

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

Chairperson: Kristoffer Willison

Date: September 26, 2023

Time Meeting Started: 2:05 P.M.

PRESENT

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

ABSENT

**MICHAEL MCCORMICK
MARTY WISE**

MINUTES

Previous Minutes from the August 29, 2023 Meeting were reviewed. Autumn made the Motion to Approve the Minutes, and Erik 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. 8/31/2023: High School Teacher was walking up the steps and tripped and fell forward—catching herself with her right forearm—straining her right shoulder/back/neck. No further Medical Treatment has been necessary. Reminder to all to use caution and handrails when going up and down the stairs.**
 - 2. 9/21/2023: High School Teacher was playing Volleyball and went forward for the ball and felt a rip in her foot—causing a heel sprain. No further Medical Treatment has been necessary.**
- Accident Investigations: None.**
- Inspections: None.**

□ **Other Issues and/or Specific Recommendations:**

- 1. Winter is coming. Use caution in the Ice and Snow.**
- 2. Autumn said some of the Elementary Doors are ajar and not closing completely. Discussed the Crash Bar Settings. Mike H. said this item will be added to the Building Safety Walk Through List.**
- 3. Kris said he will be viewing a Webinar on the I-80 Canoe Creek Bridge Construction Project to find out the dates of the construction. Mike H. said this project could cause some more traffic on local roads.**

NEXT MEETING

The next Meeting will be held on WEDNESDAY, OCTOBER 11, 2023 from 2 P.M. to 3 P.M. in the District Office Board Room. This will be our ANNUAL SAFETY TRAINING.

ADJOURNMENT

With no further business, Autumn made the Motion to Adjourn the Meeting at 2:15 P.M., and Mike H. seconded it. All in favor.

Respectfully submitted,

**Kathi Weaver
Secretary**