



MATTHEW BARRETT, Ed. D.
Superintendent of Schools

ELLEN M. FALISKIE
Assistant Superintendent

ROSE E. EMMETT
Business Manager / Board Secretary

MINUTES
WORKPLACE SAFETY COMMITTEE MEETING
Wednesday, December 20, 2017

The regular monthly meeting of the Workplace Safety Committee was held on Wednesday, December 20, 2017 in the conference room of the District Office.

The meeting was called to order by Jennifer Keating at 9:09 AM.

Susan Romanski took roll call: Nine (9) members were present as follows: Jennifer Keating, Susan Romanski, Warren Brundage, Paul Gregorski, Denise Johnson, Ellen Muller, Alene Olsommer, Maria Palko, and Brian Seaman. Brian Landry and David Robinson were excused.

Approval of Minutes

A motion was made by Paul Gregorski and seconded by Warren Brundage to approve the minutes of the November 16, 2017 meeting. The motion carried with all affirmatives.

Old Business

Discussion was held on old business. Warren Brundage report that they are still waiting on parts to fix the back outside light at Robert D. Wilson Elementary.

Susan Romanski reported that Dave Robinson looked into the pavement drainage problem between the high school and the middle school. This situation would have to be corrected with a construction project so that the pavement would be replaced and the area sloped and drained properly.

Report on Condition of Buildings

All buildings were reported ok. Brian Seaman reported that the Server Room at the District Office has air conditioning issues and is an ongoing problem that they are trying to fix.

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New Business

Email Reports – There were several email reports for the Committee to review.

- High School Staff member reported that in the High School student parking lot, they have noticed quite a few close calls between vehicles and students when vehicles are dropping off students and making a U-Turn in front of the walkway. High School Principal Paul Gregorski did address this issue with posting one of the School Police Officers there and they will be getting signs that say “No U-Turns”.
- Middle School Staff member reported a concern about the drawer/cabinet in the Family and Consumer Science Food Lab where the sharp knives are stored. They would like a lock installed on the drawer/cabinet. Committee member Alene Olsommer will look into this with Middle School Principal Kristen Donohue.
- High School Staff Member reported a concern that students in the high school are allowed to carry their backpacks with them throughout the school day and feels this is a huge safety threat to students, staff and faculty. Discussion was held on this issue. Committee member Paul Gregorski will address this issue.
- Committee member Ellen Muller reported a concern at EverGreen Elementary with a procedure during fire drills. Principal Justin Pidgeon asked if a sidewalk could be installed to connect with the existing one so students and staff would be able to access this exit without having to walk through snow or mud. The Committee suggested Principal Pidgeon take this issue up at an Administrative meeting and to discuss it with Joe Dunda our new Building and Grounds Manager.

Injury Reports – Jennifer Keating reported that there were several injuries this month:

- Three Middle School staff members were injured during a student incident in the office. Several required medical attention.
- A staff member injured themselves exiting a school vehicle.
- A staff member that was out on Workers Compensation has returned with a partial work week.

A suggestion was made that the Committee send out an email to all employees with some safety tips for the winter months.

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Adjournment

Ellen Muller made a motion seconded by Brian Seaman to adjourn the meeting of the Workplace Safety Committee at 9:37 AM.

The motion carried with all affirmative.

Susan Romanski
Secretary
Workplace Committee

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