SAFETY COMMITTEE MEETING MINUTES

Wenatchee School District

Meeting Date	School Building	Chairperson

Elected Employee Members Present	Appointed Management Members Present	Members Absent

(Use additional pages if necessary to describe events fully)

1. Read, approve, correct minutes from previous meeting.

2. Old business (progress report on items and/or uncorrected hazards from previous meetings.)

3. New business (assign someone to research, follow-up, on each hazard and/or item listed.)

4. Review injury, incident and inspection records and reported hazards.

5. Other business including student and visitor safety issues (describe.)

6. Items referred to District Safety Committee/Administration with recommendations.

Date next meeting _____ Time _____ Place _____

Secretary _____ Chairperson _____