



To: The Penridge School District Safety Committee

From: Kelly Harper

RE: Safety Committee Meeting

11/8/22

## 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
- I. Information Technology

### **3. Old Business**

### **4. New Business**

Our next safety committee meeting will be on 12/13/2022 at 1:30pm.

## MEETING MINUTES

10/11/22

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

**Members Present:** Chris Bogen, Sean Daubert, Glen Donaldson, Joseph Gallo, Gina Giarratana, Kelly Harper, Scott Hegen, Jessica Krause, Chester McCullough, Ray Ott, Lance Strawser, Jennifer Summers, Linda Tennett

**Guest Present:** None

### **Reports:**

**Maintenance:** Lance gave a report on the inspection at Deibler. The major concerns were with 2 fire extinguishers being out of date. Electrical panels in the instrumental room not being locked and a supply closet in the 4<sup>th</sup> and 5<sup>th</sup> grade wing with a magnet holding the door in an unlocked position.

**Transportation:** Jessica reported a slip and fall with a driver at Seylar elementary. No major injury, driver is working. Kelly said he would meet with Jessica to inspect the area.

**Nurse Coordinator:** Linda reported she did have an injury regarding an IU employee just a minor injury and continues to work. Kelly asked how their PPE supplies were, all is good.

**Human Resources:** No report was given.

**Nutritional Services:** Gina reported that one of her staff tripped on a kitchen mat last week while sweeping the floor. She is comp free.

**Athletics:** Nothing to report.

**Pupil Services:** Jennifer reported all is good.

**Security:** Joe reported all is good.

**I.T.:** Chester reported all is good.

**Old Business:** No old business was discussed.

**New Business:** No new business was discussed.

The meeting ended at 1:41 pm

Lance Strawser

The next Safety Committee meeting will take place on November 8, 2022 at 1:30pm.  
Via Zoom meeting.

**Pennridge School District  
Safety Committee Meeting  
November 8, 2022**

The meeting was called to order at 1:30pm by Craig Bramble, Jr.

**Members Present:** Chris Bogen, Craig Bramble Jr., Sean Daubert, Joseph Gallo, Gina Giarratana, Scott Hegen, Chester McCullough, Donna Schepis, Jennifer Summers, Linda Tennett

Guest Present: None

**Reports:**

**Maintenance:** Nothing to report

**Transportation:** Nothing to report

**Nurse Coordinator:** Week of 10/31-11/4, 911 had to be called due to an employee slip and fall in hallway outside 324 at HS. Suffered a broken wrist

**Human Resources:** 16 WC claims in October, 24 WC claims since start of FY, and only 10 are open right now.

**Nutritional Services:** Nothing to Report

**Athletics:** Parent of a Fan fell on a concrete step on Friday 11/4 up at the stadium. 2nd injury this year at the same location. Parent suffered injury to their forehead and required stitches. Scott will be entering a WO for the step nosing to be painted since the existing paint is faded.

**Security:** Nothing to report

**Information Technology:** Nothing to report

**Old Business:** No Old Business discussed

**New Business:** Linda Tennett mentioned in the LGI rooms, the stairs are sometimes hard to see when you aren't familiar to the rooms. They've seen people almost fall on edges of steps while traversing the rooms. Asked if something could be done to address the issue. Craig Bramble said he would inspect the stair locations in the LGI rooms and see if something could be done to accent the bull nosing on the steps in the room for safety purposes.

Craig Bramble Jr.

The next Safety Committee meeting will take place on December 13, 2022 at 1:30pm. Via Zoom meeting.

# Safety Committee Sign in Sheet

Zoom  
meeting

November 8, 2022

Employee	Position	Signature
Chris Bogen	Facility manager – High School	X
David Bolton	Superintendent	
Dan Branch	Security	
Sean Daubert	Business Administrator	X
Glenn Donaldson	Assistant Principal - South MS	
Joseph Gallo	Director of Security	X
Gina Giarratana	Director of Nutritional Services	X
Kelly Harper	Director of Operations	
Scott Hegen	Assistant Principal of Athletics & Pupil Services-HS	X
Richard Joyce	Facility Manager	
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	
Donna Schepis	Human Resources	X
Lance Strawser	Maintenance	
Jennifer Summers	Director of Pupil Services	X
Lynda Tennett	High School Nurse	X
Sharon White	Assistant Director of Nutritional Services	
Rosemarie Wrobel	Assistant Director of Transportation	
	Guest <span style="color: blue; font-family: cursive;">Craig Bramble Jr.</span>	X
	Guest <span style="color: blue; font-family: cursive;">Assistant Director of operations</span>	
	Guest	

Attendance  
confirmed  
(CSH)