

**Johnsonburg Area School District  
SAFETY COMMITTEE MEETING  
Wednesday, August 7, 2019  
Administrative Conference Room**

**“To have all employees accept personal responsibility for the safety of themselves, their fellow workers, students and the general public.”**

A safety committee meeting was held Wednesday, August 7, 2019 beginning at 11:00 AM in the Administrative Conference Room.

Members in attendance were Mrs. Linda Benson, Mrs. Cheryl Launer, Mr. Dennis Crotzer, Mrs. Lisa Mahoney, Ms. Suzanne Buck, Mrs. Judy Allegretto, Ms. Karen Haberberger, and Mr. Ray Kelly

Members Absent: Ms. Emily Mitchell, Mr. Paul Asti, Mr. Chuck Charney, Mrs. Cindy Iorfido, and Mrs. Amy Zimmerman

The meeting was called to order.

1. There were no accidents to report
2. Minutes from 05/30/19 were approved as presented.
3. Mr. Crotzer nominated Mr. Ray Kelly as chairman of the Safety Committee as well as the Safe to Say Something district coordinator. All members were in agreement.
4. Maintenance will test the bells schedule, fire alarms, playground equipment, and the blinking lights at the elementary school before the start of school.
5. An EXIT light is burned out in the Superintendent's Office and needs replaced.
6. Fire drills must be held monthly.
7. A new Safety Suggestion Form has been developed and blank forms are located in each office. If any employee notices something that needs attention, or creates a safety hazard they should use this form. Completed forms are to be returned to Carol McAlee in the Central Office.
8. We will be checking to see if we have a hard wired phone line that could be used in the event cell phone and internet service is not available. This would be used for emergencies only.

The next safety committee meeting will be August 21, 2019 at 2:40 PM in the High School Information Center.