MEETING NOTES
Workplace Safety Committee Meeting
Thursday, January 24, 2019
3:00 PM – Facilities Conference Room
540 Trestle Place

SAFETY GOALS DIRECTED AGENDA

<table>
<thead>
<tr>
<th>GOAL 1</th>
<th>There is a concrete definition of what success looks like for our safety program.</th>
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<td>GOAL 2</td>
<td>There is regular, district-wide communication on safety topics.</td>
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<td>GOAL 3</td>
<td>Employees are actively engaged in safety initiatives, producing tangible results for the district.</td>
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 Participating were Jeff Kobernick, Kim Gardner, Sharon Standish, George Tucker, Angela Cummings, Joanna Shealy, Tim Hubbard, Mike Balik, Cynthia Newlin and Kathy LaMar.

1) Jeff called the meeting to order at 3:05 PM

2) "Safety Moment." Jeff commented on pipeline safety and what one may look for if a leak were to occur. For example, a smell, such as rotten eggs, or a sound, anything from a hissing sound to a freight train, or sight, such as vegetation browning or water bubbling, possibly dead wild life. Such information will be posted to the next updated Safety Bulletin Boards in the schools.

3) Employee Accidents/Incidents Report. Kim advised that there were 14 accidents reported in the second quarter, five involving students; 26 total reported accidents for the year thus far. They involved random schools and random accidents, including one on a field trip, but no water or ice slips.

4) Presentation – Jeff talked about the upcoming construction projects, to include the additions to the STEM Academy and construction of a new Uwchlan Hills Elementary School, and how the construction may impact fire safety and different patterns of egress; deliveries, bus and parent drop-offs and pick-ups, etc. There will be varying smells that may cause concern as well. Tim recommended putting something out districtwide from the Workplace Safety Committee that would include these impacts and other possible hazards to look for week to week. Take the broad “10,000 foot view” and be transparent with communications. It will be important to hold a fire practice or two prior to construction beginning, likely at some point in the month of March.

5) Old Business

a) Building Safety Walk-Thru? Jeff recommended considering walking through one of these two buildings in preparation of construction. The committee agreed to walk STEM because of the timing of students’ dismissal. The committee agreed the walk-thru should take place on the next scheduled committee meeting, Tuesday, February 26. This will be planned.

b) Update on Rob Reed’s District Safety Committee. Jeff advised that Rob’s committee focuses on school violence, versus our committee’s role to focus on school safety. He indicated that Rob’s committee met with parents, then with
teachers, and another is scheduled with the students, all relating to school violence and mental health. Tim added that a meeting will be held to put together the results of these three meetings, then hold a meeting with the community.

c) Update on Safe2Say Something. Jeff indicated that this program allows one to submit an anonymous tip via phone, the Internet or a mobile app 24/7. The statewide program became active on January 14. High school and middle school students will be educated in the coming weeks. However, parents and teachers can also submit tips. This program will also be a post to the updated Safety Bulletin Boards in the schools. A brief explanation of this valuable program is attached.

It was suggested to reach out to Rich Fazio, CFO, to ascertain if a budget might be available to create something for teachers and staff about this program. The committee was asked to forward their ideas to Kathy and, after a budget is estimated, Jeff will approach Rich.

d) Safety Bulletin Boards. As mentioned herein, these districtwide Boards will be updated with current topics, and the monthly Newsletter will continue to be distributed to the principals to share with their teachers and staffs. Among the topics:
   a. Safe2Say
   b. Pipeline Safety
   c. Healthy Eating & Exercise
   d. Wearing Appropriate Footwear/Shoes are Tied
   e. Bus Stop Safety

6) New Business

   a) A one-page new teacher orientation insert was suggested, as was done in the past, but the practice was discontinued. Kim will share with Jeff the former insert for review. Perhaps a brief mention of the Safe2Say Something program can be on the other side of the one-page insert.

   b) Dates for balance of 18-19 school year meetings, currently 3 PM:
      1) Tues., Feb. 26, 2019 (STEM Academy Walk-Thru)
      2) Thurs., March 28, 2019 (Invite SDIC Representative)
      3) Tues., April 9, 2019
      4) Tues., May 7, 2019