



**SOUTHERN LEHIGH SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
COMMITTEE MINUTES**

**Safety Committee Meeting
March 15, 2018, 8:30am
*Minutes***

I. Called to Order 8:40am

PRESENT: S. Knoll, D. Werkheiser, D. Millman, T. McGinniss, G. Martin, R. Balik
N. Castetter, J. Thomas, A. Werner; T. Lentz, M. Farris, C. Bonsall, T. Gill,
M. Watkins, L. Kern, T. Walter, A. Bausher, T. Anderson

ABSENT: D. Dougherty

II. APPROVAL OF MINUTES OF February 15, 2018

III. OLD BUSINESS

- High School sidewalk near bank area has lifted up, tripping hazard. Roots need to be dug up near area. A. Werner will grind down sidewalk to eliminate the tripping hazard in the Spring.
- Tina – HS - Students in wheelchairs cannot be assigned to classes upstairs. The HS does have a stair chair for evacuation purposes but is kept in the nurse's office. A request has been made to purchase two stair chairs for each stair well at the HS and be mounted on the walls.
- Carol – HW – Is there something that can be done with the Green Sheets? S. Knoll will work on revising green slip, speak to all elementary schools to add an explanation in their news letters to parents about the proper use.
- A. Werner – The Grounds Department is not being notified when lock-down's are called. Can the Head Custodians, Grounds, HVAC, Maintenance and Material Handler be notified of lock downs, and responsibilities during emergency situations. They will be getting Smart Phones.



SOUTHERN LEHIGH SCHOOL DISTRICT BOARD OF SCHOOL DIRECTORS COMMITTEE MINUTES

- A Middle School staff member brought to our attention that the emergency evacuation plan for a wheel chair bound student is not adequate. The door used for this purpose only has a cement pad and then grassy egress. When wet, the chair, sinks into the soil. Is it possible to put a stone or asphalt path to extend the entrance. The committee looked at the evacuation plan for disabled individuals – and determined that the other areas to exit are unsafe, this is the best location to exit the building. S. Knoll will speak with Mr. Bergey for summer completion.

IV. NEW BUSINESS

- On March 15th, 2018 the Safety Committee met at the High School for a brief meeting and introductions of the new Committee Members, followed by our Annual Safety Committee Training.
- Nicole – Are we going to do Fire Extinguisher training again? Safety Committee will have training in May and Custodial staff in the summer.
- Tara – Friday, March 8th snow storm – There was some confusion on what bus was doing what route, could drivers write the number of the bus on a piece of paper and put it in the window for they route they are running if using a different bus.
- John – Could we put out an email to find out where the dead spots are for the intercom system.
- Rita – Could we do at least 2 fire drills a year at the Administration Building?
- Tina – Safety concern brought to the committee with signed petition from teachers at High School. Students are permitted in building before staff are working. This will be forward to HS administration and the Safety Task Force.

V. ACCIDENT/ INCIDENT REVIEW

VI. RECOMMENDATION TO MANAGEMENT

VII. SAFETY TOPIC – Common Sense

VIII. NEXT MEETING –May 17, 2018

IX. ADJOURNMENT- 11:30 am