

Workplace Safety Committee Meeting Minutes March 22, 2024

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

The monthly meeting of the Northern Tioga School District Workplace Safety Committee was called to order by Kathy VanSchaick at 8:00 AM in the Business Office.

- Approval of Minutes

The minutes from the February 6, 2024, Workplace Safety Committee Meeting were approved with no changes.

- Old Business – None

- Discussion Topics

- Review of Northern Tioga Claims: There were three claims received since our last meeting, involving a student biting a teacher's and a teacher's aide. The claim involving a teacher's aide caused the aide to slip on a scarf and fall.
- Other Business: Kathy shared that the insurance company did a walk-through of all district buildings. There will be a meeting with the Superintendent to review the items discussed in the walk-through. Daren mentioned that all issues/repairs mentioned will be repaired/take care of by March 29, 2024. It was also noted that there were no major findings on the report.
- Walk Through of Clark Wood Elementary School and Administration Building
 - C128 has boxes stacked high on shelves that need to be secured, as well as a desk blocking the exit.
 - Ceiling tiles in the High School Gym entrance need to be repaired from water spots.
 - The weightroom has a weight on the floor just
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 - inside the doorway, causing a trip hazard.
 - Gym has rips in the duct, and a fire hydrant locator light missing from above the hydrant near the equipment room.
 - Equipment Room has electrical panels and roof access blocked by equipment.
 - The Technology Room has several trip hazards as well as 12 lights out.
 - Student Services has 2 lights out.
 - A124 has boxes stacked high on shelves that need to be secured.
 - A135 has several lights out.
 - A139 & A143 have boxes stacked high on shelves that need to be secured, as well as a lights out.
 - A145 needs a new flag holder installed.

- Elementary Gym fire hydrant cover is not secured.
- The vent cover in the hallway near room G146 has a screw missing.

- Next Meeting

The next meeting of the Workplace Safety Committee has been scheduled for April 26, 2024, at 8:00 AM at the R.B. Walter Office, for a walkthrough of the R.B. Walter Elementary and Williamson High Schools.

- Adjournment

- The meeting adjourned at 9:23 AM.