



**SAUGATUCK
PUBLIC SCHOOLS**

SAUGATUCK PUBLIC SCHOOLS
BOARD OF EDUCATION
COMMITTEE – SCHOOL SAFETY
MINUTES
July 30, 2024

This meeting is a meeting of the Ad Hoc Committee – School Safety of the Board of Education held in public for the purpose of conducting the School District’s business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the agenda.

PLACE OF MEETING: Douglas Elementary School Upper El Learning Commons
261 Randolph Street

TIME OF MEETING: 6:00 pm

1. CALL TO ORDER

Amanda Frank called the meeting to order at 6:03 pm.

2. ROLL CALL

Frank Marro III, Eric Birkholz, Amanda Frank

Dr. Tim Travis, Candy Crabill-Klynstra, Dr. Mark Smaller

3. PUBLIC COMMENTS

No public comments.

4. ADDITIONS OR CHANGES TO AGENDA

No additions or changes.

5. SUPERINTENDENT REPORT

- a. General update
- b. SEC assessment update

Dr. Travis provided a brief general update and provided the committee with an update about the SEC assessment. SEC's draft report has been given to Dr. Travis, and the meeting between SEC and Dr. Travis to review the draft report and revise to a final report is being scheduled. SEC will present the final report to the entire board in closed session. The final report should be ready in time to be presented to the board during either the September or October school board meeting. Dr. Travis explained that SEC's goal is to assist in ensuring a safe and secure school environment. He explained that SEC's methodology included three steps: (1) interviews with key personnel, (2) review of policies and procedures assessment, and (3) site inspections of the preschool, high school, middle school, and high school. Dr. Travis set forth the various categories reviewed by SEC.

6. DISCUSSION

a. Progress review

- i. Amanda Frank will provide an update on the committee's progress**
- ii. Discussion regarding remaining committee work and projected timeline**

Amanda Frank explained that while the committee has largely focused on physical safety and security, the committee's attention is next turning toward mental/emotional and behavioral health and its connection to school safety. The committee's projected timeline (which is subject to change) is to complete its work by the end of November.

b. Final report features

- i. Continue discussion**

The committee agreed upon final report sections and assigned writing responsibilities for these sections. The committee also discussed practical considerations regarding drafting the report.

c. Be Smart

- i. Frank Marro to provide update**
- ii. Discussion regarding Be Smart board resolutions**

After discussion of the resolution language, the committee unanimously agreed to recommend that the school board pass BeSmart's "School Boards Secure Storage Notification Resolution for States with Secure Storage Laws" school board resolution, using the standard language provided by BeSmart on their website (Version 1, which is tailored to be consistent

with Michigan law). Dr. Travis will put the resolution issue as an action item on the agenda for the next board meeting in August.

d. Data collection

- i. Eric Birkholz to provide update**
- ii. Continue discussion of categories of data to be collected and process for collecting**

Eric Birkholz updated the committee about data received from Allegan County sheriff's office regarding police calls to the two school addresses. The committee agreed on remaining categories of data to be collected.

e. Committee guests

- i. Amanda Frank to provide update**
- ii. Discuss future guests**

Amanda Frank updated the committee, explaining that Dr. Travis and Amanda will be meeting with Kim Root, Office of School Safety of the Michigan State Police, this week and will report back to the committee regarding this meeting. She also updated the committee that Vicki Swanson (MTSS Consultant) and Krista Brower (Special Needs Services Behavioral Consultant) from the OAISD are scheduled to be guests at the August 27 committee meeting.

f. Stakeholder input

- i. Continue discussion of any remaining input to be collected and process for collecting**

The committee agreed that teachers and staff would be asked to complete a survey regarding school safety. The committee agreed on the general categories of questions to be included, as well as specific language for certain questions. Dr. Travis will be responsible for drafting the survey as agreed by the committee, distributing the survey, and reporting the results to the committee.

g. Legislative and executive update

- i. Amanda Frank to provide update on school safety legislation and executive action**

Amanda Frank provided an update regarding bills currently before the state legislature regarding school safety.

7. ACTION ITEMS

a. Minutes

- i. Approve minutes from 6.4. 2024 School Safety Committee meeting

The committee approved the minutes from the 6.4.2024 School Safety Committee meeting.

b. Upcoming meetings

- i. Select date for September meeting, decide if an additional August meeting is necessary, and discuss agenda items

The committee confirmed that the next committee meeting will be held on August 27, 2024 at 6:00 pm (location to be confirmed) and decided that the September committee meeting will be held on September 24, 2024 at 6:00 pm (location to be confirmed).

8. PUBLIC COMMENTS

No public comments.

9. UPCOMING DATES

Committee meetings will be held on August 27, 2024 at 6:00 pm and September 24, 2024 at 6:00 pm.

10. ADJOURN

The chair must adjourn the meeting.

Amanda Frank adjourned the meeting at 7:44 pm.

Respectfully submitted,



Amanda Frank