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| **What** | **Time** | **Who** | **Notes** |
| Welcome/Introductions | 3:30 | M.Chadwick |  |
| What is the Goal of these Science Safety Meetings? | 3:40 | B. Evans | What are our Goals? Why?  Electronic meetings—What will they look like? |
| Why do we need to stress lab Safety? | 3:45 | Clarke/Tabor |  |
| Science Safety Notebook Review  (Middle/High School) | 3:55 | M. Chadwick | What should be in them?  -refer to handout  1. Chemical Hygiene Plan  2. Lab Assessments  3. Chemical Inventory (<http://bit.ly/1qWDOUz>)  4. Material Safety Data Sheets (MSDS)  5. Lesson Plans/Safety Plans for Labs  6. Minutes/Logs from your School level Meetings/Trainings  7. Training Rosters (one for each school month)  8. General Information relevant to your school and safety. |
| Share time from those that went to the Summer Training | 4:15 | J. Clarke  K. Tabor | Items that are important for both Middle and High school |
| Lab Walk Through | 4:30 | Middle School Team only depending on the number of classrooms to assess | We will look at a Trexler science classroom and the classroom that stores our science equipment |
| **Transition to Separate Groups** |  |  | High School may stay in science storage room and Middle School will return to Rm #604 |
| Middle School | 4:45 | B. Evans | Safety Concerns for this 9weeks SDD content.  Best Practices for Matter Unit |
| High School | 4:45 | J. Clarke  K. Tabor | Continue the conversation with Items learned this summer that focus only on High School |
| Next Steps: | 5:25 |  | Next Meeting: October 27th 3:30-5:30 |