Butler Area School District
Safety Committee

AGENDA

April 8, 2026

7:30 A.M.

Harriger Educational Services Center

- Call to Order
- Roll Call
- Approval of March 11, 2026 Meeting Minutes
- Old Business
- New Business
  - -Review current Workman's Compensation Report (Exhibit A)
  - -Review current Report Of Injury forms (Exhibit B)
  - -Workplace Safety Inspection Checklist (Exhibit C)
  - -4th Quarter Newsletter
- Miscellaneous Items
- Next Meeting
  - -May 13, 2026
- Adjournment

BUTLER AREA SCHOOL DISTRICT
WORKPLACE SAFETY COMMITTEE
INSPECTION & MEETING MINUTES
MARCH 11, 2026

ROLL CALL

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

- Les Zang opened the Safety Committee meeting and welcomed all in attendance.

- Helen Walker motioned to approve the February 11, 2026, meeting minutes with Breit Cochran seconding the motion. All safety committee members were in favor; the motion carried.

OLD BUSINESS:

From the February Workplace Safety Inspection Checklists

- Center Avenue Community School:
  -Floor scrubber was not working. Les Zang noted the scrubber has been sent to the Senior High School for repair.

- McQuistion Elementary School:
  -Holes in cement in the front of the school are tripping hazards. A work order was submitted and the issue has been addressed according to Les Zang. In addition, Les noted cement work throughout the district will be addressed during the summer months.

- Senior High School:
  -Directive for placement of the file cabinets, which store safety glasses, is needed.
  -Classrooms not being cleaned regularly will be addressed by the Metz custodial staff.

- Emily Brittain Elementary School:
  -A work order was submitted for Doors 1, 3, and 5 that did not latch when the door closed. The issue was resolved but requires daily monitoring. Chad Broman noted those going through doors should check to ensure closure and that the doors have locked. Also noted, there should be a "click" heard when the door closes.

NEW BUSINESS:

- Safety Committee Members reviewed the Workman's Compensation Report since the last Safety Committee meeting on February 11, 2026. Two (2) incidents were reported with no treatment being sought. Noted: An additional incident from 3/9/2026 was reported. Treatment was sought but there was no loss of work time.

- Safety Committee Members reviewed the Report Of Injury forms for the two (2) incidents reported for the month. No corrective action is required. Noted: Recommendation for the additional incident reported on 3/9/2026 is to wear gloves while performing duties.

- The February UPMC WorkPartners Risk Control, Health & Safety Services Newsletter was shared with the Safety Committee. The newsletter reviewed Safe Lifting and Body Mechanics with the following being noted:
  - Back injuries and musculoskeletal disorders are among the leading causes of lost workdays and workers' compensation claims.
  - Step-by-step safe lifting techniques:
    -Access the load.
    -Prepare your path.
    -Position your body.
    -Lift with your legs.
    -Hold the load securely.
    -Move smoothly.
    -Lower with control.
  - Body mechanics and why they matter.
  - Employer responsibilities and best practices.

- Dave Andrews thanked Les Zang and his department for the two new greenhouses that were built. One (1) at the Senior High School and one (1) at the Intermediate High School. Dave noted the fans at the Senior High School greenhouse had to be addressed due to easy access with the possibility of someone being hurt by the blades.

- Next Safety Committee meeting: Wednesday, April 8, 2026, @ 7:30 AM at the Administration Building.

- Helen Walker motioned to adjourn the meeting then was seconded by Dave Andrews. All Safety Committee members were in favor; the motion carried.