

RICHFIELD PUBLIC SCHOOLS

Health, Safety and Wellness Committee

Meeting Minutes

10.09.2025

Meeting Called to Order: 7:15 a.m. in the District Office Boardroom.

Members Present

- Amy Skare-Klecker (Central Education Center – Community Education)
- Cassie O’Meara (District Office – Nutrition)
- Chris Bartlett (Richfield High School – Science)
- Craig Holje (Human Resources - Administration)
- Dan Kretsinger (Transportation Building - Facilities & Transportation)
- Ellen Bowden (District Office – Human Resources)
- Eric Carter (School Board Member)
- Faith Breeden (IEA - Health & Safety)
- Gabby House-Fitzgerald (Bloomington Public Health)
- Katie Shepard (Richfield Public Schools Parent)
- Michael Manning (District Office – Nutrition)
- Michelle Axell (District Office – Human Resources)
- Michelle Whiteside (District Office – Health Services)
- Peter Fitzpatrick (Centennial Elementary – Custodial)
- Steve Lichtenburg (SFM – Workers Comp)

Minutes

REVIEW STUDENT INCIDENT REPORTS

- Centennial – 0
- Central - 0
- RDLS – 0
- RHS – 1 injury, gym class incident and hurt their hip during soccer
- RMS - 0
- SCC – 0
- Sheridan - 0
- STEM – 0

WORKERS COMPENSATION UPDATE

- 10 claims this fiscal year to date (3 medical only, 7 incident only)
- Since last meeting, 6 claims medical only claims, 7 incident only claims
- SFM slip and trip signs have been delivered to the district, these will be posted in the next few weeks as the weather changes.

WELLNESS UPDATE

- Nutrition Services Update

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- 1 injury within nutrition services – broken arm but no lost time
- Health Department Inspections
 - No major findings
- Free and reduced lunch applications open
 - Grace period ends in 5 days
 - The district has seen a drop in applications the last few years – it is suspected that more people are getting denied
 - Due to changes in the calculations for compensatory funding for school districts, there may be changes in funding, which can affect eligibility
- Nutritional Changes in Breakfast Program
 - Lowered added sugars in foods like cereal and yogurt
 - One more year and then all breakfast items will see reduced sugars
- MN Local Thursday
 - Available for all elementary schools where local food vendors provide food to attendees
- Safe Routes to School Update
 - Safe Routes to Schools partnered with the city to add crosswalks and narrow the width of the road in front of STEM and RDLS
 - Intention is to slow traffic down to improve pedestrian and biker safety
 - Raised sidewalks were added near Centennial to slow traffic near the building
 - Sidewalks were added and bike lanes were moved out of the drive lanes
- Wellness Committee Update
 - Taken over the newsletter for benefits and wellness
 - Working on expanding other programs
 - Steve from SFM attended a special education lead meeting to talk about de-escalation methods that can be applied to students

HEALTH & SAFETY UPDATE

- Athletic Field Testing
 - Every other year, the district tests the hardness of the turf field at Spartan Stadium. This helps ensure the field is not too hard or too soft to prevent injuries and extend the life of the field
 - Testing of the field was completed in June, all testing points were within the recommended range, and no changes are required
- AWAIR Program
 - This is a new requirement from MN OSHA that was in place starting September 17. The district has developed this program to ensure compliance with documentation and follow up action after an injury is reported.
 - This program is partnered with the Facilities and Human Resources department
 - The biggest change for staff is the accident investigation following a reported injury, this investigation will be completed by the employee's supervisor and is documented through a Google Form sent by Human Resources
- Chemical Hygiene Inspections

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- Scheduled over MEA break to inspect the science classrooms and fume hoods to ensure compliance with fire marshal requirements. This is required for K12 schools with science laboratories on an annual basis.
- Health & Safety Email Concerns & Safety Suggestion Form – no recent inquires.
 - The email address is health-safety@rpsmn.org.
 - The suggestion form is located on the district website under the Facilities page.

FACILITIES UPDATE

- Summer Construction
 - 3 floors of the high school now have new gender-neutral restrooms
 - Auditoriums have been updated with new and safer theater rigging

BLOOMINGTON PUBLIC HEALTH UPDATE

- Community Health Assessment
 - The latest community health assessment shows data regarding the state of health in the cities
 - Action following these results are focused on mental health for young people in the community
- Flu Shot Clinics
 - Available throughout October, insurance or immigration status is not required information to receive a vaccine
- Adaptive Bikes
 - Bloomington Public Health was able to provide more funding for the purchase of these bikes when the prices increased
- Bike Infrastructure Efficiency
 - Interns biked across the 3 cities (Edina, Bloomington, and Richfield) to collect data on how efficient bike infrastructure is
 - Anecdotal data for Richfield was positive regarding the bike infrastructure and accessibility

NEW BUSINESS

- Lockdown at RHS
 - Unusual situation for the district – the police department instructed the high school, district office, bus garage, and Central Education Center to go into a lockdown
 - Determined that there was no immediate threat to the schools
 - Each incident similar to this is analyzed afterwards by a committee to determine what steps may have been missed and what may need to be improved for future situations.
 - The committee focused on reviewing the communication processes to notify staff, students, and parents

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OPEN DISCUSSION

- Stop Arm Violation Data
 - Stop arm violations are when a vehicle passes a school bus when the yellow lights are flashing and the stop arm and sign are extended
 - Current school year has had 5 incidents in September
 - All violations are investigated by the police department using the bus driver's statement, description of the driver, license plate numbers, and bus cameras
 - Fines for this offense can range from \$500-\$1,000 and can result in misdemeanor to gross misdemeanor charges
 - 3 new buses coming with new lit up stop signs, 3 buses currently have the lit up stop signs
- Bike Fleet in Parking Lot
 - Michelle Whiteside noted that there are frequent student injuries in the parking lots while riding bikes due to accumulation of sediment, leaves, and other debris
 - Facilities staff will look into remediation solutions following this reported concern
- Richfield Middle School Staff to Student Incident
 - Following the incident, the district reviewed the processes applied before and after the incident occurred
 - The district found that there are a number of trainings provided to staff prior to the incident occurring and the district has procedures in place to respond to this type of incident
- Improvement Suggestions for Future Safety Committee Meetings
 - Include a representative from the Special Education Department
 - Add an agenda item to review corrective actions taken after an accident investigation
 - Add an agenda item to review student safety concerns

NEXT MEETING: THURSDAY, DECEMBER 4, 2025