



# WESTERN WAYNE SCHOOL DISTRICT

1970C Easton Turnpike, Lake Ariel, Pennsylvania 18436

Telephone: 1-800-321-9973

Web: [www.westernwayne.org](http://www.westernwayne.org)

Fax: (570) 341-1221

*The Western Wayne School District will work for excellence... for everyone... in all things ...always.*

**CLAYTON S. LACOE III, Ed. D.**  
Superintendent of Schools

**PATRICK SHEEHAN**  
Assistant Superintendent

**ROSE E. EMMETT**  
Business Manager / Board Secretary

## MINUTES

### WORKPLACE SAFETY COMMITTEE MEETING

Thursday, March 12, 2015

The regular monthly meeting of the Workplace Safety Committee was held on Thursday, March 12, 2015 in the conference room of the Administration Building.

The meeting was called to order by Chairperson Jennifer Keating at 8:32 AM.

Susan Romanski took roll call. Seven (7) members were present and listed as follows: Jennifer Keating, Susan Romanski, Warren Brundage, Denise Johnson, Clayton LaCoe, Maria Palko, and Lorraine Troiano. Three (3) members were excused: Brian Landry, Ellen Muller, and David Robinson. One (1) member was absent: Donald J. McDonough.

#### **Approval of Minutes**

A motion was made by Lorraine Troiano and seconded by Warren Brundage to approve the minutes of the February 18, 2015 meeting. The motion carried with all affirmatives.

#### **Old Business**

Chairperson Keating reported that there was no old business.

#### **Report on Condition of Buildings**

Warren Brundage reported that a light post was knocked down in the parking lot of the Robert D. Wilson Elementary School due to the winter weather. Dr. LaCoe directed Mr. Brundage to have it fixed. Lorraine Troiano reported that there are a few leaks in the Middle School but nothing major at this time. Discussion was held on the many leaks in the high school ceiling. Suggestions were made to place signs by the buckets that are in the hallways collecting the water for people to be extra careful when walking down the hallways. Chairperson Keating will take care of placing the signs.

All other buildings were reported ok.

#### **New Business**

Ms. Keating informed the Committee that there were two minor claims that were notice only.

#### **BOARD OF EDUCATION**

Alvin Hollister, President Donald Olsommer Jr., Vice President William Gershey, Treasurer  
Bernice Fiorella, Andrew Gaudenzi, David Lindow, Donald McDonough, Doris Pliss, Gary Podunajec

The Western Wayne School District is an equal opportunity educational institution and will not discriminate on the basis of race, color, national origin, sex or handicap in its activities, programs, or employment practices as required by Title VI, Title IX and Section 504.

Denise Johnson reported a student came to her office after tripping over a floor outlet in the Family & Consumer Science room and hurting their foot. This was a concern of the Committee's after their inspection tour in October. The floor outlets were considered a tripping hazard. The outlets are supposed to be covered by the tables and out of the walkway. Chairperson Keating will follow up with the building principal.

Discussion was held on the new defibrillators that the District is receiving. Denise Johnson explained that they are simple and self-explanatory to use. The old defibrillators will be traded in for credit.

A reminder was made about having a place on the District Website so that employees could email a safety concern that they would like addressed by the Committee. Jennifer Keating said she had spoken to Brian Seaman, Director of Technology about this idea and something will be put in place in the near future.

Suggestions were made for the training that the Safety Committee holds every year with the Custodians, Food Service staff, and the Paraprofessionals. CPR Training, ladder safety, and forklift operation were among several items that may be part of the training. The Committee will continue to work on the In-Service Training agenda.

The April and May Committee meeting schedule was decided. The April meeting will be on April 9<sup>th</sup> at 1:30 PM at the EverGreen Elementary School and the May meeting will be held on May 14<sup>th</sup> at 1:30 PM at the Robert D. Wilson Elementary School. Both meetings will conclude with a tour of the buildings.

### **Adjournment**

Susan Romanski made a motion seconded by Denise Johnson to adjourn the meeting of the Workplace Safety Committee at 9:01 AM.

The motion carried with all affirmative.

Susan Romanski  
Secretary  
Workplace Committee

### **BOARD OF EDUCATION**

Alvin Hollister, President Donald Olsommer Jr., Vice President William Gershey, Treasurer  
Bernice Fiorella, Andrew Gaudenzi, David Lindow, Donald McDonough, Doris Pliss, Gary Podunajec

The Western Wayne School District is an equal opportunity educational institution and will not discriminate on the basis of race, color, national origin, sex or handicap in its activities, programs, or employment practices as required by Title VI, Title IX and Section 504.

**BOARD OF EDUCATION**

Alvin Hollister, President Donald Olsommer Jr., Vice President William Gershey, Treasurer  
Bernice Fiorella, Andrew Gaudenzi, David Lindow, Donald McDonough, Doris Pliss, Gary Podunajec

The Western Wayne School District is an equal opportunity educational institution and will not discriminate on the basis of race, color, national origin, sex or handicap in its activities, programs, or employment practices as required by Title VI, Title IX and Section 504.