

Workplace Safety Committee Meeting Minutes

August 13, 2025

Attendance: Daren Bryant - Supervisor of Buildings & Grounds, Kathy VanSchaick - NTSD Business Manager, Christina Shenk - CV Secretary, Gina Miller – Student Services Secretary

Absent: Deb Johnson – NTSD Gifted Teacher, Brittany Mondock – NTSD Administrative Assistant

- Call to Order

The monthly meeting of the NTSD Workplace Safety Committee was called to order by Kathy VanSchaick at 8:02 AM on August 13, 2025.

- Minutes from Prior Meeting

The minutes of the July Meeting were approved by the committee.

- Old Business – None

- Discussion Topics

- Northern Tioga Claims – No claims have been reported.
- New Business – No new business to present.
- Walk Through of the RB Walter/Williamson Complex.

RBW Building

- **Exit BB** – Remove paper roll cart from the door exits.
- **Hall #2** – There is a large crack in the flooring joint before the fourth-grade classrooms which needs repaired.
- **D123** – Book boxes need to be removed from the top of the shelves.
- **Kitchen** – The smell in the kitchen needs attention.

WHS Building

- **E111** – Weight room, remove stands from the entrance/exit door.
- **Cafeteria Hallway** - Ceiling tile missing, needs replaced.
- Floor repairs are in progress in the J-wing of the complex.
- **Offices** – New guidance offices are almost complete, needs doors and finally touches.
- Alan Hurler installed chair rails in offices.

- Parking lots for the RB/WHS Complex have been repaired and parking lines will be painted.

- Roofing repairs for WHS building continue and will hopefully be completed prior to school starting.
- Parking lots and sidewalks throughout the district have been and are currently under construction.

Employees throughout the district are preparing for the start of school on Aug. 20, 2025. Employees of the NTSD continue to make safety a high priority.

- Next Meeting

The next meeting for the Workplace Safety Committee is scheduled for September 15, 2025, at 3:15 PM at the NTSD Business Office.

- Adjournment

The meeting was adjourned at 8:30 AM by Kathy VanSchaick.