Canon-McMillan School District
Safety Committee

Meeting Minutes

Date: December 12, 2025
Location: Wylandville Elementary School

I. Call to Order
The meeting was called to order by Mr. McCullough at 10:03 a.m.

II. Roll Call

Austin Butka	Karl Herald	Tim McCullough	Shannon Balch
Scott Chambers	Michael Kelley	John Pape	
Debbie Grebeck	Jurdon Maier	Neil Stewart	

III. Approval of the Minutes from the November 13, 2025 meeting
Mr. McCullough asked if everyone had a chance to review the minutes from the November 13, 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 Mr. Herald. All in favor - 10; opposed - 0; minutes approved.

IV. Chairperson's Report
Mr. McCullough had reported last month that literature on stretching exercises was shared with building principles and PE teachers. He received several emails of thanks for distributing this information and its importance in helping to prevent injuries.

Mr. McCullough spoke about the recent onset of cold and inclement weather. Ms. Grebeck will be sending out literature/flyers to remind staff of practices and procedures to prevent falls when walking on slippery surfaces. Employees should also be using common sense when it comes to safe weather practices.

Mr. McCullough noted that building secretaries have been replacing Centegix badges whenever they receive indications that the batteries are low. Ms. Grebeck reported that the District's overall badge health is currently good and badges are up to date.

Mr. McCullough spoke about the onset of the cold and flu season. He noted that employees should be alert to symptoms, use common sense and stay home if sick to prevent transmission.

V. Open Issues
Mr. Herald reported that lights have been added to the hallway between the Hills-Hendersonville School building and the trailer. Exit signs have also been installed in this area. He noted that there are some electrical issues at Wylandville Elementary School that will be addressed. Ms. Balch noted that there is a need to restick some of the anti-slip pads.

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 were two new incidents since the November meeting. The committee discussed the incidents as well as follow up care and corrective actions.

IX. Round Table

Technology: Mr. Kelley noted no issues.

Transportation: Mr. Pape noted that the issue with a driver needing a two way radio had been resolved. Mr. Maier reported that there are plans to pilot a new District radio system in the future.

Maintenance: Mr. Herald and Mr. Butka noted no issues.

Wylandville Elementary School Representatives: Ms. Balch noted no other issues.

Mechanics: Mr. Stewart noted that the department is working on keeping the buses in good shape during the winter months. They are also working to repair plow trucks as needed.

Central Office: Mr. Chambers spoke about the safety grant and that funding is being used for the District-wide Centegix coverage.

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. Chambers. Mr. McCullough adjourned the meeting at 10:23 a.m. followed by an inspection of the Wylandville Elementary School building led by Ms. Balch.