



## **Safety Committee Meeting Minutes**

**XAVIER CHARTER SCHOOL, INC.  
Monday, April 15, 2019, 3:30-4:30  
1218 N. College Road West  
Twin Falls, Idaho 83301**

---

### **I. Roll Call Attendance- 3:31pm**

Admin- John G., Board Rep- Debbi B., Staff- Josh D., Stacey M., Rick M., Student Rep

### **II. Discussion of**

#### **- May safety drills:**

Practice partial drills will be on the 8<sup>th</sup> and 9<sup>th</sup>. Elementary will evacuate on the 8<sup>th</sup> and Upper School will Lockdown. Switch on the 9<sup>th</sup>, Elementary Lockdown and Upper School Evacuate. Evacuation to rally point. Brian will need to contact assisted living and church and inform them we will be performing a safety drill. All classrooms will be provisioned with straps that Josh and Stacey have ordered by this practice drill.

We will set up a May 20<sup>th</sup> Safety Meeting to ensure all details are in place for Final Drill and reconvene to discuss Walkie Talkies, Safety Week 2019, and the Watchmen Program.

#### **- May end of year drill:**

May 21<sup>st</sup> will be our full scale practice drill. We will inform teachers that the drill will occur on that day, but that is it. Mr. Goss, Mr. Moon, and Spencer (Spencer will act as our "bad guy; he will use an air horn and be identified with a large simple sign "BAD GUY/DANGER") will be the only personnel that know the details. We will need to connect with Police and Fire emergency services requesting their presence. A meeting will be set up (Gary will contact SRO to figure out who to sit down with) prior to this drill with emergency services (Rick, Josh and Stacey) to discuss our plan as well as the response from emergency services for our armed school personnel. "Neighbors" will be notified via Brian.

There will be a short debrief May 22<sup>nd</sup> between Josh, Stacey, Rick, and admin to discuss how the final drill went and any input from staff.

#### **- Address any concerns thus far:**

Continued construction, pick-up and drop-off procedures

#### **- Plan of action for next year to include: focus on internal security vrs. external safety:**

Safety Week October 21-25 (needs further development)

Watchmen Program development (Stacey will put together and present a program to implement)

#### **- Any other input:**

Walkie Talkies; Mr. Moon will contact another vendor to explore our options

### **III. Adjourn- 4:45pm**

If auxiliary aids or services are needed for individuals with disabilities, or if you wish to speak during an Open Forum if applicable, please contact Xavier Charter School staff before the meeting opens. While the Board of Directors will attempt to address items in the listed order, some items may be addressed prior to or after the order listed above. To contact the school's staff, please call 208.734.3947.