







HOLY SPIRIT SCHOOL BOARD
Safety Committee
2009-2010 Goals
March 9, 2010

Action Item	Targeted Completion Date	Responsible	Status	Comments
Inventory Emergency Supplies	Nov 2009	Safety Committee		1 st week of November 2009 (Yosemite week). 7 th graders have been enlisted to inventory the emergency bins. <i>* The emergency bins were successfully inventoried and restocked on 11/3/09. Many thanks to Mrs. Sparkman and her 7th graders.</i>
Annual Emergency Preparedness Meeting for Parents	Fall 2009	Rob Paglieri		The meeting was successfully held at Parent Club meeting on October 1, 2009
Emergency Drill (EPP)	Fall 2009	Safety Committee		An Emergency drill targeted for completion in Oct 2009. A date/time has been set. <i>* A campus wide evacuation drill was successfully carried out on <u>Friday, 10/8/09</u>. Several improvements/recommendations were noted and will be incorporated into the EPP.</i> <i>* A Safety Committee meeting is set for <u>Monday, (11/16/09)</u> to discuss questions and concerns raised by parent community regarding the recently completed Full Dismissal Drill.</i> <i>* On <u>Thursday (1/7/2010)</u> at the 1st Parent Club meeting for the New Year the Safety Committee successfully addressed questions/concerns raised by the parent community regarding the Full Dismissal Drill.</i>
Training for Faculty (Fire Extinguisher)	Fall 2010	Amy Stammerjohn & Mike Jay		Bi-annual training with Mike Jay is scheduled for Fall of 2010 - prior to start of the new school year.
Find Traffic Directors and Safety Monitor for AM	Sept 2009	Parent community led by Safety Committee		CRITICAL NEED has been successfully met. The Safety Committee has enlisted six (6) fathers from the new Kindergarten class as Traffic Directors. Ron Fontillas returns as an emergency back up.
Training (Head Injuries)	Aug 2009	Amy Stammerjohn & Dr. Susan Dugoni		Necessity for training due to an injury on a field trip. Mrs. Stammerjohn will coordinate w/ Dr. Dugoni for the Faculty's medical in-service before the start of

				the 2009 school year. * <i>Faculty training was successfully completed the 1st week of October 2009.</i>
Annual assessment of Campus Security	April 2010	Parish Facilities Manager & Safety Committee	■	<u>Annual Risk Assessment</u> for the school's 'facilities' and 'operations' through the Catholic Diocese of Oakland is scheduled for the 1 st quarter of 2010.
* Ash Wednesday – Parking/Flow of Traffic	February 17, 2010	Safety Committee	■	Per the request by Father Mat, the Safety Committee will be monitoring the flow of traffic and the parish/campus parking lot for Ash Wednesday. Three (3) AM Traffic Directors and key members of the Safety Committee will be onsite to help coordinate traffic during the AM Mass schedule.
* <i>Indicates New Goal Addition</i>				

Status Key:

G = Work Completed, Scheduled, or Turned Over to another committee

Y = Needs Work

R = Behind Schedule