

North East School District - Safety Committee

MINUTES of June 7, 2022

Members Present: Shelley Allen, Kim Daugherty, Robin Hedlund, Chelsey Ricketts, Bill Wingerter
Guests Present: None
Members Absent: Mindi Fisher, Steve Fisher
Approval of Minutes: Shelley Allen motioned and Robin Hedlund seconded approval of the May 2022 minutes. Minutes were unanimously approved; motion passed.

Old Business Follow Up:

- ▶ **April Accident Reports: See May 2022 Minutes for RESOLUTIONS**
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New Business:

No Incidents/Accidents to report.

Next Committee Meeting: July 6, 2022 – Time: 3:00 p.m. @ Administration Office Conference Room

This Committee Meeting: June 7, 2022 – one-hour meeting

North East School District - Safety Committee

MINUTES of May 4, 2022

Members Present: Shelley Allen, Kim Daugherty, Robin Hedlund, Steve Fisher, Chelsey Ricketts, Bill Wingerter
Guests Present: None
Members Absent: Mindi Fisher
Approval of Minutes: Steve Fisher motioned and Robin Hedlund seconded approval of the April 2022 minutes. Minutes were unanimously approved; motion passed.

Old Business Follow Up:

- ▶ **March Accident Reports: See April 2022 Minutes for RESOLUTIONS**
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New Business:

No Incidents/Accidents to report.

Randy Fedei – Transportation Supervisor, would like to join the Safety Committee. He can attend meetings as a Guest until October 2022 when we have our Annual Training.

June's meeting will be moved to the following week. Several committee members will be busy preparing for graduation and not be able to attend the meeting.

Next Committee Meeting: June 7, 2022 – Time: 3:00 p.m. @ Administration Office Conference Room

This Committee Meeting: May 4, 2022 – one-hour meeting

North East School District - Safety Committee

MINUTES of April 6, 2022

Members Present: Shelley Allen, Kim Daugherty, Robin Hedlund, Mindi Fisher, Steve Fisher, Chelsey Ricketts
Guests Present: None
Members Absent: Bill Wingerter
Approval of Minutes: Shelley Allen motioned and Steve Fisher seconded approval of the March 2022 minutes. Minutes were unanimously approved; motion passed.

Old Business Follow Up:

- ▶ **February Accident Reports: See March 2022 Minutes for RESOLUTIONS**

New Business:

- ▶ Date of incident: 3/7/22
Location: Middle
Loss Type: Incident
Details: An autistic student did not want to work. He tried to escape the classroom. While the teacher tried to stop him, he bit her on the chest.
RESOLUTION: Extensive discussion took place regarding the Incident Report. The Special Ed. Department is working hard to get issues resolved.
- ▶ Date of incident: 3/9/22
Location: Davis
Loss Type: Incident
Details: An autistic student wanted a certain color card in a game. When another student got that color, he got aggressive towards that student. The teacher intervened between the students and he scratched and bit both of her forearms, right bicep and lower back.
RESOLUTION: Extensive discussion took place regarding the Incident Report. The Special Ed. Department is working hard to get issues resolved.
- ▶ Date of incident: 3/9/22
Location: Middle
Loss Type: Incident
Details: An autistic student was having a tantrum. While the teacher tried calming him down, he bit her right forearm.
RESOLUTION: Extensive discussion took place regarding the Incident Report. The Special Ed. Department is working hard to get issues resolved.
- ▶ Date of incident: 3/14/22
Location: Middle
Loss Type: Incident
Details: An autistic student did not want to work. While the teacher was directing him to work, he flailed his arms, causing an open wound near her right cheek/eye area.
RESOLUTION: Extensive discussion took place regarding the Incident Report. The Special Ed. Department is working hard to get issues resolved.

- ▶ Date of incident: 3/22/22
Location: Middle
Loss Type: Incident
Details: An autistic student got aggressive while being transported and bit the teacher on both wrists and right cheek.
RESOLUTION: Extensive discussion took place regarding the Incident Report. The Special Ed. Department is working hard to get issues resolved.

- ▶ Date of incident: 3/22/22
Location: Middle
Loss Type: Incident
Details: An autistic student got aggressive while being transported and bit an aide on the right forearm (same incident as above).
RESOLUTION: Extensive discussion took place regarding the Incident Report. The Special Ed. Department is working hard to get issues resolved.

- ▶ Date of incident: 3/31/22
Location: High School Cafe
Loss Type: Incident
Details: The dishwasher was acting up. And the detergent jug was leaking. A cook's helper tried tightening the cap on the jug and detergent sprayed out at her. She had a chemical burn on both lower arms.
RESOLUTION: This was an accident that could not have been avoided, it was an accident in its truest form.

- ▶ Date of incident: 3/31/22
Location: Middle
Loss Type: Incident
Details: While trying to safely transport an autistic student to the calm down room, he grabbed a hold of the teacher's hair and would not let go. He pulled a chunk out.
RESOLUTION: Extensive discussion took place regarding the Incident Report. The Special Ed. Department is working hard to get issues resolved.

Next Committee Meeting: May 4, 2022 – Time: 3:00 p.m. @ Administration Office Conference Room

This Committee Meeting: April 6, 2022 – one-hour meeting

North East School District - Safety Committee

MINUTES of March 2, 2022

Members Present: Shelley Allen, Kim Daugherty, Mindi Fisher, Robin Hedlund, Chelsey Ricketts, Bill Wingerter
Guests Present: None
Members Absent: Steve Fisher
Approval of Minutes: Shelley Allen motioned and Mindi Fisher seconded approval of the February 2022 minutes. Minutes were unanimously approved; motion passed.

Old Business Follow Up:

- ▶ **January Accident Reports: See February 2022 Minutes for RESOLUTIONS**
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New Business:

- ▶ Date of incident: 2/1/22
Location: Transportation
Loss Type: Medical - Loss of Wages
Details: Ice from the bus garage roof slid down onto a bus driver's head as she was about to start her run.
RESOLUTION: None
- ▶ Date of incident: 2/8/22
Location: High School
Loss Type: Incident
Details: A teacher had a seizure in the classroom. She fell and hit her face on a desk, cutting her forehead and bruising her face.
RESOLUTION: None
- ▶ Date of incident: 2/12/22
Location: High School
Loss Type: Incident
Details: A teacher slipped and fell on ice on the HS walkway while heading into the auditorium for dance team practice.
RESOLUTION: Use of Facility forms need to be filled out and returned so that the Maintenance Department can properly address icy walkways ahead of time.
- ▶ Date of incident: 2/14/22
Location: Davis
Loss Type: Incident
Details: An autistic student tried to escape the classroom. As the teacher attempted to stop him, he clawed at her arm, breaking the skin.
RESOLUTION: Refer to training.
- ▶ Date of incident: 2/14/22
Location: Middle School
Loss Type: Medical
Details: An autistic student tried to escape the classroom. As the teacher attempted to stop him, he kicked her in the face/jaw.
RESOLUTION: Refer to training.

- ▶ Date of incident: 2/15/22
Location: Davis
Loss Type: Incident
Details: An autistic student tried to escape the classroom. As the teacher attempted to stop him, he bit, scratched, kicked, punched & head butted her.
RESOLUTION: Refer to training.

- ▶ Date of incident: 2/22/22
Location: Middle School
Loss Type: Medical
Details: An aide pushed a door between the cafeteria and hallway too hard. Her right hand was bruised.
RESOLUTION: Be careful & take your time.

- ▶ Date of incident: 2/25/22
Location: High School
Loss Type: Incident
Details: A cook's helper experienced back strain while moving around boxes in the freezer.
RESOLUTION: Get a helper. Supervisor discussed lifting techniques.

Next Committee Meeting: April 6, 2022 – Time: 3:00 p.m. @ Administration Office Conference Room

This Committee Meeting: March 2, 2022 – one-hour meeting

North East School District - Safety Committee

MINUTES of February 2, 2022

Members Present: Shelley Allen, Kim Daugherty, Mindi Fisher, Steve Fisher, Chelsey Ricketts, Bill Wingerter
Guests Present: None
Members Absent: Robin Hedlund
Approval of Minutes: Steve Fisher motioned and Mindi Fisher seconded approval of the January 2022 minutes. Minutes were unanimously approved; motion passed.

Old Business Follow Up:

- ▶ **December Accident Reports: See January 2022 Minutes for RESOLUTIONS**
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New Business:

- ▶ Date of incident: 1/6/22
Location: Middle
Loss Type: Incident
Details: An aide was bit by an autistic student during a behavioral episode.
Refer to training.
- ▶ Date of incident: 1/21/22
Location: Middle
Loss Type: Incident
Details: An autistic student did not want to work. He threw himself to the floor and bit the teacher when she was trying to get him to sit in his chair.
Refer to training.
- ▶ "Walk like a Penguin" safety posters have been distributed to all buildings to display.
- ▶ Mask distribution - The MS and Transportation dept. hand out the most masks to students.

Next Committee Meeting: March 2, 2022 – Time: 3:00 p.m. @ Administration Office Conference Room

This Committee Meeting: February 2, 2022 – one-hour meeting

North East School District - Safety Committee

MINUTES of January 5, 2022

Members Present: Shelley Allen, Kim Daugherty, Mindi Fisher, Steve Fisher, Chelsey Ricketts
Guests Present: None
Members Absent: Robin Hedlund, Bill Wingerter
Approval of Minutes: Shelley Allen motioned and Steve Fisher seconded approval of the December 2021 minutes. Minutes were unanimously approved; motion passed.

Old Business Follow Up:

- ▶ **November Accident Reports: See December 2021 Minutes for RESOLUTIONS**

New Business:

- ▶ Date of incident: 12/7/21
Location: Davis
Loss Type: Incident
Details: An emotional support student head butted a teacher in the stomach and pushed her to the floor. She fell on her tailbone.
RESOLUTION: None needed.
- ▶ Date of incident: 12/7/21
Location: Bus Garage
Loss Type: Medical
Details: A bus driver was traveling north on Blaine St to school campus to pick up the elementary students at the end of the day. A car traveling west at a rapid speed on East St. failed to stop at a stop sign. The car collided head on with the side of the bus. No students were on the bus.
RESOLUTION: None needed.
- ▶ Date of incident: 12/17/21
Location: Elementary Center
Loss Type: Incident
Details: 2 custodians were taking down a 2 sided table. When they went to sit it upright, it slipped, landing on top of one of the custodian's feet.
RESOLUTION: Wear proper footwear. Maintenance to review lifting procedures.

Next Committee Meeting: February 2, 2022 – Time: 3:00 p.m. @ Administration Office Conference Room

This Committee Meeting: January 5, 2022 – one-hour meeting

North East School District - Safety Committee

MINUTES of December 1, 2021

Members Present: Shelley Allen, Kim Daugherty, Robin Hedlund, Chelsey Ricketts, Bill Wingerter
Guests Present: None
Members Absent: Mindi Fisher, Steve Fisher
Approval of Minutes: Robin Hedlund motioned and Chelsey Ricketts seconded approval of the November 2021 minutes. Minutes were unanimously approved; motion passed.

Old Business Follow Up:

- ▶ **October Accident Reports: See November 2021 Minutes for RESOLUTIONS**
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New Business:

- ▶ Date of incident: 11/4/21
Location: Middle School
Loss Type: Incident
Details: An autistic student did not want to work. He threw himself to the floor. He bit the teacher when she tried to get him to stand up.
RESOLUTION: Refer back to Ukeru training.
- ▶ Bill put in work orders for the items needing addressed from the building inspections.

Next Committee Meeting: January 5, 2022 – Time: 3:00 p.m. @ Administration Office Conference Room

This Committee Meeting: December 1, 2021 – one-hour meeting

North East School District - Safety Committee

MINUTES of November 3, 2021

Members Present: Shelley Allen, Kim Daugherty, Mindi Fisher, Steve Fisher, Robin Hedlund, Bill Wingerter
Guests Present: None
Members Absent: Chelsey Ricketts
Approval of Minutes: Steve Fisher motioned and Shelley Allen seconded approval of the October 2021 minutes. Minutes were unanimously approved; motion passed.

Old Business Follow Up:

- ▶ **September Accident Reports: See October 2021 Minutes for RESOLUTIONS**
 - ▶ **Annual Safety Training – Complete**
 - ▶ **Building Inspections – Complete by November meeting.**
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New Business:

- ▶ October Training – Need our Training certificate to keep in our file.
- ▶ Building Inspections Reviewed – Bill will address problem areas with the specific buildings that require attention.
- ▶ Date of incident: 10/1/2021
Location: Transportation
Loss Type: Medical
Details: A bus driver was driving back to campus after her evening run. She came around an S curve where a grape picker was turning onto the road. Their boom shoot was sticking out and the picker collided with the bus. The driver suffered lower back, left leg and shoulder pain.
RESOLUTION: Be vigilant on the roadways.

Next Committee Meeting: December 1, 2021 – Time: 3:00 p.m. Administration Office

This Committee Meeting: November 3, 2021 – one-hour meeting

North East School District - Safety Committee

MINUTES of October 6, 2021

Members Present: Shelley Allen, Kim Daugherty, Mindi Fisher, Steve Fisher, Chelsey Ricketts, Bill Wingerter
Guests Present: Joel Stivason (attended virtually)
Members Absent: Robin Hedlund (attended virtually)
Approval of Minutes: Shelley Allen motioned and Steve Fisher seconded approval of the September 2021 minutes. Minutes were unanimously approved; motion passed.

Old Business Follow Up:

- ▶ **August Accident Reports: See September 2021 Minutes for RESOLUTIONS**
 - ▶ **Replace two members of the Safety Committee.**
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New Business:

- ▶ October Training – Virtually led by Joel Stivason
- ▶ Building Inspections – Bring completed forms to November meeting.
Elementary Center: Steve & Chelsey
Middle School: Bill & Robin
High School: Shelley & Mindi
Maint/Bus Garage: Kim & Bill
- ▶ Date of incident: 9/10/21
Location: Elem Center
Loss Type: Incident
Details: A student was crying on the floor acting like a dog. An instructional aide told her to get up and take her classwork to the emotional support teacher. The student jumped up and bit her on her upper right arm.
RESOLUTION: Refer to training – Handle with Care
- ▶ Date of incident: 9/16/21
Location: Transportation
Loss Type: Incident
Details: A bus driver was pulling up to the intersection of Town & Division St when his student Covid attendance clipboard fell off the dash. When he bent down to pick it up, his foot slipped off the brake and he rear ended the bus in front of him.
RESOLUTION: Pay attention

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- ▶ Date of incident: 9/16/21
Location: Transportation
Loss Type: Medical
Details: A bus driver was stopped at the intersection of Town & Division St. Another bus came up behind her and slammed into the back of her bus. She had neck and upper back pain as well as a headache.

- ▶ Date of incident: 9/23/21
Location: Elem Center
Loss Type: Incident
Details: A teacher was sitting crisscross applesauce on the floor. One of her autistic students jumped and threw their body into her left knee/leg, bending it outward.
RESOLUTION: Be careful of your surroundings.

Next Committee Meeting: November 3, 2021 – Time: 3:00 p.m. Administration Office

This Committee Meeting: October 6, 2021 – one-hour meeting

North East School District - Safety Committee

MINUTES of September 1, 2021

Members Present: Shelley Allen, Kim Daugherty, Robin Hedlund, Chelsey Ricketts, Bill Wingerter

Guests Present: None

Members Absent:

Approval of Minutes: Shelley Allen motioned and Robin Hedlund seconded approval of the August 2021 minutes. Minutes were unanimously approved; motion passed.

Old Business Follow Up:

- ▶ **July Accident Reports: See August 2021 Minutes for RESOLUTIONS**
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New Business:

- ▶ October Training – Virtual
- ▶ Replacing members of Safety Committee – 2 vacancies
- ▶ Date of incident: 8/26/21
Location: High School
Loss Type: Medical
Details: A teacher was walking into the high school carrying a box of supplies. She tripped on the new cement curb, fell and twisted her left knee.
RESOLUTION: Pay attention to your surroundings. Use a cart when carrying large objects.

Next Committee Meeting: October 6, 2021 – Time: 3:00 p.m. Administration Office

This Committee Meeting: September 1, 2021 – one-hour meeting

North East School District - Safety Committee

MINUTES of August 11, 2021

Members Present: Shelley Allen, Kim Daugherty, Robin Hedlund, Chelsey Ricketts, Bill Wingerter
Guests Present: None
Members Absent: Tracy Neff, Randy Rossman
Approval of Minutes: Robin Hedlund motioned and Chelsey Ricketts seconded approval of the July 2021 minutes. Minutes were unanimously approved; motion passed.

Old Business Follow Up:

- ▶ **June Accident Reports: See July 2021 Minutes for RESOLUTIONS**
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New Business:

- ▶ Date of incident: 7/13/21
Location: Elem Center
Loss Type: Incident
Details: A custodian was scratching the floors for waxing in the kindergarten corridor. She slipped and fell on her right knee.
RESOLUTION: Be careful when walking on the waxed floor. Walk like a penguin.
 - ▶ Date of incident: 7/22/21
Location: Elem Center
Loss Type: Medical
Details: A custodian was washing classroom cabinets. When she opened one to clean the inside, a large tote that was sitting on top of the cabinet fell and hit her entire center of her face.
RESOLUTION: Resolved – make sure that teachers know to store items in safe places.
 - ▶ Date of incident: 7/23/21
Location: High School
Loss Type: Medical
Details: A custodian was taking apart a large bookshelf in the library. The next morning, he had lower back muscle strain.
RESOLUTION: Use lifting techniques.
- We need a MS representative to replace Tracy Neff. Bill will talk to Nate Otis for a recommendation.
 - Annual training is set for October.

Next Committee Meeting: September 1, 2021 – Time: 3:00 p.m. Administration Office

This Committee Meeting: August 11, 2021 – one-hour meeting

North East School District - Safety Committee

MINUTES of July 6, 2021

Members Present: Shelley Allen, Kim Daugherty, Chelsey Ricketts, Bill Wingerter
Guests Present: None
Members Absent: Robin Hedlund, Tracy Neff, Randy Rossman
Approval of Minutes: Chelsey Ricketts motioned and Shelley Allen seconded approval of the June 2021 minutes. Minutes were unanimously approved; motion passed.

Old Business Follow Up:

- ▶ **May Accident Reports: See June 2021 Minutes for RESOLUTIONS**
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New Business:

No Incidents to report.

Next Committee Meeting: August 4, 2021 – Time: 10:00 a.m. @ The Bean

This Committee Meeting: July 6, 2021 – one-hour meeting