

BUTLER AREA SCHOOL DISTRICT Safety Committee

A G E N D A

January 11, 2018

7:30 A.M.

**Harriger Educational
Services Center**

- ❖ Call to Order
- ❖ Roll Call
- ❖ Approval of Previous Meeting Minutes
- ❖ Old Business
- ❖ New Business
 - Review current Workman's Compensation Report (Exhibit A)
 - Review current Occupational Injury/Disease Reports (Exhibit B)
 - Third Quarter Newsletter (Exhibit C)
- ❖ Miscellaneous Items
- ❖ Next Meeting
 - February 8, 2018
- ❖ Adjournment



**BUTLER AREA SCHOOL DISTRICT
WORKPLACE SAFETY COMMITTEE
INSPECTION & MEETING MINUTES
DECEMBER 14, 2017**

ROLL CALL

Members Present: Phil Hankey, Shirley Scialabba, Ellen Scott and Les Zang
Members Absent: Travis Craig and Glenn Raymer
Guests Absent: Nick Morelli, Ron Rick and Fred Word

- Les Zang opened the Safety Committee meeting and welcomed all members who were in attendance.
- Phil Hankey motioned for approval of November's meeting minutes, seconded by Shirley Scialabba; all members were in favor and the motion carried.

OLD BUSINESS:

- Blinds are completely installed at Center Avenue Community School from a concern noted on a prior Workplace Safety Inspection Checklist.

NEW BUSINESS:

- Safety Committee Members reviewed the Workman's Compensation Report since the last Safety Committee meeting on November 9, 2017. There were a total of seven reported accidents with three of the accidents resulting in treatment being sought. Two of the accidents resulted in loss of work time.
- Safety Committee Members reviewed the Occupational Injury/Disease Reports for the seven accidents reported for the month. No corrective action is required for the accidents involved.
- The Workplace Safety Inspection Checklists were reviewed which were submitted from all of the district buildings. Les Zang and his department will address the maintenance requests submitted from the checklists. Les will also address with Keenan McGaughey, principal of Center Avenue Community School, a request to repair a jagged metal bracket under the heating unit in one of the classrooms.
- Students will be returning to Summit Elementary School from Broad Street Elementary School on January 3, 2018. Les Zang reported cleaning of the building is currently in progress and the building will be ready for opening on the designated date.
- Phil Hankey is researching the cost for the purchase of First Aid kits for in the district's vans. Phil noted he referred an EMT as to what items should be in the kits.

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- Next Safety Committee meeting: Thursday, January 11, 2018 @ 7:30 AM at the Administration Building.
 - Phil Hankey motioned to adjourn the meeting and was seconded by Shirley Scialabba. All members were in favor and the motion carried.