



## 1. Review of Safety Plans for Each Level

The school staff presented the various safety plans to the School Committee members. Representatives from each level answered questions and provided further clarification when necessary.

Mr. Eretzian discussed the culture at the Auburn School Department and explained how safety is part of that culture. He noted that school cultures are changing and Auburn has implemented changes to address the safety concerns throughout their system before they become problematic. Auburn administrators attempt to connect with each student each day allowing students to get the support with things in their lives that may be obstructing their ability to learn thus detecting and addressing issues before they become problematic.

Ms. Grondin represented the elementary schools and explained how the buildings are kept safe. She noted that some of the things that have been done to make Auburn Schools safe are trainings for staff, badges to identify staff and visitors, signs on every door alerting visitors that they must check in at the main office prior to entering the school, all doors are locked except front doors unless access is required at other locations throughout a particular school, offices are set up so that it is easy to view doors and windows, evacuation and lock-down drills are developed and practiced and reviewed, administrators have trained designees so that when they are not in the building there is someone else to fulfill the safety duties if necessary, and community members are also informed of these practices and procedures.

Ms. Cutler represented the middle level and explained that there are a few variations to the building safety plan due to the fact that there are portable classrooms and a health center at the Auburn Middle School. She noted that training in safety measures and identification badges are provided for staff. Ms. Cutler stated that the commitment from students, staff and SROs has helped to make the Middle School a safer place for Auburn students. She noted that Internet safety is also an area that is important in Auburn schools. Ms. Cutler stated that social, emotional, physical and academic safety requires staffing to make it work, but we must remember that it is all of the staff that makes this possible. She noted that custodians, secretaries, counselors, teachers, and all staff are a part of this plan to keep students safe. Ms. Cutler noted that involving our students as much as possible is also important in helping to make a safe environment.

Mr. Miller represented the secondary level noting that Edward Little was built in the 1960s and things have changed since then. He stated that there are 27 different doors in this building that open to the outside and it is a struggle to cover all of these doors, but we do have some tools such as security cameras to help us keep the students safe in this building. He noted that the collaboration with the Fire and Police Department have helped a great deal. Mr. Miller stated that this type of proactive protection is beneficial to the community as well as the staff and students. He noted that it is difficult to protect the building with all the doors and all the activities that take place in the building from early morning until late in the evening. Mr. Miller also noted that the staff does all they can to build communication with their students and provide a safe environment within the school. He noted that Edward Little has a safety kit containing a cell phone, a flip chart of instructions, a list of chemicals, etc. that goes with an administrator if an incident occurs. Mr. Miller stated that there are also staging areas designated in the event of an emergency.

Mr. Cyr discussed the overall Emergency Operations Plan. He noted that after the April break of 1999 people started thinking about the Columbine incident and realizing that this could happen here. He reported that in response to that the Auburn School Department Emergency Response Team was organized. Mr. Cyr also noted that a safety manual was developed and this group continually updates and revises this manual to ensure that Auburn schools are prepared in the event of an emergency. He noted that when we started our Emergency Operations Plan terrorism was not common, now we need to prepare for such an event. Mr. Cyr stated that we now have a generator and an Emergency shelter for this community since the ice storm. He noted that this plan is

continuing to change and will continue to change as we update and revise it as society changes and needs become evident.

Mr. Morrill discussed the National Incident Management System (NIMS) in response to the incident in New Orleans that spurred reflection on the part of many agencies recognizing the need to effectively communicate with one another. He noted that this system is being used all across the country and staff needs to be trained within their various levels of responsibility to be able to use this system. Mr. Morrill noted that there are several programs such as the Unity Program that have been very beneficial in helping students become empowered to intervene and ensure that bias, hatred, and violence do not take place in their school. Mr. Morrill noted that between the students, staff and community the relationship piece is one of the most important pieces in keeping our schools safe.

Staff answered questions from committee members and responded to concerns and comments. Mr. Hunter also responded to questions and explained how custodians, vendors and bus drivers are trained regarding safety issues. Mr. Morrill noted that prevention is important; however, there are also times after events when staff is available to students as well.

#### VI. INFORMATION / COMMITTEE REPORTS

- City Council Update

Mr. Berube reported that he was pleased to hear students sing the National Anthem at meetings and also was impressed with the student representatives to the School Committee.

- Budget Calendar

Mr. Das noted that all members have received revised Budget Calendars.

- School Department Organizational Chart

Mr. Das noted that Mr. Morrill had provided an organization Chart at a previous meeting. He noted that members should contact Mr. Morrill with ideas for revisions to that chart.

#### VII. UPCOMING MEETINGS

- Regular School Committee Meeting – March 7th - 7:00 at Auburn Hall
- Regular School Committee Meeting – March 21st - 7:00 at Auburn Hall
- Regular School Committee Meeting – April 4th - 7:00 at Auburn Hall
- Regular School Committee Meeting – April 25th - 7:00 at Auburn Hall

#### VIII. FUTURE AGENDA ITEMS – REQUEST FOR INFORMATION

- Update on Accreditation – Facilities Issues
- Student Crossing Issues
- Action Plan

#### IX. EXECUTIVE SESSION

#### X. ADJOURNMENT

It was moved by Mr. Leavitt, seconded by Ms. Paradie and voted unanimously to adjourn at 9:10 PM.

Attest, a true record,

Thomas Morrill, Secretary  
Assistant Superintendent of Schools