

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

**Safety Committee Meeting Minutes ~ January 17, 2024**

- I. Meeting called to order at 3:05 PM.
  - A. **Safety Committee Members Present**
    - Karen Schmertz
    - Melissa Swarr
    - Glenn Davis
    - Adrian Baker
    - Tammy Graybill
    - Elizabeth Henry
    - Larry Royer
    - Tim Wilson
    - Melanie Henry
- II. **Minutes Approval:** Motion to approve the December meeting minutes.
  - A. **Motion to approve:** Elizabeth Henry
  - B. **Second to approve:** Adrian Baker
  - C. **Vote:** Motion Carries
- III. **Review of the Workmen's Compensation Claims**
  - A. Employee of MM stepped on a wooden door stopper, causing her to roll her ankle and fall to the ground onto her knee.
  - B. Employee of HS tripped over a broom handle and fell to the ground. Report only, no lost time.
- IV. **Review monthly building inspections:**
  - A. **High School** - Several leaks, windows caulked not in all areas. There are three fresh air intake grills that need to be sealed - to be done on 1/19/24. (Most concerns are construction-related issues that are still being addressed.)
  - B. **Administration Building** - Some roof leaks need attention and a lot of extension cords in use.
  - C. **Martin Meylin** - Nothing to report
  - D. **Strasburg Elementary** - Building is sold and will be removed from this list.
  - E. **Lampeter Elementary** - Nothing to report
  - F. **Hans Herr** - Door thresholds need to be installed on all new doors. Currently, Tim has blocked the airflow temporarily with foam.
  - G. **Maintenance Building** - Nothing to report
  - H. **Grounds** - Stairs, sidewalks and lots - concerns for trip hazards (snow/ice) - always working on this.
  - I. **Field Houses** - Nothing to report - winterized until March.

- J. **Playground Inspections** - Mulch raked out from under equipment, all bolts tight. Rain washed out mulch at LE; cleaned up.

V. **Construction Progress Update**

- A. Winding down on HS work - soon to punch list.
- B. HH - tying up loose ends. Thresholds, caulking still needed in various places.. Support columns need to be insulated/finished.
- C. ECC - progressing. Generator replacement available, but waiting on switchgear. Anticipated mid-Feb.
- D. MM reno will go for bid this spring and hopefully work to begin in the summer. Considering modulars - lots to consider and plan for.

VI. **VI. Items from the Committee** -

- A. **Door stops for classrooms** - At some point in the future it may be good to discuss alternatives to door stops. It is needed at times for doors to be open during passing time, Lifeskills, etc. Would the flip-down door stops be something that the district and administration would support?
- B. **Snow/ice RemovalConcerns** - Brought up today about parking lots in light of the snow that came.. At least three students fell (no reported injuries). Snow and ice was packed on lots. Student in a wheelchair got stuck in the snow and the para was unable to move her. A bus driver got off of his bus to help. Handicapped spot was snow-covered. Staff did plow and salt and with the low temps, the salt is not as effective. The crew did attempt to remedy this but the weather was a factor that worked against us. Plows do struggle to have a place to put the snow - Glenn will check with the two crews to ensure that each crew's efforts for snow removal doesn't hinder another spot/area. Crews worked hard the previous evening as well, but wind caused a lot of snow to blow back onto those areas.

VII. **VII. Next Meeting** – Feb. 21st, 3:00 PM

VIII. **VIII. Motion to adjourn** - 3:40 PM

- A. **Motion** - Melanie Henry
- B. **Second** - Adrian Baker
- C. **Vote**- Carries