Canon-McMillan School District
Safety Committee

Meeting Minutes

Date: August 12, 2025
Location: Central Office

I. Call to Order
The meeting was called to order by Mr. McCullough at 12:02 p.m.

II. Roll Call

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

III. Approval of the Minutes from the July 17, 2025 meeting
Mr. McCullough asked if everyone had a chance to review the minutes from the July 17, 2025 committee meeting. Mr. McCullough requested a motion to approve the minutes. Motion to approve the minutes was made by Mr. Pape and seconded by Ms. Barca. All in favor - 10; opposed - 0; minutes approved.

IV. Chairperson's Report
Mr. McCullough discussed back to school safety tips including proper lifting techniques, classroom setup, preventing slips, trips and falls on wet or cluttered floors, proper ladder use and proper hydration during hot weather. He noted that these resources were available on the website's Safety Committee page as well Mr. Herald reviewing these with staff during his shop talks. Mr. McCullough encouraged staff to report all incidents timely including incident only reports (near misses). He also noted that it is important to discuss safety protocols with staff to make people aware of their surroundings and environment and get out in front of incidents.

Mr. McCullough stressed the importance of emergency planning and doing safety drills to build muscle memory in the event of an emergency situation. He also noted the importance of mental health awareness and initiatives, such as the Chill rooms, to promote well-being.

V. Open Issues
Mr. Maier noted that the work at the high school is wrapping up. He also spoke about the new branding on the gym floor as well other plans to add branding to the high school before opening day.

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 July 17th meeting. The committee discussed the incident as well as follow up care and corrective actions.

IX. Round Table

Central Office: Ms. Barca noted that an employee vehicle was recently struck by a delivery truck in the parking lot. There was damage to the employee's car. Ms. Barca asked if the signs leading to Central Office should be modified to restrict delivery access and reroute deliveries to the middle school. Mr. Maier will look into that suggestion.

Mr. Chambers asked the committee for ideas about forming a District Wellness Committee. The committee was very receptive to the idea and felt that there should be members from all disciplines throughout the District.

Technology: Mr. Kelley noted no issues.

Transportation: Mr. Pape noted no issues. He did report that the recent State Police inspection of the buses went well.

Maintenance: Mr. Diesel noted that the department is working on wrapping up summer projects.

X. Suggestion Box

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

XI. Adjournment

Mr. McCullough asked for a motion to adjourn the meeting. Motion was made by Mr. Herald and seconded by Mr. Pape. Mr. McCullough adjourned the meeting at 12:20 p.m.