

# NORTH STAR SCHOOL DISTRICT

## SAFETY COMMITTEE MINUTES

September 9, 2015

1:30 P.M.

NORTH STAR ADMINISTRATION BUILDING

The meeting of the North Star Safety Committee was held on September 9, 2015 at the North Star Administration Building.

The meeting was called to order and roll call taken.

### Committee Members

North Star High School - Chris Evans - present

North Star Middle School - Mary Soika - present

North Star Central – Jennifer Seibert - absent

North Star Cafeteria Staff – Robyn Blanset – present

North Star Administration Office - Diana Duvall - absent - Eddie L. Denner - present

North Star Maintenance Department - Terry Ohler - present

A motion was made by Mary Soika, seconded by Chris Evans to approve the meeting minutes of May 13, 2015. Motion Carried.

A motion was made by Terry Ohler, seconded by Chris Evans to accept the resignation of committee member Diana Duvall. Motion Carried.

The Meeting Dates for 2015-16 were established as follows:

**First Wednesday of each month at 1:30 p.m. until 2:30 p.m.**

**October 7, 2015 – Middle School Building**

**November 11, 2015 – Elementary Building (2<sup>nd</sup> Wednesday)**

**December 2, 2015 – High School Building**

**January 6, 2016**

**February 3, 2016**

**March 2, 2016**

**April 6, 2016**

**May 4, 2016**

### Old Business

The stage front at the Middle School was discussed as it relates to splintered wood and a safety issue to students and staff. Terry Ohler and Mary Soika will meet to look at the area and find a solution for correcting the splintered wood.

The 2015=16 budget includes money for the purchase of an additional AED (Automatic Electronic Defibrillator).

### New Business

**Building Items (Individual Members to report any Safety Concerns from their respective buildings or areas)**

#### Email Correspondence

A notice will be sent to all staff regarding the [safety@nscougars .com](mailto:safety@nscougars.com) email address for submitting workplace safety items.

**Elementary**

Workplace Safety Walkthrough Inspection – November 11, 2015

**Middle School**

Workplace Safety Walkthrough Inspection – October 7, 2015

**High School**

Workplace Safety Walkthrough Inspection – December 2, 2014

The committee discussed the need for alternate route fire drills. This would involve blocking the usual route so staff and students can utilize an alternative route in case there is a hazard is blocking the usual route.

It was discussed with the number of new staff members at the High School it would be important to have a presentation for the review of the second floor evacuation chair.

**Cafeteria**

None

**Administration**

Filing of Renewal Application – Approval Received

Review of School Claims Service Insurance Review

Posting of Minutes will be accomplished by sending an email to all staff.

Meetings

Panel of Doctors for WC Incidents

Discussion and planning of 2015-16 activities

The committee discussed the following activities to be considered for the upcoming year.

Health Care presentation

Workers' Compensation review of forms and processes to be used when an incident occurs.

Body Mechanics and lifting procedures. Possibly can be presented through the Pennsylvania School Boards Association.

Inviting local fire department representatives to a workplace safety committee meeting.

**Additional Comments**

Adjourn

The committee meeting adjourned at 2:08 p.m.