



**Canon-McMillan School District
Safety Committee**

Meeting Minutes

Date: February 9, 2022

Location: Canon-McMillan High School

I. Call to Order

The meeting was called to order by Mr. McCullough at 10:00 a.m.

II. Roll Call

Donna Barca	Michael Kelley	John Pape	Tom Orr
Scott Chambers	Jurdon Maier	Neil Stewart	Molly Nuri
Debbie Grebeck	Joni Mansmann	Michael Daniels	Peg Trefnoff
Karl Herald	Tim McCullough	Ken Crowley	

III. Approval of the Minutes from the January 9, 2022 meeting

Mr. McCullough asked if everyone had a chance to review the minutes from the January 9, 2022 committee meeting. He then requested a motion to approve the minutes. Motion to approve made by Ms. Barca and seconded by Mr. Pape. All in favor -15; opposed - 0; minutes approved.

IV. Chairperson's Report

Mr. McCullough asked Mr. Chambers to speak about updates regarding the District's Health & Safety Plan. Mr. Chambers noted that the School Board approved changes to the quarantine/isolation protocol based upon the new recommendations by the CDC. The period of isolation has been decreased to 5 days. Previously, the quarantine protocol had been 10 days. The PA Department of Health will now be conducting all contract tracing so this is no longer the responsibility of the administrative staff and school nurses at the building level. We remain in a mask optional environment although this is always subject to change depending on CDC guidelines and community transmission rates. Masks remain mandatory on all transportation per federal guidelines. Mr. Chambers also noted that the current community spread rates are significantly decreased.

Mr. McCullough reported that there has been a decrease in the number of calls and emails to HR regarding isolation guidelines and protocols. He also noted that lines at the local Curative testing sites are much smaller. The building principals have also expressed that they are happy to have a full complement of staff in their buildings again. Mr. McCullough commended the building principals for the work that they have done to keep their buildings up and running despite staffing shortages.

V. Open Issues

Mr. McCullough reported that the Safety Committee on-site building inspection of Canonsburg Middle School was done the day after the virtual meeting in January. There were a few items that were addressed with the head custodian but, overall, things needed to be kept in context as the new middle school will be opening within the year. There were no open tickets created. Mr. Maier also noted that there were currently no open work orders at any of the buildings.

VI. Old Business

Mr. McCullough noted no old business.

VII. New Business

Mr. McCullough spoke again about the importance of reminding staff about inclement weather procedures to prevent trips and falls during the winter months.

VIII. Review of Work Related Incidents since the last meeting and corrective actions taken

Ms. Grebeck spoke about the 5 incidents that occurred since the committee last met. The first involved a paraeducator who was injured while working with a special education student. The details of the incident were not discussed for confidentiality reasons. Mr. McCullough noted that he had spoken with Becky Lieb, Director of Special Education, yesterday regarding the incidents that involved staff and special education students. Ms. Lieb wanted the Safety Committee members to know that the IEP teams review these incidents, options are discussed and plans developed to prevent any recurrence. Ms. Lieb remarked that there has been progress in reducing the number of overall incidents and some alternate placements of students have been made. The team often looks at the root cause for behavior issues in students and the safety of the staff (teachers and paraprofessionals) and the student is always paramount.

The second incident involved a van driver who fell when walking in the mechanics bay toward her vehicle. She hit her head when she fell and later complained of dizziness. She was evaluated in the ER and diagnosed with a concussion. The loss of work time was 5 days. Corrective action: Be more careful when walking, especially in the mechanics area. Mr. Maier elaborated that there is a 3 inch lift at the bottom of the garage floor and this is where the employee misstepped. These areas have been labelled with signage to prevent any further trips and falls.

The third incident involved a teacher who was re-entering the high school building after a fire drill and was struck in the head with a snowball. She had complained of a headache afterward and was seen by the school nurse. There was no further treatment sought and no loss of work time. Corrective action: Mr. Crowley noted that security tapes were pulled after the incident but it could not be determined which student threw the snowball.

The fourth incident involved a custodian who was stepping onto a tractor in order to plow the parking lot after a snow storm. The footrest fell off of the tractor and she fell forward onto the gear shift lever injuring her abdomen. She did not seek medical treatment and there was no loss of work time. Corrective action: Mr. Maier noted that this particular tractor is old (1988) and the footrests have been repaired several times. It appeared as the footrest had rusted through. Mr. Maier is in the process of replacing some of the District's older equipment. Until the tractor can be replaced, the footrest will undergo repair.

The fifth incident involved a van driver who slipped and fell on black ice while trying to get to her van. The parking lot had been plowed and salted prior to her injury. She landed on her left side and sustained left sided contusions from her shoulder to her ankle. She was seen in the ER and remains out of work. Corrective action: be extremely careful when walking in the parking lot after a snowfall even if the area has been cleaned and salted. Mr. Orr noted that it can be difficult to see black ice in the parking lots in the early mornings as it is still dark and some areas may not be well lit.

IX. Round Table

Canon-McMillan High School School Personnel: Mr. Crowley stated that Mr. Maier and Mr. Tsourekis have been doing a great job of being on top of things and making sure that issues that arise and all work orders are addressed timely. Mr. Orr reviewed a list of building related concerns prior to the building walkthrough.

- Gymnasium floor is in need of repair. Basketball hoop pole is loose.
 - Mr. Crowley notes that there was an incident recently where a student was injured related to this issue
 - Mr. Maier noted that gym floors generally have a lifespan of approximately 10 years and this floor is much older. Repair/replacement costs are extremely expensive.
 - A new product is currently being used to treat the wooden floor to give it additional grip
 - Basketball pole will be repaired and secured
 - Repair/replacement costs will be investigated
- Clocks (analog & digital) throughout the building show different times
 - to be addressed in the summer
- Parking lot lines need to be repainted
 - to be addressed in the summer

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- PowerSchool pictures need to be updated
- Fire extinguisher covers are broken
 - Covers are being replaced as needed
- Outlet in library missing a cover
 - Cover will be replaced
- Rm 138 - Home Economics - waiting for replacement lamp for hood light
 - Part has been ordered and will be installed when available

Technology: Mr. Kelley noted that he will look into updating the student pictures in PowerSchool.

Transportation: Mr. Pape reported that there have been issues with static on the radio systems in the school buses. Mr. Stewart noted that this is being looked into and that solutions were being discussed.

Maintenance: Mr. Stewart reported that the maintenance department has been keeping up with snow removal and making sure that equipment, as well as the vans and buses, are all well maintained. Mr. Herald added that there is a priority to make sure that parking lots are cleared and the department has been keeping up with any work orders that have been placed.

Central Office: Ms. Barca noted no issues.

X. Suggestion Box

Mr. Chambers had not received anything 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. Herald. The meeting was adjourned at 10:45 a.m.