



Canon-McMillan School District
Safety Committee

Meeting Minutes

Date: June 24, 2025

Location: Borland Manor Elementary School

I. Call to Order

The meeting was called to order by Mr. McCullough at 10:01 a.m.

II. Roll Call

Donna Barca	Karl Herald	Jurdon Maier	Neil Stewart
Scott Chambers	Michael Kelley	Tim McCullough	
Debbie Grebeck	Joni Mansmann	John Pape	

III. Approval of the Minutes from the May 22, 2025 meeting

Mr. McCullough asked if everyone had a chance to review the minutes from the May 22, 2025 committee meeting. Mr. Chambers requested a motion to approve the minutes. Motion to approve the minutes was made by Mr. Pape and seconded by Mr. Stewart. All in favor - 10; opposed - 0; minutes approved.

IV. Chairperson's Report

Mr. McCullough reported that the increased heat and humidity are making it difficult for staff who must work outside. He noted that hydration is key and electrolyte replacement is very important. Staff should be alert to fluctuations in their core body temperature. The use of a hat or a cool towel to the head or neck can help alleviate discomfort. Mr. Chambers noted that Liquid IV is a good product to use to help replace electrolytes lost through perspiration. Mr. McCullough also noted that staff should be careful and use common sense. Ms. Grebeck will be sending our resources to all staff via email and information can be found on the Safety Committee page of the District website.

Mr. McCullough spoke about wellness initiatives for the District. He noted that staff need to pay attention to their mental health and wellness including unplugging from their phones, looking for opportunities to take some time off, getting proper sleep, having a proper diet and participating in activities that aid in decreasing stress.

V. Open Issues

Mr. Herald noted that there are no open issues at the Support Facility. He did speak about the work currently going on at the high school. He noted that the painting and floor restoration is going smoothly. There will be new lights installed in the cafeteria and entryways. Mr. Herald also noted that the contractors are diligent in setting up safety areas during construction in order to prevent accidents.

VI. Old Business

Mr. McCullough noted no old business.

VII. New Business

Mr. McCullough noted no new business.

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 22nd meeting. The committee discussed the incident as well as follow up care and corrective actions.

IX. Round Table

Transportation: Mr. Pape noted no issues.

Mechanics: Mr. Stewart noted that the department is busy with summer bus maintenance.

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Central Office: Mr. Chambers, Ms. Mansmann and Ms. Barca noted no issues.

Technology: Mr. Kelley noted no issues.

Support Facility Representative: Mr. Herald reported that he is reminding his staff to stay hydrated during the summer months.

X. Suggestion Box

Mr. Chambers reported that there was nothing in the suggestion box. He did note that new visitor management kiosks will be implemented District-wide and there will be updated secured vestibules at CMHS and NSIS.

XI. Adjournment

Mr. McCullough adjourned the meeting at 10:17 a.m. followed by an inspection of the Support Facility building led by Mr. Maier.