

**KEYSTONE SCHOOL DISTRICT
SAFETY COMMITTEE
RECORD OF MINUTES
NOVEMBER 28, 2023
IN-PERSON & TELEPHONICALLY
DISTRICT OFFICE BOARD ROOM**

Chairperson: Kristoffer Willison

Date: November 28, 2023

Time Meeting Started: 2 P.M.

PRESENT

**SUE BEICHNER (TELEPHONICALLY)
ERIK DOWLAN
MICHAEL HALL
AUTUMN MARSHALL
MICHAEL MCCORMICK
WILLIAM SLEE
KRISTOFFER WILLISON
KATHI WEAVER
MARTY WISE**

ABSENT

MINUTES

Previous Minutes from the October 24, 2023 Meeting were reviewed. Autumn made the Motion to Approve the Minutes, and Marty seconded it. All in favor.

OLD BUSINESS

- Incident Report Review: None.**
- Accident Investigations: None.**
- Inspections: None.**
- Other Issues and/or Specific Recommendations: None.**

NEW BUSINESS

- Incident Reports:**
 - 1. 11/17/2023: Maintenance Worker was drilling a hole in the bathroom stall, and a drill bit went through his Left Index Finger. No further medical treatment has been necessary.**
- Accident Investigations: None.**
- Inspections: None.**
- Other Issues and/or Specific Recommendations:**
 - 1. Erik said more rugs have been put down in the Elementary School Front Lobby to help prevent wet, slippery floors. Mike H. stated to remind all our staff to be careful in slippery areas, as winter is here.**

NEXT MEETING

The next Meeting will be held on WEDNESDAY, DECEMBER 6, 2023 at 2 P.M. in the District Office Board Room. This will be our ANNUAL SAFETY TRAINING.

ADJOURNMENT

With no further business, Mike H. made the Motion to Adjourn the Meeting at 2:09 P.M., and Autumn seconded it. All in favor.

Respectfully submitted,

Kathi Weaver
Secretary