BPS School Council Meeting Minutes

11/4/21

1. Call to order:
	1. Dr. Mayfield called the meeting to order at 7:47.
2. School Safety Plan:
	1. Teachers have a 1 page cheat sheet of procedures to follow for codes.
	2. School safety plan consist of detailed plan, including procedures for any possible situation.
	3. Fire drills are included monthly as a part of school safety.
	4. Severe weather drills take place in November and February.
		1. Students relocate to interior rooms and assume position.
		2. The safety of Bonaire Primary School’s design (and district school like ours) is as a result of happenings in Enterprise, Alabama during severe weather.
		3. The structure and placement of our interior rooms provide added safety.
	5. Code Green: School runs as normal.
	6. Code Yellow: Something is happening in the area.
		1. School run as normal within locked classrooms. Transitions do not take place from room to room or within halls during this time.
	7. Code Red: An active intruder is present within the school with intentions of creating chaos.
		1. To improve safety and ease of complete shutdown, magnets have been order for each classroom door way. Doors will remain locked at all times with the magnet in place, allowing for student and staff access to rooms.
		2. Removal of magnet allows for doors to be shut and rooms locked down quickly.
		3. Students and staff move to the deep corner of the room to limit visibility by intruder.
		4. Doorways are barricaded.
		5. There is no entrance or exit to and from room during code red.
		6. Lights are off and instruction is stopped.
		7. Parents will be notified after code red.
		8. If evacuation of school is necessary, parents will be notified of evacuation plan for picking up students.
		9. During code red, student and staff safety is the number one priority.
	8. Code Blue: There is a medical emergency on campus.
		1. 3 code blues have been called this year.
		2. Response team acted quickly and in accordance to protocol.
		3. Staff members on the code blue team are designated with jobs. Other staff members are designated as backups in case a staff member on the team is absent.
		4. 9 staff within the school are CPR certified.
		5. There is currently 1 AED machine on campus. The school nurse runs monthly checks to verify that the device is working properly and is charged in the event of a medical emergency.
		6. Parents of involved parties are notified immediately (in the moment).
	9. COVID-19:
		1. Mitigation procedures remain in place.
			1. Procedures include breakfast/ arrival, classroom setup and seating charts, handwashing schedules (3 times a day minimally), contact tracing, sharing of materials (not allowed), and cleaning.
			2. Visitors to BPS are by appointment or invitation ONLY.
			3. No large assemblies allowed.
		2. Specific procedures and protocols are in place and followed to minimize the spread of COVID-19.
		3. Number are currently low.
3. Communications:
	1. How is information shared with staff?
		1. OneNote- online software that allows information to be accessed in one location by all staff
		2. Bobcat Brief- weekly newsletter sent to BPS staff every Monday
			1. Week at a glance, including important dates, well wishes, and staff recognition
		3. Communication is transparent and clear/ concise.
4. Next Meeting:
	1. January 20, 2022- Committee will discuss DOJO and playground plans.
5. Adjourn:
	1. Meeting adjourned at 8:41.