



To: The Pennridge School District Safety Committee

From: Kelly Harper

RE: Safety Committee Meeting

10/12/21

Agenda

1. Review Minutes from last meeting

2. Reports

- A. Maintenance
 - a. Building Inspection
- B. Transportation
- C. Nurse Coordinator
- D. Human Resources
- E. Nutritional Services
- F. Athletics
- G. Pupil Services
- H. Security

3. Old Business

4. New Business

Our next safety committee meeting will be on 11/9/2021 at 1:30pm.

MEETING MINUTES

6/8/21

The meeting was called to order at 1:30pm by Kelly Harper

Members Present: Sean Daubert, Kelly Harper, Lance Strawser, Jessica Krause, Dave Babb, Glenn Donaldson, Joseph Gallo, Gina Giarratana, Stephen Cashman

Guest Present:

Reports:

Maintenance: Nothing to report

Transportation: Nothing to report

Nurse Coordinator: No report was given

Human Resources: No report was given

Nutritional Services: Gina reported that there were two (2) small injuries. One was a slip and fall and the other was a very minor burn. Neither needed medical attention. The slip and fall was in a hallway. There was no sign posted.

Athletics: Nothing to report.

Pupil Services: No report was given.

Old Business: Nothing was discussed

New Business: Kelly stated this would be our last Zoom Safety committee meeting for the year. He thanked everyone for their time and effort with attending, sharing and facilitating safety procedures throughout the school year.

The meeting ended at 1:37 pm

The next Safety Committee meeting will take place on Sept. 14, 2021 at 1:30pm. Place will be announced at a later date.

Lance Strawser

Pennridge School District
Safety Committee Meeting

October 12, 2021

The meeting was called to order at 1:30pm by Kelly Harper

Members Present: Sean Daubert, Kelly Harper, Lance Strawser, Richard Joyce, Chester McCullough, Gina Giarratana, Ray Ott, Scott Hegen.

Guest Present:

Reports:

Maintenance: Lance read the safety inspection done on 10/11/2021 at the High School. Scott followed up with the concern(s) from the report, regarding the items in the stairwell in the green gym. He noted that storage space is at a premium. I stated that I thought it was just a matter of rearranging the equipment.

Gina was concerned and questioned the outdated fire extinguisher in the kitchen and else ware in the report. I explained that I thought is was just missed during the summer inspection, based upon the missing information that the new company may have had and was unaware because of that.

Transportation: Nothing to report

Nurse Coordinator: No report was given

Human Resources: No report was given

Nutritional Services: Gina reported that there was a new employee being trained and sliced her one finger on the slicer. No work was missed other than for getting stiches.

Athletics: Nothing to report.

Pupil Services: No report was given.

Old Business: Nothing was discussed

New Business: Kelly stated that we have a new insurance carrier, SDIC and he has some safety information and videos to share with those that are interested, regarding Hearing protection and Food safety.

The meeting ended at 1:50 pm

The next Safety Committee meeting will take please on Nov. 9, 2021 at 1:30pm. Place will be announced later.

Lance Strawser

Safety Committee Sign in Sheet

October 12, 2021

*Zoom Meeting
Attendance*

Employee	Position	Signature
Chris Bogen	Facility manager – High School	
David Bolton	Superintendent	
Dan Branch	Security	
Sean Daubert	Business Administrator	X
Cheri Derr	Director of Pupil Services	
Glenn Donaldson	Assistant Principal - South MS	
Joseph Gallo	Director of Security	
Gina Giarratana	Director of Nutritional Services	X
Kelly Harper	Director of Operations	X
Scott Hegen	Assistant Principal of Athletics & Pupil Services-HS	X
Richard Joyce	Facility Manager	X
Jessica Krause	Director of Transportation	
Joan Kulesza	Principal - Grasse ES	
Chester McCullough	IT Department	X
Jacqueline McHale	Director of Human Resources	
Ray Ott	Assistant Principal - High School	X
Donna Schepis	Human Resources	
Lance Strawser	Maintenance	X
Lynda Tennett	High School Nurse	
Sharon White	Assistant Director of Nutritional Services	
Rosemarie Wrobel	Assistant Director of Transportation	
	Guest	
	Guest	
	Guest	

Confirmed

Kelly Harper

10/12/21

Food Service Do's and Don'ts

By: Safety National/BLR

Do:

- Keep an eye out for hazards in the work area.
- Fix or report hazards immediately.
- Walk, don't run.
- Clean up spills immediately or block them off with warning signs.
- Use ladders, not chairs or countertops, to reach high places.
- Lift with knees bent so your legs, not your back, do the work.
- Aim pot handles toward the back of the stove.
- Use potholders to handle hot containers.
- Protect your face with a lid when checking steaming containers.
- Know how to use fire alarms and extinguishers and evacuate in an emergency.
- Clean or fix machines only when they're turned off and disconnected.
- Hold knives by their handles, pointing away from people.
- Keep knife blades visible and stored properly.
- Check labels and MSDSs before using chemical cleaning products.
- Follow instructions for safe chemical product use.
- Practice good personal hygiene.

Don't

- Leave containers, trash, or other materials in aisles.
- Let grease build up on stoves or range hoods.
- Use frayed electrical cords.
- Touch anything electric when your hands or feet are wet.
- Use anything electrical that sparks, smokes, etc.
- Use a machine with a missing or disabled guard.

Hearing Protection Do's and Don'ts

By: Safety National/BLR

DO:

1. Make sure not to skip hearing test appointments,
2. Help maintain machinery to reduce noise levels.
3. Be aware of noise levels requiring hearing protection.
4. Have your hearing tested if you have:
 - noise or ringing in your ears
 - trouble hearing people speaking
 - trouble hearing certain high or soft sounds
 - TV or radio volume turned so high others complain.
5. Wear assigned hearing protectors.
6. Report hearing protectors that don't fit well or are in poor condition.
7. Make sure hands are clean before inserting or putting on hearing protectors.
8. Keep hearing protectors clean.
9. Use hearing protectors in loud-noise activities off the job.

DON'T:

1. Tamper with hearing-testing or noise-reduction equipment.
2. Ignore or "forget" to use hearing protection.
3. Use hearing protectors that are loose or cracked.
4. Use hearing protectors that don't fit snugly over or into the ear.
5. Ignore loud noise levels outside the job.