

BUTLER AREA SCHOOL DISTRICT Safety Committee

A G E N D A

January 14, 2026

7:30 A.M.

**Harriger Educational
Services Center**

- ❖ Call to Order
- ❖ Roll Call
- ❖ Approval of December 10, 2025 Meeting Minutes
- ❖ Old Business
- ❖ New Business
 - Review current Workman's Compensation Report (Exhibit A)
 - Review current Report Of Injury forms (Exhibit B)
 - Third Quarter Newsletter (Exhibit C)
- ❖ Miscellaneous Items
- ❖ Next Meeting
 - February 11, 2026
- ❖ Adjournment



**BUTLER AREA SCHOOL DISTRICT
WORKPLACE SAFETY COMMITTEE
INSPECTION & MEETING MINUTES
DECEMBER 10, 2025**

ROLL CALL

Members Present Virtually: Chad Broman, Kristen Clouse, and Breit Cochran.
Members Present: Dave Andrews, Melissa Evans, Dave Mariotti, Helen Walker, and Les Zang
Members Absent:
Recording Secretary: Ellen Scott
Guests Present: Ryan Benton (Risk Control Professional, UPMC WorkPartners).

- Les Zang opened the Safety Committee meeting and welcomed all members in attendance.
- Helen Walker motioned for approval of the November 12, 2025, meeting minutes. Dave Andrews seconded the motion; all safety committee members were in favor and the motion carried.

OLD BUSINESS:

- From the October Workplace Safety Inspection Checklists:
 - Senior High School:
 - The workorders for the parking lot lighting have been completed.

NEW BUSINESS:

- Safety Committee Members reviewed the Workman's Compensation Report since the last Safety Committee meeting on November 12, 2025. A total of two (2) accidents were reported with neither of the accidents resulting in treatment being sought or a loss of work time.
- Safety Committee Members reviewed the Report Of Injury forms for the two (2) accidents reported for the month. Corrective action for the one injury was to wear safety glasses while working.
- The Workplace Safety Inspection Checklists were reviewed which were submitted from all of the district buildings. Noted were the following:
 - Emily Brittain Elementary School
 - A work order has been submitted to address the outdoor ramp to the playground.
 - Intermediate High School
 - Noted was the improvement of general housekeeping during this school year.
 - Senior High School
 - Room 304 there is a plug and socket hanging to which Les Zang noted has been corrected.
 - The gym's extinguishers appear to need marked inspected and charged. Les Zang will have his staff address.
 - The key cards are not working at Door 20 and a workorder has been submitted.
 - The 300 wing has broken tiles and will be addressed in the future.
 - Two (2) lights on campus near the old Dairy Queen are out. Maintenance will inspect the lights to confirm they are working properly.

- Chad Broman, principal at Summit Elementary School, noted an extension cord is currently being ran from the building to heat the chicken coop. This will need addressed so the cord is not laying openly on the ground. A few options were discussed and the cord will be addressed by maintenance.
- Helen Walker noted a concern regarding the traffic congestion at the end of the day at the Senior High School. Buses are having to drive in the left lane heading toward the building due to parent vehicles waiting in the righthand lane for their student(s). Maintenance has also installed a fence to prevent vehicles from parking in the grass.
- Les Zang noted maintenance has completed installation of LED lighting at the Intermediate High School.
- The November UPMC WorkPartners Risk Control & Safety Services Newsletter was shared with the Safety Committee. The newsletter reviewed Winter Safety Tips with the following being noted:
 - Winter slip and fall prevention.
 - Winter driving tips.
 - Winter heating tips.
 - Winter storm tips.

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- Next Safety Committee meeting: Wednesday, January 14, 2026, @ 7:30 AM at the Administration Building.
 - Melissa Evans motioned to adjourn the meeting and was seconded by Dave Andrews. All members were in favor and the motion carried.
 - The annual Safety Committee training was held immediately after the Safety Committee meeting. Ryan Benton, Risk Control Professional , UPMC WorkPartners, completed the training with the Safety Committee.