

Workplace Safety Committee Meeting Minutes June 6, 2022

- Attendance: Kelly Sherman, Administrative Assistant, Jeremy Freeman, Supervisor of Buildings & Grounds, Kathy VanSchaick, Business Manager, and Michelle Bloom, Custodian. Absent: Rachel Bullock.

- Call to Order

The monthly meeting of the Northern Tioga School District Workplace Safety Committee was called to order by Kathy VanSchaick at 2:20 PM in the Business Office.

- Approval of Minutes

The minutes from the May 10, 2022 Workplace Safety Committee Meeting were approved with no changes.

- Old Business – None

- Discussion Topics

Review of Northern Tioga Claims – Discussed the 5/4/22 incident of the Teacher Aide at Clark Wood who got hit in the head, causing a jarred neck, with a shoe, which was from a student participating in a kickball game and the shoe flew off. Also discussed the 5/11/22 Williamson High School Cook who cut a finger on a pan that slid on a cart. The last incident discussed was 5/26/22 Teacher Aide from Cowanesque Valley High School who fell in the hallway. It was not determined what caused the fall, but there was no injury. None of these incidents required days off from work.

- The Summer 2022 Edition of Risk Manager was handed out and discussed how to help prevent property loss and injuries, shoulder injury prevention, and how to properly store chemicals in the Chemistry department. Exterior Signage was also discussed, and Jeremy will be reviewing the exterior signage and lighting at all of the buildings.
- Reviewed Walk Through of R.B. Walter Elementary School and Williamson Jr/Sr High School Findings. The safety committee noticed several storage/cleaning room doors were left unlocked. Jeremy will send an e-mail to the custodians as a reminder to always lock all doors. Jeremy will also work on relabelling room numbers. It was agreed by the committee to add a walk through of all of the schools in September, when the students are not in session, to review again.
- Tentative Walk-Through Schedules

September – All Schools
November – CVHS/WAES
February – Wood/Admin
May – RBW/WHS

➤ Next Meeting

The next meeting of the Workplace Safety Committee has been scheduled for July 5, 2022 at 8:00 AM at the Business Office.

➤ Adjournment

The meeting adjourned at 2:50 PM.