

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

**Meeting Date/Time:** Monday, October 22, 2018 / 2:45 pm / Conference Room G9

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

**Proceedings:**

1. Review of recent safety incidents and investigations:
  - 9 incidents since our last meeting on 9/24/18: 6 “Record Only” incidents (5 injured by student & 1 injured by object) and 3 Medical claims (1 injured by student, 1 injured by object & 1 other).
2. Discussion of new safety hazards and concerns:
  - None
3. Review of scheduled safety hazard inspections:
  - Dave May 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:
  - The latch system on all windows at Grandview will be checked as some windows do not lock and latch properly. This could allow a window to be pushed open from the outside.
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). A wheelchair ramp from street to front door might be installed instead – *pending*.
    - Recycle – To promote the recycle program in all schools, the students had a poster contest as a classroom effort from 9/25/18 – 10/8/18. The winning classrooms were selected on 10/9/18: Grandview - Mrs. Coleman / Intermediate – Mrs. Wiley / Middle School – Mrs. Reichert / High School – Mr. Rodgers / Honorary Mentions – Mrs. Caroline Miller. The winning classrooms had a pizza party and others had bagels. All posters will be laminated and displayed throughout the schools.
    - Speed limit – Two “5 MPH” Speed Limit Signs were installed in the parking lot. Two additional signs to be installed – *pending*.
    - As part of our improving security measures, the State Policy has been contacted in order for them to conduct a security assessment on our schools. Date TBD.
    - The District’s WC insurance carrier did a safety inspection in August. We received good reviews. Only 2 minor things to be fixed.
    - The Crisis Prevention Hands-On Training provided by ALICE (Alert, Lockdown, Inform, Counter and Evacuate) Training Institute will be held on the Professional Development Day of 11/6/2018 by our certified administrators.
    - Mrs. Habel’s classroom rug needs to be replaced as there are holes, lumps and cuts on it. The carpet company will be in the school during Thanksgiving weekend to install the carpet in the special education office. We will have them install a carpet also in Mrs. Habel’s classroom.

**Next Meeting:** Wednesday, November 14, 2018 / 2:45 pm / Conference Room G9

**Minutes Prepared By:** Jocelyn Torres