

Safety Committee Meeting Minutes February 20, 2020

Safety meeting was called to order at 8:10 A.M. by the Committee Secretary, Mark Jannone.

Members present: Jessica Watson, Jr. Sr. High School Counselor; Corrin Rockwell, Elementary Counselor; Peggy Guzik, Secretary to the Superintendent and HR Coordinator; Jaye Chilson, Cafeteria Worker and Mark Jannone, Business Manager.

Members not present: Fred Richter, Committee Chairman and Dr. Eric Briggs, Superintendent of Schools.

Minutes: Motion made to approve the minutes of the January 16, 2020 meeting. **Voice vote: All members present voted yes.**

Unresolved Old Business:

- **Policy Review:** At a prior meeting, Dr. Briggs handed out copies of the Pennsylvania School Board Association's recommended revised board policy entitled "Facilities and Workplace Safety". The committee was asked to review the recommendations and provide feedback at the next meeting. The committee decided to table this item until next month due to Dr. Briggs' absence.

New Business:

- **Walkthrough inspection:** Official walkthrough conducted prior to this meeting using a new checklist as recommended by our insurance company. Copy of each building's completed checklist will be kept on file.
- **Employee injuries:** Reports were discussed in an effort to eliminate the root cause of the injury or devise corrective actions to prevent the injury.

Employee Group	Elementary Campus	High School Campus
Administration	None	None
Athletic Staff	None	None
Cafeteria	None	None
Paraprofessional	None	1 Report Only
Professional	None	None
Other Support Staff	None	None

Other concerns:

- Mrs. Rockwell informed the committee that a student in the elementary school bumped/kicked a whiteboard easel and it fell on another student's head. Minor injury to the student's head.
- Mrs. Guzik informed the committee that two students were fooling around at play practice, resulting in one falling and hitting her head. Student suffered concussion.

Next meeting is scheduled for **March 19, 2020** at **8:10 AM** in the Administrative conference room.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary