



# WESTERN WAYNE SCHOOL DISTRICT

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*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 6, 2014

The regular monthly meeting of the Workplace Safety Committee was held on Thursday, March 6, 2014 in the conference room of the Western Wayne District Office.

The meeting was called to order by Clayton LaCoe at 2:08 PM.

Susan Romanski took roll call. Ten (10) members were present and listed as follows: Susan Romanski, Mary Kay Bifano, Clayton LaCoe, Brian Landry, Donald J. McDonough, Ellen Muller, Tracey Podunajec, Maria Palko, David Robinson and Lorraine Troiano. One (1) member was absent: Jennifer Keating.

#### **Approval of Minutes**

A motion was made by Donald J. McDonough and seconded by David Robinson to approve the minutes of the February 26, 2014 meeting. The motion carried with all affirmatives.

#### **Old Business**

There was no old business.

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

Discussion was held on the condition of the sidewalk by the faculty entrance at EverGreen Elementary School. The sidewalk raised from the frost and could cause problems. This will be checked when the ground thaws. Also, in the Middle School cafeteria there are some floor tiles that are coming up and need repairing. All other buildings were ok.

#### **New Business**

There were no injury reports discussed.

#### **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

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The Annual Workplace Safety Committee training was held at 2:30 pm. Presenter Mark A. Nease, Risk Management Consultant from School Claims Service conducted the training. The training focused on several items including the purpose of the Committee, methods of conducting meetings, accident & incident investigations, and hazard inspections.

Safety training is rescheduled for Tuesday, March 18, 2014 for Jennifer Keating who was absent.

### **Adjournment**

Ellen Muller made a motion seconded by Mary Kay Bifano to adjourn the meeting of the Workplace Safety Committee at 2:15 PM with the training ending at 3:00 PM.

The motion carried with all affirmative.

Susan Romanski  
Secretary  
Workplace Committee

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