

Safety Committee Meeting Minutes

December 19, 2012

I. Injury Reports Discussion-

There were 7 new student injuries reported between November 27, 2012 and December 18, 2012: one at OMS; three at Pioneer; one at OHS and two at May Roberts. Through December 18, 2012, 45 student injuries have been reported in the 2012-2013 school year.

There were 11 new non-student injuries reported between November 27, 2012 and December 18, 2012. Through December 18, 2012, 20 non-student injuries have been reported in the 2012-2013 school year.

Eric addressed the 12-14-12 non-student injury by reminding us that it could have been avoided if the storage unit had been more organized. Slow down and assess the situation before addressing it and ask for help when needed. It was suggested that the storage areas need cleaning and organizing just like all other areas. Please get with the principal of your location and do an approved clean out. Throw away the articles that are broken and send to auction those that are no longer in use.

II. School Reports

1. District – The fire extinguisher noted on the safety inspection was inspected the next day 12/19/2012.
2. Aiken - None
3. Cairo - None
4. Pioneer – None
5. May Roberts – The door to the workspace area needs to remain closed and locked. Individuals who use the door are leaving it open and unlocked. Everyone needs to be reminded to carry their keys with them at all times.
6. OMS - None
7. OHS – None



8. Maintenance - Bob reminded everyone that all the building doors should be locked at all times. The last building he checked only had one door locked. A local school lost a whole projection system recently due to unlocked doors inside the building.
 9. Transportation – Diana reminded everyone to make sure to clear any ice in the load and unload zone for the buses.
 10. Food/Custodial - None
- III. Safety Inspections - All the buildings were inspected in December.
- IV. Presentation – Alberto Diaz – Winter Parking Lot Safety for Drivers and Pedestrians – Drivers: turn off radios and other electronic devices to prevent distractions. Obey traffic lane designations and do not cut diagonally across lots. Obey parking lot speed limits and don't race for a space. If available, drive into a pull-through parking spot eliminating the need for backing and checking for pedestrians. If backing into or out of a space, survey the scene, noting people nearby, proximity to other parked vehicles, and approaching traffic from both directions. Pedestrians: Wear shoes with non-slip soles and good ankle support. Don't carry large, heavy, or awkward loads that can affect balance or block vision. If icy, take short steps with slightly bent knees, shuffle your feet, and walk at a slower pace, so you can react quickly to a change in traction. Leave your arms and hands free for better balance. Make sure you are seen by drivers. Make eye contact with approaching driver and don't proceed if you see the driver is not paying attention or doesn't acknowledge your presence. Always use crosswalks and other designated paths. Turn off electronic equipment and prevent other distractions while you walk through parking lots. Hybrids or electric vehicles are extremely quiet when running, so don't rely solely on your hearing to detect possible vehicle activity. Snow also muffles vehicle engine sounds. Do not walk in front of or behind a moving vehicle and expect them to stop. In heavy snow, drifts can prevent drivers from seeing traffic signs and crosswalks. Stay clear of snow drifts that can obscure your view of oncoming traffic.
- V. Safety Presentation Dates- See attached list for dates assigned.
- VI. Comments-Bob reminded everyone that they need to remove snow from all doorways and walkways even during the holiday break. Please use only sand on the new cement for ice removal and ice melt on old cement. He also reminded everyone that it is each schools responsibility to rake the playground gravel back under the toys to keep the depth at the required level for safety.
- VII. Next Meeting will be January 29th, 2012 at 1:30 p.m. at the Transportation Department. Please dress warm we will be outside for the first 20 minutes and then will go to May Roberts to complete the meeting.

