

## **Workplace Safety Committee Meeting Minutes**

### **March 15, 2018**

- Attendance: Kathy VanSchaick, Administrative Assistant; Michelle Bloom, Custodian; Rachel Bullock, Teacher; Wanda Erb, Business Manager; and Dennis Fitzwater, Buildings & Grounds Supervisor.

- Call to Order

The monthly meeting of the Northern Tioga School District Workplace Safety Committee Meeting was called to order by Wanda Erb at 3:15 pm at the administrative building.

- Approval of Minutes

The minutes from the February 5, 2018 Workplace Safety Committee Meeting were approved with no changes.

- Old Business

Dennis noted that he is still working on getting quotes for bumpers for the zip lines at Clark Wood Elementary and R.B. Walter Elementary School playgrounds. He has spoken with vendors and they are trying to identify the manufacture.

Dennis also noted that the shelf in the art room at Clark Wood Elementary School has been fastened to the wall as a result of the recent walk through conducted by the safety committee. He also spoke to Mr. Millard about the trophies in the library and Mr. Millard will address the issue.

- Discussion Topics

Review of Northern Tioga Claims – three slips were reported during the month of January but did not involve any time lost. A fourth claim was reported that involved an employee being punched by a student. There was not loss of time associated with this claim either.

- Risk Manager – Building Renovation Projects – Dennis will review this article with the Construction Management Company that will be working on the district's upcoming building project.

- Other Discussion – Dennis noted that he may have some concerns with the new type of furniture that teachers are requesting for their alternative seating classrooms as some of the desks sit on bed stand risers. He will look at these as they arrive and let the committee know of any safety concerns.

- Tentative Walk-Through Schedules

May 2018 – WHS/RBW  
November 2018 – CV/WAES  
February – 2019 – Wood/Admin

➤ Next Meeting

The next meeting of the safety committee has been scheduled for April 9, 2018 at 3:15 pm in the Superintendent's Office.

➤ Adjournment

A motion to adjourn was made by Kathy VanSchaick seconded by Michelle Bloom to adjourn the meeting. All votes were affirmative. Motion carried. The meeting adjourned at 3:42 pm.