

**MEETING MINUTES OF THE
SAFETY COMMITTEE OF
SCHOOL DISTRICT OF BOROUGH OF MORRISVILLE**

Meeting Date/Time: Thursday, January 17, 2019 / 10:30 am / Conference Room G9

Members Present: Dave May, Bob Bruchak, Jocelyn Torres, Nellie Plummer, and Szilvia Grundtisch

Proceedings:

1. Annual Safety Committee Training
 - The committee attended the annual “Safety Committee Training” on January 19, 2019 via webinar from 10:30am – 11:30am. The presentation focused on the following:
 - The purpose and operation of school safety committees.
 - The most useful methods of conducting safety committee meetings.
 - Principles of effective accident & incident investigations.
 - Hazard identification/inspections in the workplace.
2. Review of recent safety incidents and investigations:
 - None
3. Discussion of new safety hazards and concerns:
 - None
4. Review of scheduled safety hazard inspections:
 - Dave May to select a team of two employees to perform safety audits (March & September) using a checklist (building specific). He will send an email to the Union Presidents for them to select 1 candidate/union – *pending*.
5. Review of safety suggestions submitted to the committee:
 - None
6. Additional discussion items:
 - Follow up from last month’s safety committee meeting:
 - New stair treads to be installed on the stairs in front of the high school (the stairs next to the sidewalk) or a wheelchair ramp from street to front door might be installed instead - *Date TBD*.
 - Speed limit – Two “5 MPH” Speed Limit Signs were installed in the parking lot in October 2018. Two additional signs to be installed as well as signs to be painted on the ground after the parking lot gets the blacktop during Summer 2019 – *Date TBD*.
 - As part of our improving security measures, trainers from ALICE Training Institute (Alert, Lockdown, Inform, Counter and Evacuate) will conduct a security assessment on our schools. *Date TBD*.
 - The Crisis Prevention Hands-On Training provided by ALICE will be held on January 25, 2019.
 - Mrs. Habel’s classroom rug needs to be replaced as it has holes, lumps, and cuts - *Date TBD*.
 - Communication regarding Shelter-in-place and Lockdowns: a notification system (“Navigate”) will be created in order to notify everyone via email, text and/or phone call. - *Date TBD*.

Next Meeting: Monday, February 11, 2019 / 2:45 pm / Conference Room G9

Minutes Prepared By: Jocelyn Torres