

**Manchester Public Schools
Health and Safety Committee Meeting
September 24, 2013**

Attendees: Stephen Tonucci, Buildings and Grounds Supervisor, Debbie Streeter, Paraprofessional, Mike Saimond, Verplanck Principal, Sue Valade, Coordinator of School Health Services, Marian Ritter, School Nurse, Nick Aldi, Food Service Director, Mary Ann Chokas, Secretary, Chris Terry, Buildings and Grounds, and Terri Smith, Health and Safety Committee Chairperson.

The minutes of the Health and Safety Committee meeting on June 4, 2013, were accepted and approved and will be posted on the Board of Education website.

Old Business:

Flu Update – Sue Valade

Three flu clinics scheduled for October 2013:

- October 16 – 2:30 to 5:00 @ M.H.S.
- October 24 – 3:00 to 5:00 @ Illing
- October 29 – Central Office

Flyers were sent to all schools. Summit Health will administer the flu vaccine.

Employee Wellness Update – Terri Smith

- “Seated” massage to be offered at all locations starting in February 2014.

Tools for Schools Update – Richard Ziegler

No report.

Employee Training Programs – Terri Smith

- All staff must receive Global Harmonized System training by December 1, 2013.
- Ladders/Scaffolding training needed for maintenance staff?

Worker’s Compensation Claim Review – Terri Smith

- There were 208 claims reported to CIRMA in the 2012/13 school year.

Building Inspections – Steve Tonucci

- Eighth District is complete.

New Business:

- Mr. Tonucci mentioned that there are 330 open work orders (some of them three years old). We have 25 Fire Marshall work orders from recent inspections.
 - Washington School – light fixtures – the ceilings in possibly eight (8) classrooms must be opened up to make repairs.
 - Hooks for Red Cross bags at M.H.S. need to be installed. 30 rooms are not complete.
 - All schools must have rooms numbered by October 1, 2013 per Mrs. Brooks.
 - Bennet Academy – Exit and Entrance Doors – the air pressure in the building keeps the doors open. Buildings and Grounds must adjust the closers for doors to close harder.
 - Safety Issue – Buckley Gym – needs mats.

- Mrs. Ritter mentioned that Dr. Alpert, Totalvision Optometrist, donated supplies to all schools. (universal contact lense solution, contact cases and eye wash)
- Mr. Saimond reported that one regular education student at Washington School had several incidents within one week:
 - Student was threatening with scissors, bit and ate crayons, threw items off a bookcase, ate moon sand (nurse checked poison control), student almost ran into the road, slapping and kicking, kicked desk, pulled the phone off the wall. Student was issued in-school suspension.
 - Central Office administration is aware.
- Chris Terri – Blood Borne Pathogen Policy regarding soiled laundry.

After no further discussion, the meeting was adjourned at 5:00 p.m. Next meeting is December 10, 2013.

Respectively submitted,

Terri Smith
Health and Safety Committee Chairperson