

Safety Committee Meeting Minutes May 17, 2018

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

Members present: Committee Chairman Fred Richter; Eric Briggs, Superintendent of Schools; Kathy Coleman, High School Teacher; Corrin Rockwell, Elementary Counselor; Jaye Chilson, Cafeteria Worker and Mark Jannone, Business Manager.

Members not present: Peggy Guzik, Secretary to the Superintendent and HR Coordinator

Unresolved Old Business:

- None.

New Business:

- **New Committee Make-up:** The committee was reduced to make it easier to get a quorum and a representative from the Cafeteria was added.
- **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:**
 - o One employee was scratched on both arms by a student. It was confirmed that this happened prior to the district providing protective sleeves to prevent this type of injury.
- **Student injuries (due to a safety defect):** None.

Other concerns:

- Mrs. Chilson suggested that mats be ordered to be put down in transition areas around the kitchen to prevent slipping due to wet footwear.

Next meeting is scheduled for **June 12, 2018** at **8:10** AM in the Administrative conference room.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary