**SAFETY COMMITTEE RECORD OF MINUTES**

Chairperson: Matt McCahan Date: December 14, 2018

 Time: 2:00 p.m.

Present: Sarah Morrow, Emily Mervin, Sharon Aller, Wendy Gates, Matt McCahan, Anita Brumbaugh. Absent: Lisa Rankin, Lori Arcq, Jerry Shoemake

November minutes reviewed.

New business: Toilet seat in faculty room is loose. Sarah will take care of this.

Old business update:

No mold has been found at the elementary school. Maintenance and Administration are keeping a close eye on the situation.

Lori previously inquired about training for support staff on NIMS. (National Incident Management). Mr. Shoemake is checking with his contact to possibly have some training on an upcoming in-service day.

Lisa to check on the cost of a new master key(s).

Next meeting – Emily will email a meeting notice for January.

Meeting adjourned at 2:18 p.m.

Secretary Signature: Emily Mervin