



PLEASANT VALLEY SCHOOL DISTRICT

Brodheads ville, Pennsylvania 18322



DOUGLAS C. ARNOLD, Ph.D
Superintendent of Schools

Telephone: (570) 402-1000 / Fax: (570) 992-7275
www.pvbears.org

ANTHONY A. FADULE
Assistant Superintendent for
Personnel/General Administration

CAROLE M. GEARY
Assistant Superintendent for
Curriculum & Instruction

CHRISTOPHER J. FISHER
Assistant to the Superintendent for
Professional & Support Services

SUSAN H. FAMULARO
Business Manager

Minutes

Workplace Safety Committee

Safety is No Accident

Thursday, June 7, 2012

8:30 AM

Administration 2nd Floor Conference Room

Attending: **Bev Hofford** **Bonnie Grammes** **Richard Hicks** **Ken Newman**
 Elke Reeves **Chris Fisher**

Visitor: **Gordon Smoko, PMA Risk Manager**

- I. Meeting called to order at approximately 8:34 am.
- II. May minutes approved by motion from Bonnie Grammes and seconded by Elke Reeves – motion carried
- III. Old Business
 1. New committee members needed.
 - a. Recommendations
 - i. Jason Smith – high school science teacher (replacement for Mark Allison)
 - ii. Marie D’Amato – business office (replacement for Pat Kutzler)
 - iii. Scott Campbell – Chief of Security (replacement for Vince Raus)
 - b. Discussion
 - c. Committee members approved choices.
 - d. Chris will speak with the potential new members about joining the committee.
 - e. Report to committee at July meeting.
 2. Confined space training
 - a. Video training will be set up with Gordon for maintenance personnel.
 3. Recertification Application has been submitted.
- IV. New Business
 1. May Injury Report Review
 - a. 5/2/12 – PVI Cafeteria worker slipped and fell on wet floor in dishwasher room – no medical – no lost time
 - i. Supervisor completed injury report.
 - ii. Supervisor recommended putting Wet Floor sign up and not to walk on floor that is obviously wet.

- iii. Committee agreed with Supervisor's recommendations.
 - iv. Discussion ensued regarding proper footwear for wet areas.
 - b. 5/8/12 – High School teacher lifting a masonite board, had it slip from her grasp, falling and striking the top of her right foot – medical requested – no lost time
 - i. Supervisor completed injury report.
 - ii. Supervisor recommended taking more care to lift heavy objects.
 - iii. Committee recommendation is to ask for help when lifting heavy objects – another teacher, custodian.
 - c. 5/18/12 – Chestnuthill custodian fell off ladder injuring lower back and left elbow – medical requested – lost time
 - i. Supervisor completed injury report.
 - ii. Employee went to school nurse who administered ice packs.
 - iii. Supervisor recommended that the ladder be placed in a different location avoiding the door so she wouldn't have to lean back to avoid hitting her head.
 - iv. Committee agreed with Supervisor recommendation.
 - d. 5/24/12 – PVI teacher and student collided while running a race at field day – no medical requested – no lost time
 - i. Supervisor completed injury report.
 - ii. Supervisor recommended being more aware of where teacher was going.
 - iii. Committee agreed with Supervisor recommendation of being more aware of surroundings.
 - e. Discussion on writing injury report on non-employee injuries.
 - i. Gordon explained that the responsibility of the Workplace Safety Committee is to focus on employee safety, thus Workman's Compensation.
 - ii. The injury of a non-employee would be a liability insurance situation and thus the responsibility of the School District.
 - f. Discussion on the problem with overhead screens in the classrooms
 - i. Rich Hicks spoke with Howard Scott, Custodial Supervisor, who reported that the building custodians checked all the overhead screens to be certain they were secure and will continue to check them periodically.
 - ii. Howard Scott recommended that any overhead screens purchased in the future should be secured to the wall rather than the ceiling.
 - iii. Ken Newman asked about the security of the classroom whiteboards.
 - iv. Rich Hicks reported the custodians generally only check on the movable screens but will check on whiteboards in the future.
 - g. Due to the 4th of July holiday, the Committee agreed to move July's meeting from the first Thursday, 7/5/12, to the second Thursday, 7/12/12.
- V. A motion for adjournment was made by Ken Newman and seconded by Elke Reeves. Meeting adjourned at 9:12 am.
- VI. Next meeting is Thursday, July 12, 2012, 8:30 am, administration 2nd floor conference room.