

**Board of Education**  
**April 5, 2023 4:30 PM**  
Central Services Board Room

The Safety Committee met on Wednesday, February 15, 2023 in the Central Services Board Room where Ms. Rebecca Hamby called the meeting to order at the approximate hour of 4:00 p.m. She welcomed everyone to the meeting and appreciated everyone for attending.

**BOARD MEMBERS:**

Teresa Boston: Absent  
Mr. Nick Davis: Absent  
Ms. Anita Hale: Absent  
Mrs. Rebecca Hamby: Present  
Mr. Chris King: Absent  
Ms. Sheri Nichols: Present  
Robert Safdie: Absent  
Ms. Shannon Stout: Absent  
Ms. Elizabeth Stull: Present

1. Call to Order-Mrs. Rebecca Hamby - Mrs. Rebecca Hamby
2. Moment of Silence and Pledge-Mrs. Rebecca Hamby- Mrs. Rebecca Hamby
3. Approval of Committee Meeting Minutes-Mrs. Rebecca HambyStull made a motion to approve the minutes and Nichols with the second.

Motion to approve committee minutes.

**VOICE VOTE:** (mover-yes) Stull

(seconder-yes) Nichols

Yes: 3, No: 0Hamby:  
Yes, Nichols: Yes, Stull:  
Yes

**MOTION: Motion Failed**

4. Window Safety FilmHamby introduced this item and told everyone that this has been brought up multiple times and when it was presented in Aug of 2022, the bid was withdrawn. Hamby then made a motion to

send this to the budget committee for them to look at. She said she wanted to move on with this and get the ball rolling on it. Stull came in with a second.

Motion to send to budget committee.

**VOICE VOTE:** (mover-yes) Hamby

(seconder-yes) Stull

Yes: 3, No: 0

**MOTION: Motion Carried**

5. Review of Safety Standards and Training Hamby told the committee that Stull had brought several questions to her and turned it over to her. Stull questioned what training the students had and if the staff had separate training as well for safety and weather-related issues. What is the training schedule and how many have been done so far or is set to happen this year? Hamby said she would like a report on how many is being done. She said she is being told none of the active shooter training has been done yet with students or staff. She said this was discussed in 2018 and she was told there would be training. Magnusson said that someone had given incorrect information about not doing the training. He said there are fire drills every month, active shooters within the 1st 30 days of school. Hamby said yes, the drills are being done, but not the training. He said there are plans to do some summer training that hasn't been done in a while. He said Stepp had allowed him and Gary Howard of the CCSD to get some more updated training going in the district. Magnusson said with blanks, they have done some live fire training so people would be aware of exactly what it would sound like. Stull asked if this would be yearly for the staff? Magnusson said that is the hope, even though schedules are hard to coordinate. Stull asked if it could be broken up into 2 separate events so more people could be accommodated. Magnusson said absolutely, and again he's hoping to get more training in the summer. Stepp said he had done that training at Homestead and also had quite a bit of debriefing afterward. He also told them that he had met with all the Sheriff and City Police admin to find out what training they do, when they do it and how extensive. Magnusson said the door lock effort has been a huge part of safety within our schools also. Safdie asked exactly what is told to the students when these trainings take place and what is the approach to the students and what is their responsibility. Stepp said they say what is necessary so you don't heighten the stress on the students and they are trained on what to do when certain things are said or announced. The rooms and halls are identified so the students within the building know exactly where the issue is taking place. He also said each building has a plan in place for first responders. Nichols wanted to know if the district had vape detectors in the bathrooms. Stepp said yes, they are called air quality control devices but they have to be calibrated. The alert goes straight to the admin phones.
6. Other Discussion
7. Adjournment Hamby made the motion to adjourn and Nichols with the second. The meeting was adjourned at approximately 4:45 pm.

Motion to adjourn.

**VOICE VOTE:** (mover-yes) Hamby

(seconder-yes) Nichols

Yes: 3, No: 0Hamby:  
Yes, Nichols: Yes, Stull:  
Yes

**MOTION: Motion Failed**

---

**William Stepp**  
**Director of Schools**

---

**Ms. Rebecca Hamby**  
**Chairman of the Safety Committee**

---

**Diane McCartney**  
**Executive Assistant for the Director of Schools and BOE**

**(\* Indicates Board Approval Required**

**Safety Committee**  
**February 15, 2023 4:00 PM**  
Central Services Board Room

The Safety Committee met on Tuesday, February 15, 2023 in the Central Services Board Room where Ms. Rebecca Hamby called the meeting to order at the approximate hour of 5:00 p.m. She welcomed everyone to the meeting and appreciated everyone for attending.

**BOARD MEMBERS:**

Teresa Boston: Present  
Mr. Nick Davis: Absent  
Ms. Anita Hale: Present  
Mrs. Rebecca Hamby: Present  
Mr. Chris King: Absent  
Ms. Sheri Nichols: Present  
Robert Safdie: Absent  
Ms. Shannon Stout: Absent  
Ms. Elizabeth Stull: Present

**OTHERS PRESENT:**

William Stepp, DOS  
Marsha Polson, Coordinated School Health Supervisor  
Bo Magnusson, Emergency Mngmt Supervisor  
Mary Edmonds, HES Principal  
Mary Kington, Maintenance Director  
Kim Bray, HR Director  
Mo Charnot, Media

1. Call to Order - Mrs. Rebecca Hamby
2. Moment of Silence and Pledge - Mrs. Rebecca Hamby
3. Approval of Committee Meeting Minutes

Motion to approve Policy committee minutes.

**VOICE VOTE:** Stull (mover-yes)  
Nichols (seconder-yes)  
Yes: 5, No: 0

**MOTION: Motion Carried**

4. Elect Chairman

Motion to Nominate Chairman of the Safety Committee

**VOICE VOTE:** Stull (mover-yes)  
Nichols (seconder-yes)

Yes: 5, No: 0

**MOTION: Motion Carried**

5. **Emergency Bucket Update**-Ms. Polson stated that Lowe's had donated several buckets since the last meeting and the Dairy Alliance also donated. She is looking for donated items for buckets. HOSA has been able to donate some items. She has asked Wal-Mart and the VEC Grant for help but has not had a response yet. Nichols said she would contact her sources at the Stevens group for donations.
6. **Safety Film**-Ms. Hamby presented this item and told everyone that this had previously been on the ESSER 2 budget, but now they are not able to proceed. Stull asked what the original estimate entailed? How much and how many windows and doors? Hamby said, since the money was used for other things, she wanted to push forward and get this going again. Stepp said the ESSER 2 money was allocated for the safety film but the real cost was way more than expected and budgeted. Hamby asked if that money just went to the new auditorium (CCHS) and Stepp told her no, this was ESSER 2 for the film. Stull asked if there was documentation on the original estimate and Stepp told her yes and that he could get anything requested if they would just let him know.
7. **Homestead Elementary Fencing**-This item was brought forth for discussion. Stepp asked Bray to give an update. She said that several of the admin walked the entire HES perimeter. She said this is not just perimeter fencing, but closing breezeways as well as keeping people from just walking up on the grounds. Bray told them that the \$45,000 was not going to go that far. Other schools have expressed interest in getting fencing installed around their school grounds as well. Bray made the suggestion of getting an engineer to come out and survey and give an idea and estimate as to what it entails and what it will cost. Magnusson told everyone that \$45,000 from the safe schools grant is not that much when divided over 12 schools. Hamby made a motion to have Stepp to get estimates. He told the committee that Bray was working on getting estimates. She then made a motion for Bray to carry on getting and engineer to get estimates on each school.  
Motion to get an engineer to come out and get estimates on each school for fencing.

**VOICE VOTE:** Hamby (mover-yes)  
Nichols (seconder-yes)  
Yes: 5, No: 0

**MOTION: Motion Carried**

8. **Door Locks Update**-The committee moved on to this item and turned it over to Kington. She informed everyone that Stone Memorial's policy now is that they keep their doors locked at all times. And you will have to have a key. The school has a mortis lock. Drilling the lever lock was the first idea but to install the thumb latch, but that cannot be done due to the mortise lock being 2 different pieces. To change every door, a mortise lock would be almost \$1000 for each lock. She said this also applies to the new CCHS addition. As far as the other buildings, it is almost completed. Many elementary schools have been finished. Boston made a motion to send the few locks and the one school that isn't done yet to the budget committee to get the money to finish it. Stull asked if the \$45,000 that won't cover the fencing at HES could be used to finish the door lock projects. Bray told everyone that this would have to be approved by the State of Tn since it was a state grant and must align with the grant assessment. Hamby then made a motion to send the door locks back to the budget committee to see where money could be moved to complete the project.

Motion to send project to Budget Committee to see where funds can be moved from to complete project.

**VOICE VOTE:** Hamby (mover-yes)  
Nichols (seconder-yes)  
Yes: 5, No: 0

**MOTION: Motion Carried**

9. Other Discussion

10. AdjournmentThe meeting was adjourned at approximately 4:50 pm.

Motion to To adjourn.

**VOICE VOTE:** Stull (mover-yes)  
Hamby (seconder-yes)  
Yes: 5, No: 1 Stout: No

**MOTION: Motion Carried**

---

**William Stepp**  
**Director of Schools**

---

**Ms. Rebecca Hamby**  
**Chairman of the Safety Committee**

---

**Diane McCartney**  
**Executive Assistant for the Director of Schools and BOE**