

QUINCY SCHOOL COMMITTEE

FACILITIES and SECURITY SUBCOMMITTEE MEETING

Monday, January 7, 2013

A meeting of the Facilities and Security Subcommittee was held on Monday, January 7, 2013 at 4:30 pm in the 2nd Floor Conference Room at the NAGE Building. Present were Mr. Paul Bregoli, Mrs. Kathryn Hubley, and Mr. David McCarthy, Chair. Also attending were Superintendent Richard DeCristofaro, Assistant Superintendent Colleen Roberts, Mr. Michael Draicchio, Mr. Kevin Murphy, Mr. Kevin Segalla, Ms. Allison Cox, President of the Quincy Education Association, and Ms. Laura Owens, Clerk.

Mr. McCarthy called the meeting to order at 4:30 pm; the purpose of the meeting is a review of security concerns at individual schools and system-wide. Dr. DeCristofaro reviewed that each principal met with their staffs to gather their specific concerns, which were combined with the master list of School Improvement Plan Maintenance items. Mr. Draicchio also has a lighting audit to share and Mr. Kevin Segalla will review Custodial/Security Protocols.

Dr. DeCristofaro reviewed some of the global issues raised by school staffs, including identification for workers who travel between schools, such as the Maintenance staff, IT Techs, and occasional staff members, such as Substitutes and Student Teachers. Mr. McCarthy suggested something distinctive that is visible from a distance. Teacher access to the building through keypads, fobs, or swipe cards would negate the need for open doors at any time. There were several other global suggestions and additional information will be researched and cost estimates gathered. Several schools relayed concerns about emergency plans for evacuating during “unstructured time,” for example, lunch, recess, or assemblies, and training for cafeteria/lunchroom staff and substitutes. Teacher substitute packets do include each school’s emergency information. Mrs. Roberts suggested that an emergency procedures overview be added to the substitute packet provided by Human Resources and that candidates verify they read it. Ms. Cox noted that emergency procedures are posted in each classroom. Additional staffing to add office aides at the elementary schools and remaining middle school currently without this position would be an additional 7 positions, \$116,000 in salaries annually.

Dr. DeCristofaro and Mr. McCarthy suggested recommendations and decisions should be based on school types (elementary, middle, and high school). Dr. DeCristofaro suggested that Mr. Murphy review and annotate the master list for work that already has been completed and provide cost estimates for the requested items, such as interior door locks and window shades. Mrs. Hubley said the main concern she has heard from parents is classroom door locks. Mr.

Bregoli is concerned about the high school main entrances being unlocked; he suggested that the security officers screen and admit visitors. Mr. Bregoli also asked about the School Resource Officers; Mr. Draicchio said their shift is 7:00 am to 3:00 pm and they generally stay at the high schools unless Mr. Draicchio asks for support at another location. Mr. Bregoli asked about the security camera placements and Mr. Draicchio said that some schools have had adjustments and some schools have new intercom systems with cameras at eye level.

Mr. Murphy noted that the Mayor has approved a subcontractor to be brought in to assist some of the school computer lab issues, camera installations, and lighting. The two staff electricians are working on emergency issues, especially those relating to heat. Mr. Bregoli asked if the Mayor may be amenable to going to the City Council to ask for additional appropriations to address these safety issues. Another idea would be to partner with some of the surrounding cities and towns to purchase items and/or work together to lobby the state legislature for additional funding.

Mr. McCarthy asked Ms. Cox about any additional concerns. Ms. Cox said that arrival and dismissal are sometimes complicated for teachers if parents ask to come into the building. Ms. Cox said that a clear protocol would help teachers; principals can communicate with parents through their newsletters. Mr. McCarthy asked about current security protocols for admission and Mr. Draicchio reviewed the instructions the school staffs have received. The Subcommittee then reviewed the Custodial/Security protocols. Mr. McCarthy would like to see some uniformity on the door checks during the day. Dr. DeCristofaro said that we can work with the principals to limit the doors that are open in the morning for teacher and student entrance.

On the outside lighting audit, Mr. Murphy said that the outside electrical contractor will handle any lighting issues that involve the bucket truck. Mr. Draicchio noted that any lights that can be reached by custodial staff have been replaced. Mr. McCarthy said that Snug Harbor, Atlantic, Point Webster, and Quincy High School would be the priorities for outside lighting issues.

Mr. McCarthy complimented Mr. Draicchio, Mr. Murphy, and Mr. Kevin Segalla for their proactive work in keeping the school facilities secure. Mr. McCarthy said that this meeting was a good overview of global concerns and there should be further discussion about priorities. He also suggested scheduling a status update meeting in February.

Mrs. Hubley made a motion to adjourn the Facilities and Security Subcommittee Meeting at 6:00 pm. Mr. Bregoli seconded the motion and on a voice vote, the ayes have it.