

EMERGENCY PREPAREDNESS/SAFETY COMMITTEE

September 19, 2018

Meeting Notes

Present: Heather McPhail Sridharan, Paul Miller, Barbara Johnson, Jenny Walsh, Lindsay Wilson, Josie Sanguinetti, Methinee Bozeman, Maureen Moulton, Annlyn Peluso

Absent: Jeanne Sellers, Adrienne Brown, Dave Glen, Larry Pasero

Great California Shakeout and District Evacuation Drill – October 18, 2018

<https://www.shakeout.org/california/>

The District has scheduled both the Bacich and Kent emergency drills on the same day as the Great California Shakeout. It was decided the drill will be a full evacuation drill.

The Kentfield Fire Department and the Marin County Sheriff's office will be in attendance.

- Bacich – 9:00am
- Kent – 10:30am

Fire Alarm Policy Subcommittee: Dave Glenn, Liz Schott, Paul Miller, Methinee Bozeman, and Adrienne Brown met to establish and make a recommendation for an updated fire alarm policy. To coordinate our policy with the Redwood High School recent policy, it was decided to establish a “shelter in place” procedure. It is recommended not to vacate the classrooms if the fire alarm sounds until an announcement is heard from administration. It was noted that we have approximately 4 false alarms a month.

Liz Schott will compose a letter to the Fire Chief, at the Kentfield Fire Department to have the pull stations physically removed from both campuses.

The District would revised the current fire alarm policy to add a clause for the ‘students and teachers’ to wait to be released until an announcement is heard from the site administrator. This eliminates all students to be evacuated to the fields. The evacuation plan would include a procedure if you see or smell smoke or fire, would be the time for an immediate evacuation.

Interior pull stations are limited to locations with a general population of 50+ people:

School offices, Kent Gymnasium, Kent Multi-Purpose, Libraries, Bacich Community Center, and the Kent Music/Band classroom

Automated External Defibrillator (AED): Barbara Johnson will research and order the AED's. It was decided to order 4 units to be placed two (2) units per campus, located in the Community Center, Gymnasium, and at each office. Governor Brown passed AB2009 legislation that mandates at least one AED be present on campuses and accessible to authorized personnel during interscholastic athletic events or activities by July 1, 2019.

Emergency Containers Inventory:

- Adrienne Brown (Bacich) – Updated
- Lindsay Wilson (Kent) – To be Updated
- Food Bars – Expired food bars will be replaced with food bars (expiration 2023)
- Water - To be replaced at both campuses

2018-19 Crossing Guards: Crossing guard locations through Transportation Authority of Marin (TAM):

1. Sir Francis Drake & Laurel Grove
2. College Avenue & Stadium Way
3. College Avenue & Woodland Avenue
4. McAllister Avenue & Stadium Way
5. Sir Francis Drake & College Avenue
6. Sir Francis Drake & Manor
7. Sir Francis Drake & Wolfe Grade (District Funded)

2018-19 Tentative Meeting Dates:

October 23, 2018

January 23, 2019

May 22, 2019