

Woodland School District Safety Committee Meeting

2/16/17

Attendance: Milt Villegros, Teri Retter, Dan Uhlenkott, Ron Schlauch, Scott Landrigan, James Doty, Tegan Steen.

Staff/Student Accidents since last meeting

There was a discussion regarding all of the employee incidents that WPS has been having, due to student behavioral issues. Scott said that Ingrid has been working on a program to provide more safety to staff and students.

Open Action Requests:

DISTRICT ITEMS	ORIG DATE	ACTION REQUIRED	STATUS	OWNER	SC DATE	AC DATE
Change Evac maps to include the location of AED and fire equipment	3/24	Print new maps	Scott said these are 75% complete.	Scott	11/2016	
Contractors need to follow protocols & have training.	6/9	Scott will implement.		Scott Landrigan	12/2016	
Get probability results to schools for SRP program.	6/9	Scott will send.	WHS still to do.	Scott Landrigan	12/2016	
Gorilla racks in storage area of Tech warehouse, need to be strapped down.	6/9	Get racks strapped down, in case of earthquakes.	Still to do.	James Doty	12/2016	
Standing water at curve between WMS & WPS	10/13 /16		Summer project.	Scott Landrigan	Summer 2017	
Reunification planning	1/21	Work with outside agencies to develop reunification plan	We have MOU with promise. Need Clark Fairground and Cowlitz Expo MOUs.	Scott Landrigan	End of year.	
WPS ITEMS	ORIG DATE	ACTION REQUIRED	STATUS	OWNER	SC DATE	AC DATE

Remove door stops at primary school, trip hazard	3/24	Remove during summer	On work Schedule	Scott	Christmas week 2016	
Buses and kids at WPS	1/21	Add fence and crosswalks. Work is weather dependent. Must be summer project.	Fences complete. Crosswalk will be done next summer.	Scott Landrigan	8/2017	
WMS ITEMS	ORIG DATE	ACTION REQUIRED	STATUS	OWNER	SC DATE	AC DATE
Sagging sidewalks at WMS, 2 locations.	6/9	Fix- Bell tower, Facilities Office.	Scott has called to have this done.	James Doty	Spring Break 2017	
Fire Extinguisher door covers	1/26/17	Fix	Open	Scott Landrigan	2/27/17	
Auditorium Stage electrical panel latches broken, material stored in front of, panel schedules missing	1/26/17	Fix	Open	Scott Landrigan	2/27/17	
Gym Area exit sign gone	1/26/17	Replace	Open	Scott Landrigan	2/27/17	
Emergency light by weight room exit	1/26/17	Fix	Open	Scott Landrigan	2/27/17	
Electrical switch at top of weight room stairs	1/26/17	Fix	Open	Scott Landrigan	2/27/17	
"Do Not Use" sign coming off on plugin in Commons west end.	1/26/17	Replace sign/tape.	Open	Scott Landrigan	2/27/17	
Loose ceiling tile near exits west of D.O. by double doors-hanging.	1/26/17	Fix	Open	Scott Landrigan	2/27/17	
Cap for cleanout near Yellow gym between drinking faucets, foyer.	1/26/17	Replace	Open	Scott Landrigan	2/27/17	

Time Cover in gym needs bolts tightened-east wall Yellow Gym.	1/26/17	Fix	Open	Scott Landrigan	2/27/17	
Clock upside down-north Yellow gym.	1/26/17	Fix	Open	Scott Landrigan	2/27/17	
Need safety cover over old utility box (waist high under fire alarm)	1/26/17	Replace	Open	Scott Landrigan	2/27/17	
LRA ITEMS	ORIG DATE	ACTION REQUIRED	STATUS	OWNER	SC DATE	AC DATE
LRA needs key to enter from hall.	1/26/17	Make keys.	Open	Scott Landrigan	2/27/17	

New Business

WHS ITEMS	ORIG DATE	ACTION REQUIRED	STATUS	OWNER	SC DATE	AC DATE
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Closed Action Requests:

WMS ITEMS	ORIG DATE	ACTION REQUIRED	STATUS	OWNER	SC DATE	AC DATE
Cleaner left out in lunchroom.	1/26/17	Direct staff not to leave cleaner out.	Staff was notified not to leave cleaner out.	Scott Landrigan	2/27/17	1/27/17
WIS new playground equipment spinner could cause finger pinching issue, as it has gap.	11/17/16	Should be tightened up.	Open	Scott Landrigan	2/27/17	2/16/17
Trim above 351 poking out, could catch fingers.	1/26/17	Fix	Open	Scott Landrigan	2/27/17	2/16/17
Band Room cord cover	1/26/17	Fix	Open	Scott Landrigan	2/27/17	2/16/17
Fire extinguishers-monthly inspections	1/26/17	Schedule	Open	Scott Landrigan	2/27/17	2/16/17
Loose hall outlets in Yellow hall.	1/26/17	Fix	Open	Scott Landrigan	2/27/17	2/16/17

Notes:

Yale Safety Committee- Scott Landrigan started a Yale Safety Committee. Due to distance it had been hard to get a representative to our meetings. Scott said there will be more participation this way.

New Online Employee Accident Report- Milt, Scott and Tegan just came from a meeting regarding the new online employee accident reporting system that is being beta tested at Woodland School District and ESD112. Scott will send out an email regarding this, and show administrators the process at their next Admin Team meeting. Tegan will place the link on the Accident Prevention website, where the old report pdf was located.

Landslide- The meeting was cut short, due to a landslide on I-5.

The next Safety Committee meeting will be on April 20, 2017 at WPS Conference Room, at 4pm.

2016-17 meeting schedule and school walks

20 April 17 WPS

15 June 17 WIS