



**Lebanon School District
Safe & Healthy School Committee
Meeting Minutes
Thursday, October 2, 2014**

The Safe & Healthy Schools Committee met on Thursday, October 2, 2014, in the Board conference room at 12:00 noon. Dr. Bartley welcomed the group for the first meeting of the 2014-2015 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.

Dr. Bartley shared that she gave an eyeball eraser to the student representatives last year and she asked Mikayla Bowman if she remembered why she gave the erasers to them. Mikayla said it was to remind them “if we see something, say something”, such as bullying. Dr. Bartley said our students are the heart and soul of our school.

Dr. Bartley thanked Mikayla for sharing that information. She said our students are the first line of creating safe schools because of what they might hear or see happening in our schools.

“Thank You” – A Year of Being Well

Dr. Bartley shared the book “A Year of Being Well”. She said it was given to every student at the beginning of this year. She said the book was from the United States Department of Education. The book and DVD are designed to help students and their families engage in physical activities and ways to stay healthy. She asked the student representatives if the book looked familiar to them. Most of them recognized the book.

New ID System

Bob Bowman said the high school and middle school have a computerized ID system in place. When the new ID system is at full capacity, it will be a one-stop shop for student attendance, visitor security checks (arrest warrant alerts, Megan’s Law etc.) and badges for frequent visitors. This information is stored in the system for future occurrences. To prevent duplicate usage of a badge the word void appears in red after six hours of its issuance. He said for what the system does, it is relatively inexpensive and hopes that it will be implemented in the elementary schools as well.

Dr. Bartley asked for any comments regarding the ID system.

Dawn Connelly said it has helped Lebanon Middle School visitors realize the expectation that a photo ID is needed to enter the building. She thinks it has been very helpful.

Dave Bentz said most of the visitors know the procedure and the high school have encountered very few problems with visitors presenting photo ID prior to entering the building. He said there are a number of college students observing in the building and they are required to wear their college ID badges.

Dr. Bartley reminded the student representatives that all adults must wear ID badges in the building. If they see an adult without an ID badge, they need to report it to an adult right away.

Dr. Danz said the Human Resources department works in conjunction with the colleges to collect clearance information on each student teacher and observer entering our district.

Safety Drills

Bob Bowman said part II of the ALICE training was done in all of the schools except for Northwest. Northwest’s training will be completed on Monday, October 6, 2014. The announced lockdown drills have been done in all schools except Harding and Northwest. He said all schools are doing excellent with the drills. Unannounced fire drills will take place shortly. The fire department will determine when they will take place.

Dr. Bartley asked how we are responding in areas such as the cafeteria for safety drills. She asked if we are prepared for that type of situation. Steve Collins said last Friday, September 26, 2014, the middle school had their practice lockdown drill and everything went well. Steve Collins said the food service employees are participating and doing what they need to do to help the students. Bob Bowman said a lockdown drill was done at Southwest today. The kindergarten classes were in the cafeteria and knew where to go.

Safe Routes to School

Dawn Connelly said Henry Houck developed safe routes to school and received a grant, which funded new stop signs for crossing guards, extra walkie-talkies for communication, safety vests, and literature and educational materials for students to take home to their parents. She said they started the safe routes to school initiative at the middle school this year by distributing surveys to parents to find out concerns they may have about safety. Dawn said Lebanon Middle School staff has concerns about the heavy traffic on Eighth Street and students crossing in the middle of Eighth Street instead of at the crosswalks. She said they are working on putting in place a more efficient student entry plan. Dr. Bartley asked Dawn if the middle school is applying for a grant. Dawn said not at this time, it would be open to apply in the spring. Dawn mentioned that there is a bicycle safety grant available if schools are interested in applying.

Mandated Reporting (Act 126)

Dr. Danz stated that the law regarding reporting child abuse has changed dramatically over the past year. The scope of who is a mandated reporter has greatly expanded to include all school employees except individuals who don't have direct contact with children. This also includes paid and unpaid employees. Dr. Danz said he is working on a list that defines what is not reportable. He will be emailing a list to all staff in the very near future. He said if child abuse is suspected or witnessed, the person that witnesses or suspects it must report it to childline.

Beth Shaughnessy mentioned that there is a new way to report child abuse online, which should make it easier for a teacher.

Mayor Capello asked if mandated reporting is just for school districts. Dr. Danz said no, it is for anyone who may witness or suspect child abuse.

Dr. Bartley asked Dr. Danz to share what the district is going to implement regarding online mandated reporting training. He said it is mandated that we provide three hours of training over a course of five years. The IU13 developed a video, which includes a test to be taken at the end of the video. The district has purchased the video and we are working on getting all employees trained. Any new employees will be required to do the training as part of the new hire process.

Mayor Capello asked if volunteers are still required to do clearances. Dr. Danz said yes.

PA Bullying Prevention Toolkit

Dr. Bartley provided a website on bullying prevention <http://www.safeschools.info/bullying-prevention> to everyone. If anyone would like more resources or ways to enhance the current practices in their schools, this website has plenty of ideas.

Policy Change Regarding "E-cigarette"

Dr. Bartley said our district has a tobacco policy stating no tobacco is permitted on school property, including chewing tobacco. A \$50.00 fine may be imposed on anyone found to be in possession of tobacco items. She stated that effective in October there will be a change to the policy to include the "E-cigarette". Dr. Bartley asked Todd Kaylor if signs have been ordered. Todd said he's not sure that signs

have been ordered for all schools. Dr. Bartley said she thinks it's a good idea for all schools to have signs.

Family Night Out

Dr. Bartley shared a flyer for Family Night Out, which will be on Wednesday, October 15, 2014 at 5:30 p.m. It will be held at Annville Middle/High school. Bus transportation will be provided. She said it is open to anyone in the district. Dr. Bartley said it would be an important night because discussion will take place regarding synthetic drugs and heroin. Dr. Bartley asked Bob Bowman and Chief Wright if they would like to comment on synthetic drugs or heroin issues.

Bob Bowman said at the beginning of the school year some kids came to school impaired by synthetic drugs, but it has stopped. He said baggies of incense and potpourri were found on the playground at Southeast. Bob said the police would be doing extra patrolling in that area.

Dr. Bartley asked if synthetic drugs were outlawed so that stores couldn't sell it anymore. Chief Wright said that is correct. They are now street drugs and they are packaged to look like something you would buy at a store. He said most arrests from synthetic drugs are from the police responding to a call on odd or aggressive behavior, or assault charges. After investigation of the call, it was found that synthetic drugs were the cause. He said 90% of the drug arrests they made in the last few months were synthetic marijuana. He also mentioned to be aware of the term "Beagle". It is a term used for synthetic marijuana.

5th Street Crime Watch Haunted House 2014

Dr. Bartley shared a flyer with everyone advertising The 5th Street Crime Watch Haunted House. The 5th Street Crime Watch would like the community to be a part of the upcoming activities. The Chief of Police and Mayor Capello expressed their support of the event. *Since the meeting, there were concerns about clearances of adult volunteers. Dr. Bartley has reconsidered and does not want to promote the event actively as we do not have certainty about the volunteers who are participating.

Wellness

Heart Walk-Millie Smith said the district had a total of 73 participants this year, which was an increase from last year. She said it was reported on WQIC that the Heart Association raised \$148,000 and there were over a 1,000 walkers that participated.

Smoking Cessation- Dr. Bartley asked principals to check with their staff to see if anyone would be interested in a stop smoking course. She said she has a contact from the Communities That Care Group that would run an 8-week program at the school, free of charge. Dr. Danz said our district healthcare provider has money allocated for wellness activities. He said we are currently putting a wellness team together and smoking cessation will be one of the topics covered.

Community Update

Mayor Capello thanked Dr. Bartley for sharing the Crime Watch group flyer. She said it is a great group of people. She said the group is involved in trying to find elderly people in the neighborhood who may need assistance with shoveling snow. She also mentioned that they would need to have stricter policies regarding mandated reporting for the Bidy Basketball program. Mayor Capello thanked Dr. Bartley for cooperating with the fire department on the fire drills and the involvement of the Interact Group cleaning up the 6th Street playground.

Michael Ritter mentioned that October is Domestic Violence Awareness month. It is a time to honor survivors of domestic violence and promote safety in our communities. He said Domestic Violence Intervention (DVI) is hosting some events that are open to the public such as: The Clothes Line Project on October 12th at Monument Park (11:00 a.m.-2:00 p.m.). Everyone will have the opportunity to

decorate a t-shirt to honor a survivor or to take a stand against violence. On October 24th, DVI is asking everyone in the community to “go purple” by wearing purple to stop domestic violence. Chief Trautman said the fire department visited Harding, Northwest and Southwest for events such as, alarms that were a result of a malicious pull of a pull station and Vector (district security system) incorrectly initiating a phone call. The evacuations went well during these situations.

Building Reports

Harding – No Comment

Henry Houck –Olivia Bartal, student representative, said she thinks a majority of bullying happens in the cafeteria due to the limited adult supervision. She suggested that the adults in the cafeteria be strategically placed to help prevent bullying.

Northwest – No Comment

Southeast- No Comment

Southwest – Mr. Coletti thanked Mayor Capello and Chief Wright for their support at the Southwest carnival held on September 19th & 20th.

Lebanon Middle School – Mikayla Bowman, student representative, said it’s not unusual to hear students talk about getting high, especially students in 8th grade. Dr. Bartley said Mrs. Connelly is aware of this and is sure she will address this.

Lebanon High School – Ben Kutz, student representative, said he thinks it would be a good idea if the Wellness Team would work with the gym classes and the weight room throughout the year.

Nutrition Inc. – Krista Edinger said they are working on a policy regarding the procedure during unannounced fire drills at lunchtime.

Todd Kaylor said they are in the process of installing another security window at Henry Houck.

Bill Rennecker said we have a scholarship/membership program with the YMCA and Ben Kutz received one of those awards.

Dr. Bartley said the Safe Schools minutes are published on our website for all to view. She said if anyone has any issues or concerns that they would like to discuss at the next meeting, contact their principal who will forward to the sub-committee. She said the sub-committee is working on establishing a date for the next Safe Schools meeting probably sometime in January.

Respectfully Submitted,

Millie Smith
District Administrative Assistant

**Safe & Healthy Schools Committee Meeting Attendance
Thursday, October 2, 2014**

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
	Joshua Coatsworth	Director of Special Education
Present	Craig Coletti	Principal, Southwest Elementary School
Present	Steve Collins	Attendance Officer
Present	Dawn Connelly	Acting Principal, Lebanon Middle School
	Pedro Cruz	Acting Principal, Henry Houck Elementary
Present	Chris Danz	Assistant to the Superintendent
	Greg Danz	Assistant Principal, Northwest Elementary School
Present	Krista Edinger	Nutrition Inc.
	Bill Giovino	Principal, Lebanon High School
	Ted Graeff	Chief Information Officer
Present	Mike Habecker	Principal, Southeast Elementary School
	Brian Hartman	Director of Building & Grounds
	Antoinette Henning	School Nurse
Present	Kelly Herr	Assistant Business Manager
	Michael Hodge	School Climate Manager, Lebanon Middle School
	Yvonne Jones	Assistant Principal, Lebanon High School
Present	Todd Kaylor	Assistant Director of Buildings & Grounds
	Karl Liedtka	Supervisor K-12 Counseling Programs
	Michael Murphy	Assistant to the Superintendent
Present	Michael Reager	Principal, Harding Elementary School
Present	Bill Rennecker	Licensed Professional Counselor
	Curtis Richards	Business Manager, Lebanon School District
Present	Beth Shaughnessy	Guidance, Henry Houck Elementary School
Present	Kaitlin Sherman	Nutrition Inc.
Present	Millie Smith	District Administrative Assistant
	Adam Steckbeck	District Custodial Supervisor
Present	Kenneth Travis	Guidance, Northwest Elementary School
	Neil Young	Principal, Northwest Elementary School
	Gary Zelinske	Assistant Principal, Lebanon High School

Present	Sherry Capello	Community
	Kristin Coleman	Community
	Brenda Hanthorn	Community
	Holly Leahy	Community
Present	Michael Ritter	Community
	Gary Rusen	Community
Present	Fire Chief Trautman	Community
Present	Police Chief Wright	Community
Present	Samuel Santiago	Harding Student Representative
Present	Olivia Bartal & Andrew Houck	Henry Houck Student Representatives
Present	Benjamin Kutz	Lebanon High School Student Representative
Present	Mikayla Bowman & Jahiel Ruffin	Lebanon Middle School Student Representatives
Present	Ashanty Nunez	Northwest Student Representative
Present	Madison Bishop	Southeast Student Representative
Present	Natasha Rivera	Southwest Student Representative