



MATTHEW BARRETT, Ed. D.  
Superintendent of Schools

CYNTHIA A. LaROSA, Ph.D.  
Assistant Superintendent

ROSE E. EMMETT  
Business Manager / Board Secretary

MINUTES  
WORKPLACE SAFETY COMMITTEE MEETING  
December 6, 2023

The regular monthly meeting of the Workplace Safety Committee was held on December 6, 2023, in the Conference room of the District Office and ZOOM.

The following eight members participated as follows: Amanda Steinmetz, Megan Robinson, Brian Seaman, Ron Franks, Naomi Spewak (via Zoom), Mindy Maros (via Telephone), and Stephen Mackle were in attendance. Denise Johnson and Ellen Muller were excused.

**Meeting**

The meeting was called to order by Amanda Steinmetz at 10:03 AM.

**Minutes**

A motion was made by Megan Robinson and seconded by Brian Seaman to approve the minutes of the November meeting which took place on November 10, 2023. The motion carried.

**Old Business**

Middle School-the cameras are being worked on for full restoration.

**Report on condition of buildings**

RDW – Okay besides the ongoing construction project.

EG – Okay.

MS – Okay.

HS – Okay.

DO – Okay.

**New Business**

- Injury Reports – There were 5 injuries to staff as a result of contact with students. There was one staff related injury from a piece of cooking equipment. The employee was instructed to work with more caution moving forward.
- Discussions concerning the reporting of student-related injuries were held until the January meeting.
- Discussion regarding when we should schedule building inspections. We will begin scheduling building inspections in February 2024.

**BOARD OF EDUCATION**

Rick Hoch, President Joseph Gombita, Vice President Dana DeSiato, Treasurer  
James Collins, Gary Enslin, William Gershey, Jeffrey Gogolski, Michael Ochlan, Ethan Wood



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- Transportation is working on trying to get either a stop light or some other sort of directional device at the Hemlock entrance to the school to aide with safety and bus departure.

### **Future Meeting**

The January meeting is scheduled for January 3, 2023, at 10:00 a.m.

### **Adjournment**

Ron Franks moved to adjourn the meeting and Stephen Mackle seconded the motion at 10:11 AM.

The motion carried.

*/s/ Amanda Steinmetz*

Amanda Steinmetz  
Chairperson/Secretary  
Workplace Safety Committee

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