

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

**Safety Committee Meeting Minutes
March 20, 2024**

I. Meeting called to order at 3:02 PM.

A. **Safety Committee Members Present**

- Adrian Baker
- Glenn Davis
- Tammy Graybill
- Elizabeth Henry
- Melanie Henry
- Melissa Swarr
- Larry Royer
- Tim Wilson
- Amber Zimmerman

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

- A. **Motion to approve:** Elizabeth Henry
- B. **Second to approve:** Tammy Graybill
- C. **Vote:** Approved

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

- A. MM employee fell while opening large cabinet, pulling supplies. Shelf broke, causing the employee to fall on left arm and hand, resulting in pain/discomfort. Self care was the recommended treatment.
- B. HS employee fell on the ice stepping off of the curb onto road, twisted ankle, fell to the ground and broke tibia. Employee was 35 weeks pregnant. Was cleared to return to work with boot. Upon review of the video, the employee took a shortcut through the grass via a small amount of snow.
- C. LE employee carrying a tray of food fell and injured left knee. Self care was the recommended treatment.
- D. Bus substitute/van substitute was arguing with the employee about staying in seat. Student scratched the van aide. Known behavioral issue for the student.

IV. **Review monthly building inspections:**

A. **High School -**

- 1. Fire Drill 3/21/24
- 2. ALICE drill 3/26/24
- 3. Several construction-related items still outstanding
- 4. Skids and debris cleaned up from courtyard
- 5. Roof leaks have been fixed
- 6. Missing door tumblers on several doors- can be opened with a screwdriver - these have arrived and will be delivered this week.
- 7. Uneven sidewalk at the bottom of steps by the cafe.

B. Administration Building -

1. Extension cords in use.
2. Stained tiles and water stains on some walls. Roof recently replaced - no new leaks; will change tiles and paint walls.

C. Martin Meylin -

1. Last fire drill 2/27/24.
2. Ceiling tiles being replaced as needed.

D. Lampeter Elementary -

1. No issues to report.

E. Hans Herr -

1. Ceiling tiles have been replaced; next downpour will determine effectiveness. Roofers have been working to seal up the roof and rain spouts.

F. Maintenance Building -

1. No issues to report.

G. Grounds -

1. No issues to report.

H. Field Houses -

1. Spill kits need to be restocked.
2. PPE - may need restocked.
3. Training still needed for some employees noted. This is all online and available.

I. Playground Inspections -

1. Mulch washed out at LE due to heavy rains.

V. Construction Progress Update

- A. HS, HH, MM - now down to punch list items. Completion is in sight.
- B. HS - prices on window blinds received and blinds ordered. To be installed after school is out.
- C. HH - permanent key cylinders are in and will be installed shortly.
- D. MM - Trane came to work on chillers and repair a leak.
- E. ECC - Switch gear is in and wired. PPL is getting power to the building; power may be in place by the end of the week. Tentative completion date is early May; anticipating moving teachers after school is out.

VI. VI. Items from the Committee -

- A. Blinds - question about new blinds and their functionality.
- B. Concern about uneven sidewalk at the high school at the bottom of the steps by the cafe. These issues were prioritized to give attention to the worst; with upcoming construction beginning, the area may end up being occupied and repaved.

VII. VII. Next Meeting – April 17th, 3:00 PM

VIII. VIII. Motion to adjourn -PM

- A. **Motion** - Tim Weaver
- B. **Second** - Elizabeth Henry
- C. **Vote**- Approved