

Crook County School District  
Site Safety Committee

May 12, 2014 – 2:30 PM  
Transportation Department

Members in Attendance: Jane Ashcraft, Dawna Sundberg, Renea Sedlacek

1.0 Approval of February 3, 2014 minutes

Jane moved to approve the minutes from the February 3, 2014 meeting as written. The vote was unanimous in favor.

2.0 Old Business

2.1 Review of Inspections

Jane reviewed the inspections with the committee members and noted any issues. Renea will follow-up with Deen on a work order for securing a bookshelf in the Transportation office.

2.2 SAIF presentation

Julia Means told the committee that she was happy to review our Site Inspection forms and offer suggestions to help identify potential safety issues and would be willing to help with our walk-through inspections. The committee may ask her to do so in the fall. Dawna will send the forms to Julia.

3.0 New Business

3.1 Site Inspections

The final inspections of the school year are due to Dawna no later than May 23<sup>rd</sup>, for the summary review at the June 2<sup>nd</sup> meeting.

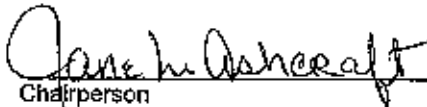
3.2 Committee schedule for next year

The committee discussed alternate meeting days and times for next year, noting that it was difficult for Renea to leave her office without someone there to cover the phones. We may possibly move the meeting time to mid-morning, or perhaps a driver would be willing to represent the Transportation Department. More discussion to follow.

4.0 Adjournment.

Meeting adjourned at 3:08 pm.

Next meeting will be June 2nd at 2:30 pm at Transportation.

  
Chairperson

Secretary

Date Minutes Approved