



**Lebanon School District  
Safe & Healthy School Committee  
Meeting Minutes  
Thursday, September 12, 2013**

The Safe & Healthy Schools Committee met on Thursday, September 12, 2013, Board conference room at 12:00 noon. Dr. Bartley welcomed the group for the first meeting of the 2013-2014 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:**

***Best Opening Ever***

Dr. Bartley wanted to share with everyone that she was very pleased with the opening of the new school year.

***Cyber Bullying***

Dr. Bartley said with the increase use of technology and the younger ages of children that are using it, we need to keep cyber bullying at the forefront of our minds.

Mary Garrett-Giovino said the middle school invited District Attorney Arnold to their open house on September 3, 2013 to share cyber bullying lessons to parents and students. He attended and showed a video on the signs of bullying. Dr. Bartley was pleased that the information was given to middle school students. It is important that the students understand that they need to be respectful of one another. She said we are teaching the students in the district that the things that are said to others online are a reflection of who they are.

***ALICE Training***

Bob Bowman said the ALICE training is a step above the code red lockdown training. He said it basically empowers teachers to make decisions on their own during extreme circumstances. Bob said he and Steve Collins went for training in February 2013. He said Southeast and Southwest have been trained and the remaining schools will be trained by February 2014. He is very pleased with the training that has been done so far. Bob said after all the buildings are trained, there would be unannounced drills.

***Safe Schools Reminders***

Dr. Bartley reviewed the Safe Schools checklist with everyone. She stated that she has received forms back from some of the principals. The outstanding forms must be returned by September 13, 2013.

***New Illegal Drug "Molly"***

Bob Bowman said there is a drug called "Molly" and is a much more intense form of ecstasy. He said it has been around for a while and is now in Lebanon County. Bob said if you hear someone say, "Is Molly is coming to the party?" it could mean the drug will be at the party.

***Restorative Practices Update***

Dr. Bartley said last year was the first year restorative practices were initiated. She said a restorative practice session was held at the middle school this year and was successful. Dr. Bartley said our intention is to continue with restorative practices when needed.

### ***Drug Search at LHS***

Bob Bowman said the Lebanon City Police conducted a random drug search on Friday, September 6, 2013, at the high school and no illegal drugs were found. He said a drug search is going to be done at the middle school in the near future.

### ***De-escalation Training and CPR Training***

Josh Coatsworth said he often gets questions of when and how to restrain a student. He said restraining a student is the last resort. He said all restraints must be reported to Pennsylvania Department of Education. Josh said he would be sending the revised restraint form to the principals. He said we use Crisis Prevention Institute (CPI). On October 1<sup>st</sup> and 2<sup>nd</sup> Josh is sending five staff members for CPI training to train-the-trainer training, so we have an abundance of people who will be trained in the district. Dr. Bartley asked Josh if restraints are only used for special education students. He said no. He said most restraints occur at the elementary level. He said the recording process is the same for all students. Whoever restrains a student should be certified, however; if a student is in danger, anyone can restrain a student. Josh will send a list to all of the principals of who is certified and who should be trained. Josh provided a list to everyone at the meeting of who is CPR certified within the district. He said all personal care assistants must be CPR trained as a result of medical access requirements. He said coaches, nurses and a majority of the building and grounds employees are trained. Josh said the certification is valid for two years. He said he would be willing to coordinate future CPR trainings. Dr. Bartley said she would like a comprehensive list of who is certified and the expiration date of their certification. Josh said he would keep that list.

### ***Facilities Update***

Brian Hartman said the year started out very well but very busy. He said there are between 30-40 web help tickets per day and his staff is keeping up with the requests pretty well. He said his staff is getting ready for the September 22, 2013 open house and they will be ready. Dr. Bartley asked Brian if there are any security issues. Brian stated that Southeast and Southwest asked for door swipes near playground entrances and that is in the works and at the middle school there will be a secured foyer area that is in the planning process right now. Brian said Ted Graeff is working on replacing some cameras at the middle school.

### ***Evacuation Drills***

Bob Bowman said all buildings must do an evacuation drill this year. He said Southwest's site changed from the Quality Inn to the Messiah Church at 1800 Oak Street. All sites have WIFI access except the Senior Center and eventually emergency cards will be accessible on a computer.

### ***Highmark Foundation's Creating a Healthy School Environment Grant Program***

Dr. Bartley said she forwarded an email to all principals regarding this grant. She said if they are interested, they should act now.

### ***Wellness***

Dr. Bartley said our district is increasing physical education and recess time to help get students more motivated.

Mr. Young said Northwest is doing a 5K run/walk on October 26, 2013, at Coleman's Park.

Mr. Getz said the middle school students are allowed to eat lunch outside on the visitors' bleachers and then they may walk around the track. They also have a monthly physically fit Friday.

Dr. Bartley is pleased that our students are getting exercise everyday.

Toni Henning said she and Leslie Attig, middle school nurse, will be attending a conference on September 24<sup>th</sup> and 25<sup>th</sup> regarding childhood obesity and how we can increase physical activity in a school setting. She also mentioned that the Heart Walk would be held on September 29, 2013 at 1:00 p.m., located at AES Ironwood Park. Toni said flu shots would be available at the end of September for the cost of \$20.

Kristin Coleman, American Heart Association representative, presented a plaque to the Lebanon School District for the gold level Fit-Friendly work site. She said she covers the Lebanon, Lancaster and Dauphin County areas and Lebanon School District is the first to receive this award. The Fit-Friendly program recognizes employers who champion the health of their employees and work to create a culture of physical activity and health in the workplace. Dr. Bartley said the district office applied for this award last year and encouraged the other buildings to apply as well. She feels confident that the other buildings could receive an award because of the physical activities that are taking place at each of the schools.

Mike Murphy said they brought a therapy dog into the life skills classrooms and the impact with the students was immediate. He said we are pursuing having a therapy dog. Josh Coatsworth said one of district's behavior specialist has offered to host one of the dogs and so has Mr. Danz. Josh said it is an ongoing process. He said it requires a lot of training and reporting, but he feels it will be beneficial to the students. Dr. Bartley said she would like the leadership team to meet the dogs and also introduce the dogs to each school. She believes that this will be a good thing for all students in the district. Dr. Bartley said the cost to train the dogs could be as much as \$25,000.

### ***Community Update***

Mayor Capello shared that the city may need to add a few more signs for parents to fully understand the procedure of dropping off and picking up their children at Northwest Elementary. Parents are encouraged to use the pedestrian bridge, rather than the drop-off and pick-up on 9<sup>th</sup> and Maple Sts. for the children's safety. Mayor Capello said there was an incident where a group of students were walking home from school and a vehicle operator yelled at the students because of something they did. One of the students jumped into the man's vehicle and started to hit him. Her concern is to continue to educate the students on appropriate behavior while walking to and from school, proper crossing at intersections, etc. Dawn Connelly mentioned that there are materials on the website for the safe routes to school grant that may assist in educating students.

Mayor Capello said there are three houses near Harding Elementary that parents are allowing students to hang out before and after school and it is creating a trash problem. She said she would get Public Safety involved.

Fire Chief Trautman said on behalf of the Lebanon City Fire Department, they are grateful to the district for the use of the maintenance building for the emergency command center. He said they did a false alarm evacuation at Henry Houck last week and it went well. Chief Trautman said he would like to be part of the schools evacuation drills to observe how they are done and incorporate it with the fire department. He also mentioned that if there is an alarm at the high school, the trucks would be entering where the tennis courts are and asked to keep that area clear.

Mr. Ritter, Domestic Violence Intervention representative, said October is domestic violence awareness month with many activities planned. He said October 4th is the first Friday art walk around town in Lebanon.

Police Chief Wright said Friday, September 13<sup>th</sup> the police department would be on the school property, at dismissal time, handing out flyers regarding the seat belt law.

**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 12, 2013**

Present	Marianne Bartley	Superintendent of Schools
Present	David Bentz	Disciplinarian, Lebanon High School
Present	Bob Bowman	Attendance Officer
Present	Nicholas Bullock	Assistant Principal, Harding Elementary School
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	Krista Edinger	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
	Ted Graeff	Director of Information Management and Technology
Present	Mike Habecker	Principal, Southeast Elementary School
Present	Brian Hartman	Director of Building & Grounds
Present	Antoinette Henning	School Nurse
Present	Kelly Herr	Assistant Business Manager
	Yvonne Jones	Assistant Principal, Lebanon High School
Present	Jim Morrissey	Nutrition Group, Inc.
Present	Michael Murphy	Assistant to the Superintendent
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
Present	Kristin Coleman	Community
	Ed Donley	Community
	Brenda Hanthorn	Community
	Holly Leahy	Community
Present	Michael Ritter	Community
	Gary Rusen	Community
Present	Fire Chief Trautman	Community
Present	Police Chief Wright	Community