



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
September 4, 2024

The regular monthly meeting of the Workplace Safety Committee was held on September 4, 2024, in the conference room of the District Office and via ZOOM.

The following seven members participated: Carrie Williams, Megan Robinson, Ron Franks, Denise Johnson (via ZOOM), Ellen Muller (via ZOOM), Naomi Spewak (via ZOOM), Mindy Maros (via ZOOM). Brian Seaman and Stephen Mackle were excused.

Meeting

The meeting was called to order by Megan Robinson at 10:01 a.m.

Minutes

A motion was made by Ellen Muller and seconded by Denise Johnson to approve the minutes of the August 2024 meeting. The motion carried.

Old Business

Committee Board additions. We are still waiting to fill two spots on the committee. Shanequa Moser was contacted but as of this meeting, Megan Robinson has not heard back from her. Tara Morcom was going to be contacted by Megan and invited to join the committee.

Report on building conditions

RDW – Door handle has been fixed; Camera placement is in progress; Slide is almost done, just waiting on a bracket to complete; and Ron Franks informed that he has proposals for speakers but needs to talk with Dr. Barrett first.

EGE – All good with the exception of the sidewalk not completed. Ron is gathering proposals to have the section of sidewalk lifted to the height needed.

MS – Working on the magnet locks for doors so that minimal disruption is made to student instruction when doors are opened.

HS – All good.

DO – All good.

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New Business

- Injury Reports – None to report
- Mindy Maros brought up concerns about a “service animal” that is being brought into the building and is not under control by its owner. Discussion was held, and the animal in question has been in other buildings and has been observed as unruly. Ron Franks stated that Dr. LaRosa was aware and currently working on policy. This issue is something that is also being discussed by the Administrative Safety Committee.

Future Meeting

The next monthly meeting is scheduled for October 2, 2024, at 10:00 a.m. in the District Office conference room. In the event of inclement weather, the meeting will be held on the next business day.

Adjournment

Ron Franks moved to adjourn the meeting and Naomi Spewak seconded the motion at 10:17 a.m.

/s/ Carrie Ann Williams

Carrie Ann Williams

Secretary/Chairperson

Workplace Safety Committee

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