

1/11/19 Health and Safety Committee Minutes

Present: Laura Halvorson (Chair), Kim Bernstein (Member), Pat Brenden (Superintendent) and the following bus drivers: Joni Demontigny, Rhonda Condit, Linda Kornkven, Ron Arneson, Gary Mortensen, John Bullinger, Joel Brandvold, Dennis Kleven, and Melonie Bowers.

Meeting called to order at 8:20 am

1. Question and Answer session with bus drivers

Protocol for storm days – Mr. Brenden will call supervisor by 6:20 am, supervisor will call drivers, how to handle storm homes?

Protocol for handling messages from parents during route times – Mr. Brenden will notify parents that unless an emergency, please text BEFORE the route starts.

Update on supervision

Communication is key – texts are best for reaching all drivers

Information on clocking in and how hours are tracked for bus drivers

Discussion on current work order system – needs further attention

Physicals reminder

Discussion on whether special needs students need an aide on bus route

Discussion on bus driver rights for student supervision – can stop bus and talk to kids, no contact with student unless breaking up a fight

Protocol for reporting discipline issue – report to Principal in writing, school contact parent, consequences could include removal from route or suspension.

Incident report – need a form for reporting child misbehavior, accidents, incidents such as student with blocked airway, etc...

Mr. Brenden will check on legality of informing drivers of medical concerns / special needs / allergies of students.

In Town students – Mr. Brenden will provide a list of students for each bus route

Looking at an in town route to deal with overcrowding

First Aid Kits and clean up kits – each bus should have one, supervisor should provide

First Aid / CPR training required every 2 years

Emergency evacuation bus drill done by school required 1 / yr. – Mr. Brenden will make sure gets scheduled

Bus cameras – looking into new systems. We have wifi download on buses, drivers required by law to report cars that pass a stopped bus.

Bus parking sign at Central needs to be replaced

Issue – cars parking on North side of Middle School

New bus / year depends on budget, look at getting rid of old #7

When to turn in gas receipts and payroll? When Polly and Deb need them

When to fill gas tank for employees working during school day? Supervisor should do

Maintenance training on electronics – plug in a monitor to get code for the issue

Drivers request a bus meeting once per semester, mid-semester