

**Old Forge High School
Memorandum**

To: Workplace Safety Committee
From: Nicole Van Luvender
Re: January 30, 2013 Minutes

Meeting was convened at 9:25 a.m.

In attendance: Mary Termini, Anthony Spadoni, Nicole VanLuvender, Rhonda Sugarman, Shawn Nee

Absent: Mark Marianelli

Old Business:

- Still waiting on camera at front door to be adjusted so a clear picture of the visitor will be seen.
- Three of our board members have completed certification from the PSBA. The remaining members will need to be certified for the Work Place Safety Committee.
- The new script is now being read at the entrance doors for all visitors to both buildings.

New Business

- Quad 3 has been contacted for input regarding a secured front entrance at both the elementary and high schools.
- Talks are still ongoing about students using one entrance to enter the building.(Buses and Drop offs)

Mrs. Sugarman adjourned the meeting at 9:40, and Mr. Spadoni seconded the motion.