Attendance sheet was sent around, and new members introduced.

The Committee watched a short video titled ‘Why Is Safety #1?’.

**Accidents & Incidents**
Oregon City School District’s safety year runs July 1 – June 30. In 2012, 15 claims were made -- down 14 claims from the prior year (2011), which had 29 claims. So far this year -- July – November -- there have been 7 claims.

Gail reported 11 incidents (four student related) for the year so far.

**Safety Training**
Guest speaker Paula Jones, SAIF, reminded the Committee of some safety tips:

- When using the stairs, turn your body about 30 degrees toward the rail. If you fall, you’ll tend to fall toward the rail and wall.
- Grip the underside of the handrail with your palm facing up – it’s safer and it’s also a stronger grip.

Paula also handed out a flyer on slip and fall protection at work and at home. With icy weather approaching, we all need to take extra precautions.

- Wear appropriate footwear with good traction (no high heals). Make sure the tread on your shoes is not too worn. It is recommended to replace shoes when two pennies can be placed on an area of the shoe’s sole that has been worn smooth.
- Go slowly and shorten your stride. Walk with your toes pointed to the sides (like a penguin).
- When stepping over obstacles, turn sideways. This allows the entire foot to be placed on the ground improving traction as well as making it easier to see the obstacle.

Gail distributed a flyer with regards to classroom food and pests. This flyer will be sent to all Safety Committee members for copying and distributing within their buildings. Following are some tips on pest management in the classroom:
• Food and food based arts and crafts need to be stored in plastic containers with secure lids, not cardboard boxes.
• Help Maintenance and our custodians with general housekeeping by keeping things picked up and off the floors so that custodians can clean more thoroughly.
• Be on the lookout for holes from the outside that mice and other pests might be able to get through. Check pipes under the sink - it doesn’t take a very big hole for a mouse to get through. Should you notice anything suspicious, please notify your building custodian.

A flyer was passed out with information on the “Speak up. Work safe.” safety video contest organized by the Oregon Young Employee Safety Coalition (O[yes]). The contest is designed to create awareness about safety on the job for young people. Deadline for video submissions is February 3, 2014. For detailed contest information, go to www.youngemployeesafety.org.

**Safety Related Issues**
Effective December 1, 2013, Material Safety Data Sheets (MSDSs) will be referred to as Safety Data Sheets (SDSs). The new sheets will be easier to read and understand, and will also have pictograms, so that no matter what language someone speaks, they’ll be able to interpret the information.

**Safety Suggestions**
With the holidays approaching, we need to be aware of school policies with regards to decorations. Please remember that live trees can be in a school building for no more than 3 days if the building is closed, so plan accordingly. Also, keep live trees watered – they tend to dry out fast when brought indoors. To view further policy on School Decorations, go onto the OC School District website under ‘Departments’, Health and Safety’, ‘Decorations’.

The next safety committee meeting will be **Thursday, December 19, at 8:30 am, in the Admin Board Room.**

Meeting adjourned at 9:16 am.