



MATTHEW BARRETT, Ed. D.
Superintendent of Schools

CYNTHIA A. LaROSA, Ph.D.
Assistant To Superintendent

ROSE E. EMMETT
Business Manager / Board Secretary

MINUTES
WORKPLACE SAFETY COMMITTEE MEETING
Wednesday, June 12, 2019

The regular monthly meeting of the Workplace Safety Committee was held on Wednesday, June 12, 2019 in the Conference room of the Administration Office.

The meeting was called to order by Jennifer Keating at 1:26 PM.

The following eight (8) members were present: Jennifer Keating, Susan Romanski, Warren Brundage, Denise Johnson, Brian Landry, Alene Olsommer, David Robinson, and Brian Seaman. Three (3) members were excused: Paul Gregorski, Ellen Muller, and Maria Palko.

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

Approval of Minutes

A motion was made by Denise Johnson and seconded by David Robinson to approve the minutes of the May 23, 2019 meeting. The motion carried with all affirmatives.

Old Business

Discussion was held on old business.

Robert D. Wilson - The entrance hallway was reported as still having dark/light issues. Some lights have been installed to brighten up the area, but it seems there is still a problem. Warren Brundage will follow up with the office staff at RDW.

EverGreen – Parking lot lights have been repaired.

Report on Condition of Buildings

RDW – Ok

EverGreen – Discussion was held on the office setup. During the Security drill that was held at EverGreen, the office area was observed as having only one exit to escape if there were an active shooter or other emergency. This was a problem in other offices and changes were made to allow another exit. Also, discussion was held on how loud the fire alarm is in the building.

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Middle School - OK

High School – Ok

District Office - OK

NEW BUSINESS:

Injury Reports –Jennifer Keating reported that there were several claims this month. A staff member was lifting tiles and tore his bicep muscle. Surgery was need and the employee is out for an extended amount of time. There were two carpal tunnel injuries.

Email Reports – There were no email reports.

Other – Discussion was held on Staff training for the August In-service day for the 2019-2020 school year. Denise Johnson and Brian Landry suggested using KAHOOT as an interactive learning game/trivia for the staff to play geared toward safety issues. The Committee agreed to use this as part of the yearly training.

Schedule Building Tours - Discussion was held on touring the schools starting in the summer months. The next meeting will be held at the High School conference room and then tour the Middle and High schools. Committee members will be notified of the date.

Adjournment

Brian Landry made a motion seconded by Brian Seaman to adjourn the meeting of the Workplace Safety Committee at 1:55PM.

The motion carried with all affirmative.

Susan Romanski, Secretary
Workplace Committee

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