

Workplace Safety Committee Meeting Minutes September 15, 2023

- Attendance: Brittany Mondock, Administrative Assistant, Daren Bryant, Supervisor of Buildings & Grounds, and Kathy VanSchaick, Business Manager
Absent: Rachel Bullock and Michelle Bloom.

- Call to Order

The monthly meeting of the Northern Tioga School District Workplace Safety Committee was called to order by Kathy VanSchaick at 8:04 AM in the R.B. Walter Elementary School Main Office.

- Approval of Minutes

The minutes from the August 15, 2023, Workplace Safety Committee Meeting were approved with one change regarding the location of the September meeting.

- Old Business - None

- Discussion Topics

- Northern Tioga Claims: None
- Walk Through of R.B. Walter Elementary/Williamson High School
 - In RBW there is an end cap missing from the heating registers in the boy's restroom.
 - Multi-purpose room has several lights out.
 - Boiler room is extremely cluttered.
 - WHS Art room has leaking sinks and items stored on top of cabinets that could fall.
 - Mrs. Kaufman's classroom has 2 outlets that do not work, resulting in the use of extension cords.
 - Mrs. Abels classroom needs storage cabinets instead of shelves; open shelves cause a risk to her Learning Support Students.
 - Room K113 has trip hazards with tools and a small engine on floor.
 - Several rooms in the new wing of WHS are missing Fire Evacuation maps; including but not limited to rooms K116, K113, and K122.
 - Rooms K116 and K112 have supply/tool cabinets that need to be closed and always locked.
 - Room K122 needs wood to be secured as it is currently leaning against walls.
 - The Home Ec room has a floor tile that continuously pops up due to moisture, the clothes dryer is rusted, and the clothes washer lid lock will not disengage.
 - Lines need to be painted in front of the dumpster.
 - The chains around the outside basketball court need to be removed, they are a trip hazard.
 - There is a bush at the end of the High School parking lot that needs to be removed, creates a safety hazard for busses.

➤ Next Meeting

The next meeting of the Workplace Safety Committee has been scheduled for October 12, 2023 beginning at 8:00 AM at the WAES Office for a walk-through of Westfield Area Elementary School and Cowanesque Valley High School.

➤ Adjournment

The meeting adjourned at 9:16 AM.