



Plum Borough School District
900 Elicker Road
Plum, PA 15239

TO: Plum Borough Board of School Directors
FROM: Dr. Michael Brewer, Assistant to the Superintendent
RE: Safe and Supportive Schools Committee
DATE: February 13, 2018
TIME: Follows Facilities Committee Meeting

Committee members in attendance: Vicky Roessler - Chair, Scott Coulson and Scott Kolar

- I. Call to Order: **Meeting commenced at 7:53pm**
- II. Citizens' Comments on Agenda and Non-Agenda Items:
 - A. **Amy Benastella - 548 Crest Haven Drive, Plum, PA 15239**
 1. **Ms. Benastella commented on the District's obligation to redistrict, close Regency Park Elementary School and complete the 2018-19 school budget. Additionally, Ms. Benastella commented on her concern about the recent appointment of our new Superintendent, Dr. Brendan Hyland.**
 - B. **Jennifer Kearney - 412 Mower Drive, Plum, PA 15239**
 1. **Ms. Kearney discussed her concern with the appointment of our new Superintendent, Dr. Brendan Hyland and the District's safety priority. Furthermore, she requested the Board to open channels of communication with PBSB parents.**
- III. Safe and Supportive Schools Agenda:
 - a) Information Item - Board Action Not Required
 1. Vaping - [Policy 222](#)
 - a. **Action: Move forward to next month's meeting as informational item. Administration will ask for and review any vaping concerns from building administrators and obtain feedback from each principal in regards to it.**



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2. T.S.A. (Department of Homeland Security) Safety Analysis
 - a. **Action: Information provided to the Board about trainings and assessments to be completed by the TSA in 2018 for the Transportation Department. No action required.**
3. ALICE Training
 - a. **Action: Move forward to next month's meeting as informational item. Administration to review ALICE training with Joe Little about real live trainings for students, similar to the Norwin School District is conducting, and his feedback and timeline for future trainings in our District.**
4. Infraction Usage Reports - 2015-16, 2016-17 and present year-to-date.
 - a. **Action: Infraction Usage Report provided to the Board for review. Reports will be shared via email to each Board member. No action required.**

b) Discussion Items:

Safety Coordinator Position - [Job Description](#):

- a. [Who are the individuals currently filling these responsibilities?](#)
- b. **Action: The Safety Coordinator job description responsibilities were addressed and reviewed by the Board. Currently, all of these responsibilities are being conducted and completed by PBSB staff. No action required.**

Employee Fobs:

What software is being utilized, when was fob system purchased and the number of accesses?

- a. **Action: Dr. Brewer discussed the protocols and practices that are currently being employed in the District as it relates to fobs and access areas. No action required.**



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Building Keys:

Obtain a report of keys, number of keys, when the last time locks were changed, etc.

- a. **Action: Dr. Brewer discussed the safeguards, protocols and practices that are currently being employed in the District as it relates to keys. No action required.**

District Doors (Security Numbers):

- a. Holiday Park - Complete
 - b. Oblock Junior High School - Complete
 - c. Regency Park - Complete
 - d. Pivik - Ordered
 - e. Center - Complete
 - f. High School - Complete
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- a. **Action: Dr. Brewer informed the Board that security signs were ordered and will be placed at Pivik Elementary School as soon as possible. No action required.**

School Signs (Directional and Entrance)

- g. Holiday Park and Oblock Junior High School
 - i. [Directional Sign](#)
 - ii. [Entrance Sign](#)
- h. Regency Park
 - i. Directional Signs - None
 - ii. [Entrance Sign](#)
- i. Pivik
 - i. Directional Signs - None
 - ii. [Entrance Sign](#)
- j. Center
 - i. [Directional Signs](#)



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- ii. [Entrance Sign](#)
- k. High School
 - i. Directional Signs:
 - 1. [#1](#)
 - 2. [#2](#)
 - 3. [#3](#)
 - 4. [#4](#)
 - 5. [#5](#)
 - 6. [#6](#)
 - 7. [#7](#)
 - 8. [#8](#)
 - a. **Action: Move forward to next month's meeting as informational item. Dr. Brewer will take photos of the entrance areas to buildings to review the existence of placards informing visitors to enter buildings at the main entrance areas and placards informing students and staff not to open doors for visitors.**

Procedures for Securing Buildings after School:

- a. **Action: Move forward to next month's meeting as informational item. A concern arose in regards to the potential of visitors being locked in the stairwell near Gym 2 at the Plum Senior High School. Dr. Brewer will provide feedback from Facilities and the Athletic Department in regards to this concern.**

School [Calendars](#) on Website:

- a. **Action: Dr. Brewer discussed the implementation of the new event calendars on the District's website. No action required.**

IV. Meeting Schedule

A. Next meeting - March 13, 2018

V. Adjourn - Meeting Adjourned 8:18pm