

**Ashland-Greenwood Public Schools
Safety Committee Meeting
January 5, 2012**

Call to Order

The Safety Committee meeting was called to order at 3:45 p.m. on January 5, 2012 with these members present: Jill Finkey, Carrie Holz, Rod Kissel, Nancy Metzger, Shari Nygren, Nate Tonjes. Member Steve Herman was absent.

Approval of Minutes

The committee reviewed and approved the minutes from the October 25, 2011 meeting as written.

Review of Workers Comp Claims

No injuries were reported.

Review of Student Injuries

One student injury was reviewed. Child cut finger when a table and monitor fell. Discussion was held regarding unused equipment should be moved from classroom.

Handbook Safety Info

The safety committee was reminded that all handbooks have safety information pertaining to employee's position in the Job Safety Section.

Safe School Training

Discussion was held regarding Safe Schools training. Holz reported that the technology staff assisted non certified staff on Jan 3 during the staff inservice day, several non certified employees took part in the training. 42% of all staff have completed 11-12 training, 21% of staff are working on their training and 41% have yet to begin. Discussion was held regarding the scheduling of the training. Another staff inservice day will be held in February and technology staff will again be able to assist non certified staff. Holz plans to release percentages completed to staff to encourage staff to complete. Tonjes suggested announcements be made in staff bulletins to encourage participation. Mentors can help remind new staff of safety training.

Code of Silence

Discussion was held regarding the importance of reporting and not ignoring - Code of Silence. Be sure to tell someone or take action in the event of a situation involving safety.

Some discussion was also held regarding winter safety.

Building Inspection

The safety committee will once again inspect buildings. Holz presented samples of building inspections. Finkey stated she liked the inspections used last year. Kissel reported that sprinkler and fire inspections were completed quarterly. He advised that two inspections are required yearly however the district has quarterly inspections done. Finkey, Kissel and Nygren will inspect elementary building. Metzger, Rist and Tonjes will inspect middle-high school building. Holz & Herman will perform grounds inspection. Inspections are to be completed prior to the March meeting.

Other Items presented

Tonjes brought up the matter of back pack/bags in classroom. He advised that he does not allow bags in classrooms and at one time they were not allowed in classrooms. Discussion was held regarding safety including trip hazard and concern for content. This matter might best be addressed through student handbook.

Adjournment

No further items were presented. Meeting was adjourned at 4:15 p.m. The next meeting of the safety Committee meeting will be held in March.