

Safety Committee Meeting Minutes January 16, 2020

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

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

Minutes: Motion made to approve the minutes of the December 19, 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.
- **Policy Review:** 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.
- **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	1 Report Only
Other Support Staff	None	None

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

Other concerns: Mrs. Rockwell informed the committee that she was passing on a concern from the teachers at Elementary recess. The reported that the underlayment on the intermediate playground was sticking up through the rubber mulch, causing a tripping hazard. Mr. Richter indicated that this is an ongoing issue as students dig through the rubber mulch and pull at the landscaping base. He suggested that he would speak with Mr. Wells to see if he can "barrow" some students in the spring to help dig out the exposed areas and recover the base.

Next meeting is scheduled for **February 20, 2020** at **8:10 AM** in the Administrative conference room.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary