

# YAMHILL-CARLTON SCHOOL DISTRICT

## Safety Committee Meeting Minutes

Date: 10/25/2023

### Members:

Chairman: Matt Wiles

Facility Manager: Ian Barr

YCSD Staff: Jenifer Tuning

YCSD Staff: Tony Cicorica

School Nurse: Leanna Smith

### Present:

YES  NO

YES  NO

YES  NO

YES  NO

YES  NO

## AGENDA

## MINUTES

<input type="checkbox"/> <b>AED Check ins:</b>	<ul style="list-style-type: none"><li>All lights at all YCSD locations are reporting green lights. Leanna Smith checks monthly and reported all in working order</li></ul>
<input type="checkbox"/> <b>Recommendations completed since last meeting:</b>	<ul style="list-style-type: none"><li>N/A</li></ul>
<input type="checkbox"/> <b>New Recommendations</b>	<ul style="list-style-type: none"><li>Send teachers electronic form for incident reports.</li><li>Put incident forms in each classroom</li></ul>
<input type="checkbox"/> <b>Incident/Accident Reports, Reviews and Recommendations:</b>	<ul style="list-style-type: none"><li>Team reviewed incident reports from September, and up to 10/25/2023</li></ul>
<input type="checkbox"/> <b>WorkPlace Safety Inspection Review:</b>	<ul style="list-style-type: none"><li>Wires in Mr. Cicoria's room</li><li>Outer Gym doors closing too quickly</li><li>Remind PE no propping doors open</li></ul>
<input type="checkbox"/> <b>Next Meeting:</b>	<b>11/29/23 3pm Matt Wiles office</b>

### Just a reminder...

- ACCIDENT/INCIDENT FORMS for students **MUST** BE filled out completely.
  - description of injury**
  - type of first aid provided**
  - Were Parent(s) /Guardian(s) contacted**
- All completed student and staff accident/incident/action forms must be sent to: