

# BUTLER AREA SCHOOL DISTRICT Safety Committee

## AGENDA

**November 8, 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)
- ❖ Miscellaneous Items
- ❖ Next Meeting
  - December 13, 2018
- ❖ Adjournment



**BUTLER AREA SCHOOL DISTRICT  
WORKPLACE SAFETY COMMITTEE  
INSPECTION & MEETING MINUTES  
OCTOBER 11, 2018**

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ROLL CALL

Members Present: Larry Boyle, Travis Craig, Glenn Raymer and Ellen Scott

Members Absent: Nick Morelli, Shirley Scialabba and Les Zang

Guests Absent: Ron Rick and Fred Word

- Ellen Scott opened the Safety Committee meeting and welcomed all members who were in attendance.
- Glenn Raymer motioned for approval of September's meeting minutes, seconded by Travis Craig; all members were in favor and the motion carried.

OLD BUSINESS:

- To be addressed at the November 8, 2018 meeting:
  - Status of scheduling a representative from Mon-D-Aid to present proper usage of the new Side-By-Side machines.
  - Status of the completion of repairs at the Senior High School stadium.
  - Status of repair quotes for the disconnect box at the Senior High School stadium.
- Items stored in front of the electrical panel in the generator room at Center Township Elementary School have been cleared.

NEW BUSINESS:

- Safety Committee Members reviewed the Workman's Compensation Report since the last Safety Committee meeting on September 13, 2018. There were a total of three reported accidents with none of the accidents resulting in treatment needing sought.
- Safety Committee Members reviewed the Occupational Injury/Disease Reports for the three accidents reported for the month. No corrective action is required for the accidents involved.
- Workplace Safety Inspection Checklists were reviewed by committee members. Various areas throughout the district buildings were noted as needing addressed such as carpet wrinkles at Center Avenue Community School, the possible need to remove an old water heater at Connoquenessing Elementary School, and loose carpeting on the ramp at McQuiston Elementary School. Larry Boyle will review the list with Les Zang.
- The second quarter safety newsletter was presented for review and will be posted on the district website. Travis Craig recommended the newsletter be emailed to all district staff moving forward,

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- Next Safety Committee meeting: Thursday, November 8, 2018 @ 7:30 AM at the Administration Building.
  - Travis Craig motioned to adjourn the meeting and then seconded by Glenn Raymer. All members were in favor; the motion carried.