

Safety Committee Meeting Minutes November 21, 2019

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

Members present: Committee Chairman Fred Richter; 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: Eric Briggs, Superintendent of Schools and Jessica Watson. Jr. Sr. High School Counselor.

Minutes: Motion made to approve the minutes of the October 17, 2019 meeting. **Voice vote: All members present voted yes.**

Unresolved Old Business:

- None

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	1 Report Only
Paraprofessional	1 Report Only	1 Report Only
Professional	2 Report Only, 1 Medical Only	None
Other Support Staff	1 Report Only	1 Report Only

- **Student injuries (due to a safety defect):**
 - o None.

Other concerns: None

Next meeting is scheduled for **December 19, 2019** at **8:10 AM** in the Administrative conference room.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary