
Safety Committee Meeting Minutes January 27, 2015

I. Injury Reports Discussion

There were 35 student injuries reported between December 16, 2014 and January 26, 2015: two at May Roberts; six at OMS; seventeen at Aiken; five at Alameda and five at OHS. Through January 26, 2015, 118 student injuries have been reported in the 2014-2015 school year.

There were 6 non-student injuries reported between December 16, 2014 and January 26, 2015. Through January 26, 2015, 30 non-student injuries have been reported in the 2014-2015 school year.

A review of all the student and non-student injuries resulted in a decision that none of them were caused by a safety issue, but were the result of normal student interactions and/or things that could be easily resolved.

II. Safety Inspection Discussion

1. Aiken – West playground gravel is on sidewalks/raked back into playground area. Ladder left in middle of gym-needs a place to secure away from students-work order sent to maintenance. Computer Lab restroom floor was mopped but no wet floor signs placed. Playground gravel needs to be raked back under equipment for maximum safety.
2. Alameda – Cafeteria looked good. Fire extinguishers need to be updated, inspected. Daisy chain noted in south computer lab. New longer power strip needs to be ordered.
3. Alternative High School – Handicap ramp is very slick during winter conditions. Maintenance will resolve this issue.
4. Cairo – Step stool left in main hallway. Put stool away. Kitchen, Gym, Computer Lab and Library looked good, no issues.
5. District Office – Looked good, no safety issues.
6. Maintenance – Warehouse had equipment and boxes stacked on each other causing unstable pile with the potential for injury. Bob adjusted stacks for better stability.
7. May Roberts – Everything looked good, no safety issues.
8. OHS – Library looked good. Room 439 had daisy chain under south wall



computer desks. Ordering two longer power strips. Room 430 had boxes stacked to close to ceiling (needs minimum 18 inch clearance), teacher notified.

9. OMS – Every room that was checked looked good.
10. Pioneer – Computer cord was across and on top of flooring. Moved it under flooring to resolve tripping issue.
11. Transportation – Loose fluorescent tubes were stacked in the corner of the office. Tubes were put in box and moved to warehouse for storage.

III. Safety Presentation- Ladders and Chairs – Presented by Jackie Amende an Intern from the University of Idaho who is working with Pam Suyematsu. Jackie did a power point presentation that included a handout with the following tips to avoid falls when using a ladder.

- If you are feeling dizzy or unstable do not use a ladder.
- Make sure all legs of ladder are on level ground and you are using the proper height of ladder for your job.
- Never set a ladder near closed doors or high traffic areas.
- Do not exceed weighted load of capacity and only one person at a time on the ladder.
- Make sure ladder is fully opened with spreaders locked.
- Never use top two steps of ladder and always keep three points of contact.
- Wear clean, slip-resistant shoes and inspect your ladder before use for defective or missing rungs, rails and overall condition.
- Never carry heavy, big, or difficult to carry objects with you on the ladder.
- Chairs, stools, and desks are not designed for standing on. **DO NOT USE THEM** to hang or reach objects.

Use your knowledge to train others by being a good example.

IV. Comments –Each building should have a set of MSDS (Material Safety Data Sheets) in a binder in a central location for reference. Remember that every bottle with chemicals, in your area, should be clearly labeled with proper data meeting the MSDS standard for usage. Never use a bottle that is not labeled.

V. Next Meeting – February 24, 2015, 1:30 District Office, Basement Conference Room. Safety Presentation will be done by Eric Norton on, Knowing the Chemicals you work with.

