

# Woodland School District Safety Committee Meeting

10/12/17

**Attendance:** Dan Uhlenkott, Teri Retter, Scott Landrigan, Tegan Steen, Ron Schlauch, Teresa Young, James Doty, Laura Perry, Brian Peterson

**Staff/Student Accidents since last meeting:** The majority of employee injuries still seem to be due to student behavior issues at WPS and WIS, with WPS having the most. One staff member tripped over a student at WPS and was injured. Student injuries included a concussion from a football game and one WHS student consuming too much caffeine, which caused heart palpitations. That student was taken to the hospital. This morning a WPS student slipped and fell down the stairs in the WPS Cafeteria area and hit her nose and chin.

Scott will be sure to have staff check for holes in playground equipment for bees. Ron Schlauch said this was the state's worst year for bald face hornet, due to such a wet spring and weather warming up quickly. This is an aggressive hornet with potent venom.

Also, staff heard about the shop teacher who dropped an anvil on his feet and broke both of them.

**Notes:** Scott said there continues to be problems with stuff being put up on top shelves, creating an earthquake hazard. He will send an email out to the District about this. There should be an 18 inch clearance for fire sprinklers, too.

The group decided to keep having monthly meetings. It doesn't appear that all buildings are having "building" Safety Committee meetings; or, at least none of the Safety Committee members are involved with those.

## 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	2 are done, 3 are not.	Scott	11/2016	
Contractors need to follow protocols & have training.	6/9	Scott will implement.	No policy in place yet, but they are	Scott Landrigan	12/2016	

			following the rules.			
Get probability results to schools for SRP program.	6/9	Scott will send.	Dan will get team organized in fall and Scott will go over the program with them.	Scott Landrigan	12/2016	
Standing water at curve between WMS & WPS	10/13 /16	2 dry wells and grade the road down.	Summer project.	Scott Landrigan	Summer 2017	
Reunification planning	1/21	Work with outside agencies to develop reunification plan	Scott got 3 MOU's in place. 2 churches and the Cowlitz Expo.	Scott Landrigan	End of year.	
<b>WPS ITEMS</b>	<b>ORIG DATE</b>	<b>ACTION REQUIRED</b>	<b>STATUS</b>	<b>OWNER</b>	<b>SC DATE</b>	<b>AC DATE</b>
Remove door stops at primary school, trip hazard	3/24	Remove during summer	Removed the ones in front of WPS.	Scott	Will continue.	
Buses and kids at WPS	1/21	Add fence and crosswalks. Work is weather dependent. Must be summer project.	Partially complete. Still need to add crosswalk.	Scott Landrigan	Summer 2018	
Non-skid taping needed for staircase in gym to mezzanine	4/20	Add non-skid tape to these stairs	Tape ordered.	Scott	Summer 2017	
Stage needs netting	4/20	Get netting around front of stage to prevent falls	Open	Scott	Summer 2017	
Step to lunchroom is missing edge corner on stairs.	4/20	Fix step	Open	Scott	Summer 2017	
<b>WMS ITEMS</b>	<b>ORIG DATE</b>	<b>ACTION REQUIRED</b>	<b>STATUS</b>	<b>OWNER</b>	<b>SC DATE</b>	<b>AC DATE</b>
Auditorium Stage electrical panel latches broken, material stored in front of, panel schedules missing	1/26/17	Fix- and WPS	Open	Scott Landrigan	Summer 2017	
<b>WIS ITEMS</b>	<b>ORIG DATE</b>	<b>ACTION REQUIRED</b>	<b>STATUS</b>	<b>OWNER</b>	<b>SC DATE</b>	<b>AC DATE</b>

Items on top shelf in hallway near 105 need to be removed.	6/15/17	Remove items and keep 18 inch clearance to ceiling.	Open	Scott Landrigan	6/16/17	
Fire sprinkler escutcheons need to be replaced.	6/15/17	Replace escutcheons.	Open	Scott Landrigan	6/23/17	

**Closed Action Requests:**

<b>WPS ITEMS</b>	<b>ORIG DATE</b>	<b>ACTION REQUIRED</b>	<b>STATUS</b>	<b>OWNER</b>	<b>SC DATE</b>	<b>AC DATE</b>
Lighting near scoreboard missing cover	4/20	Replace cover	Open	Scott	5/17	Closed
Green uncovered outlet on north wall in gym.	4/20	Cover outlet.	Open	Scott	5/17	Closed
Above closets by restrooms in K wing-remove items	4/20	There must be an 18 inch space from ceiling to top of closet or shelving.	Open	Teresa Young	4/21/17	Closed.

<b>WIS ITEMS</b>	<b>ORIG DATE</b>	<b>ACTION REQUIRED</b>	<b>STATUS</b>	<b>OWNER</b>	<b>SC DATE</b>	<b>AC DATE</b>
Items on table blocking fire extinguisher. (Upper Level)	6/15/17	Unblock door to fire extinguisher.	Open	Scott Landrigan	6/16/17	Closed
Unattached Cubby on top of book shelf needs to be removed. (Upper level)	6/15/17	Remove anything that could fall on children during an earthquake.	Open	Scott Landrigan	6/16/17	Closed.
Wire hanging from light in hallway near 105.	6/15/17	Fix wire.	Open	Scott Landrigan	6/23/17	Closed
<b>BUSINESS OFFICE ITEMS</b>	<b>ORIG DATE</b>	<b>ACTION REQUIRED</b>	<b>STATUS</b>	<b>OWNER</b>	<b>SC DATE</b>	<b>AC DATE</b>
Ramp hazard. Clip at bottom not even with ground.	4/20	Fix properly.	Open	Scott	5/17	Closed.
<b>WMS ITEMS</b>	<b>ORIG DATE</b>	<b>ACTION REQUIRED</b>	<b>STATUS</b>	<b>OWNER</b>	<b>SC DATE</b>	<b>AC DATE</b>
James said kids are running at WMS. Teri said they're afraid	10/12	Scott will email Angela and let her know it was	Scott emailed Angela.	Scott Landrigan	10/2017	Closed 10/17

they're going to be late for class and get into trouble.		brought up at Safety Committee meeting.				
<b>WHS ITEMS</b>	<b>ORIG DATE</b>	<b>ACTION REQUIRED</b>	<b>STATUS</b>	<b>OWNER</b>	<b>SC DATE</b>	<b>AC DATE</b>
WHS Hallway to Auto Shop-rolling cart with microwave stresses electrical cord.	10/12	Possibly-make cart not roll so it won't be pushed into cord breaking plug.	Had custodian remove wheels to cart, so it doesn't run into plug and stays stationary.	Scott Landrigan	10/2017	Closed 10/17
Auto Shop-retractable cord hanging from auto lift.	10/12	Have teacher find appropriate location to hang cord.	Contacted Paul to have sub clean up hazards.	Scott Landrigan	10/2017	Closed 10/17
Auto Shop-Eyewash station blocked	10/12	Have teacher remove items blocking eyewash station.	Contacted Paul to have sub clean up hazards.	Scott Landrigan	10/2017	Closed 10/17
Auto Shop-Fuel can outside fuel cabinet, gas can- not stored in flammable storage locker.	10/12	Have teacher put gas can in flammable storage locker.	Contacted Paul to have sub clean up hazards.	Scott Landrigan	10/2017	Closed 10/17
Auto Shop-generally untidy, could cause trips and slips.	10/12	Have teacher teach students to clean up area.	Contacted Paul to have sub clean up hazards.	Scott Landrigan	10/2017	Closed 10/17

**New Business:**

<b>WMS ITEMS</b>	<b>ORIG DATE</b>	<b>ACTION REQUIRED</b>	<b>STATUS</b>	<b>OWNER</b>	<b>SC DATE</b>	<b>AC DATE</b>
Coolers with icy build-up and clean fans.	10/12 /17	Fix cooler and clean fan.	Open	Scott Landrigan	10/2017	
<b>WIS ITEMS</b>	<b>ORIG DATE</b>	<b>ACTION REQUIRED</b>	<b>STATUS</b>	<b>OWNER</b>	<b>SC DATE</b>	<b>AC DATE</b>
Bookcase upstairs not attached to wall.	10/12	Have custodian secure to wall.	Straps ordered.	Scott Landrigan	10/2017	
<b>WHS ITEMS</b>	<b>ORIG DATE</b>	<b>ACTION REQUIRED</b>	<b>STATUS</b>	<b>OWNER</b>	<b>SC DATE</b>	<b>AC DATE</b>
Cabinet in WHS Conference Room not secured to wall.	10/12	Secure to wall.	Straps ordered.	Scott Landrigan	10/2017	

Michael Smith's room lights are zip tied.	10/12	Secure properly.	Open	Scott Landrigan	10/2017	
Some WHS classroom blinds cords too long, touching floor. At least a hook to tie them up.	10/12	Tie up or make the appropriate length. Or, add a hook.	Open	Scott Landrigan	10/2017	

**The next Safety Committee meeting 11/9/17 at WPS Conference Room.**

**2017-18 meeting schedule and school walks**

**November 9-WPS Conference Room**

**December 14-WIS Conference Room**

**January 11-WMS-Facility Dept. Office**

**February 8-WHS Conference Room**

**March 8- WPS Conference Room**

**April 12-WIS Conference Room**

**May 10- WMS- Facility Dept. Office**