



Brooklyn Technical High School

Randy J. Asher, Principal

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Safety Committee Meeting

MINUTES

06-15-11

10:30 AM

1W26

MEETING CALLED BY	M. O'Hara		
TYPE OF MEETING	Safety Committee		
FACILITATOR	M. O'Hara		
NOTE TAKER	P. Witte		
TIMEKEEPER	D. Baldwin		
ATTENDEES			
Name	Title	Telephone Number	E-Mail
Maureen O'Hara	APHPE/H&S	(718) 804 – 6528	mohara@bths.edu
Tracy Zoughlami	APSPE	(718) 804 – 6442	mwilliams@bths.edu
Phyllis Witte	Dean	(718) 804- 6406	pwitte@bths.edu
Dan Baldwin	UFT		dbaldwin@bths.edu
SSA Gadson	SSA		
Mei Chan	Parent Coordinator		smchan@bths.edu
Mr. Kaelin	COSA		jkaelin@bths.edu

Agenda topics

10:30 AM – 10:45 AM **REGENT EXAMS** M. O'HARA

DISCUSSION	Ms. O'Hara discussed that exams are being held from the 16 th – 23,2011 on floors 4,5,&6
CONCLUSIONS	
Mr. Baldwin asked who to report to if an bathroom area was not being covered. Ms. O'Hara directed him to Mr.Palmer because adequate supervision was scheduled for all areas. He then asked if the phone number for the library can be posted in the future on all documents relating to regents proctoring. Ms. O'Hara stated she would tell Mr. Palmer.	

10:45AM – 11:00Am **UPCOMING EVENTS** M. O'HARA

DISCUSSION	Ms. O'Hara reviewed the dates posted on the agenda that are coming up in June.
CONCLUSIONS	The discussion focused on important dates and issues related to each. The discussion spoke about Juniors coming into the building for senior portraits. This is being held each day during regents exams in the cafeteria east side. Each student has a designated appointment time. Next, a brief discussion on the prom and Ms. Zoughlami asked Mr. Kaelin for an update regarding chaperones. Mr Kaelin stated at this time there are enough.

11:00 AM – 11:30 AM

June 27, 2011

DISCUSSION	Ms. O'Hara wants to discuss the different scenarios regarding June 27, 2011.
CONCLUSIONS	
<p>Ms. O'Hara stated that as of right now classes are still scheduled for this day and graduation is also that day. There are many parameters that must be worked out prior to this day. Mr. Baldwin stated that he was attending a union delegation meeting and he would bring it up at that meeting. He believes that having both activities on the same day will clearly be a safety issue. Ms. O'Hara asked that level III request extra assistance for tis entire day. She also reminded everyone that this was the year that there will be two separate graduation ceremonies. Each ceremony will have interference regarding students coming into the building for a scheduled class day.</p>	
