



**OAK GROVE SCHOOL DISTRICT**  
**SAFETY COMMITTEE MINUTES**  
**MAY 17, 2016**

In attendance:

Neil Rauschhuber  
Fred Dickey  
Lorie Poublon-Rameriz  
Becky Schwartz  
Karen Lemm  
Yolanda Jauregui  
Colleen Fanciullo  
Jeannette Edwards  
Diane Vertullo

Neil called the meeting to order at 3:03 p.m. and welcomed all. He stated he had to leave early so committees should report out items he should be aware of before he leaves.

The committee reviewed and approved the April Safety Committee minutes. Yolanda will post the minutes on the internet.

Committee Reports:

Lorie stated teachers were not happy about using microphones at Stipe to talk over the HVAC system. Neil stated a Rebalance Report was submitted to the Board of Trustees with the Stipe HVAC system on the list. The Board of Trustees will evaluate the report and reprioritize the needs of the District. Neil should know soon what the new list will look like.

Lorie mentioned the new law regarding gender bathrooms. Neil asked if she had sent the Board's decision to him regarding the new requirements. She stated she had asked to have the information sent to him but she did not do it herself. Neil will look to see if he received it. Fred mentioned the new requirements regarding the bathroom partitions. They must reach to the ground now; not the 12" gap that is current. Neil stated all new partitions should meet the new requirement. Bathrooms were discussed further at Herman and Davis on which bathrooms would be best to convert to unisex bathrooms.

Neil reported to the committee that the Lead Water Test had been returned. All water samples from the District Office, Christopher, Baldwin, Edenvale, Herman and Sakamoto indicate lead concentrations well below the Environmental Protection Agency action level of 15.0ppb. ERT collected the water samples - Project number DF1605-02.

Neil excused himself.

Fred Dickey called for reports from the teams.

- a. Risk Management –Karen reported on preventable accidents in April There were 15 accidents. 5 accidents could have been prevented.
  - a. The committee review the accidents to see if any were preventable and what measures can be taken to train employees. Karen reported most were due to student behavior. Training for aides and teachers were being evaluated.

- b. Karen reported the District was changing to the AESOP Frontline Substitute Reporting System.
- b. Student Accidents: Mariane Pham –Mariane report on the student accidents from March to May. There were 67 cases. The committee looked at the cause of the accidents. Work orders were submitted and the concerns were fixed immediately. Colleen stated pictures should be taken if there are playground accidents to have evidence the playground equipment and softfall were in good condition. It is hard to prove a year later if a lawsuit comes in.
- c. Operations: - Fred gave the report.
  - a. The M&O Handbook is ready for print.
  - b. Maps have been installed at most sites. Anderson is still working on updates. A few of the Middle School maps are missing the gym. The will be revised to include the gym and reposted. Davis was also missing the Community Center.
  - c. Flip Charts – Still missing at Herman. Lori asked if the remaining ones in the Warehouse could be forwarded to Herman. Colleen will contact Ruth.
  - d. Alarm System –The system connecting all buildings is pending. Fred is waiting for another bid from a different company.
  - e. Training – Staff was trained this month on the Field Station and the clean out water separator.
  - f. Electrician job was filled.
- d. Transportation/Custodial: Fred Dickey gave the report. –
  - a. The Custodial Handbook is completed. Fred showed a copy to the committee.
  - b. Training – June 14 training for M&O and Custodians. Colleen will train the custodians at that time on the new requirement regarding disinfectants. The training is over an hour long. A certificate is given at the end of the training. All certificates must be posted as well as sent to the IPM Coordinator. The IPM Coordinator must keep an up-to-date report on all employees trained. The training is an annual requirement. Colleen requested a training kit from DPR to train the custodians all at one time. She will create the certificates after the training to post in the custodial closets. Kitchen and Child Care staff almost must be trained along with any teacher that would like to keep wipes in the classroom. Wipes cannot be kept in the reach of children. Children may not touch or use wipes at any time. The District will need to create a protocol for teachers on Disinfecting Wipes. SDS sheets must be on file also. It is recommended only one type of wipe is authorized, such as Clorox.
- e. Site Liaison – Diane Vertullo (Lorie reported earlier in the meeting) -
  - a. Grease Traps at schools are supposed to be checked monthly. The contract company evaluates the traps quarterly.
- f. 5 year plan review – Neil reported nylon straps will be purchased for all sites with the SCSIG Safety Dollars for lockdown. Colleen reported each strap with metal buckle is \$2.07.

The Safety Committee approved the DO Emergency Response Plan after Karen sends in her changes to Colleen. Colleen will make the corrections and send the plan to Neil for final review and approval.

Fall newsletter will be sent to the committee for an approval during the June meeting.

The Slip, Trips and Fall plan was approved. Underground Storage Safety Plan was distributed for review for the June meeting.

Meeting was adjourned at 3:58 pm

The next meeting will be June 14, 2016 at 3:00pm.