

**AMBRIDGE AREA SCHOOL DISTRICT
EMPLOYEE SAFETY COMMITTEE**

MINUTES

August 30, 2017 – Meeting

High School Café Student Lounge

I. Call to Order

Mr. McCausland called to order the Employee Safety Committee Meeting of the Ambridge Area School District at 2:00 p.m. on Wednesday, August 30, 2017.

II. Roll Call

An attendance sign-in sheet was available and the following committee members were present:

L. Douglas McCausland, Chairperson
Victoria Pinkerton
Kim Racioppo
Becky Sheline
Jeff Lathom
Debbie Conover
Jason Roos
Dave Matzie
Dave Murphy

Members absent:
Mary Jo Sivy

III. Approval of the Minutes from the August 16, 2017 Safety Committee Meeting

Mr. Matzie moved to accept the Minutes, seconded by Ms. Pinkerton. Vote in favor was unanimous.

IV. Old Business

a. Bylaw Approval

Mr. Roos moved to accept the Bylaws, seconded by Ms. Racioppo. Vote in favor was unanimous.

b. Endorsement of Return to Work Program

No vote necessary, endorsed by all.

c. Review of Safety Alert Form

Form will be posted on the School District Website under Safety.

V. New Business

a. Building Inspections

Need to schedule a training session for Safety Committee Members with Brickstreet on how to conduct Safety Inspections.

Ms. Champagne from Brickstreet has a checklist she will send.

Mr. McCausland to put together a schedule and assign Safety Members to conduct inspections.

b. Communication to Employees

Mr. McCausland and Mrs. Conover to discuss how/what to send to staff regarding accidents and reporting.

VI. Review of Workplace Accidents

VII. Next Meeting – September 13 at 2 pm., HS Café Student Lounge

VIII. Adjournment

Meeting was adjourned at 2:24.

Respectfully submitted,

Debbie Conover
Safety Committee Secretary