



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

June 3, 2026

The regular monthly meeting of the Workplace Safety Committee was held on June 3, 2026, in the conference room of the District Office.

The following EIGHT members participated: Carrie Williams, Megan Robinson, Ron Franks, Denise Johnson, Tara Morcom, Susan Pauler, Brian Seaman and Donna Urian. Andrea Covey, Shanequa Moser, and Naomi Spewak were excused.

Meeting

The meeting was called to order by Carrie Williams at 10:06 a.m.

Minutes

A motion was made by Denise Johnson and seconded by Susan Pauler to approve the minutes of the January 14, 2026 meeting.

A motion was made by Donna Urian and seconded by Brian Seaman to approve the minutes of the February 4, 2026 annual training meeting.

A motion was made by Tara Morcom and seconded by Megan Robinson to approve the minutes of the March 4, 2026 building tours of the District Office, High School and Middle School.

A motion was made by Denise Johnson and seconded by Donna Urian to approve the minutes of the April 1, 2026 building tour of EverGreen Elementary.

A motion was made by Susan Pauler and seconded by Tara Morcom to approve the minutes of the May 13, 2026 building tour of Rober D. Wilson Elementary.

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Angela Booths, James Collins, Christina Hinz, Matthew Nied, Kerin Weinberger, Ethan Wood



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Report on Building Conditions

RDW - Representative not in attendance

EGE - Nothing to report

MS -Nothing to report

HS -Nothing to report

DO - Nothing to report

Old Business

RDW outdoor speakers – Brian Seaman reported that the back speaker is now working and that the front speaker is installed but still needs to be connected.

PA system in the High School/Middle School – Brian Seaman reported that the issues affecting the existing PA system in the High School and Middle School cannot be repaired/re-programmed.

New Business

- Injury report—There were 2 reports of burns of food service workers from the steamer in the cafeteria kitchen. All workers will be attending a meeting during August opening day to discuss safety protocols.
An employee walked into tools causing minor injury. This was deemed accidental.
A Teacher was knocked down while breaking up a fight between students in the hallway.
- Carrie Williams asked for recommendations for the vacant committee seats created by the resignation of Steve Mackle (left district) and Denise Johnson (retirement). Carrie Williams discussed asking Jason Gay, Transportation Director. The committee agreed that he would be a good addition and Carrie Williams stated that she would talk to Dr. Barret and then Mr. Gay. It was also discussed that the Nurse who is hired to fill Denise Johnson's School Nurse position at the High School would be the best choice to fill the vacant seat. This was tabled and will be discussed after the hiring process is complete.
- A brief discussion of the findings from the building inspections took place. Ron Franks stated that the items outlined in the inspection reports to Dr. Barrett will all be addressed over the summer months by custodial staff.

Future Meetings

The next monthly meeting is scheduled for July 1, 2026 at 10:00 in the District Office conference room and via ZOOM.

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Adjournment

Denise Johnson moved to adjourn the meeting, and Ron Franks seconded the motion at 10:20 a.m.

/s/ Carrie Ann Williams

Carrie Ann Williams

Secretary/Chairperson

Workplace Safety Committee

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