

**SCHOOL DISTRICT NO. 79 (COWICHAN VALLEY)  
SITE HEALTH & SAFETY COMMITTEE MEETING MINUTES**

**SITE:** \_\_\_\_\_

**Date & Time:** \_\_\_\_\_

Present: (List members & position - in attendance)

Regrets: (List members & position - absent)

Meeting called to order by \_\_\_\_\_ at \_\_\_\_\_ pm

**ADOPTION OF THE AGENDA**

Adoption of the \_\_\_\_\_ Agenda Motioned: \_\_\_\_\_ Seconded: \_\_\_\_\_ Carried

**ADOPTION OF THE MINUTES**

Adoption of the \_\_\_\_\_ Minutes Motioned: \_\_\_\_\_ Seconded: \_\_\_\_\_ Carried

**BUSINESS ARISING FROM THE MINUTES**

**CORRESPONDENCE**

**OUTSTANDING HEALTH AND SAFETY WORK ORDERS**

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**SCHOOL INSPECTION RESULTS (location & work order # if required)**

**MEETING ADJOURNED:**

Motioned: \_\_\_\_\_ Seconded: \_\_\_\_\_ Carried

Meeting Adjourned: \_\_\_\_\_ pm

Next Meeting: \_\_\_\_\_