

Safety Committee Meeting Minutes September 17, 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: All members present voted to approve the minutes from the August 20, 2020.

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 again 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	None	1 report only
Professional	None	None
Other Support Staff	None	None

Other concerns:

- None.

Next meeting is scheduled for **October 15, 2020** at **8:10 AM** in the Administrative conference room.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary