



**Canon-McMillan School District
Safety Committee**

Meeting Minutes

Date: January 15, 2026

Location: Canon-McMillan High School

I. Call to Order

The meeting was called to order by Mr. McCullough at 10:02 a.m.

II. Roll Call

Donna Barka
Scott Chambers
Debbie Grebeck

Karl Herald
Erin Lenhart
Jurdon Maier

Tim McCullough
John Pape
Neil Stewart

Tom Orr
Kara Buncic
Shelly Leichty

III. Approval of the Minutes from the December 12, 2025 meeting

Mr. McCullough asked if everyone had a chance to review the minutes from the December 12, 2025 committee meeting. Mr. McCullough requested a motion to approve the minutes. Motion to approve the minutes was made by Mr. Chambers and seconded by Mr. Stewart. All in favor - 12; opposed - 0; minutes approved.

IV. Chairperson's Report

Mr. McCullough presented two articles to the committee related to safety issues. The first article was regarding the H3N3 virus or "Super Flu" which has been causing problems in various parts of the country and is very contagious. Symptoms include trouble breathing, chest pain, vomiting and high fever. The current treatment options include Tamiflu and anti-viral medications. The article noted that there were links to the virus in people with Vitamin D deficiencies. Precautions include staying hydrated, supplementing with a nutritious diet, proper hygiene practices, measures for decreased stress and getting the proper amount of rest.

The second article that Mr. McCullough shared with the committee related to sleep and how it impacts safety in the workplace. Employees need proper rest in order to avoid workplace accidents, especially employees working with machinery, near hot equipment such as ovens or working in transportation. He noted that people need about 1.5 to 2 hours of deep sleep per night in order to relax and regenerate their muscles and decrease their heart rate. It is helpful to practice strategies to manage stress and promote sleep routines including avoiding nicotine, alcohol and screen time before bedtime.

V. Open Issues

Mr. Herald reported that there were no open issues at the high school. He noted that his department is busy keeping the parking lots cleared and is reminding employees to be careful when walking during the winter weather.

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 three new incidents since the December meeting. The committee discussed the incidents as well as follow up care and corrective actions.

IX. Round Table

Canon-McMillan High School Representatives: Mr. Orr noted that there has been a lot of recent re-branding work at the high school including the gyms. He stated that the students are very happy with the changes and that they have taken pride in the building.

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Transportation: Mr. Pape noted that the winter weather has been making transportation challenging but that the drivers are working safely.

Mechanics: Mr. Stewart noted no issues.

Food Service: Ms. Lenhart noted no issues.

Central Office: Ms. Barca asked if there was a way to provide custodial coverage for Central Office, after the 4 hour custodian leaves for the day, in case of afternoon inclement winter weather. Mr. Herald will be able to assist with providing coverage as needed.

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. Pape and seconded by Mr. Chambers. Mr. McCullough adjourned the meeting at 10:38 a.m. followed by an inspection of the Canon-McMillan High School building led by Mr. Orr.