

Safety Committee Meeting Minutes December 21, 2023

Safety meeting was called to order at 8:15 A.M. by the Committee Secretary, Mark Jannone.

Members present: Brandie Frye, Secretary to the Superintendent & HR Coordinator; Corrin West, Elementary Counselor; Asti Tillotson, Food Service Director; and Mark Jannone, Business Manager.

Members not present: Dr. Amy Martell, Superintendent of Schools; Jessica Watson, Jr. Sr. High School Counselor and Fred Richter, Committee Chairman.

Minutes: By roll call, all members present voted yes to approve the minutes from the November 16, 2023 meeting.

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. (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	None
Professional	1 Report Only	None
Other Support Staff	None	None

Other concerns:

None.

Next meeting is scheduled for **January 18, 2024** at **8:15 AM** via Zoom.

Respectfully Submitted,



Mark Jannone

Business Manager / Committee Secretary