

Workplace Safety Committee Meeting Minutes October 14, 2020

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

- Call to Order

The monthly meeting of the Northern Tioga School District Workplace Safety Committee was called to order by Alyson Yerrick at 3:17 pm in the Superintendent's Office.

- Approval of Minutes

The minutes from the September 8, 2020 Workplace Safety Committee Meeting were approved with no changes.

- Old Business – The following concerns brought up at the September meeting have been addressed:

- Jeremy has placed locks on the doors to the room storing chemicals at Clark Wood Elementary School. He also placed locks on the doors to the greenhouse at Clark Wood Elementary School due to desks and chairs being stored in this room.
- Safety plugs have been placed in the outlets in the classroom that was of concern at Clark Wood Elementary School.

- Discussion Topics

Review of Northern Tioga Claims – There was one claim received during the month of September. The claim involved a teacher aide who was bit by a student. No loss of time was associated with the claim.

CM Regent Risk Manager Publication – Fall 2020 issue was reviewed. This issue of CM Regent Risk Manager Publication will be distributed to all employees.

- Other Business

- Committee members reviewed the Kitchen Inspection Checklists that were completed in September for all schools. Schools reported very few issues on the checklists. Jeremy will follow up to ensure any issues that were found are resolved. Jeremy will work to complete the Maintenance/Shop Inspection Checklists as soon as possible.

- Jeremy stated that he has concerns over the number of cords on classroom floors due to more electronic devices being used because of COVID-19. He said that duct tape or cord covers could be used to reduce the trip hazards. Jeremy will talk with building principals to discuss possible solutions.

➤ Tentative Walk-Through Schedules

November 2020 – CVHS/WAES

February 2021 – Wood/Admin

May 2021 – RBW/WHS

➤ Next Meeting

The next meeting of the Workplace Safety Committee has been scheduled for November 13, 2020 at 7:00 am at the Westfield Area Elementary School where committee members will conduct a walk-through of the Westfield Area Elementary School and Cowanesque Valley High School.

➤ Adjournment

The meeting adjourned at 3:30 pm.