

Joint Loss Management Committee
4/10/25 (Thursday) at 9:00 am
Via Zoom

MINUTES

Attendance: Carrie Marsh, Jenn Dubois, Kelly Seeley, Lance Finamore, Candi Fowler, James Beach, Emmie White, Tommy Bender, Amy Cassidy, Amanda Zeller, Benjamin Gidman, Jane Gauthier, Sandy VanSciver, Dan Molinari, Ben Arria

1. Upcoming Meetings:

- June 12th
- Kelly will send out invites

2. Accident/Safety Reports – Jenn/Carrie

- Jan - Mar Reports (see attached)
- Discussion on Student on Staff Violence Reports (see attached)

Carrie: mentioned that there was feedback that noted that the structure of the new incident reporting form is viewed as successful, so the method of collecting information will remain the same. In that report, only 2 student-staff injuries were recorded- one being a more precautionary filing- which is an overall positive. This number has decreased from prior quarters. There were more than 2 incidents, but only 2 were significant enough to make the injury report. She also noted that we only track our employee's injuries. We do not have research on any contractors from outside companies as it is the law that they report to their staffing agency. As a result, there could be more instances. In good news, there is a report now live on the SAU41 website from the Dept of Labor that shows that we are doing a great job reporting and handling instances of injuries.

Jane: had a couple questions about what types of reports are filed and what happens to them after they are reviewed. Specifically, she questions who implements the plans to mitigate instances of injuries

Carrie: confirmed that we are compliant with Labor Regulations and that all reports get filed for future reference. She mentioned that there are policies that help us adhere to the state regulations for reporting. All of our practices are modeled after what is laid out in workers comp laws. This committee reviews data and makes recommendations. It would be outside of the scope of this committee to create or attempt to enforce discipline or consequence to children. That responsibility lies with administration.

Sandy: asked if there is a particular individual who is consistently targeted, is there a way to make sure staff get time to decompress after stressful situations?

Carrie: We are not aware of the individual building practices, but certainly if a staff member needs a reset following a situation, that could be accommodated. This will be brought to leadership to discuss process.

3. Staff Wellness Programs for FY25–Carrie

- Wellness Bingo-Done

- Maintain Don't Gain-Done
- HealthTrust Wellness Programs-Staff Meetings-Almost Done • HB Open-Started
- EOY Treat
- Any suggestions to increase participation?

Carrie: In synopsis- Maintain Don't Gain and Wellness Bingo ran nicely, HB Open started a week ago and is moving into week two, HealthTrust will be done at the end of April and the overarching goal with them will be met, Kelly, Jenn, and Carrie will meet to evaluate if the budget allows for EOY treats. Sandy sent over some great alternatives that better align with wellness goals, so those may be implemented pending the budget.

4. Sub-Committee Reports

- SAU-Wide USDA Wellness Committee (Nutrition/Exercise Focus) – Kelly S ➤ Status

Kelly: shared that this committee meets in June, but the wellness coordinators will update all goals in May. In June the committee will compare the results from November and May to see the progress that has been made.

- Health & Safety Committee – Dan M
 - Report on April meeting
 - Next meeting in June

Carrie: shared that this committee met two days ago and chatted heavily about new safety features that some schools are getting this summer. Eventually, all schools will get these new features (gradual roll out due to budgeting). {The committee talked more about these features, but this info is redacted per our safety guidelines.} There was also discussion about traffic safety and efficiency that create overflows in contract time for professional staff (dismissal moving too slowly). Hollis PD and Hollis Upper admin are in talks for solutions, but the roadblocks are significant.

Amy: asked why there is no crossing guard/ traffic control person? There is also no label about reduced speed signs at the Coop like there is at HPS and HUES

Carrie: shared that she doesn't have an answer, but, in Hollis, the SROs are often out there as overseers... She noted that this is a convo for the Superintendent to budget for/evaluate necessity (even if you manage traffic at a school, you still have issues at the lights, etc.).

Dan: quickly touched on other Health and Safety Committee topics: policy EBB needs to be reviewed, state security assessments at all schools will happen in June and July, and there are concerns that substitutes and coaches do not get adequate training on our 8 responses. Leadership is going to consult these concerns to make sure our staff members are equipped at all schools in case of emergencies.

Kelly: agreed that this could be great, and she will bring the idea to the traffic safety committee meeting in May

- Traffic Safety Sub-Committee – Kelly S
 - Report on meeting discussions and Traffic Safety Month plans

Kelly: recognized that much of this content was covered by Carrie and Dan above, but Kelly

adds that April is traffic safety month. All schools are completing activities that align with our goals. Staff, parents/guardians, and HBHS students are the targets of all messaging but we are looking at students of all ages to be role models for the drivers in their lives.

Dan: suggested adding an additional campaign at the start of the year as a refresher (August is National Traffic Safety month). He also noted/highlighted James and Officer Kushmerek for collecting helmets to be donated to students in need. Approximately 80 in total were donated.

James: quickly shared that he was able to get 20 bike helmets distributed to students at RMMS which has been a great initiative for students without access to these necessities. Any left over will be sent to the police department for their open house and will be handed out.

The committee thanked him for his efforts.

5. Training Report-Carrie

- Goal is 95%-status

Carrie: shared that we have reached 97% training compliance for the year with three fully compliant buildings. Additional steps will be taken in the coming weeks for accountability, but overall the goal has been met

6. School Inspections-Carrie

- Installation of acrylic frames with the same updated 8 responses
- Taking a slightly different approach next year.....more to come
- Will be working on ways to incorporate teacher notifications of inspection deficiencies

Carrie: noted that she and Kelly have updated all maps and 8 responses at the buildings with just a few outliers at HPS and RMMS. Ben is also working on revising all of the building maps so that they are dual-oriented (classrooms on both sides of the hallway have maps that make sense). Before, there were maps that were hanging upside down so that they made "sense" for the particular room they were in.

Last year, there was discussion on how to incorporate feedback from inspections in a palatable and supportive way. This is still a work in progress. This year, the leadership team was asked to use the break from inspections to self-reflect on the state of their buildings as they relate to the inspection standards and empower their safety committee to review and implement necessary changes with their colleagues. To date, only HUES has reported on the status of this.

There is a plan in the works to change the inspection model, and by our June meeting, we should be able to present a draft of the go forward plan.

7. FY25 Goal Review-Kelly S. (see attached)

Kelly: shared that not much has changed since this committee last discussed goals. Some highlights: 2/4 wellness initiatives have been completed and 97% of training has been completed. A few of the goals still do not have any progress as other ones have been more pertinent (like student- staff violence). In June, the committee will need to discuss goals for next year. Members in this committee should think about these goals and potential new ones for the meeting in June

Carrie: some progress has been made on goal #7. The schools were asked to put up signs that reflect areas that are for staff only. It's not confirmed that all schools have done it, but most schools seem to

be compliant.

8. Future Topics for the June meeting?

Nothing noted.

9. Next meeting: **June 12th – 9:00 am, Zoom or Location TBD**