



THE SCHOOL DISTRICT OF LEE COUNTY

Continuous Systemic Improvement (CSI) Advisory Committee

January 14, 2019

5:30 p.m. – 7:00 p.m. – Curriculum Resource Room

Meeting Minutes

Committee Members Present: Anide Charles, Andrea Edmunds, Andrew Evans, Terri Fyock, Melissa Hatter, Dr. Guido Minaya, Kindra Pinnace, Mary Jo Potter, Brian Rasnick, William Ribble, Sara Richmond, Matthew Steig, Dr. Michele Stork, Jamie VanCleve

Absent: Jason Grabowski

School Board Liaison: n/a

Staff Members Present: Cindy McClung, Coordinator, Continuous Improvement

Recording Secretary: Julie Holcomb

Guests: n/a

Welcome

The meeting was called to order by Dr. Stork at 5:30 p.m.

Review /Approval of Meeting Agenda and November Meeting Minutes

Dr. Stork asked for a motion to approve the November 26, 2018 meeting minutes that were sent to all members through e-mail. Unanimous approval by committee members.

Safety and Security Overview Presentation

Mr. Rick Parfitt, Directory of Safety and Security for the District provided an overview on the status regarding the areas of safety in the District, with emphasis on items relating to the Envision 2030 Goal 18 to increase physical safety of District students and staff.

Mr. Parfitt noted that the District is in compliance with the majority of the statute enacted July 1, 2018.

One of the key areas the District is addressing is the identification of dangerous people before they arrive on District property. Threat assessment teams were placed in every school by September 1, 2018, and the District identified a train-the-trainer model for sustainability. A company was hired to provide the training. Law enforcement trainers were included with District staff as trainers, and at this time the District has almost completed the training for a staff member at each location.

The system being used is a scientifically research-based approach, and while unable to prevent all security issues, the current training process assists with eliminating the majority of issues on school campus.

Guidelines at schools include asking visitors the reason for their visit if the school staff members are not familiar with the visitor, and school staff members have a process for escalating concerns on how for assistance in making a determination regarding access to the campus for visitors.

The Keepin' Track system is currently used in District schools, and provides the ability to scan the driver's license of the visitor and the system will check for information in the system that identifies sexual predators/offenders.

The Committee Members posed several questions for discussion regarding current situations, data being collected, and areas of concern.

Additional information is available on the [Safety District Website](#).

Mr. Parfitt spoke to the physical safety enhancements being reviewed/added to the District sites such as adding a panel to notify of a threat based on color, a classroom security function to install locks on the inside of the classroom for the remaining classrooms that do not currently have them, each school now has an SRO on-site, improving physical layout including single point of entry, front door video camera systems are being installed as hardware is available in schools that do not yet have the system, closed-circuit TV functionality, and review of systems and process that allow staff to enter the building through card access.

Public Comment

N/A

Board Member Report

N/A

Safety Discussion

The following questions were discussed and determined that additional information is needed to answer:

- Which schools have been trained in Threat Assessment?
- How is the Threat Assessment implementation going to be measured?
- Can statistics be obtained regarding the human element/infractions are for students in classrooms relating to physical assault behaviors, etc.?

Cindy will provide a copy of the measurable goals for departments.

There appears to be a gap in the measurement for tracking improvements across the District in the area of safety and security.

The Committee is recommending that measures be developed around Threat Assessment in the Strategic Plan and how the data will be used as a part of Envision 2030.

Cindy will work to develop a proposed recommendation for the Committee to review at the February meeting for review and approval.

Good of the Order

Committee Members were reminded to exit the building after meetings through the front door to sign-out.

Cindy announced that the AdvancedEd accreditation process will be taking place in February and she will have information to provide at the February meeting regarding the process and results.

Adjournment

Meeting adjourned at 7:10 p.m.