

## Safety Committee Meeting Minutes May 29, 2019

Safety meeting was called to order at 9:00 A.M. by the Committee Chairperson, Fred Richter.

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

**Members not present:** Corrin Rockwell, Elementary Counselor; Jaye Chilson, Cafeteria Worker and Kathy Coleman, High School Teacher.

**Minutes:** Motion made to approve the minutes of the April 18, 2019 meeting. **Voice vote: All members present voted yes.**

### **Unresolved Old Business:**

- **Student parking lot traffic pattern:** Considering traffic flow in the HS student parking lot be one-way flow, flowing counterclockwise as you are looking at it from the locker room doors. Maintenance is looking into pavement markings and signs to consider implementing a structured traffic pattern of some kind. We will address this over the summer.

### **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.
- **New Member:** Jessica Watson has volunteered to fill the safety committee vacancy that is being created by the retirement of Kathy Coleman.
- **Employee injuries:**
  - None
- **Student injuries (due to a safety defect):**
  - None.

**Other concerns:** None

Next meeting is scheduled for **June 20, 2019** at **8:10 AM** in the Administrative conference room.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary