

LAMPETER-STRASBURG SCHOOL DISTRICT
SAFETY COMMITTEE MEETING
Lampeter, Pennsylvania 17537

Safety Committee Minutes

December 19, 2018
Administration Building

Meeting called to order at 3:05 p.m.

Minutes Approval: Motion to approve November meeting minutes

Motion to approve: Bill Stumpf
Second to approve: Sheila Raymond
Vote-Motion Carries

Safety Committee Members Present: Kathy Boyce, Karren Kurtz, Rebecca Lefever, Johnna Orndorff, Sheila Raymond, William Stumpf, Michele Westphal, Tim Wilson

Review of Workmen's Compensation Claims:

- a. **Bruising** – Employee lifted a gallon jar of broth. The lid popped off of the top of the jar and the jar fell onto the employee's right foot. Record only.

Review of Monthly Building Inspections:

- a. **High School** – Karren reported that some of the items are a repeat from November.
 1. PE equipment is in the fitness hallway.
 2. Fake fireplace is in the hall by room 268.
 3. Railing at steps in the development needs to be welded.
 4. Cement steps at kitchen patio and steps below to parking lot have cement chunks out of the corners.
 5. Ag shop light needs to be repaired. A student knocked of the fixture and the light is exposed.
 6. The sinkhole by the drain was filled in.
 7. The parking lot pole lights have been repaired.
 8. Fire drills were held on November 29, 2018 and December 19, 2018. A fire drill emergency shut off training for nightshift custodians was held on December 10, 2018.
- b. **Martin Meylin** – No report.
- c. **Lampeter Elementary** – No. report.
- d. **Strasburg Elementary** – No report.
- e. **Hans Herr** – Reported the following:
 1. All ceiling tiles are not in good condition.
 2. All walking and working areas in the building are not free of tripping hazards.
 3. Steps, stairs, sidewalks, walkways, and parking lots are not free from any tripping hazards.
 4. The dock area has extension cords in use.
 5. The roof continues to have leaks.
- f. **Maintenance Shop** – No issues to report.

- g. **Grounds** – No report.
- h. **Fieldhouse** – No issues to report. Bathrooms are being repaired.
- i. **Administration Building** – No report.

Motorola Radio Update – It was reported that Triangle Communications will be in on December 26, 2018 to re-flash the firmware. This will resolve the issues we have with the radios.

Playground inspections – The playground equipment inspection checklist was shared. The mulch was raked at the Lampeter Elementary playground. All swings and equipment are in good condition. Loose screws were tightened on the new equipment at the Hans Herr Elementary playground. New mulch may be needed on the old Hans Herr playground. Leaves and sticks will be cleaned up.

Items from the Committee – There were no additional items reported by the committee.

The next meeting is to be held on January 16, 2019 at 3:00 p.m. in the Board Room.

Tim Wilson made a motion to adjourn the meeting at 3:15 p.m. Bill Stumpf seconded and the motion carried.