

Safety Committee Meeting Minutes September 15, 2022

Safety meeting was called to order at 8:15 A.M. by the Committee Chairman, Fred Richter.

Members present: Fred Richter, Committee Chairman; Peggy Guzik, Secretary to the Superintendent and HR Coordinator; Dr. Amy Martell, Superintendent of Schools; Jessica Watson, Jr. Sr. High School Counselor; Asti Tillotson, Food Service Director and Mark Jannone, Business Manager.

Members not present: Corrin Rockwell, Elementary Counselor.

Minutes: All members present voted to approve the minutes from the August 18, 2022 by roll call.

Unresolved Old Business:

- None.

New Business:

- **Security Upgrades:** It was noted that the maintenance team will be removing 1 door handle from each set of double doors at both buildings, as recommended by the state police in the district's Risk and Vulnerability Assessment Tool (RVAT), to prevent the ability for someone to chain the doors together from the outside.
In addition, the maintenance team will be installing several exterior lights around the back of the elementary building.
- **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. (F) = indicates that an investigation form was completed and is on file.

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

Other concerns:

None.

Next meeting is scheduled for **October 20, 2022 at 8:15 AM** via Zoom.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary