



PLEASANT VALLEY SCHOOL DISTRICT

Brodheads ville, Pennsylvania 18322



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Assistant to the Superintendent for
Professional & Support Services

SUSAN H. FAMULARO
Business Manager

Minutes

Workplace Safety Committee

Safety is No Accident

Thursday, April 12, 2012

8:30 AM

2nd Floor Conference Room

Attending:	Bev Hofford	Bonnie Grammes	Rodney Green	Rich Hicks
	Elke Reeves	Chris Fisher		
Visitor:	Gordon Smoko, PMA Risk Manager			

- I. Meeting called to order by Rich Hicks at approximately 8:34 am.
- II. March minutes approved by motion from Bonnie Grammes and seconded by Elke Reeves – motion carried
- III. Old Business
 - 1. Hazard placards placed at high school.
 - 2. Will be placed at PVE and PVI soon.
 - 3. Governor’s Award nomination progressing.
 - 4. Flammable liquids cabinet received at PVI.
 - a. No more needed at this time.
- IV. New Business
 - 1. February Injury Reports
 - a. These were tabled at last meeting.
 - b. 1/30/12 – PVI phys ed teacher demonstrating throwing basketball strained right shoulder – no medical necessary – no lost time
 - i. Supervisor completed report and recommended stretching before doing this activity.
 - ii. Committee agrees with supervisor recommendation.
 - c. 2/1/12 – High school para professional fell in hallway breaking nose and cheek – medical sought – lost time
 - i. Supervisor completed report.
 - ii. Injured person felt faint prior to tripping in hall.
 - iii. No recommendations.
 - d. 2/10/12 – PVI Para professional pushed into door frame by running student
 - i. Supervisor completed report.

- ii. No recommendations by supervisor.
- iii. Committee feels supervisor should have made recommendations and checked into why student was running in hall.
- iv. Mr. Fisher will speak with Supervisor about this incident.
- e. 2/10/12 – High School teacher pulling projection screen from ceiling; screen loose and fell on teacher’s right forearm – medical sought – lost time
 - i. Supervisor completed report.
 - ii. Supervisor recommended reinforcing bracket holding screen to ceiling – maintenance called.
 - iii. Committee agrees with supervisor’s recommendation.
 - iv. Committee members, Rich Hicks and Rodney Green, doing an inspection of area after this morning’s committee meeting.
 - v. Committee recommended that all schools be inspected for this issue.
 - vi. Howard Scott, Custodial Supervisor will be contacted for this.
- f. 2/14/12 – High School Cafeteria worker burned her neck on hot tray – no medical – no lost time
 - i. Supervisor completed report.
 - ii. Supervisor recommended worker to be more careful when handling hot trays.
 - iii. Committee agreed with supervisor recommendation.
- g. 2/22/12 – PVE Custodian slipped when dry mopping kitchen floor – no medical – no lost time
 - i. Supervisor completed report.
 - ii. Supervisor instructed employee to take more caution when dry mopping.
 - iii. Question raised by Gordon Smoko regarding proper footwear.
 - iv. Supervisor will be reminded to check footwear for slip resistance properties for future work situations in his department.
- 2. Discussion on slip resistant footwear
 - v. Gordon will email Bev web links for companies supplying this kind of work wear.
 - vi. Chris mentioned getting some type of statement in the support staff contract regarding allowance being given for this.
- 3. March Injury Reports
 - a. 2/28/12 – High school substitute teacher fell under desk when chair rolled when she was trying to sit down – no medical – no lost time
 - i. School nurse completed injury report.
 - ii. Nurse recommended teacher hold onto chair arms in the future when sitting down.
 - iii. Committee agreed with recommendation.
 - b. 3/14/12 – PVI Para professional twisted left ankle and fell on macadam scraping her right knee when run into by a student – no medical – no lost time
 - i. Supervisor completed injury report.
 - ii. No recommendation by supervisor.
 - iii. Second teacher injury in this building caused by running student; recommendation by committee that supervisors check on the instances of running students in their building.
 - iv. Committee recommended that staff be more aware of surroundings.
 - c. 3/19/12 – Operation Facility secretary strained knee and leg while pushing box with her leg – no medical – no lost time
 - i. Supervisor completed injury report.

- ii. Supervisor recommended that person not push box with her leg and to ask for help if box too heavy for her to manage on her own.
 - iii. Committee agreed with supervisor recommendation.
 - d. 3/28/12 – PVE teacher tripped and fell over handle of her bag in parking lot injuring elbows, knees and trunk of body.
 - i. Supervisor completed injury report.
 - ii. Supervisor recommended teacher be more cautious when removing items from car and placing them on ground.
 - iii. Committee agreed with recommendation.
 - 4. Safety posters
 - i. Placed in many locations
 - ii. Time to change them and take down winter reminders
 - iii. Make more posters addressing footwear, safety protective wear, and safety awareness
 - 5. Flammable storage unit in place at PVI.
 - i. Will be filled today.
 - ii. No need to purchase more at this time.
 - iii. Discussion on items to be stored in these cabinets.
 - 6. Chris asked if custodians, maintenance, cafeteria, and technology departments needed anything.
 - i. Need for more gloves in custodial and maintenance departments?
 - ii. Need for more eye safety glasses for maintenance department?
 - iii. Need for back supports for custodians, technology?
 - iv. List of items needed will be emailed to Bev.
 - 7. Goal is to keep summer injuries at a minimum due to all the moving that is scheduled.
- V. Discussion with Gordon Smoko on claims' trends of the district.
- 1. A downward trend noted for the past 3 calendar years.
 - 2. Reduction in liability fee for district may not appear for another year as long a downward trend continues.
- VI. Adjournment at approximately 9:22 am.
- VII. Next meeting is Thursday, May 3, 2012, 8:30 am, administration building board room A/B.