

## Workplace Safety Committee Meeting Minutes June 13, 2024

- Attendance: Daren Bryant, Supervisor of Buildings and Grounds, Gina Miller, Secretary, and Brittany Mondock, Administrative Assistant, Frank Nudd, Custodian. Absent: Kathy VanSchaick, Business Manager and Rachel Bullock, Teacher.

- Call to Order

The monthly meeting of the Northern Tioga School District Workplace Safety Committee was called to order by Brittany Mondock at 8:10 AM in the Westfield Area Elementary School Lobby.

- Approval of Minutes

The minutes from the May 20, 2024, Workplace Safety Committee Meeting were approved with no changes.

- Old Business – None

- Discussion Topics

- Review of Northern Tioga Claims
  - We had one claim from a teacher that slipped on spilled water and bruised their palm and leg.
- Walk Through Dates for the 2024/2025 have been updated
  - August 5, 2024: CW and Admin Bldg.; starting at 8:00 AM at the ADM office.
  - September 20, 2024: RBW and WHS; starting at 8:00 AM at the RBW office.
  - October 10, 2024: WAES and CVHS; starting at 8:00 AM at the WAES office.
  - March 6, 2025: CW and Admin. Building; starting at 8:00 AM at the Admin. Building office
  - April 10, 2025: RBW and WHS; starting at 1:00 PM at the RBW office
  - June 9, 2025: WAES/CVHS, starting at 8:00 AM at WAES Office
- Walk Through of Westfield Area Elementary and Cowanesque Valley High Schools  
Westfield Area Elementary School
  - Nozzle leaking in dishwasher area
  - Thermostat in Kitchen is not secured to wall
  - A143, A107, & A139 items are stacked high on top of cabinets
  - A133 the toilet has a rusted/loose part
  - Bulbs out in the following rooms: A108, A109, A110, A116, A115, B209, B210, B202, B213, and B219
  - A108 & A109, needs cords secured near board
  - The upstairs custodial room has items stacked high that are falling over
  - B206 and any other rooms that has an old projector mount still in place needs removed

- Trophy case in Library needs secured in desk area

#### Cowaneseque Valley High School

- Boys locker room urinal needs fixed
  - Girls locker room
    - locker 53 has a broken shelf that needs removed
    - hand sink has a water stream that sprays wall instead of sink
    - vent in back corner needs replaced
  - Kitchen supply closet, supplies needs secured on shelf
  - Tile on floor needs fixed outside of boys restroom near cafeteria
  - Band room and closet has several items stacked high that need lowered
  - Entrance D Stairwell has several items stored too high
  - 1 light out in band room
  - Indian on display case needs removed, as it could fall
  - B203 has a paper cutting board on top of shelf
  - All rooms with ledges below inside windows, need edges installed so items do not fall
  - C302 has several lights out and items stored too high
  - FFA room has several lights out, and items staked high
  - Wood Shop has wood stored on top of a cabinet
  - Metal shop tool cabinet needs to be closed and locked when not in use
  - Panel on FFA door is loose
  - Hall 3 has a broken light switch and a light out
  - C301 has lights out
  - Recessed lighting near elevator has 2 bulbs out
- Next Meeting

The next meeting of the Workplace Safety Committee has been scheduled for August 5, 2024: Clark Wood Elementary School and Administration Building; starting at 8:00 AM at the Administration Office.

- Adjournment

- The meeting adjourned at 10:11 AM.