

Safety Committee Meeting Minutes June 18, 2020

Safety meeting was called to order at 8:10 A.M. by the Committee Chairman, Fred Richter.

Members present: Fred Richter, Committee Chairman; Dr. Eric Briggs, Superintendent of Schools; Peggy Guzik, Secretary to the Superintendent and HR Coordinator and Mark Jannone, Business Manager.

Members not present: Jessica Watson, Jr. Sr. High School Counselor; Corrin Rockwell, Elementary Counselor and Jaye Chilson, Cafeteria Worker.

Minutes: There were no minutes to approve or March, April and May due to closure from CoVid19.

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 a future month were all committee members could be present.

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	1 Report Only	None
Professional	2 Report Only	1 Report Only
Other Support Staff	None	1 Report Only

Other concerns:

- None.

Next meeting is scheduled for **July 23, 2020 at 8:10 AM** in the Administrative conference room.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary