

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

Safety Committee Meeting Minutes ~ February 21, 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
- Amber Zimmerman

II. **Minutes Approval:** Motion to approve the January meeting minutes.

- A. **Motion to approve:** Elizabeth Henry
- B. **Second to approve:** Karen Schmertz
- C. **Vote:** Approved

III. **Review of the Workmen's Compensation Claims**

- A. Employee at LE was lifting a case of bananas and strained arm near right elbow.
- B. Employee at LE tripped up the steps.
- C. Employee at MM was walking and got her foot caught in a student's brace and fell onto right elbow and both knees.
- D. Employee at LE was walking in the lunchroom and her foot slipped and she fell to the ground. She twisted her ankle and hit ear against the table as she fell. Sore and stiff left ankle, sore ear.
- E. Employee was kneeling down moving boxes on a pallet. A pile of juice boxes fell on top of her; reported headaches and left side injury.

IV. **Review monthly building inspections:**

A. **High School -**

- 1. Some leaks and ceiling tiles are stained. Roofers were out today working on patching the roof.
- 2. Some bars in the doors do not have tumblers in them.
- 3. Broken light fixture outside Grande Hallway w/ exposed wires.
- 4. Construction skids, trash and metal lying around the building.
- 5. Outside light fixture in between the admin and nurse's hallway was removed and not replaced (security concern).
- 6. Fitness equipment has been sold and removed.
- 7. Cinder blocks replaced but still need grouted.

8. Thresholds installed but some still have large gaps underneath. (Fitness hallway.)

B. Administration Building -

1. Extension cords/equipment not plugged directly to wall outlets.
2. Roof leaks repaired, still replacing ceiling tiles.
3. Several pole lights repaired across campus.

C. Martin Meylin -

1. Last fire drill 1/26/24.
2. Ceiling tiles being replaced as needed.

D. Strasburg Elementary -

1. (Remove this in future minutes as the building/property has been sold.)

E. Lampeter Elementary -

1. Last drill 2/9/24.

F. Hans Herr -

1. Ceiling tiles need to be replaced; will replace as needed. Roofer was out to inspect the leaks.
2. Spot of concrete is starting to break up at the dock by the card access door.

G. Maintenance Building -

1. Nothing to report.

H. Grounds -

1. Stairs, steps and sidewalks - possible trip hazards - Glenn will check on this.

I. Field Houses -

1. Just now preparing for spring sports. Nothing to report.

J. Playground Inspections -

1. Raked mulch at LE. Could use mulch under swings at LE. (Scheduled to get rubberized material.)

V. Construction Progress Update

- A. Punchlist performed on 2/19/24. In the process of submission to the contractor.
- B. ECC - Switchgear should be on campus 2/22/24.
- C. MM - Building and grounds meeting with the school board. Final phases of design and getting bid specs. Looking to go out to bid late April/May. Will need approval before moving on with the project.
- D. HH - Emergency generator will be installed over Easter break. District has been awaiting arrival of equipment (switchgear).
 1. Generator - when it runs for its recycle, the emergency lights have not been coming on, unable to test emergency lights. New generator should activate emergency lights when it runs; Glenn will check on this.

VI. VI. Items from the Committee -

- A. Karen Schmertz resigned from the Safety Committee.
 1. Motion to approve - Tim Wilson first
 2. Second - Adrian Baker
 3. Vote- approved
- B. Nomination to add Amber Zimmerman to the Safety Committee.
 1. Motion to approve - Elizabeth Henry
 2. Second - Adrian Baker

3. Vote- approved
- C. PE at MM asked about the floor and expressed concern that it was slippery (dust/lint/debris)- want to ensure that someone is cleaning the gym floor. Glenn will follow up to be sure that it is being cleaned.

VII. VII. Next Meeting –March 20th, 3:00 PM

VIII. VIII. Motion to adjourn - 3:26 PM

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