



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, April 12, 2018

The regular monthly meeting of the Workplace Safety Committee was held on Thursday, April 12, 2018 in the Conference room of the District Office.

The meeting was called to order by Jennifer Keating at 9:03 AM.

The following Eight (8) members were present: Jennifer Keating, Paul Gregorski, Denise Johnson, Ellen Muller, Alene Olsommer, Maria Palko, David Robinson, and Brian Seaman. Two (2) members were absent: Susan Romanski and Warren Brundage. One (1) member was excused: Brian Landry.

#### **Approval of Minutes**

A motion was made by Denise Johnson and seconded by David Robinson to approve the minutes of the March 22, 2018 meeting. The motion carried with all affirmatives.

#### **Old Business**

Discussion was held on old business. Several items have been finished including the back outside light at Robert D. Wilson Elementary, and the Emergency phone system at EverGreen. There are still several items that are pending.

#### **Report on Condition of Buildings**

Condition of the buildings was discussed. All buildings were reported ok. The High School has had several meetings concerning the roof and some leaks.

#### **New Business**

**Injury Reports** – Jennifer Keating reported there were two student induced injuries, and one trip and fall from a staff member who tripped over their own feet. That individual had a cut over their eyebrow that need to be glued.

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Gary Enslin, William Gershey, Joseph Gombita, Michael Ochlan, Roger Shaffer, Jr., Ethan Wood



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Email Reports – Ellen Muller reported EverGreen and RDW also had Code Green drills on the same day as the High School and Middle School.

Discussion was held on setting up a schedule to tour the buildings.

Discussion was also held on the Committee having a budget to purchase items that would promote safety around the workplace.

The next meeting of the Workplace Safety Committee will be held on Thursday, May 17, 2018 at 1:30 PM in the conference room of the High School. After a brief meeting, the Committee will split up into two groups. One group will tour the Middle School and the other group will tour the High School.

### **Adjournment**

Ellen Muller made a motion seconded by Alene Olsommer to adjourn the meeting of the Workplace Safety Committee at 9:15 AM.

The motion carried with all affirmative.

Susan Romanski, Secretary  
Workplace Committee

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