



Canon-McMillan School District
Safety Committee

Meeting Minutes

Date: May 22, 2025

Location: Borland Manor Elementary School

I. Call to Order

The meeting was called to order by Mr. Chambers at 10:05 a.m.

II. Roll Call

Scott Chambers	Karl Herald	Serenity Parnaras, SRO
Jared Diesel	Michael Kelley	Matt Wolfe
Debbie Grebeck	Neil Stewart	

III. Approval of the Minutes from the May 2, 2025 meeting

Mr. Chambers asked if everyone had a chance to review the minutes from the May 2, 2025 committee meeting. Mr. Chambers requested a motion to approve the minutes. Motion to approve the minutes was made by Mr. Herald and seconded by Mr. Stewart. All in favor - 8; opposed - 0; minutes approved.

IV. Chairperson's Report

Mr. Chambers yielded the floor to Ms. Grebeck. Ms. Grebeck distributed an end-of-the-year analysis of the workers' compensation claims for the 2024-2025 school year. The report reviewed incidents grouped by location, type, department and medical vs. incident only claims. There was an increased incidence in claims at Borland Manor due, in part, to the prevalence of incidents related to staff working with special needs students. Claims involving slips, trips and falls comprised 25% of the overall claims submitted for the year followed closely by strains and tears and incidents involving special education students both at 22.2%. Teachers and cafeteria workers had the most submitted claims by department and 75% of the overall claims submitted were incident only.

V. Open Issues

Mr. Herald noted that there will be planned construction projects at CMHS and CMMS over the summer months. He also noted that a new fence was installed at Borland Manor for recess purposes.

VI. Old Business

Mr. Chambers noted no old business.

VII. New Business

Mr. Chambers noted that this would be the last school based meeting of the Safety Committee for the 2024-25 school year.

VIII. Review of Work Related Incidents since the last meeting and corrective actions taken

Ms. Grebeck reported that there was one new incident since the May 2nd meeting. The committee discussed the incident as well as follow up care and corrective actions.

IX. Round Table

Borland Manor School Building Representative: Ms. Parnaras noted that there have been problems with traffic patterns during parent drop off and pick up. She asked if white lines could be painted to guide parents to designated areas as well as informing parents of procedures. Mr. Chambers asked if it was possible to get a diagram of the proposed changes as well as look at directional signage. Mr. Wolfe requested that the current paint in parking areas also be refreshed and noted that all parking at the school is a challenge because of the limited space. Ms. Parnaras also remarked that it might be helpful to add gravel to grassy areas where cars repeatedly park.

2025.05.22 Safety Committee Minutes continued

X. Suggestion Box

Mr. Chambers reported that there was nothing in the suggestion box.

XI. Adjournment

Mr. Chambers asked for a motion to adjourn the meeting. Motion was made by Mr. Diesel and seconded by Mr. Stewart. The meeting was adjourned at 10:23 a.m. followed by an inspection of the Borland Manor Elementary School building led by Mr. Wolfe.