

Meeting of the NCPS Safety Committee

March 31, 2016

Roll Call: Steve Bedard, Vivian Birdsall, Jo-ann Keating, John Perna, Stan Sarafin, Steve Smead, Roy Walder, Bob Willoughby.

Call to order: The meeting was called to order at 2:40pm by Roy Walder.

Review of CIRMA Safety Audit: During the Fall of 2015 the Connecticut Interlocal Risk Management Agency (CIRMA) was asked by the New Canaan School District to complete a physical hazard facility assessment of the 5 schools with a focus on student and employee safety. The objective was to evaluate current risk management, best practices, and regulatory compliance efforts and to offer viable suggestions for improving overall safety.

The identification of the potential hazards found was reported in a multipage document dated November 30, 2015. These findings in summarized form were reviewed. The issues are varied but include electrical concerns, storage concerns affecting movement or blocking access, improper labeling, unsecured items, etc. It was reported by Bob Willoughby that a portion of the electrical concerns have already been addressed. It was suggested that an administrator from each school participate in addressing these concerns. The goal is to create a sustainable system of accountability to address existing concerns and manage future issues.

One of the safety hazards identified is the prevalence of portable heaters and the load placed on the electrical service. It has been suggested that the use of portable heaters should be discontinued. In conjunction, the District should develop a standard for ambient temperatures in the rooms. Custodians might be provided with a thermometer to measure temperatures and adjust the heating/cooling systems to maintain levels to the standard determined.

During the coming months, the Committee is to oversee the actions implemented by the administration and the facilities organization to address each of the safety concerns identified.

Schedule of future meetings: It was suggested that future meetings of the Safety Committee should be held immediately following the meeting of the Crisis Advisory Board (CAB). Dr. Keating indicated that it was her intent to engage more of the assistant principals on the committee to increase awareness within each of the schools. As AP's are typically present at the CAB meetings, it would appear that a follow on meeting could be productive. Fred Baker, Fire Marshall, who attends the CAB meeting could also be invited to attend the Safety Committee meeting as may be needed.

Having no additional business, the meeting was adjourned at 3:15pm. Minutes will be posted on the district website.