



**Lebanon School District
Safe & Healthy Schools Committee
Meeting Minutes
Thursday, November 15, 2012**

The Safe & Healthy Schools Committee met on Thursday, November 15, 2012, Board conference room at 10:45 a.m. Dr. Bartley welcomed the group for the second 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:

Cyber Bullying

Dr. Bartley said the concern of cyber bullying and cyber bullying education is a very important focus this year. She stated that we are required within the (CIPA) Child Internet Protection Act, to ensure that we teach the students specific things on internet use. Dr. Bartley asked Mr. Murphy to do a brief overview of the handout regarding Common Sense Curriculum. He said the Board of School Directors approved for our district to use this curriculum and designated the week of January 7th as Cyber Education week. Mr. Murphy said the topics listed on the handout are quite thorough and cover every aspect required by CIPA. He said the district is going to implement other awareness programs to the students. Mr. Murphy stated that the principals will include the information in their newsletters so that the staff will become familiar with the curriculum. He said to meet the requirements of CIPA, the teachers will be signing off that they are aware of the requirements and have delivered the curriculum to their students.

Dr. Bartley briefly went over some of the options from the curriculum with everyone. She said cyber bullying is done behind the scenes and said to remember what you write online is a reflection of who you are. Dr. Bartley said we should imbed cyber bullying throughout the school year, not just that one week. Dr. Bartley said we are asking all teachers to review the curriculum and sign off on it. She mentioned that the district receives funding for fulfilling this requirement. Dr. Bartley is recommending that the information is included at the December faculty meeting.

Ted Graeff said the district will be reimbursed 82% by E-Rate for providing the cyber bullying education.

Emergency Evacuation Sites

Dr. Bartley reviewed the locations of the evacuation sites and the command posts with everyone.

Bob Bowman explained that the command posts are designated locations used for staging, fire department, police department and news media. We are required by the state to establish command posts. Mr. Bowman mentioned that the locations could change depending on the situation.

Restorative Practices Update

Dr. Bartley said the middle school had a couple sessions and they were successful. She said the high school made some attempts but the parents were not interested. Dr. Bartley stated that if the parent and/or student don't want to participate in restorative practices, we cannot force them to attend. She said if the parents refuse restorative practices, the district will follow the normal discipline procedures.

Photo ID When Entering Buildings and Picking Up Children

Dr. Bartley said that the process for visitors entering the school is to show his/her photo ID to security/office personnel. Mr. Habecker said if they don't know the person they would ask for ID. Dr. Bartley said something should be put in the newsletters to the parents explaining the process of ID checking. Mr. Wenger said for the most part, parents are appreciative of staff asking for photo ID.

Wellness

Donna Kephart stated that the Hershey Medical Center (HMC) has volunteered 60 nurses to assist our district with a mass health screening for our students on December 7th and December 14th. Upon completion of the screenings the district and HMC will send body mass index (BMI) letters to parents. The district will send the current letter in use and HMC will be mailing a new type of letter. A survey will be mailed to all parents to determine which letter is preferred by our parents. To promote participation in the survey, HMC is going to offer an incentive. In addition to assisting in the screening, HMC would like to provide our students with a Nutrition Education Program. Jeanne Arnold worked on the district's behalf to bring this service to the Lebanon School District. Ed and Jeanne Arnold have continued to support the district in many ways, and this is one example.

Community Update

Chief Wright said parking issues at Henry Houck have been address.

Fire Chief Trautman said there were a few fire alarm issues due to construction at the high school. He also thanked the district for allowing the use of the district's facility during the hurricane. He mentioned that all key boxes have been installed and loaded.

Bob Bowman said there were two code reds at the middle school on the same day. One was a drill and the other one was a real code red. He said the staff and students did very well. Dr. Bartley said she spoke to some of the students after the code red, and some of them shared exactly what they had to do. Dr. Bartley commended the students on how they handled themselves.

Mayor Capello said Axel, the K9 dog passed away and they are trying to raise the necessary funds to replace him. She said she needs to raise \$25,000.

Building Reports

Harding – No comment

Henry Houck –No comment

Northwest – No comment

Southeast- No comment

Southwest – No comment

Lebanon Middle School – No comment

Lebanon High School – No comment

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
Present	Evelyn Caraballo	High School Nurse
Present	Joshua Coatsworth	Special Education Coordinator
	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
	Myra Fink	Nutrition Group, Inc.
	Mary Garrett-Giovino	Principal, Lebanon Middle School
	Harold Getz	Director of In-School Suspension, Safety & Security, Lebanon Middle School
	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
Present	Antoinette Henning	School Nurse
	Kelly Herr	Assistant Business Manager
	Yvonne Jones	Assistant Principal, Lebanon High School
Present	Michael Murphy	Assistant to the Superintendent
	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
Present	Police Chief Wright	Community