Response Plan – Creating a new plan to complete the Operations side of safety. | Bond | |
| 13.11.3 | <p>2. Crosswalk at WLHS</p> <p>1-21-15: This project is in process.</p> <p>2-18-15: The fiber optic is repaired. Concrete was poured and the fiber optics will be hooked next week.</p> | Pat | March 2015 |
| 14.4.3 | <p>3. Classroom numbers District-wide</p> <p>1-21-15: The architectural drawings need to be aligned with actual school numbers before this work can be done. It will be part of the bond work.</p> <p>2-18-15: We hired an architect (DOWA) who will assist with this project. We need to check on the governor's project to have copies of all school floor plans on file.</p> | Facilities Maintenance | Fall 2015 |
| 14.11.2 | <p>4. Bond Safety Component.</p> <p>1-21-15: This committee will be the stewardship group for the safety components of the bond.</p> | Committee | Ongoing |
| 15.1.1 | <p>5. Crosswalk at Willamette. We have received a request for a crosswalk at Willamette.</p> <p>2-18-15: This has gone forward to the City for review.</p> | Bond Team | |
| 15.3.1 | 6. Safe route to schools at Lowrie – Maintaining safe routes to school that began when no neighborhood immediately surrounded the school. | | Ongoing |
| 15.3.2 | 7. Flashing Lights at double school sites. Timing is off on early release days, no-school days, holidays, etc. Cindy will share detailed schedule with both City engineers (who will share with County). She will find out what the current schedule is and plan out a similar schedule with details added. | Cindy | August 2015 |
| 15.3.3 | 8. Exiting double school sites – you cannot tell flashing lights are on when you pull out. We need to keep this in mind and solve this issue with new schools. | | Ongoing |
| 15.3.4 | 9. Wilsonville High School students are driving too fast as they exit the school when primary students are still walking from school. Pat will see that speed bumps are included in the Bond paving project. | Pat | Fall 2015 |
| 15.3.5 | 10. A new policy is being created regarding cameras on school busses. | | Ongoing |

NEW SAFETY COMMITTEE ISSUES:

1.

NEXT MEETING: April 15, 2015 – 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