



# WESTERN WAYNE SCHOOL DISTRICT

1970C Easton Turnpike, Lake Ariel, Pennsylvania 18436

Telephone: 1-800-321-9973

Web: [www.westernwayne.org](http://www.westernwayne.org)

Fax: (570) 341-1221

*The Western Wayne School District will work for excellence... for everyone... in all things ...always.*

**CLAYTON S. LACOE III, Ed. D.**  
Superintendent of Schools

**PATRICK SHEEHAN**  
Assistant Superintendent

**ROSE E. EMMETT**  
Business Manager / Board Secretary

## MINUTES

### WORKPLACE SAFETY COMMITTEE MEETING

Thursday, December 18, 2014

The regular monthly meeting of the Workplace Safety Committee was held on Thursday, December 18, 2014 in the conference room of the Administration Building.

The meeting was called to order by Chairperson Jennifer Keating at 8:32 AM.

Susan Romanski took roll call. Eight (8) members were present and listed as follows: Jennifer Keating, Susan Romanski, Denise Johnson, Donald J. McDonough, Ellen Muller, Maria Palko, David Robinson, and Lorraine Troiano. Members Warren Brundage and Clayton LaCoe were absent and member Brian Landry was excused.

#### **Approval of Minutes**

A motion was made by David Robinson and seconded by Lorraine Troiano to approve the minutes of the November 13, 2014 meeting. The motion carried with all affirmatives.

#### **Old Business**

Chairperson Keating reported on old business:

- The metal vents have been replaced in the classroom doors in the high school.
- The High School Baseball room is being cleaned out by the new baseball coaches. This area will be revisited in the future to see how well the room and the hallway have been cleaned and if they are safe.
- The broken concrete by the cafeteria loading dock will be patched in the summer.

Ms. Keating will be sending out an email to all staff concerning the winter weather in regards to slips & falls due to ice, snow, etc. with the parking lots, driveways, and sidewalks.

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

All buildings were reported ok with the exception of the Robert D. Wilson building boiler issues and a door lock at the District Office that has been repaired.

#### **BOARD OF EDUCATION**

Alvin Hollister, President Donald Olsommer Jr., Vice President William Gershey, Treasurer  
Bernice Fiorella, Andrew Gaudenzi, David Lindow, Donald McDonough, Doris Pliss, Gary Podunajec

The Western Wayne School District is an equal opportunity educational institution and will not discriminate on the basis of race, color, national origin, sex or handicap in its activities, programs, or employment practices as required by Title VI, Title IX and Section 504.

## **New Business**

Ms. Keating reported there were two medical claims this month. They were not safety issues. Discussion was held.

Chairperson Keating informed the Committee that the PA Department of Labor & Industry audit has been postponed until January 30, 2015.

Ms. Keating also informed the Committee that she has received all of the HM Insurance Group Employee Acknowledgement and the new designated physicians' panel forms from the district employees.

Discussion was held on the annual training for the Committee. Contact will be made with the HM Insurance Group in regards to scheduling of the training session.

The January meeting will be held in the District Office conference room on January 8, 2015 at 8:30 AM.

## **Adjournment**

Lorraine Troiano made a motion seconded by Susan Romanski to adjourn the meeting of the Workplace Safety Committee at 8:42 AM.

The motion carried with all affirmative.

Susan Romanski  
Secretary  
Workplace Committee

## **BOARD OF EDUCATION**

Alvin Hollister, President Donald Olsommer Jr., Vice President William Gershey, Treasurer  
Bernice Fiorella, Andrew Gaudenzi, David Lindow, Donald McDonough, Doris Pliss, Gary Podunajec

The Western Wayne School District is an equal opportunity educational institution and will not discriminate on the basis of race, color, national origin, sex or handicap in its activities, programs, or employment practices as required by Title VI, Title IX and Section 504.

**BOARD OF EDUCATION**

Alvin Hollister, President Donald Olsommer Jr., Vice President William Gershey, Treasurer  
Bernice Fiorella, Andrew Gaudenzi, David Lindow, Donald McDonough, Doris Pliss, Gary Podunajec

The Western Wayne School District is an equal opportunity educational institution and will not discriminate on the basis of race, color, national origin, sex or handicap in its activities, programs, or employment practices as required by Title VI, Title IX and Section 504.