

Health & Safety Committee

Date: October 4, 2016 – 2:00 pm

Location: HS Board Room

Minutes:

Present: Kim Bernstein (Chair), Mike Haberman, Laura Halvorson and Jason Kersten

Guests: Cindy Lagasse, Marilyn Hall, Jessica Allard, Laurie Nickelson, Dawn Allard (Kitchen Manager), Lori Derr, and Debbie Weber; Tom Acheson

2016 Goals:

❖ **Layout Goals for 2016-17**

- **Meet with the kitchen staff along with Debbie Weber – Fall ✓ Completed 10/4/16**
 - Meet with the bus drivers, once a year, fall, best time would be 8:30 in the morning. Jason will schedule with one of his meetings with the drivers.
 - Schedule annual walk through
 - Laura, Kim will work on finding safety walk through checklists
- ❖ Strategic Plan – Where, What, Update. Will leave this under old business until a retreat is scheduled to come up with the layout and discuss with entire board.

New Business:

- ❖ Met with Kitchen Staff and Deb Weber – To Address any concerns they may have
- Introductions
 - Debbie Weber explained a Culinary training that will be held in Bottineau, sponsored by NCEC. This training will take place in the FACS room on November 8, in the evening. All staff are planning on attending and other schools from surrounding areas will also be invited to attend. Debbie will get the Bottineau registration sent in for the class. These hours count towards the new state education requirements.
 - Debbie and Dawn have been researching grants and came up with one from Smarter Lunchroom Movement. (The Smarter Lunchroom Movement sponsored by the Cornell Center for Behavioral Economics in Child Nutrition Program and is funded by the USDA ERS/FNS). Main focus is concentrated on portion size. Take what you can/will eat, if you want more come back.
 - Debbie and Dawn will be attending a conference on 10/17
 - Grant is for \$500 - \$750. If they receive this funding, their plan is to purchase new lunch trays. (They would need 300 trays at \$80 a dozen)
 - They have established a “Grant Committee”: Dawn Allard, Jessica Allard, Ethan Hahn (student), Janelle Monson and Debbie Weber.
 - For this grant they need to show improvements and programs implanted to make the lunch room more inviting.
 - Some of their ideas include:
 1. After school program involved in making seasonal decorations.
 2. Pride of Dakota Days – the displayed artwork/worksheets done by students.
 3. Theme holiday/seasonal décor for the lunchroom.
 4. Pictures of students eating healthy fruits and vegetables
 5. Match athletes/Student Council/Upper classmen to have lunch partners with the younger grades
 6. Possible weighing of wasted food – class competition, possible extra recess as prize.
 7. Go into classrooms – explain to the younger grades how the lunch system works.
 8. Paint lunchroom – they would like this to be done during the Christmas break. The particular paint needs at least a week to cure.
 - Other safety concerns Dawn brought forward:
Middle/High School

- **Walk-in Freezer** – seal needs to be replaced. I asked if a work order (WO) has been placed. Dawn explain what is going wrong with the freezer, said she would put in a WO for the freezer.
- **Pump in the storage room** – possibly the pump for the fridge. 4 WO's have been put in, and the pump is still not working. Water is on the floor on a daily basis. A couple staff made reference that they had slipped in the area. Several attempts to fix the problem have left the pipes wrapped in duct tape.
- **Fan hood** – there is a switch that shows two speeds, works on low but high doesn't work. The fan was replaced a couple years ago.
- **Kitchen bathroom** – at hire, Dawn was told this was a kitchen staff duty, we discussed that this needs to be a facilities responsibility, not kitchen staff duty.

Central

- **First Aid kit in the kitchen** – Debbie Weber was asked if she would put together a proper First Aid kit and get it over to Central.
- **Milk Cooler** – This cooler was brought up last year the seal was replaced and the area where the fan is was cleaned out. (This was mentioned last year to gather prices to get into the 16-17 budget for replacement.) Due to the explanation of problems with the milk, mold and cooler not staying cold we need to find the funds to replace this cooler.

Old Business:

- ❖ **Playground Equipment** – Tom Acheson joined the meeting to give his opinion and status update on the playground equipment (South playground). This equipment needs to be replaced sooner rather than later. This was a donation approximately 7-8 years ago. Tom is keeping it maintained as best he can. The slide has been replaced three times, swing chains, seats, bolts and it has been stained. We really need to set things in motion to replace the equipment this spring/summer.
 - Many different options were discussed.
 - Keep looking into grants – In order to apply for grants we need to know our scope of project and costs.
 - Jason supplied the committee with the Newburg project costs (see attachment) This project was done at a larger scale than what we are discussing at this point. Some of their costs were covered with in-kind donations of materials and time, as well as financial.
 - Tom will contact Myron from Dakota Fence for a quote for something similar in size to what we have
 - Laura is looking into other companies that also offer certain specials/grants
 - Kim and Jason will pick up brochures at the upcoming conventions
 - Mike will be looking into some of the opportunities that Newburg capitalized on in regards to the agricultural company contributions

Central School – swing chains and seats have all been changed out
Health Department has not been here yet
- ❖ **Midwest Investigations** – Update from Jason on three proposals
 - Option A - \$3,609 – four (4) cameras 1 inside, 3 outside
Jason was expecting this to be quoted for eight (8) cameras since that is how many available spots we have on the DVR
 - Option B - \$12,085 – includes the above mentioned cameras, unlimited upgrade to DVR, wireless camera for the bus barn, wireless antenna, four (4) more cameras. \$4,758 of this cost is the upgrade to the unlimited software.
 - Option C - \$20,323 – includes the above mentioned options, both A&B plus an additional four (4) cameras for Central school
- ❖ **Safety Walk-through checklists** – committee will continue to look for checklists and email what we find to Laura and she will compile the best of the best.