

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

Meeting Date/Time: Monday, April 9, 2018
Conference Room G9
1:45 pm

Members Present: Dave May
Jocelyn Torres
Nellie Plummer
Szilvia Deak

Proceedings:

1. Review of recent safety incidents and investigations:
 - We had 4 incidents since our last safety committee meeting on 3/12/18:
 - 2 employees struck by students trying to break up a fight in the high school – record only.
 - 1 employee struck by special needs student in the elementary school – medical record.
 - 1 employee struck by falling chair in the intermediate school – record only.
 - Follow up from last month's safety committee meeting: Dave will give talking points related to past incidents and safety issues to principals so they can be addressed, as awareness, during faculty meetings.
2. Discussion of new safety hazards and concerns:
 - Sean Haines and Officer Reardon did a "door lock" district inspection:
 - There are 28 deficiencies
 - 11 out of 28 doors need to be modified with deadbolts
 - 8 out of 11 doors have been corrected
 - Other deficiencies are under review and upgrades will be made as required or necessary.
 - Visitor speeding in the parking lot. The speed limit is 5 miles per hour. Dave will look into the price for a radar speed sign.
3. Review of scheduled safety hazard inspections:
 - Follow up from last month's safety committee meeting: Dave to select a team of two employees to perform safety audits using a checklist. He will send an email to the Union Presidents to select candidates.
4. Review of safety suggestions submitted to the committee:
 - The 7 suggestion boxes are being checked every Monday morning and reviewed by the team.
 - Issues received have been taken care of.
5. Additional discussion items:
 - New stair treads will be installed on the stairs in front of the high school (the stairs next to the sidewalk).
 - Electric in the auditorium is in the process of being fixed.
 - Follow up from last month's safety committee meeting:
 - Recycle – The recycle program has started in the business office, intermediate school's faculty room as well as in Mr. Woodruff's 3rd grade class.
 - They will continue to use a recycling box.
 - Recycle cans will be purchased and will begin to be used in the **District** this summer.
 - The custodians' existing bins will be retrofitted to make them accessible for recyclables.

- A flyer will go out on “what you can and can’t recycle”.
- Reminder – Glass containers are not allowed in the building. If there is a glass container and it is broken, do not throw it in the garbage. You must contact maintenance for proper disposal.
- Lockers in the high school – 150 deadbolt master combination locks have been purchased and received:
 - 100 locks to be installed
 - 50 locks installed
 - 25 locks rented by students
- High Reach in Great White – Kids play around this machine and get on it too. The High Reach cannot be removed at this time as there is no place to put it. Plans are in the works to make room in the gym closet next to the cart.

Next Meeting: Monday, May 7, 2018
Conference Room G9
1:45 pm

Minutes Prepared By: Jocelyn Torres