



Brooklyn Technical High School

Randy J. Asher, Principal

29 Fort Greene Place · Brooklyn, New York · 11217 · Telephone:(718) 804 - 6400 · Fax:(718) 804-6525 www.bths.edu

Safety Committee Meeting

MINUTES

11/18/10

10:30 AM

BW10

MEETING CALLED BY	M. O'Hara		
TYPE OF MEETING	Safety Committee		
FACILITATOR	M. O'Hara		
NOTE TAKER	P. Witte		
TIMEKEEPER	M. Williams		
ATTENDEES			
Name	Title	Telephone Number	E-Mail
Maureen O'Hara	APHPE/H&S	(718) 804 – 6528	mohara@bths.edu
Marc Williams	APSPE	(718) 804 – 6442	mwilliams@bths.edu
Phyllis Witte	Dean	(718) 804- 6406	pwitte@bths.edu
Dan Baldwin	UFT		dbaldwin@bths.edu
Level III Jackson	SSA		
Sgt. Hicks	NYPD-88 Pct		
P.O. Rojas	NYPD- 88Pct		
P.O. Santos	NYPD- 88 Pct		
Mei Chan	Parent Coordinator		smchan@bths.edu

Agenda topics

10:30 AM –11:15 AM **VISITORS POLICY** M. O'HARA

DISCUSSION	Ms. O'Hara discussed the implemented changes that were made in the visitors policy.
CONCLUSIONS	
Ms. O'Hara explained that visitors must sign in at the North East door with a proper school representative. All visitors must have an appointment in order to be let in the building. All visitors must be escorted to and from the north east door and they must wear the proper visitors badge at all times while in the building. All visitors must be with a BTHS staff member at all times.	

ELEVATORS

M. O'HARA

11:15 AM –11:30 AM

DISCUSSION	Ms. O'Hara discussed the proposed changes in student elevators, crowd control and student self policing.
CONCLUSIONS	
Ms. O'Hara stated the proposed changes for the elevators when we return from the holiday break that Mr. Asher discussed in the recent faculty meeting. C car would become a student car and the staff would begin using the elevators on the east side. Next, we discussed crowd control at the elevators during passing. Ms O'Hara asked Level III Jackson if the SSA's could step into the hall and assist with crowd control during these times. Also, Ms. O'Hara	

stated she would have as many deans as possible to assist as well. Next, Mr. Williams stated that he was going to bring the issue of elevator etiquette to the student government. Ms. O'Hara feels that if students abuse the use of the elevators then they should not be allowed to use the, we would shut them down for a day or come up with a plan. The student representative, Ms. Borri, states that the issue is communication. Students get upset when the elevators are shut down with no communication as to why. Therefore, when they get shut down can we post something on floors one and seven stating why. Ms. O'Hara stated that would be fine but at times she does not know why, when or for how long but would work with the communication part.

11:30 AM – 11:40 AM

STUDENT'S ARRIVING LATE TO SCHOOL

LEVEL III JACKSON & MR. WILLIAMS

DISCUSSION	Level III Jackson asked if there is a cut off time that students are no longer permitted to enter the building. She specifically discussed those students arriving after 1:30 pm to drop off work to teachers or coming in for a test.
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CONCLUSIONS	
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Mr. Williams answered this concern stating that as long as the student had a legitimate class to come in for that legally the student is to be permitted into the building. It was concluded that the deans office would abide by this and that each individual case would be looked at.

11:40 PM – 11:45 AM

OPEN DISCUSSION

M. WILLIAMS

DISCUSSION	Mr. Williams discussed several dates that will need assistance with SSA and the deans office
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CONCLUSIONS	
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Activities include the winter concert, instrumental concert, key club party in the cafeteria and the meeting of the seniors going on the winter trip.