



**Lebanon School District
Safe & Healthy Schools Committee
Meeting Minutes
Thursday, September 13, 2012**

The Safe & Healthy Schools Committee met on Thursday, September 13, 2012, Board conference room at 12:00 noon. Dr. Bartley welcomed the group for the first meeting of the 2012-2013 school year. Dr. Bartley asked everyone to refer to the items on the agenda. Please see the attached list for Safe Schools Committee members present at the meeting.

Under new business for Safe Schools, the following items were discussed:

Checklist for Administrators

Dr. Bartley reviewed the 2012-2013 Safe Schools checklist with everyone. She mentioned that she received the checklists from all of the principals.

Cyber Bullying

Dr. Bartley stated at the end of last year our focal point for this year was going to be cyber bullying. She said the age of technology is here and we need to make sure our staff and students are ethical and doing the right thing when they are on the computer. Dr. Bartley was happy that the District Attorney presented information about cyber bullying to the Lebanon Middle School students. He shared what it means, how to avoid it and that it is illegal to state things that are harmful or accusatory. Dr. Bartley said over the course of the school year our technology staff will help with some instruction for the students on cyber bullying.

National Bullying Prevention Month

Dr. Bartley mentioned that October will be National Bullying Prevention month. She is suggesting that the principals have their staff review some of the school policies so that they are not forgotten.

Crisis Response Flipcharts and Cards

Dr. Bartley said that everyone should have the updated Crisis Response Flipcharts and Cards. She wanted to make sure the community members had the updated information and provided it to them.

Communities in Schools

Dr. Bartley shared a letter she received from Communities In Schools Pennsylvania (CISPA) stating that CISPA and Pennsylvania Commission on Crime and Delinquency (PCCD) are joining forces for the MyVoicePA initiative. They will be launching a collection of video, audio and print messages aimed at building awareness that all students have choices when it comes to drugs and alcohol. In mid-September our district will be receiving a DVD and \$1,000 to help in airing these messages to share with our students. In May 2013 all districts will be eligible to submit a brief summary of how they utilized the DVD and the top district will receive a \$10,000 award. Second and third place winners will receive \$5,000 and \$2,500. Dr. Bartley said this is a great opportunity for our district.

Restorative Practices Update

Dr. Bartley said over the summer approximately 20 volunteers in the community and 15 administrators helped with the Restorative Practices. She explained that Restorative Practice is a way to help solve issues that a student may have such as, behavior concerns or a fight. Dr. Bartley said today was the first Restorative Practice meeting that was held at the middle school. She said from her perspective, it had positive results. She is encouraging the principals to use Restorative Practice meetings as tools to assist in discipline problems. This is in lieu of attending a Board hearing for possible expulsion.

Wellness

Dr. Bartley mentioned that the Heart Walk will be held on September 30, 2012. She shared a flyer with everyone from the American Heart Association regarding Fit Friendly. She said the American Heart Association's goal by the year 2020 is to try to reduce the death rate from cardiovascular disease and stroke by 20% and to improve heart health to all Americans by 20%. She would like each school to review the flyer with their wellness or safe schools committee to see what works best with their staff and students to encourage wellness. Dr. Bartley mentioned that on February 1, 2013, the district is going to have a Red Out day to take a stand against heart disease.

Community Update

Mayor Capello shared that since the last safe schools meeting the police department was able to get around to the all schools to talk about parking issues. She said the only outstanding issue that is being worked on is at Northwest Elementary there will be no parking between 9th and 10th streets. Mayor Capello said she wasn't sure if dogs are allowed on school district property, but most likely a dog leash law will go into affect. Mayor Capello shared on September 17, 2012 at 10:00 a.m. there will be a ribbon cutting and dedication for the new 9th street bridge and the Lebanon High School band will be marching and performing at this event.

Fire Chief Trautman said he has been working with Mr. Boltz & Mr. Hartman regarding the installation of the key boxes. He said nine boxes have been installed and they have three or four more to install. Chief Trautman said they are in the process of marking the sprinkler locations at each building. He said a few days ago they responded to a fire alarm, pulled by a student, at Harding Elementary. He said the behavior and cooperation from the students were very good. Chief Trautman said there was a carbon monoxide report at the high school from a parent. He said they responded quietly to the call without disrupting class time and everything was fine. Chief Trautman commends the high school staff on how the situation was handled.

Bob Bowman said they are in the process of giving safety talks to everyone in the district. He said there is a make up session on Friday, September 14, 2012, at Southwest Elementary and scheduled dates for others who have missed the previous meeting. He said they are in the process of working on locations for evacuations.

Myra Fink said regarding the American Heart Association, the cafeteria will be having Wellness Wednesday in all of the elementary schools, introducing different vegetables to the students.

Building Reports

Harding – No comment

Henry Houck – Mrs. Connelly said it was brought to her attention that the snacks that are given at the end of the day are being taken home instead of eaten at school. She is concerned about students choking. She said they are making sure snacks are being eaten at school.

Northwest – No comment

Southeast- No comment

Southwest – No comment

Lebanon Middle School – Mrs. Garrett-Giovino shared that the Elm Street Project, an organization run by Cornell Wilson who works with the community, will be cleaning up around the middle school property on Saturday, September 15, 2012.

Lebanon High School –Mr. Bentz asked if the crosswalks are going to be repainted by the flagpole at 8th and Hauck Streets. Dr. Bartley said that area is going to be resurfaced, so most likely the crosswalks will be redone. Mr. Boltz said he will check on that.

Mr. Giovino said they are introducing the Blue Hand Group at the high school this year.

Craig Boltz, Director of Buildings and Grounds – Mr. Boltz said the sidewalks are bad at Henry Houck. He asked Mayor Capello if there would be any funding available through the city to help with the repairs. Mayor Capello said each year the city applies for the Federal Safety of the Schools grant. They did the sidewalks at Lebanon Catholic high school and they are currently doing the sidewalks between Northwest Elementary and the middle school. She said they can talk about which school needs fixed the most.

Respectfully Submitted,

Millie Smith
District Administrative Assistant

**Safe & Healthy Schools Committee Meeting Attendance
Thursday, September 13, 2012**

Present	Marianne Bartley	Superintendent of Schools
Present	David Bentz	ISS Teacher, Lebanon High School
Present	Craig Boltz	Director of Buildings and Grounds
Present	Bob Bowman	Attendance Officer
Present	Nicholas Bullock	Assistant Principal, Harding Elementary School
	Evelyn Caraballo	High School Nurse
Present	Joshua Coatsworth	Special Education Coordinator
Present	Craig Coletti	Principal, Southwest Elementary School
Present	Steve Collins	Attendance Officer
Present	Dawn Connelly	Principal, Henry Houck Elementary School
	Pedro Cruz	Assistant Principal, Lebanon Middle School
Present	Chris Danz	Assistant to the Superintendent

Present	Greg Danz	Assistant Principal, Northwest Elementary School
Present	Myra Fink	Nutrition Group, Inc.
Present	Mary Garrett-Giovino	Principal, Lebanon Middle School
Present	Harold Getz	Director of In-School Suspension, Safety & Security, Lebanon Middle School
Present	Bill Giovino	Principal, Lebanon High School
Present	Ted Graeff	Director of Information Management and Technology
Present	Mike Habecker	Principal, Southeast Elementary School
Present	Brian Hartman	Assistant Director of Building & Grounds
	Kelly Herr	Assistant Business Manager
	Yvonne Jones	Assistant Principal, Lebanon High School
Present	Michael Murphy	Assistant to the Superintendent
Present	Myra Fink	Nutrition Group, Inc.
Present	Michael Reager	Principal, Harding Elementary School
	Bill Rennecker	Family Assistance Counselor
	Curtis Richards	Business Manager, Lebanon School District
Present	Millie Smith	District Administrative Assistant
Present	Neil Young	Principal, Northwest Elementary School
	Gary Zelinske	Assistant Principal, Lebanon High School
Present	Sherry Capello	Community
	Ed Donley	Community
	Holly Leahy	Community
	Gary Rusen	Community
Present	Fire Chief Trautman	Community
	Police Chief Wright	Community