

# Dashir Management Services, Inc.

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2356 Reinhardt Ct ~ Reedsburg WI 53959  
Phone (608) 524-2251 Fax (608) 524-2251  
[www.dashirmanagement.com](http://www.dashirmanagement.com)

## Medford School District #763

December 2016

Custodial/Maintenance Report

### Training Conducted

The OSHA required safety training on Safety Data Sheets was conducted with all Dashir employees on November 17, 2016.

### Inspections

Five inspections were conducted during the month of November. The results were shared with each individual custodian. Bob Tweten from the Southeast Service Cooperative performed the mock OSHA walkthrough on November 28, 2016. There were minimal findings: two extension cord issues, two rooms with no emergency maps posted, one container of waste oil not labeled properly, and the science eye wash and emergency showers checklists have not been filled out in all science rooms. All finding have been addressed with staff.

### Progress on Projects

- Working with Steele/Waseca Coop and Cole's Electric on performing some recommended repairs to our generator. The repairs should take place over the holiday break.
- Replaced two toilet flushers in the girl's bathroom by the vending machines.
- Repaired three pushdown bathroom faucets.
- Discovered and repaired two roof leaks.
- Changed all pre-filters for the rooftop units and classroom filters.
- New Wall of Champions was put back up with a more adhesive backing.
- Ordered two new handicap accessible round lunch tables.
- All drinking fountains were tested for lead in the water by Twin City Water Clinic and our results were good.
- Currently have multiple long-term radon gas test kits placed throughout the school. These test kits will be collected on January 26, 2017, and sent in for analysis.

Respectfully submitted,

*Sean Heaney*  
Facility Manager