



MATTHEW BARRETT, Ed. D.  
Superintendent of Schools

ELLEN M. FALISKIE  
Assistant Superintendent

ROSE E. EMMETT  
Business Manager / Board Secretary

MINUTES  
WORKPLACE SAFETY COMMITTEE MEETING  
Thursday, December 30, 2018

The regular monthly meeting of the Workplace Safety Committee was held on Thursday, December 20, 2018 in the Conference room of the Administration Office.

The meeting was called to order by Jennifer Keating at 9:02 AM.

The following nine (9) members were present: Jennifer Keating, Susan Romanski, Warren Brundage, Paul Gregorski, Denise Johnson, Ellen Muller, Alene Olsommer, Maria Palko, and Brian Seaman. Two (2) members were absent: Brian Landry and David Robinson.

Guest Joe Dunda, Director of Building and Grounds was unable to attend.

#### Approval of Minutes

A motion was made by Warren Brundage and seconded by Brian Seaman to approve the minutes of the November 29, 2018 meeting. The motion carried with all affirmatives.

#### Old Business

Discussion was held on old business.

**EverGreen Elementary** – Ellen Muller reported that the Light pole in the parking lot is still leaning and there are two lights are out by the entrance.

**High School** – Paul Gregorski reported that damage to the light pole plate has been fixed.

**Middle School** – Tile in front of the Sensory Room.

#### Report on Condition of Buildings

Middle School - parking lot. Paul Gregorski reported that when salt is put down for icy conditions, it leaves salt clumps/piles on some of the new sidewalks. Several students have fallen because of it. Discussion was held. Warren Brundage reported that this is the new solution that the Custodians are using this year. Paul Gregorski will talk to Joe Dunda, Director of Building and Grounds.

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High School – Two additional cameras have been installed and some adjusted for better viewing.

High School – Denise Johnson reported that the SADD students conducted a seat belt safety check with the help of the School Resource Officer. All students were reported to be using their seatbelts. Several staff members were found to not be using their seatbelts.

All other buildings were reported ok.

#### **NEW BUSINESS:**

**Injury Reports** – Jennifer Keating reported there were no injuries.

#### **Email Reports:**

Email from Brian Seam – the speaker system being too loud during morning announcements. This has been fixed.

Email from EverGreen Nurse Christy Davis - asked to have the AED in the EverGreen office moved to a more accessible spot for the public to use after school hours. This has been done. The AED was moved to the hallway by the gym. Ellen Muller will speak to Principal Justin Pidgeon to see if they need an additional one placed in the office.

#### **Scheduled meeting:**

The January meeting of the Workplace Safety Committee will be held in the conference room of the Administration office. Members will be contacted with the date and time.

#### **Adjournment**

Paul Gregorski made a motion seconded by Ellen Muller to adjourn the meeting of the Workplace Safety Committee at 9:16 AM.

The motion carried with all affirmative.

Susan Romanski, Secretary  
Workplace Committee

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