



# LAWRENCE COUNTY CAREER AND TECHNICAL CENTER

750 Phelps Way, New Castle, PA 16101-5099 ♦ 724-658-3583 Fax 724-658-4753 ♦ www.lcvt.tec.pa.us

## Safety/Crisis Response Team Minutes February 15, 2018

### I. LCCTC Crisis Response Team

Call to order by Ms. Cwynar, School Nurse @ 1:41.

Call to order by Michael Milanovich, Principal @ \_\_\_\_\_.

### II. Roll Call of Members

Mary Ann Cwynar	<u>  x  </u>	Kirby Kegal	<u>  x  </u>
Leonard Rich	<u>  x  </u>	Michael Milanovich	<u>  x  </u>
Vince Pavia	<u>  x  </u>	Pete Montini	<u>  x  </u>
George Dudich	<u>  x  </u>	PJ Shaffer	<u>  x  </u>
Morgan Lynch	<u>  x  </u>	Janine Mangino	<u>  x  </u>
Resource Officer	<u>  x  </u>	John Goebel	<u>  x  </u>
Mary Kosek	_____		

### III. Visitors/Speakers

### IV. Review of Last Minutes

### V. Approval of Previous Minutes

Motion by Mr. Shaffer Seconded by Mr. Goebel

Vote all Abstentions none

### VI. Discussion of Unfinished Business

#### A. Reports on Matters Held Over from Last Meeting

- a. All finding to be corrected. Mr. Rich to notify staff—email sent to staff

ALICE Training-Review? In-service? New hires? Mr. Milanovich will discuss with Mr. Rich to train all staff at an inservice. Mr. Milanovich is a trainer. Mr. Milanovich has the ALICE PowerPoint. We will have training during the inservice upon return for the 2018-2019 school year. ALICE review training will be sent via email to staff.

- b. Kirby to update crisis number list/staff list



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- c. Review of crisis topics revised by each committee member. Ms. Cwynar and Officer Preisel, and Mr. Milanovich will finalize. Officer Preisel and Mr. Milanovich reviewed and will begin typing for flip chart preparation.
- d. Suggestions/Brain storm –meeting ideas, changes, improvements?

## Crisis Response Suggestions

### B. Discussion of New Business

- a. School-based Cardiac Emergency Response Plan—will teach team at a future meeting TBA
  - i. CPR
  - ii. AED
  - iii. Choking
- b. Mr. Shaffer discussed the installation of entry fobs for staff, which will be implemented during the 2018-2019 school year.
- c. Vendor/deliveries discussed and should sign in with Mrs. Mangino

### C. Report on crisis/safety incidents:

#### A. Post incident analysis-evaluate the plans effectiveness

- ♦ What was the crisis? No injury
- ♦ What conditions contributed to the crisis? Heel got stuck in sidewalk crease during fire drill  
Why did the conditions exist?
- ♦ What can be done to mitigate another such incident Committee reports: Possibly purchase a cart for her to carry student records instead of carrying a box.

#### Subcommittee formation/Roles



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## D. Suggestion box:

A. Discussion of submitted suggestions.

B. Assignment of suggestions for action.

E. Miscellaneous: Drills-Need to plan. Look at each type of drill and discuss plan of team/when to meet in SAR

A. Weather related

B. Fire- -

a. Fire drills—TBA

i. Review of fire drill hall assignments

1. Cwynar-Lobby

2. Priesel-Gym/RT

3. Dudich-D wing

4. Pavia-E wing

5. Montni-F wing

6. Goebel-G wing

7. Lynch-Academic wing

ii. Mr. Pavia will check with PN director Betty Tilia to obtain their testing dates so that future fire drills will not interrupt.

C. Intruder-lock down

D. Medical/Mental emergency

Announcement of next meeting date. March 15, 2018



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F. Adjournment. 2:49

Motion by Mr. Milanovich Seconded by Mr. Rich

Vote all Abstentions none