

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

**Meeting Date/Time:** Monday, May 7, 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 2 incidents since our last safety committee meeting on 4/9/18: 1 record only and 1 medical record.
2. Discussion of new safety hazards and concerns:
  - A Crisis Prevention Training for all faculty and staff was suggested on the January 10, 2018 Safety Committee Meeting. The training will be provided by ALICE (Alert, Lockdown, Inform Counter and Evacuate) Training Instituted. All employees will gain the theory and knowledge portion of the training through an approximate 45-55 minutes of eLearning. Upon completion, you can receive up to 1 hour in Act 48 credits. The date scheduled for this training is June 18, 2018. Please be on the lookout for a personal invitation to the training module. From there, you will have to register and begin the training. In the near future, we will be providing the hands-on training which will build skills and confidence in the training and your ability to respond during a violent event.
  - By restarting this Safety Committee, the District is anticipated to receive a 5% credit for the upcoming Workers Comp policy, 7/1/18 – 6/30/19.
  - The Custodians and Maintenance completed the Bloodborne Pathogen Exposure Prevention training on April 25, 2018. Following the training, they had the option of getting the Hepatitis A & B vaccines which the majority got the shots that day. In addition, they are also schedule for the following trainings in the month of May 2018:
    - Slips, Trips and Falls
    - Back Injuries and Lifting
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 – pending.
4. Review of safety suggestions submitted to the committee:
  - None
5. Additional discussion items:
  - Follow up from last month's safety committee meeting:
    - New stair treads will be installed on the stairs in front of the high school (the stairs next to the sidewalk). The cracks are in the process of being filled before this installation takes place.
    - Electric in the auditorium was fixed to the point that it is usable.
    - Recycle – The recycle program has started in the business office, intermediate school's faculty room as well as in Mr. Woodruff's 3<sup>rd</sup> grade class.

- Mrs. Wiley's class has joined the program.
- Mrs. Miller's class has volunteered to go around the Intermediate School to empty recycle bins once a week.
- The custodians' existing bins are in the process of being retrofitted to make them accessible for recyclables.
- Lockers in the high school – All 150 deadbolt master combination locks have been installed.
- Sean Haines and Officer Reardon did a “door lock” district inspection last month. The deficiencies that were under review are now resolved. Upgrades made as required or necessary.
- Visitor speeding in the parking lot, the speed limit is 5 miles per hour. Instead of considering a radar speed sign, Dave will look into buying Parking Lot Speed Limit Signs and also have the Summer Crew paint the parking lot ground with the speed limit.

**Next Meeting:** Monday, June 4, 2018 &  
Wednesday, June 13, 2018  
Conference Room G9  
1:45 pm

**Minutes Prepared By:** Jocelyn Torres