Attendance sheet was sent around.

**Accidents & incidents**
Good news! There were no accidents/incidents reported for November, and as of the date of the Safety Meeting (Dec 13), no accidents/incidents reported for December.

**Safety Training**
Each District building should have a Hazard Communication Program notebook that states what chemicals/substances are being used in that building. Within these notebooks there are MSDS (Material Safety Data Sheet) sheets that are intended to provide workers and emergency personnel with procedures for handling the chemical or substance in a safe manner. The sheets contain important information about the specific chemical or substance, including storage, disposal, protective equipment, spill-handling procedures, etc. We should all know where the Hazard Communication Program notebook is in our building – please check with your custodian or main office.

The Safety Committee did an exercise to familiarize all of us with MSDS sheets. It was a great opportunity to decipher and learn facts about where to look for important information in case of emergency situations.

All spray bottles and other containers NOT in their original packaging need to be clearly labeled. Also, please remember to wear rubber gloves and eye protection, when needed.

**Safety Related Issues**
Gail called fabric stores (Joann Fabric and others) regarding fabric with retardant and got mixed answers. It was discussed that California labeling holds to the highest standards when it comes to flame retardant codes. Most companies go by California standards on their labeling. Ikea is one of those companies. Oregon labeling is very vague.

It was highly recommended that there be no overstuffed furniture in the schools. It was also recommended that no personal, non-district purchased furniture be allowed in the schools. When purchasing furniture through the district, wood or metal furniture is preferred.
Gail handed out a copy of the District Safety Committee Safety Recommendation Draft with regards to furnishings. The draft will be updated with recommendations and additions, and Gail will send out a new draft before the next Safety Committee meeting in February.

**Safety Suggestions**
There were no safety suggestions.

Please send your Safety and Fire Inspection Reports to Gail Hoskins by **January 15**.

Meeting adjourned at 8:51 am.

The next safety committee meeting is Thursday, February 14, at the District Administration Building (Board Room).