

Workplace Safety Committee Meeting Minutes November 6, 2023

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

- Call to Order

The monthly meeting of the Northern Tioga School District Workplace Safety Committee was called to order by Kathy VanSchaick at 3:15 PM in the Administration Business Office.

- Approval of Minutes

The minutes from the October 12, 2023, Workplace Safety Committee Meeting were approved with no changes.

- Old Business - None

- Discussion Topics

- Northern Tioga Claims: There were 2 claims received in October involving teachers who were bitten on the forearm by students. No loss of time was associated with any of the claims.
- Review of Walk Through of Westfield Area Elementary & Cowanesque Valley High School. Results of the Walk Through have been shared with the building principals. Committee members believe the items noted have been corrected.
- Risk Manager Fall Newsletter. The committee noted the newsletter contained good information to review. Daren noted that the Inspection Cheat Sheet was very helpful. This will be placed on the district workplace safety website.
- A discussion was held regarding our upcoming, Workplace Safety Audit to complete the Pre-Audit Interview Worksheet. Kathy, Daren, and Brittany will attend the audit. Members of the committee were able to share workplace safety committee accomplishments.

- Next Meeting

The next meeting of the Workplace Safety Committee has been scheduled for December 4, 2023, at 3:15 PM at the Administration Business Office.

- Adjournment

The meeting adjourned at 3:37 PM.