

Workplace Safety Committee Meeting Minutes

September 20, 2024

ATTENDANCE: Daren Bryant- Supervisor of Buildings & Grounds, Gina Miller- RBW Secretary, Frank Nudd- Custodian, Kathy VanSchaick- NTSD Business Manager.

ABSENT: Rachel Bullock- Teacher, Brittany Mondock –NTSD Administrative Assistant

- Call to Order

The monthly meeting of the NTSD Workplace Safety Committee was called to order by Kathy VanSchaick at 8:08 AM in the RBW lobby.

- Minutes from Prior Meeting

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

- Old Business – None

- Discussion Topics

- Review of the Northern Tioga Workers Compensation Incidents: There were six claims received since our last meeting, involving students biting and scratching a teacher, teacher aide, and principal. One student head butted a teacher which resulted in a concussion and two days off of work.
- Walk Through of the RB Walter Elementary School and Williamson High School complex.

RBW

- A116 – several lights need to be replaced.
- B102 – lights need to be replaced.
- B116/B123 – bathroom toilet seat cover needs to be replaced.
- B131 – lights need to be replaced.
- (A122) 3rd Girls' Restroom – toilet seat in the middle stall needs to be replaced and lights bulbs need to be replaced.
- A134 – convert lights to LED.
- C127 – lights need to be replaced.
- W Entrance – boxes, toys, etc. need to be cleared and stored in another location.
- Y Entrance – items on the top of the storage shelf are stacked too high and need to be removed. Also, the box of nails near the entrance door needs to be removed.
- (C121) 6th Boys' Restroom – handicap stall needs a new seat cover.
- D103 (Faculty room) – remove AC unit from the window. Remove the buckets from the top shelf of the cupboards.
- D106 – large box with black cover needs to be removed from top shelf.
- D107(music room) – sound boards need to be replaced. Material and staples are sticking out of the displays.
- D115 (Art room) – lights need to be replaced.

- Outside of room D115 – desks need to be removed, old whiteboards need to be disposed of.
- D132 – Remove computer tray boxes and other miscellaneous items from the top shelf. Replace three ceiling tiles – one has a hole, one has a missing corner, and one is completely missing.

WHS

- J109 – boxes hanging over, remove from top of the shelf.
- J118 – remove duffle bag from top of the shelf.
- J142 – remove boxes from top of the shelf.
- J143 – removed top heavy models from top of the shelves.
- K101 – replace damaged ceiling tile.
- K103 – remove items from top of shelf.
- K106 – remove wood structures, they hang over edge of shelving.
- K122(wood shop) – tool cabinet needs to be locked when room is unoccupied.
- K132(metal shop) – remove papers and garbage from the floor, slip hazard.
- G100 – remove glass barometer from top shelf.
- G135 – remove boxes from top shelf.

- Next Meeting

The next meeting for the Workplace Safety Committee is scheduled for October 10, 2024, at 8:00 AM at Westfield Elementary School and Cowanesque High School.

- Adjournment

The meeting was adjourned at 9:12 AM by Kathy VanSchaick.