



PLEASANT VALLEY SCHOOL DISTRICT

District Administration Office
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CAROLE M. GEARY

Superintendent of Schools

KENNETH NEWMAN

Assistant to the Superintendent

CHRISTOPHER J. FISHER

Assistant to the Superintendent

SUSAN H. FAMULARO

Business Manager

**Minutes
Workplace Safety Committee
Safety is No Accident
Thursday, September 11, 2014
8:30 AM**

Administration Building, 2nd floor conference room

Attending: **Chris Fisher** **Shannon Mackes** **Rodney Green** **Beverly Hendricks**
 Deborah Sandt **Ken Newman** **Elke Reeves** **Richard Hicks**

Visitor:

- A. Meeting called to order at 8:39 am.
- B. August meeting minutes approved by motion from Shannon Mackes, second by Elke Reeves; motion carried.
- C. Old Business
 - 1. August Injury report 8/18/14, PVE teacher – recommendation and follow up with staff member completed and returned to Deborah Sandt in business office.
- D. New Business
 - 1. September Injury Report
 - a. 09/03/14 – PVI Para slipped while walking into classroom
 - b. Supervisor (building principal) completed accident report
 - c. No lost time; no medical sought
 - d. Cause of accident unknown
 - e. Supervisor recommended seeing school nurse immediately
 - f. Committee had no recommendations.
 - 2. Building Inspection Reports – none
 - 3. Review of committee objectives – moved to next meeting
 - a. Send by email to everyone to review and discuss at next meeting.
- E. Discussion
 - 1. Shannon Mackes asked the following people to be liaisons for work related safety:
 - a. Kelli George at PVI
 - b. Diane Dudak at MS
 - c. Colleen Clauson at PVE
 - 2. Clean up buildings
 - a. Empty Eldred to Polk – have an auction
 - 3. Check ladders before using
 - a. Deb will call insurance company to see if there is a ladder check list

WSC Meeting

9/11/14

4. John C. Mills playground equipment
 - a. Needs to be removed
 5. Chemicals from Chemistry labs
 - a. Find out how to dispose of properly
 6. Check thermometers in all the buildings – dispose of properly
 7. Medications in nurses' offices
 - a. Medications left behind by students from previous years dispose of properly
 8. Put placards in place for fire extinguishers –do not block area.
 9. Adjournment at 9:15 am.
- F. Next meeting will be on Thursday, October 2, 2014, 8:30 am, 2nd floor conference room in district office.

Respectfully Submitted: Deborah Sandt, Benefits Bookkeeper