

Workplace Safety Committee Meeting Minutes

October 13, 2025

Attendance: Daren Bryant - Supervisor of Buildings & Grounds, Christina Shenk (Via Phone)- CV Secretary, Gina Miller – Student Services Secretary, and Brittany Mondock – NTSD Administrative Assistant.

Absent: Deb Johnson – NTSD Gifted Teacher and Kathy VanSchaick - NTSD Business Manager.

- Call to Order

The monthly meeting of the NTSD Workplace Safety Committee was called to order by Brittany Mondock at 8:10AM.

- Minutes from Prior Meeting

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

- Old Business – None

- Discussion Topics

- Northern Tioga Claims

- We had one claim reported about a teacher slipping on food in the cafeteria. They injured their foot, knee and shoulder. The injury resulted in zero days missed of work.

- New Business- None

- Walkthrough of Westfield Area Elementary and Cowanesque Valley High Schools

- WAES

- A107- rug is rolling up, needs to be secured.
 - A120- a few boxes are up to high on shelf.
 - A109- the top shelf near cupboards has items that could fall and need secured.
 - A110- shelf over toilet needs to be anchored or removed.
 - A116- bins on heater need to be removed.
 - A114- rug needs to be secured.
 - Trash around pavilion.
 - Girls shower need to have mats secured/stacked properly.
 - Cafeteria storage room has racks on top shelf that need to be secured.
 - Art room- ensure cutting board is locked when not in use.
 - A139- books on heater needs to be removed.

- Nurse office- vase on cabinet needs removed as it could fall.
- CV
 - Near 811- fire extinguisher needs a new cover
 - A112 & A106- need door film
 - A162- sink is leaking
 - Old office- wall covering is peeling off
 - Art room- has several items on floor that are tripping hazards
 - Stairway off of music room- several items that are stored high need removed/lowered.
 - Room between Spencer and Boyer needs to be locked.
 - C301- has a light out
 - Gardner's room- has a ripped screen.
- Next Meeting
 - The next meeting for the Workplace Safety Committee is scheduled for November 3, 2025, at 3:15 PM at the Business Office.
- Adjournment

The meeting was adjourned at 10:15AM by Brittany Mondock.